

Major Appliance Recycling Roundtable Local Government Advisory Council - Terms of Reference

Purpose

The purpose of the Major Appliance Recycling Roundtable – Local Government Advisory Council (MARR - LGAC) is to ensure good communication between the Stewardship Organization (MARR) and local governments. The MARR – LGAC will provide the opportunity for local governments to communicate with the Stewardship Organization concerning the diversion and recycling of major appliances in the province of British Columbia. The MARR – LGAC will provide a forum for local governments to provide their unique perspective and advice to the Stewardship Organization, and for the Stewardship Organization to better understand municipal and regional needs, capabilities and capacities. The MARR – LGAC will provide advice, information, and recommendations to the MARR Board of Directors and/or Committees of the Board.

Local Government Representation

The MARR – LGAC will be composed of a minimum of five (5) and a maximum of seven (7) local government representatives, including representatives from Regional Districts and/or Municipalities in BC. The local government representatives should reflect both rural and metropolitan areas as well as the different geographic areas of British Columbia (such as but not limited to, Northern BC, Coastal BC, Interior BC, Vancouver Island and the Lower mainland). Stewardship Organization representatives will attend LGAC meetings as observers to provide a direct forum of dialogue between local government representatives and MARR.

Chair of MARR - LGAC

The MARR – LGAC Chair will be a local government representative chosen by simple majority of the local government representatives of the MARR – LGAC. The Chair will be selected annually by the local government representatives of the MARR - LGAC. The MARR – LGAC Chair and the Stewardship Organization’s Program Manager will collaborate to set the LGAC agendas.

Meetings

The MARR-LGAC shall meet not less than 2 times in each year. Additional meetings can be called as agreed upon. Meetings may be held in person or via conference call. On a pre-approved basis the Stewardship Organization will reimburse reasonable costs incurred by local government MARR – LGAC representatives to attend in person meetings.

Resources

The Stewardship Organization will provide the committee with meeting facilities and/or teleconferencing services as well as staff to take minutes and coordinate meetings.

Record of Meetings

The MARR – LGAC Chair and the Stewardship Organization’s Program Manager shall ensure that a written record of the meeting minutes as well as any written LGAC statement of advice, information, and recommendations are forwarded to the MARR Board of Directors, including any non-consensus or dissenting reports.