

REGIONAL DISTRICT OF NANAIMO
SOLID WASTE MANAGEMENT SELECT COMMITTEE
TERMS OF REFERENCE

January 27, 2016

1.0 BACKGROUND

The Province of BC requires all Regional Districts to have a Solid Waste Management Plan (SWMP). The Regional District of Nanaimo's (RDN) first SWMP was prepared in 1988 and was subsequently updated in 1996 and 2004. The current update of the SWMP that is underway began in December 2013 and is expected to be completed by the end of 2016.

As part of the plan review process, the Solid Waste Management Select Committee (SWMSC) was established in 2014 to act as a liaison between the Board and the combined public and technical advisory committee which is named the Regional Solid Waste Advisory Committee (RSWAC). The original intent was for the SWMSC to exist during the SWMP review noting that it may continue for purposes of oversight during the plan implementation.

In December 2015, the SWMSC discussed the complexity and importance to the community of the solid waste function and the relationship between planning for future program delivery and on-going operations. As a consequence, a motion was passed to add the responsibility of providing advice and recommendations to the Board regarding Solid Waste Services operations, in addition to that of the Solid Waste Management Plan review process.

2.0 PURPOSE

The purpose of the Solid Waste Management Select Committee is to:

- Provide political oversight of the SWMP review and act as a liaison between the RSWAC and the Regional Board; and,
- Provide political oversight on delivery of the of solid waste function and monitor implementation of the SWMP.

3.0 RESPONSIBILITIES

The SWMSC's responsibilities are:

- To liaise with and make recommendations on behalf the RSWAC to the Regional Board;
- To pursue matters referred to the SWMSC by the RSWAC and ensure the effective exchange of information with the Regional Board; and,
- To identify problems, issues and opportunities and ensure that the Solid Waste Services function meets the community needs, and, provide advice and recommendations to the Regional Board in this regard.

4.0 COMPOSITION

- The Committee is comprised of a minimum of seven RDN Directors with a mix of municipal and electoral area representation; and,
- The Board Chair will appoint committee members and Chair.

5.0 MEETINGS

- The Committee meets approximately every second month; and,
- The General Manager responsible for Solid Waste Services will assign staff to support the Committee including the coordination of agendas, minutes and staff contacts for Committee members.

6.0 TERM

The SWMSC is ongoing and will provide oversight for the SWMP update, Plan implementation and delivery of the Solid Waste Services function.