

1. The Committee shall consist of **TEN (10)** voting members appointed by City Council for a term ending December 31, 2022 or at another date approved by Council. Preference will be given for:
 - One (1) representative and one (1) alternate of the Okanagan Nation Alliance
 - One (1) representative of the Penticton Indian Band
 - One (1) representative of the Fresh Water Fisheries Society of BC
 - One (1) representative and one (1) alternate of the Penticton Fly Fishers' Association
 - One (1) representative of the South Okanagan Conservation Program
 - One (1) representative and one (1) alternate of the Penticton Industrial Development Association
 - One (1) downtown residential owner
 - One (1) downtown business owner
 - One (1) member of the community based upon their interest in the Penticton Creek restoration
 - One (1) member of the Parks and Recreation Advisory Committee
2. The Committee shall consist of **TWO (2)** non-voting members:
 - One (1) representative and one (1) alternate of the Ministry of Forests, Lands and Natural Resource Operations: Fish and Wildlife Division
 - One (1) Representative and one (1) alternate of the Ministry of Forests, Lands and Natural Resource Operations: Water Stewardship Division
3. The Committee Members shall appoint a Chair and Vice-Chair.
4. Council shall appoint one (1) Council representative to the Committee.
5. Role of Council Representative:
 - Non-Voting Member
 - Liaison to City Council
6. The Mayor or their Deputy will act as an alternate Council representative.
7. A majority of appointed voting members shall constitute a quorum.
8. The General Manager of Infrastructure and City Engineer and/or designates, shall attend Committee meetings to provide operational and professional engineering support to the Committee.
9. The Corporate Administration Department shall arrange for secretarial services to the Committee.

10. The Committee shall meet quarterly, or as required when a new piece of business is referred to the Committee requiring immediate action.
11. The Committee's mandate is to make recommendations to the Council on all matters referred to the Committee, including:
 - The technical matters related to the restoration and redesign of the Penticton Creek and Ellis Creek;
 - The principles and design parameters of redesign and restoration, including the recognition of what impacts may occur on adjacent commercial and residential properties;
 - Land use issues within the Penticton Creek and Ellis Creek riparian area;
 - Technical input and assistance with framing content related to Request for Proposals and Expressions of Interest;
 - Public engagement strategies related to the restoration of Penticton Creek and Ellis Creek; and
 - Development and recommendations on funding alternatives and fund raising.

12. Conflict of Interest

All Committee members are expected to review and sign a Conflict of Interest Declaration and adhere to the requirements set out in the declaration.

If a Committee member attending a meeting considers that he or she is not entitled to participate in the discussion of a matter or to vote on a question in respect of a matter because the member has a direct or indirect pecuniary interest in the matter, or for any other reason, the member must declare this and state the general nature of why he or she considers this to be the case and immediately leave the meeting or the part of the meeting during which the matter is under consideration.

The member's declaration must be recorded in the minutes, and the Committee member must not attempt in any way, whether before, during or after the meeting to influence the voting on any question in respect to the matter.

13. Removal of a Member from Committee

Council may remove a Committee member from a Committee for good and sufficient reason, which may include any of the following, without limitation:

- (a) the absence of a Committee member from three (3) consecutive regularly scheduled Committee meetings, unless the absence is because of illness or is with leave of the Committee;
- (b) a finding by Council that the Committee member has engaged in misconduct, such as bullying or harassment of another Committee member or a City employee; or
- (c) participation by a Committee member in circumstances where the Committee member has a conflict of interest.

In any case where Council proposes to remove a member from a Committee, the member will be provided with notice and an opportunity to be heard by Council prior to Council voting on the matter.

14. Resignation

Any Committee member may resign by sending written notice to the Corporate Officer.

In the event of a vacancy occurring during a regular term, the vacancy may be filled for the remainder of that term in the same way the initial appointments were made.

15. Closed Meeting

All Committee members are expected to review and sign a Confidentiality Declaration and adhere to the requirements set out in the declaration.

No meeting or part thereof shall be closed to the public except in accordance with Section 90 of the *Community Charter*. Should a Closed meeting be held by the Committee, members must keep in confidence, any information considered in any part of said meeting until such time as the information is released to the public as lawfully authorized or required. Should the municipality suffer loss or damage due to contravention of confidentiality, the municipality may recover damages from the person(s) for the loss or damage.

16. The Mayor will sign all correspondence initiated by the Committee on behalf of the City of Penticton.

17. For certainty, the rules and procedures of Council Procedure Bylaw No. 2018-35 and all amendments thereto shall be observed as far as may be applicable.