

Official Community Plan Advisory Group

Mandate and Terms of Reference

Mandate

The Official Community Plan Advisory Group (OCP Advisory Group) will advise the Resort Municipality of Whistler (RMOW) OCP Coordinating Team on the format, structure, and policies of the Official Community Plan Update, and ensure alignment with Whistler2020.

Membership

1. The OCP Advisory Group will be comprised of no more than twenty-one (21) members in total, in order to maintain effective meetings and meaningful engagement.
2. In order to ensure effective representation from across the community, the OCP Advisory Group shall be comprised of:
 - a. Fifteen (15) members of the OCP Advisory Group will be nominated from the Whistler2020 Task Forces (one representative from each task force);
 - b. Four (4) members will be selected from the community at large and appointed by Council;
 - c. One (1) member will be a Youth representative from the OCP Youth Advisory Group.

Terms

1. The OCP Advisory Group shall act as an advisory body to the Resort Municipality of Whistler OCP Coordinating Team.
2. The following duties are delegated to the OCP Advisory Group:
 - a. review relevant information to refine and update Whistler's current OCP.
 - b. make suggestions in reference to OCP structure, and policy selection;
 - c. review drafts of the updated OCP for consistency and alignment with Whistler2020.
3. Final approval and implementation of the Official Community plan is the responsibility of RMOW Council and Staff.
4. All members of the OCP Advisory Group shall serve without remuneration.



Procedures

1. The OCP Advisory Group will be chaired by the General Manager of Policy and Program Development (or an appropriate delegate), who is not a voting member of the Group, although, can provide input and expertise.
2. The OCP Advisory Group will meet no fewer than four (4) times throughout the year long OCP process.
3. Meeting Quorum
 - a. A quorum will be the majority (11 voting members) of the OCP Advisory Group
 - b. Recommendations and decisions of the OCP Advisory Group shall be made by a majority of members in attendance at a meeting, provided quorum is present at that meeting.
4. The rules or procedures not provided for in these terms of reference shall be as set out in Roberts' Rules of Order.
5. The Chair may call an extra meeting of the OCP Advisory Group upon giving at least seven (7) days notice to each member.
6. The meetings of the OCP Advisory Group will be open to the public.