



## **Environmental Advisory Committee**

### **Terms of Reference**

#### **Mandate**

To advise, provide guidance, and make recommendations to Council on environmental issues including the protection, conservation, and enhancement of natural systems and resources.

#### **Goals and Objectives of the Committee**

To advise Council in order to meet the following goals and objectives:

- Receive and consider input from experts that could integrate an environmental lens within municipal plans and initiatives;
- Support the advancement of Council's Strategic Goal 5 recommendations that address Climate Change and Environmental Enhancements;
- Recommend the promotion of public outreach, education programs, and special events related to environmental stewardship including the response, mitigation, and management of invasive species, maintenance and improvement of water and air quality, management of lake levels and river and stream flows, and shoreline protection and restoration programs;
- Support the advancement of the Peterborough Area Climate Change Action Plan for Trent Lakes and collaborate with the County of Peterborough Climate Action Advisory Committee;
- Support the advancement of the Energy Conservation and Demand Management Plan including developing green energy solutions and reducing the Municipality's emissions;
- Review and filter ideas for potential projects and initiatives that would promote and foster conservation, sustainability, mitigation and adaption to climate change, and local environmental awareness;
- Collaborate with local associations to understand and document the environmental education programs and projects that they conduct;
- Recommend courses of action, sources for funding and/or additional research opportunities; and
- Undertake other assignments as may be requested by Council, as it relates to the overall purpose of the committee.

#### **Workplan, Annual Report, and Budget**

The Committee shall develop and prepare a workplan annually and present it to Council for approval. The workplan shall set out proposed projects or initiatives that directly link to the mandate of the Committee and support the Municipality's strategic goals and priorities. The

Committee shall identify any budget impacts during the workplan development in accordance with the timelines established by staff to align with departmental budget development.

The Committee shall provide an annual report to Council by the end of Q4 in each calendar year to outline their accomplishments in line with their approved work plan.

### **Membership and Organization**

The Committee shall consist of the following:

Voting members:

- Two (2) Council representatives
- Five (5) citizen members

Non-voting members:

- Recording Clerk
- Staff liaison
- Representative from Curve Lake First Nation
- Representative from Kawartha Region Conservation Authority (KRCA)
- Invited guests by the Committee which may include Parks Canada, Peterborough Public Health (PPH), Trent Aquatic Research Program (TARP), ORCA, etc. as determined by the committee based on the specific workplan/agenda items

Consideration will be given to citizen members who represent a diversity of experience, knowledge and qualifications related to environmental disciplines.

Preference will be given to candidates who demonstrate:

- Interest, history, expertise, or involvement in environmental matters. E.g. environmental science or related sciences (geography, biology, health sciences), sustainable infrastructure, environmental law and policy, conservation, water management, mitigation and remediation of adverse environmental impacts;
- A commitment and interest in the Community and be committed to working in a collaborative manner for the betterment of the environment;
- Access to a computer to receive email communications and for potential use of webinar platform for remote participation.

The Committee shall be appointed to coincide with the term of Council.

The Committee members will abide by the Committee and Board Policy (Policy 5.25) and the relevant Procedure By-law.

### **Remuneration**

None.

### **Meetings and Minutes**

It is anticipated that the Committee will generally hold monthly meetings at the Municipal Office in the evening on the first Thursday of the month. By majority agreement of voting

members, a regular bi-monthly meeting may be cancelled for lack of topics to discuss. Additional meetings of the Committee may be called by the Chair to address urgent matters.

The meetings of the Committee shall be open to the public and conducted in accordance with the provisions of the relevant Procedure By-law, as well as the Committee and Board Policy (Policy 5.25).

The agenda shall be publicly circulated one week in advance of a meeting and the minutes including all recommendations and/or requests will be sent to Council following the meeting.