



## **Terms of Reference**

### **Environmental Advisory Committee**

**2022 – 2026**

#### **Meeting Frequency**

Bi-monthly - 4th Tuesday - 6:00 p.m.

#### **Mandate**

The purpose of the Environmental Advisory Committee is to advise, assist and make recommendations to Council with respect to environmental, sustainability and climate change issues when directed to by Council, Town staff or on recommendation to Council by the Committee itself. The Environmental Advisory Committee shall align its work with the Town of New Tecumseth Strategic Plan to preserve and enhance the Town's environmentally significant resources and to promote environmentally sensitive, responsible practices and development that support the Town's natural features and to foster sustainability to help reduce the impacts of climate change.

An annual work plan will be prepared by the Committee and prior to any work commencing will obtain approval by Council. It is recognized that work items may arise, during the course of the year and that additions to the work plan may be recommended by Council, staff, or the Committee itself. To remain proactive on environmental issues that may impact the Town, the work plan will continue to evolve.

The Committee shall be familiar and act in accordance with the mission, vision, and values of the Strategic Plan. The Environmental Committee will be directly concerned with Strategy 4: Environmental Sustainability which reads; "Environmental issues are at the forefront of discussion in all parts of the world, and the Town of New Tecumseth commits to the preservation of its unique physical environment. That role is to lead by demonstrating best practices when it comes to preserving water, land, trees, wildlife and the air." The Town's approved Community Climate Action Plan has several action items that the Committee will either lead or support Town staff in the implementation.

As requested by Council the Committee may be required to:

1. Review proposed and existing Town policies, programs and by-laws pertaining to the environment and make recommendations to Council with regard to same.
2. Identify opportunities to implement initiatives for education, outreach, public awareness, and public consultation, with regard to the natural environmental, sustainability and climate change matters and to investigate funding for same.

3. Review studies, plans, proposals, and other documents referred to the Committee by Council, items outlined in the Committee’s Work Plan and ones identified by Town Staff and provide recommendations if requested with an environmental perspective.
4. Provide background research and information to Council on matters related to the environment, sustainability and climate change when advised, as outlined in the Committee’s Work Plan and ones identified by Town staff with particular attention being paid to the objectives from the Strategic Plan.

**Composition of the Committee**

Citizen Members	Council Members	Staff Support
Five (5) citizen members	Two (2) members of Council	Director of Planning and Development
		Legislative Support Specialist

**Rules of Procedure**

All meetings of the Environmental Advisory Committee shall be conducted in accordance with the Committee procedures as approved by Council.

Council approval is required prior to the implementation of any recommendations that have been forwarded to Council.

The allocation of Town resources, such as staff and budget, may be provided to the Committee as directed by Council.