


TERMS OF REFERENCE

	Committee:	Amherstburg Environmental Advisory Committee (AEAC)
	Type:	Advisory Committee
	Term:	2018-2022
	Approval Date:	May 25, 2020
	Replaces:	N/A
	Attachment(s):	N/A

1. PURPOSE

- 1.1. The Amherstburg Environmental Advisory Committee (AEAC) serves as an advisory resource and information support which provides guidance to Council on conservation practices, environmental policy development, environmental management and protection.
- 1.2. The Amherstburg Environmental Advisory Committee ensures a progressive approach to addressing the effects of climate change and working in collaboration with members of administration, Council and stakeholder groups.

2. MANDATE

- 2.1. The mandate of the Amherstburg Environmental Advisory Committee is to provide advice to Council on a range of environmental and sustainability issues including, but not limited to:
 - 2.1.1. To assist with and provide advice with respect to Town properties and assets best suited for multi-faceted environmental conservation practices;
 - 2.1.2. Provide advice as to how sustainable environmental practices may be achieved;
 - 2.1.3. Assist with criteria for the evaluation of municipal assets being considered for environmental upgrades;
 - 2.1.4. Investigate and recommend funding opportunities that may be available for undertaking environmental upgrades and fostering greater appreciation for sustainable developments within the Town;
 - 2.1.5. Investigate and recommend environmental project opportunities and long-term sustainable development within the Town;
 - 2.1.6. Assist with the creation, improvement and enhancement of waste reduction, reuse and recycling programs, water and energy conservation measures and climate change mitigation measures;
 - 2.1.7. Identify and recommend to Council implementation of community outreach activities which support the growth of environmental awareness and appreciation;
 - 2.1.8. Investigate and recommend to Council opportunities for reforestation or rehabilitation of natural heritage features of municipal property; and,

- 2.1.9. Investigate and recommend to Council opportunities to work with municipal partners on environmental projects and collaborations to improve the Town's natural heritage features, conservation practices or in addressing environmental concerns.
 - 2.1.10. Collaborate with the Essex Region Conservation Authority (ERCA) to provide recommendations to Council on environmental components of the Town's Official Plan.
- 2.2 A committee work plan shall be developed by the Committee liaison based on the committee's mandate and will appear as a standing item on the agenda so as to facilitate a regular review by the committee.

3. TERM

- 3.1. The Amherstburg Environmental Advisory Committee serves a term coinciding with that of the appointing Council or until dissolved by a resolution of Council.

4. COMPOSITION

- 4.1. The Amherstburg Environmental Advisory Committee consists of seven (7) members. The composition shall be two (2) members of Council and five (5) citizen members, one of the citizen members should be under the age of 25, if possible.

- 4.1.1. A Staff liaison will provide assistance and support to the Amherstburg Environmental Advisory Committee.

(Additional members of Administration may be called on for specific subject matter expertise as committee resources.)

- 4.1.2. Citizen members should have demonstrated technical, professional or lived experiences. Such experience may be derived from training in environmentally related disciplines and work experience.

- 4.1.2.1. Related environmental disciplines may include: Environmental Sciences, Biology, Botany, Chemistry, Ecology, Plant Science, Mineralogy, Limnology, Soil Science, Geology, Zoology, Physical Geography, Atmospheric Science, Resource Management, Forestry and Environmental Engineering.

- 4.1.3. Involvement in environmental action groups and initiatives should be a secondary qualification consideration.

- 4.1.3.1. Recognized environmental action groups may include, but are not limited to, the Citizens Environment Alliance, the Essex County Field Naturalist Club and the Holiday Beach Migration Observatory (HBMO).

- 4.1.4. Where possible, one citizen member should be drawn from those under the age of 25. Preference should be given to those enrolled or employed at the time of appointment in an environmentally related field of study, as noted above.

4.1.5. One citizen member shall be a stakeholder member from the Essex Region Conservation Authority (ERCA).

4.2. Unless otherwise noted above, Committee members shall:

- Be committed to the Code of Conduct of the Town of Amherstburg for Members of Council, Committees and Local Boards;
- Be a tenant or owner of land in the Town of Amherstburg, or the spouse of such owner or tenant;
- Be 18 years of age or older;
- Have a demonstrated expertise, interest, and involvement in the field of study of the committee;
- Fairly represent the field of expertise of the committee; and,
- Be committed to the time required to work on the Committee.

5. ADMINISTRATION

5.1. The Committee will be procedurally governed by the Terms of Reference for Local Boards and Committees and the Town's procedural by-law. The Clerk, or designate, shall provide procedural support for the committee and the assign the role of the recording secretary for the Amherstburg Environmental Advisory Committee.

5.2. The Amherstburg Environmental Advisory Committee will meet bi-monthly.

5.3. Where a conflict exists between the decisions of ERCA and the decisions of the Amherstburg Environmental Advisory Committee ("Committee"), the decisions of ERCA will supersede the decisions of the Committee.