



Town of Saugeen Shores Environmental Ad-Hoc Committee

Terms of Reference

Town of Saugeen Shores

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Environmental Ad-Hoc Committee

Terms of Reference

1) Mandate

Environmental sustainability is a guiding principle of the Town of Saugeen Shores. Noting that one of the pillars of the Town's Corporate Strategic Plan is "Fostering a Vibrant Place to Live and Visit" through Direction #11 "Enhance the Natural Heritage and Beauty of the Town's Environment", the municipality is conscious of the natural assets and resources in its care and is a responsible steward in the protection of those assets and resources.

In that spirit, the Environmental Ad Hoc Committee's mandate and work will be grounded in the nine (9) recommendations of the Environmental Stewardship Ad-Hoc Committee that were adopted by Council in March of 2022 (see attached).

2) Committee Composition

The Members of the Committee will be selected by Council upon recommendation from the Striking Committee. And will be comprised of the following:

- a) Two (2) Council Representatives (one of whom shall be appointed Chair);
- b) Five (5) citizen members (to be appointed from Council's approved Committee Pool).

Quorum for meetings will be 50% of the membership plus one.

The municipal administration will provide staff resources to record the proceedings of the Committee and to advise and assist the Committee in achieving their mandate.

3) Duties of the Committee

- a) The Committee will:
 - Investigate the FCM-ICLEI Partners for Climate Program and report to Council on the merits of and requirements for participating in the Program;
 - Identify criteria, nomination/application processes and funding opportunities for the organization to use in a new annual Town Environmental Stewardship Award. A report will be brought forward to Council to consider the establishment of the Award;
 - Comment on the development of, and support implementation of, the Urban Tree Canopy Plan through the 2024 Business Plan.
 - Comment on the Town Official Plan Natural Heritage Update (if approved in 2024 Budget);
 - Provide point of contact and information sharing with Bruce County should environmental initiatives of mutual interest arise in 2024 (waste management

could be one example);

- Provide recommendations on the creation of a community led annual event to promote citizen action on the environment; and,
- Provide recommendations on ways to promote and create awareness of the above in the community.

b) The Committee will present the recommendations to Council in their final form within 8 months of the Committee's first meeting after having been appointed by Council.

c) The Committee will be dissolved when its final recommendations are presented at a meeting of Council.

4) Authority

a) The Committee members shall only be appointed for the specific purpose of preparing recommendations as described in these terms of reference.

b) The Committee shall not have the authority to direct municipal staff in the carrying out of their duties.

c) Approval and implementation of the Committee's recommendations will be at the discretion of Council.

5) Budget

The Committee will have \$10,000 within the Development Services 2024 Operating Budget to support its work. All Committee members are volunteers and will receive no remuneration for their time. Remuneration for Council members shall be in accordance with the Council Remuneration Policy.

6) Reporting

The Committee will provide a report to Council to close out the work of the Committee at the end of its 8-month term.