

# Environment and Natural Areas Advisory Committee

## Terms of Reference

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### Purpose

The purpose of the Environment and Natural Areas Advisory Committee is to advise Council and recommend policies on urban forestry including significant trees, natural parks, climate change, green technology, energy efficiency and environmental sustainability.

### Mandate

The Environment and Natural Areas Advisory Committee will, consistent with the purpose described above, undertake the following:

- Develop and recommend policies to Council and respond to Council requests for advice and information.
- Provide advice to Council on projects, policies or bylaws under consideration by staff or Council, and on additional topics of interest to committee members that fall within the subject area of the committee.
- Review and provide feedback on the Strategic Plan.
- Provide a community perspective on services, programs, events and capital projects related to urban forestry, natural parks (P-4N zone), climate change, green technology, energy efficiency, and environmental sustainability.
- Foster public awareness, recognition and support for a healthy and sustainable natural environment.
- Make recommendations to Council on the designation of significant trees due to their community importance for environmental, heritage or landmark value, or as wildlife habitat.
- Through Council delegation, provide grants to owners of designated significant trees to assist in hazard abatement pruning and to preserve and maintain the health of the tree or preservation of the tree form.

Any initiatives proposed by the committee that has resource implications, including staff time, would have to be approved by Council.

### Meetings

The Committee will meet a minimum of four times per year in accordance with its regular schedule of meetings established annually at the first meeting of the year. No meetings are held during the summer and winter breaks (July, August and December). Special meetings may be held at the call of the Chair. The meeting rules and procedures will be in accordance with the Council Procedure Bylaw.

### Membership

To the extent possible, Advisory Committees will have a diverse membership with respect to gender, age and cultural-ethnic background.

The committee will consist of eleven (11) members qualified in the discipline relevant to the committee mandate or with a perspective necessary for fulsome consideration of the associated topic, including:

- One member of Council to serve as Chair, appointed by the Mayor; and,
- Ten (10) community representatives appointed by the Council including one youth voting member described as 16-24 years of age.

Members may serve a maximum of seven years on an Advisory Committee, consisting of a one-year term followed by a potential for three, two-year terms. Members who wish to be re-appointed after the completion of a term must re-apply and provide the application and their resume for Council's consideration.

### **Staff Support**

The Planning Department will be the primary contact and together with the Parks Division will provide the required professional support. The Legislative Division will provide secretarial and administrative support.

### **Review of Terms of Reference**

These Terms of Reference will be reviewed during the committee's first meeting each term.