



**TOWNSHIP OF MELANCTHON - ELECTRONIC MEETING
ENVIRONMENTAL SUSTAINABILITY COMMITTEE
FRIDAY, JANUARY 8, 2021 - 10:30 A.M.**

Join Zoom Meeting

<https://us02web.zoom.us/j/83472297554?pwd=d0lzbDJUWUQxMnBCQXdyUnVjZ2Ywdz09>

Meeting ID: 834 7229 7554

Passcode: 549167

One tap mobile

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Dial by your location

+1 647 558 0588 Canada

+1 778 907 2071 Canada

+1 204 272 7920 Canada

+1 438 809 7799 Canada

+1 587 328 1099 Canada

+1 647 374 4685 Canada

1. Call Meeting to Order

2. Additions/Deletions/Approval of Agenda

Motion - Moved by _____, Seconded by _____ that the Agenda be approved as _____. Carried.

3. Declaration of Pecuniary Interest or Conflict of Interest

4. Approval of Draft Minutes - November 13, 2020

Motion - Moved by ----- Seconded by ----- the minutes of the Environmental Sustainability Committee held on November 13, 2020 be approved as circulated. Carried.

5. Business Arising from the Minutes

6. General Business

1. Discussion on Draft Amended and Expanded Terms of Reference
2. Other/Addition(s)

7. Delegations

8. Confirmation of Meeting

Motion - Moved by _____ Seconded by _____, that all actions of the Members and Officers of the Environmental Sustainability Committee with respect to every matter addressed and/or adopted by the Committee on the above date be hereby adopted, ratified and confirmed; and each motion, resolution and other actions taken by the Committee Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed. Carried.

9. Adjournment and Date of Next Meeting

Motion - Moved by _____ Seconded by _____, that we adjourn the Environmental Sustainability Committee at _____ to meet again on _____ or at the call of the Chair. Carried.

**Township of Melancthon
Environmental Sustainability Committee
(Draft) Terms of Reference
January 8, 2021**

PURPOSE:

The purpose of the Township of Melancthon's Environmental Sustainability Committee is to guide the township by identifying and potentially resolving various environmental issues negatively impacting the community.

The committee will focus on community outreach and engagement with local organizations, conservation authorities, other municipalities, businesses, and stakeholders to gather information and learn about best practices related to environmental sustainability.

These best practices will be incorporated into Township operations if and when financially and operational possible and practical.

MANDATE:

Established as an advisory committee to Melancthon Township, the Committee reports to Council.

In accordance with the policies and priorities determined by Melancthon Council, the Committee may:

- Work to develop, implement and administer an annual "living plan" intended to guide Melancthon on its path to sustainability;
- Work to identify immediate priorities;
- Provide advice and direction on items requiring action by the Township;

OBJECTIVES/GOALS:

The objectives of the Committee are to enhance sustainability initiatives related to the natural environment in order to foster a healthy community.

The primary focus of the Committee will be on education and knowledge related to environmental sustainability including understanding best practices that can be introduced into the Township.

Examples of initiatives related to this committee may include: dealing with invasive species; protection measures for township property related to nuisance beavers; extermination of gypsy moth; protection of bat populations; mosquito control.

These initiatives fall under the purview of this committee because they represent potential hazards to township infrastructure, residential properties, and individuals, and are therefore deemed harmful to the community.

The Committee may potentially further work to reinforce a commitment in the Township to preservation of natural resources where possible.

WORK PLAN:

The Committee will prepare a living plan and budget related to these terms of reference. The plan will encompass activities, initiatives, and costs covering a one-year (12 month) period.

OPERATIONS/AUTHORITY:

The Environmental Sustainability Committee shall operate according to the Council Procedural By-law regulating the operation of meetings of Council and its Committees. Members are required to attend monthly meetings to discuss issues related to the mandate of the Committee.

COMMITTEE RESPONSIBILITIES:

The Committee is responsible for:

- 1) Identifying, pursuing solutions, and potentially resolving environmental issues in the Township.
- 2) Educating and learning about best practices for environmental sustainability concerns and projects related to the Township.

MEMBERSHIP:

The Committee will consist of three members of Council who serve for the full Council term. One member will serve as Chair for the term of Council.

All members are subject to the Code of Conduct and Complaint Protocol for the Township of Melancthon.

One Melancthon Township employee will be assigned to attend the monthly meetings to provide administrative and procedural support as required.

MEETINGS:

The Committee will prepare an annual schedule of meetings. Meetings will occur once per month with July and August meetings optional.

Agendas for each meeting will be distributed to members in advance along with the minutes of the previous meeting. Any recommendations arising from the minutes must relate to the Committee's mandate.

Meetings will focus on learning and solutions that will be brought forward to council for discussion.

Guests will be invited to meetings in order to present and discuss potential solutions and options for the township's various environmental concerns.

DECISION-MAKING AND VOTING:

Where possible, decisions will be made by way of consensus. When a vote is required, a motion must be moved and seconded prior to voting.

BUDGET/FINANCIAL REPORTING:

The fiscal year of the Committee shall be from January 1 to December 31. The Committee will work to identify costs related to environmental sustainability initiatives undertaken each year for approval by Council.

RUMUNERATION:

Council members will receive the standard meeting stipend for each meeting.