

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 1999-50

Being a By-law to establish the Amherstburg Advisory Committee on the Environment (ACE).

WHEREAS the Council of the Corporation of the Town of Amherstburg deems it advisable to establish the Amherstburg Advisory Committee on the Environment (ACE) and to adopt terms of reference for it's mandate and operation;

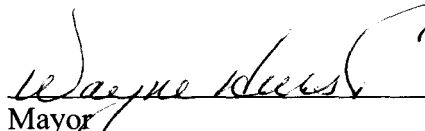
AND WHEREAS Section 6.18(2) of the Town of Amherstburg Official Plan, adopted pursuant to Section 17 of The Planning Act, Chapter P 13, R.S.O. 1990, provides for the establishment of such a committee;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF


THE TOWN OF AMHERSTBURG HEREBY ENACTS AS FOLLOWS:

1. That the Amherstburg Advisory Committee of the Environment (ACE) be hereby established in accordance with the Terms of Reference attached hereto and forming a part of this by-law.

Read a first, second and third time and finally passed this 13th Day of ~~SEPTEMBER~~, 1999.



Mayor



Clerk

Certified to be a true copy of By-law No. _____,
passed by the Council of the Corporation of the
Town of Amherstburg on the _____ day of _____, 1999.

Clerk

TERMS OF REFERENCE

FOR THE

AMHERSTBURG ADVISORY COMMITTEE ON THE ENVIRONMENT

1. Goals

The Amherstburg Advisory Committee on the Environment (ACE) is established to advise the Town of Amherstburg with regard to the management, conservation, and enhancement of the natural resources and environment of the municipality.

2. Mandate

The Advisory Committee on the Environment is a technical advisory Committee established by the Town of Amherstburg municipal Council in accordance with Section 6.18(2) of the Town of Amherstburg Official Plan. The mandate of the Committee is to assist Council with technical expertise, advice and the identification of issues related to the environment, and to assist in a program of identifying and preserving the natural environment.

3. Duties and Power

The Advisory Committee on the Environment (ACE) shall advise Council, Administration, and Committees of the Town of Amherstburg in matters relating to the implementation, review and monitoring of the Official Plan, Zoning By-laws and related proposals and applications, with respect to environmental concerns. This shall especially relate to environmentally sensitive areas, wetlands, flood plain and flood prone areas, waterfront, parks and open areas, agricultural and environmental protected zones. In keeping with the desire for a high quality natural environment, the Town shall consider the advice provided by the Committee. The duties and powers of ACE shall be as follows:

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- a. To examine issues which may affect the natural environment of the Town, and to advise municipal Council, Staff, and/or Committees on such matters.
- b. To encourage public awareness of Amherstburg's natural environment through programs which explain the nature of the Committee, draw attention to environmental goals and objectives of the Town, and methods by which individuals and groups can assist in the attainment of these goals and objectives.
- c. To have access to, be informed about in a timely manner, review, and provide comments on, studies, plans and development applications, with environmental implications relevant to the Town of Amherstburg. In explaining the reasons for comments, the Committee will promote an understanding of environmental impacts and the importance of minimizing negative or adverse impacts.
- d. To recommend and/or review, with comments, Environmental Impact Assessments and other similar reports for development in or adjacent to environmentally sensitive areas, wetlands, flood plain and flood prone areas, waterfront, parks and open areas, agricultural and environmental protected zones.
- e. To advise and recommend to Council, Staff and related committees or groups, studies desirable to help resolve environmental problems and/or improve environmental conditions.
- f. To undertake studies or programs (subject to the approval of Council) that will lead to a better understanding or enhancement of the Town's environment.
- g. To advise and assist the Town in designating, and implementing policies dealing with environmentally sensitive and significant areas, and to monitor their condition.

- h. To interact, through the Town's administration, with other agencies and groups whose interests lie in the protection, preservation or enhancement of the features and functions of Amherstburg's natural environment.

4. **Composition**

The Committee shall be composed of ten (10) persons selected by Council, for staggered terms of 1 to 3 years. All members are regarded as private citizens. Council shall attempt to ensure a balanced representation of the local public at large, the local hunting and fishing community, naturalists, large landowners, and persons with an interest in the preservation and enhancement of wetlands, woodlots, and other area of natural heritage landscape. Council will attempt to maintain a high level of technical expertise and competence in environmental issues within the committee, and members will be selected on the basis of academic or technical qualifications, environmental experience, and other related criteria as indicated in these terms of reference. Council shall also appoint up to two of its own members to the Committee. The Committee shall also have the power to co-opt resource members with special expertise, but resource members shall not have voting rights.

5. **Qualifications**

The Advisory Committee on the Environment (ACE) should have the majority of its members with academic or professional training or expertise in various disciplines relevant to areas such as biology, environmental planning, ecology, natural history, planning, forestry, environmental law, and related fields. These qualifications shall be given priority in the selection process.

Relevant environmentally technical experience obtained through participation in environmentally related clubs or associations will also be given consideration in selecting Committee members. A knowledge of Provincial, Regional and Municipal interests in environmental matters is also to be considered.

Consideration of persons with participation in environmental issues and the relevance of their environmental interests to the mandate of ACE may also be considered.

While it is expected that all of the committee members will reside in Amherstburg, required experts from outside the Town may also be selected for the Committee.

6. **Availability**

It is important that a committee member be able to attend a majority of ACE meetings. Failure to attend four (4) consecutive meetings shall be grounds for replacement by Council. The member should be available to undertake sub-committee work in addition to attending meetings.

7. **Chair**

A Chair, Vice-Chair and Secretary-Treasurer shall be elected annually by the Committee. The Chair should be prepared to devote additional time between meetings for Committee business and to occasionally make presentations at other meetings. One half of the membership must be present at a meeting at which the Chair, Vice-Chair and Sec. Treasurer are elected.

8. **Support Services**

Reasonable secretarial and other support services will be provided by Council through administrative staff. Members of the Committee shall be entitled to receive, without cost, copies of all environmentally relevant documents from the Town administration. Council will provide a budget to cover reasonable expenses of the Committee. In addition, other funds may be requested for special projects.

9. **Meetings**

The Committee will normally meet once each month. A least one-third of the membership shall constitute a quorum.

10. **Minutes and Agenda**

The Minutes of the Amherstburg Advisory Committee on the Environment meetings will be amended as necessary and adopted at the following meeting. When adopted, the Minutes will be provided to the Town for inclusion on the regular Council agenda.

11. **Committee Resolutions**

Only resolutions as they appear in the adopted Minutes may be considered as officially representing the positions of the Committee.

12. **Amendments To Terms Of Reference**

At least one-half of the current membership of the Committee must be present at a meeting in which any amendments to the Terms of Reference are proposed for recommendation by the Committee to Council. Amendments to the Terms of Reference shall only be made by Council.

13. **Disclosure Of Interest**

Where a committee member has any pecuniary interest, direct or indirect on any matter that is the subject of consideration of the Committee, the member shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof. The member shall not take part in the discussion of, or vote on any question in respect of the matter, and shall not attempt in any way whether before, during or after the meeting, to influence the voting on any such question.

Every declaration of interest and the general nature thereof shall be recorded in the minutes of the meeting.