

**MAYOR'S ENVIRONMENTAL ADVISORY COMMITTEE
TERMS OF REFERENCE**

1.0 PURPOSE

- 1.1** To act as an independent advisory body and resource group to the Mayor regarding ways to protect, maintain, restore and enhance the environment.
- 1.2** To provide a public perspective on environmental sustainability and how particular environmental issues impact the community and civic operations, recognizing that many of these issues are part of a larger regional, national or global concern.
- 1.3** To advise and assist in launching and implementing Winnipeg's Sustainability Strategy and to help prioritize short-term, intermediate and long-term strategic initiatives.

Committee members are bound by these Terms of Reference and are accountable to the Mayor of the City of Winnipeg.

2.0 ROLES AND RESPONSIBILITIES

- 2.1** To provide knowledgeable and impartial high level advice to the Mayor in the following areas:
 - 2.1.1** The shape and direction of the City of Winnipeg's Sustainability Strategy so that environmental sustainability becomes embedded in the thinking, culture and planning processes of the City
 - 2.1.2** Existing and emerging environmental issues of importance to the citizens of Winnipeg.
 - 2.1.3** Environmental policies, initiatives, directives, requirements and programs of other government agencies that may impact the City of Winnipeg or need to be considered by City Council.
 - 2.1.4** Environmental issues which should be considered in any future regional or sub-regional growth management strategies or any other environmental issues of local or regional concern.
- 2.2** To provide informed and objective environmental information to the general public, and promote actions and awareness of environmental issues and sustainability initiatives.
- 2.3** To provide advice to the Mayor on policy priorities within the City's Sustainability Strategy.
- 2.4** To provide advice and expertise relative to the Mayor's environmental priorities and implementation plan as noted in his 2004 and 2006 platforms.

- 2.5 To provide perspective on matters of public interest and other emerging issues as requested by the Mayor.
- 2.6 To comment on appropriate consultation between the City, identified stakeholder groups and the community-at-large concerning environmental matters.
- 2.7 To give due consideration to the balance between social, environmental and economic aspects in carrying out MEAC's responsibilities.
- 2.8 Members will provide advice on existing and proposed green initiatives from the City's Public Service and may bring forward new ideas.

3.0 QUALIFICATIONS OF MEMBERS

Members of the Committee will be selected on the basis of:

- 3.1 A sound general knowledge of Winnipeg and its existing and potential environmental issues.
- 3.2 Demonstrated personal interest and active participation in environmental and sustainability initiatives in the City of Winnipeg.
- 3.3 Work experience, education, knowledge and professional expertise.
- 3.4 Ability to attend meetings and devote some time between meetings to work on matters before the Committee.

4.0 REPORTING

- 4.1 MEAC shall provide advice and informal reports to the Mayor as requested and shall report formally to the Mayor with recommendations on a quarterly basis. Recommendations provided by MEAC will flow through the Mayor to City Council and / or the City's Public Service, as required.

5.0 MEMBERSHIP AND ORGANIZATION

- 5.1 Membership of MEAC shall be comprised of up to eleven (11) full voting members including the Chair(s) of the Committee, all to be appointed by the Mayor. Members shall participate as independent members, not as a representative of another body of which they may be a member or employee.
- 5.2 Notwithstanding section 5.1, one (1) non-voting ex officio member from each of: (i) Green Manitoba; and (ii) Environment Canada; may be appointed by the Mayor to provide feedback on MEAC initiatives by the provincial and federal governments.
- 5.3 MEAC members shall be appointed for one-year terms, and will be appointed or re-appointed each year in the fall, the timing to be aligned each year with the reconstitution of the Standing Committees of Council.

5.4 New member appointees to MEAC shall receive an orientation session to be conducted by the City's Environmental Coordinator or a designated member of the City's Public Service.

5.5 MEAC members will not receive remuneration for their involvement in MEAC meetings or activities.

6.0 MEETINGS

6.1 Meetings of MEAC will be held at the call of the Chair(s), at least six times annually. As determined by the Chair(s), some of these meetings will be opened to the public.

6.2 MEAC may from time to time invite resource people to attend and participate in a meeting including, as required, making presentations to MEAC.

7.0 CITY STAFF LIAISON AND SUPPORT SERVICES.

7.1 The City of Winnipeg will provide administrative, research and clerical support to MEAC as required.

7.2 The City of Winnipeg's Environmental Coordinator will attend all meetings of MEAC and will act as a liaison between MEAC and the City's Public Service, sharing information on Council-directed activities currently underway.

7.3 The City Clerk shall assign a clerk to MEAC to assist in procedural matters, committee agendas, and committee minutes.