



## Environmental Advisory Committee Terms of Reference

### **PURPOSE**

The Environmental Advisory Committee offers residents and businesses a means to provide direct input that will protect the environment and ensure a legacy for future generations.

### **LEGISLATIVE AUTHORITY**

Municipal Government Act, Municipal Development Plan, Canada Environmental Protection Act 1999, Alberta Environmental Protection and Enhancement Act 2000.

### **REPORTS TO**

Council.

### **MEMBERSHIP**

One Council member, eight public members (including one youth member).

### **TERM OF OFFICE**

Council member is appointed annually at the Organizational Meeting. Public members appointed for two-year terms. ~~for a maximum of three consecutive terms.~~

### **CHAIRMANSHIP**

Chosen by members annually.

### **MEETINGS**

Meetings will be held a minimum four times and maximum twelve times per year.

### **TERMS OF REFERENCE**

Established by Parkland County Policy C-PD04.

### **ADMINISTRATIVE RESPONSIBILITY**

Chief Administrative Officer.

### **ADMINISTRATIVE LIAISON**

Manager of Planning and Development Services.



## **ENVIRONMENTAL ADVISORY COMMITTEE TERMS OF REFERENCE**

### **PURPOSE**

The purpose of the Environmental Advisory Committee (EAC) is to:

- Liaise with the community to identify and prioritize environmental issue projects;
- Assist in the development of environmental policy, planning and initiatives;
- advise Council on environmental initiatives and programs;
- Enhance and facilitate public participation on environmental issues;
- Participate in decision making and develop community based environmental programs and initiatives through recommendations to Council and;
- Promote conservation and stewardship of the environment.

### **LEGISLATIVE AUTHORITY**

Municipal Government Act, Municipal Development Plan, Canada Environmental Protection Act 1999, Alberta Environmental Protection and Enhancement Act 2000.

### **REPORTS TO**

Council.

### **ROLES & RESPONSIBILITIES**

1. To focus on water conservation, efficiency, and protection;
2. To assist in development of the annual "State of the Environment" report;
3. On an annual basis, review and make recommendations regarding all environmental initiatives;
4. To investigate and promote green construction, green energy sources, provincial programs, and federal programs supporting green technology;
5. Identify natural areas for preservation, restoration and rehabilitation;
6. To provide direction to County Administration, through Council, regarding ongoing maintenance and stewardship of the environment;
7. To promote public awareness regarding environmental protection, conservancy, recycling, and other initiatives;
8. To consider current environmental program decisions, come to conclusions on each, and forward a report of results to Council;
9. To recommend to Council an annual budget for committee operations;
10. To monitor issues regarding the environment as they arise and forward recommendations to Council.

## **MEMBERSHIP**

Membership is open to any Parkland County resident and appointments will be made by Parkland County Council. The committee shall be composed of one (1) Parkland County Council member at least eight (8) public members representing the following:

- 1 youth
- 1 construction industry
- 1 commercial/industrial or residential developer
- 1 environmental organization
- 1 earth sciences or hydrogeology organization
- 1 agricultural industry
- 1 general public
- 1 lake user

~~Public Members can serve a maximum of three (3) consecutive terms (6 consecutive years).~~

## **TERM OF OFFICE**

Council member appointed annually at the organizational meeting for the following calendar year.

Public members appointed for two-year terms. ~~for a maximum of three consecutive terms (6 consecutive years).~~

## **CHAIRMANSHIP**

Chosen by members annually.

## **MEETINGS**

1. Meetings will be held a minimum four (4) times and maximum twelve (12) times per year.
2. A quorum of the committee shall be a majority of the members.
3. Decisions are encouraged to be made by consensus. If a vote is required on any question, all members in attendance, including the Council representative, shall vote.
4. Minutes of all meetings of the Committee shall be kept by a County employee acting as recording secretary.

## **TERMS OF REFERENCE**

As established by Parkland County Policy C-PD04.

## **ADMINISTRATIVE RESPONSIBILITY**

Chief Administrative Officer.

## **ADMINISTRATIVE LIAISON**

Manager, Planning and Development Services

*Last Reviewed: July 5, 2011  
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Refer to Policy C-PD04*