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Windsor, Ontario April 30, 2015

A meeting of the **Windsor Essex County Environment Committee** is held this day commencing at 5:30 o'clock p.m. in the Board Room, Lou Romano Water Reclamation Plant, 4155 Ojibway Parkway, there being present the following members:

Councillor Fred Francis, Acting Chair
Joe Bachetti, Deputy Mayor, Town of Tecumseh
Derek Coronado
Jesse Gardner Costa
Debby Grant
Mike Nelson
Joe Passa
Radwan Tamr (arrives at 5:55 p.m.)

Regrets received from:

Councillor Bill Marra
Gary McNamara, Mayor, Town of Tecumseh
Edwin Tam

Guests in attendance:

Rick Coronado
Alexis Hand
Michael Schneider

Also present are the following resource personnel:

James Bryant, County Engineering Department
Averil Parent, Environment & Sustainability Coordinator
Phil Roberts, Executive Director, Parks
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Committee Coordinator calls the meeting to order at 5:30 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. **ELECTION OF CHAIR AND VICE CHAIR**

Moved by Councillor Francis, seconded by M. Nelson,
That the election of Chair and Vice Chair of the Windsor Essex County Environment Committee **BE DEFERRED** to the May 28, 2015 meeting to allow all elected officials to be in attendance.

Carried.

Moved by M. Nelson, seconded by D. Coronado,
That Councillor Francis **BE APPOINTED** Acting Chair for the April 30, 2015 meeting of the Windsor Essex County Environment Committee.

Carried.

3. **ADDITIONS TO THE AGENDA**

None.

4. **DECLARATIONS OF CONFLICT**

None disclosed.

5. **MINUTES**

Moved by M. Nelson, seconded by J. Gardner Costa,
That the minutes of the Windsor Essex County Environment Committee of its meeting held November 13, 2014 **BE ADOPTED** as presented.

Carried.

6. **BUSINESS ITEMS**

6.1 **Year End Report 2014**

A. Parent provides an entertaining visual presentation highlighting WECEC's accomplishments from 2010 to 2014 which includes fluoride removal from the water supply, Pat on the Back Awards, location of the new Megahospital and the Green Speaker Series.

In response to a question asked by J. Passa regarding green features for the New City Hall, A. Parent advises the Project Manager will be invited to make a presentation at the next meeting of WECEC.

J. Passa expresses concern there are no planners and only hospital administrators on the Megahospital Committee and he wants to ensure the hospital is built on a brownfield site.

The Acting Chair indicates this is an arm's length process and he states there is a planning process being undertaken by the Site Selection Committee and, notes they already have a short list of potential sites.

P. Roberts indicates the megahospital discussion is outside of the purview of WECEC and states sites identified have planning elements with the inclusion of some brownfield sites.

Moved by J. Passa, seconded by M. Nelson,
That the slide show depicting WECEC's accomplishments from 2010 to 2014 **BE RECEIVED**.
Carried.

6.2 Terms of Reference/Mandate

Moved by M. Nelson, seconded by D. Coronado,
That the WECEC Terms of Reference/Mandate discussion **BE DEFERRED** to allow all members to be in attendance.
Carried.

The "Draft" Terms of Reference are distributed and *attached* as Appendix "A".

6.3 2015 Operating Budget and Business Plan

A. Parent provides an overview of the 2015 Budget Cost Drivers, i.e. Green Speaker Series, Pat on the Back Awards and continuation of the Environmental Awareness Campaigns.

It is generally agreed P. Roberts, M. Nelson and A. Parent will discuss alternate locations for the WECEC meetings and will report back.

Moved by R. Tamr, seconded by D. Grant,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$2,500 for the 2015 Pat on the Back Awards event.
Carried.

A. Parent requests members volunteer to assist with the event. D. Grant, J. Passa, J. Bachetti and R. Tamr volunteer.

6.4 WECEC Priorities for 2015 Discussion

The following comments/ideas are put forth relating to WECEC's 2015 priorities:

- Initiatives for more "greening"
- Suggestion for Walkability (Dan Burden's concept) for the Town of Tecumseh
- Link trails/pathways in the City/County

- Tree Cutting By-law
- Climate Change mitigation – City/County doing poorly in comparison with the rest of the Province.
- Toronto Environmental Alliance reports on toxic substances to the community – Consideration of “right-to-know” for the City/County
- Provide awareness of WECEC to City/County
- Cessation of “butchering” trees located near power lines
- Discussion regarding WECEC subcommittees

6.5 Financial Summary Variance Report

A. Parent states the City/County each contribute \$4,000 to the 2015 Operating Budget of WECEC.

7. COORDINATOR’S REPORT

A. Parent requests members provide bios and photos to be placed on wecec.org.
J. Bachetti suggests the link be provided to all neighbouring municipalities for information purposes.

8. SUBCOMMITTEE REPORTS

It is generally agreed a discussion regarding WECEC subcommittees be added to the May 28, agenda.

8.1 Air

D. Coronado reports he will continue to coordinate the Air Subcommittee.

9. NEW BUSINESS

M. Nelson suggests investigating committees in other municipalities to avoid duplication of efforts. The Acting Chair recommends results of the investigation be added to the Coordinator’s monthly report.

J. Passa suggests holding a Town Hall Meeting.

10. **COMMUNICATIONS**

Moved by R. Tamr, seconded by M. Nelson,
That the following communications **BE RECEIVED** for information:

- 10.1 Response from the Ministry of the Environment and Climate Change regarding WECEC letter advocating for Lake Erie Ecosystem Priority (LEEP) report.
- 10.2 Letter from Brian Masse, MPP regarding his appointment as the Official Opposition Critic for the Great Lakes and future initiatives.
- 10.3 Ontario Ministry of the Environment and Climate Change releases Climate Change Discussion paper for public consultation.

Carried.

11. **DATE OF NEXT MEETING**

The next meeting will be held on Thursday, May 28, 2015 at 5:30 o'clock p.m. at a location to be determined.

12. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 6:50 o'clock p.m.

ACTING CHAIR

COMMITTEE COORDINATOR



AGENDA
WINDSOR-ESSEX COUNTY ENVIRONMENT COMMITTEE
held on April 30th, 2015
Meeting at 5:30p.m at the Lou Romano Water Reclamation Plant

1. CALL TO ORDER

2. ELECTION OF CHAIR AND VICE CHAIR

3. ADDITIONS TO THE AGENDA

4. DECLARATION OF CONFLICT

5. MINUTES

Adoption of the minutes of the meeting held November 13th, 2014 – *attached*

6. BUSINESS

- 6.1 Year End report 2014 – *attached*.
- 6.2 Terms of Reference and Mandate – *attached*.
- 6.3 2015 Operating Budget and Business Plan – *attached*.
- 6.4 WECEC priorities for 2015 discussion
- 6.5 Financial Summary variance report – *attached*.

7. COORDINATORS REPORT

WECEC Coordinator Monthly Report.

8. SUBCOMMITTEE REPORTS

- 8.1 Air
- 8.2 Transportation
- 8.3 Provincially Significant Wetlands

9. NEW BUSINESS

10. COMMUNICATIONS

- 10.1 Response from the Ministry of the Environment and Climate Change regarding WECEC letter advocating for the Lake Erie Ecosystem Priority (LEEP) report – *attached*.
- 10.2 Letter from MPP Brian Masse regarding his appointment as the Official Opposition Critic for the Great Lakes and future initiatives – *attached*.
- 10.3 Ontario Ministry of the Environment and Climate Change releases Climate Change Discussion paper for public consultation– *attached*.

11. DATE OF NEXT MEETING

The date of the next meeting is May 28th 2015 at the Lou Romano Water Reclamation Plant.

12. ADJOURNMENT

DRAFT – April 30, 2015

Windsor Essex County Environment Committee (WECEC) – Terms of Reference and Mandate

Introduction/Preface

The purpose of the WECEC is to provide advice on environmental issues to the City of Windsor, County of Essex and its area municipalities.

Mandate

- WECEC was established as a volunteer advisory committee through resolutions of Windsor City Council and the County of Essex within the meaning of the Municipal Act, 2001, S.O. 2005, c.25 (the 'Act')
- WECEC receives referrals to address specific environmental concerns from the City of Windsor, County of Essex and its area municipalities, as well as,
- WECEC is proactive and will advise on matters identified through its own initiative.

Review:

The Terms of Reference will be reviewed on an annual basis as part of the establishment of the annual work plan. Any changes will be put forward as recommendations to City and County Council for approval.

Composition/Membership

WECEC will be comprised of eleven (11) members of which two (2) members will be from County Council and two (2) members will be from City Council.

The following is a list of the current Windsor Essex County Environment Committee:

- Councillor Fred Francis, Windsor City Council
- Councillor Bill Marra, Windsor City Council
- Gary McNamara, Mayor, Town of Tecumseh
- Joe Bachetti, Deputy Mayor, Town of Tecumseh
- Derek Coronado
- Jesse Gardner Costa
- Debby Grant
- Mike Nelson
- Joe Passa
- Edwin Tam
- Radwan Tamr

Duties and Responsibilities

The scope of WECEC will include activities of primary responsibility for which an annual work plan will be developed, such as:

- developing policies for consideration by the City and County regarding ongoing environmental concerns,
- develop responses related to Federal and Provincial actions in public and private undertakings affecting the ecosystem to be forward to City and County Councils,
- identify and examine issues and new alternatives of an ecological nature that may affect the natural environment of the region and to advise City and County Councils on such matters,
- review and provide advice regarding the environmental implications of studies, plans, proposals and other documents as may be referred to the Committee,
- to advise on and recommend studies that could assist in increasing awareness of environmental concerns; solutions to environmental problems and/or enhance environmental conditions in the region,
- report annually on the state of the regional environment, and provide the report to City and County Council,
- liaise with other organizations, committees, and agencies with similar interest in protecting and preserving the natural environment of Windsor and the County of Essex,
- coordinate partnership funding by collecting funds from organizations, committees and agencies to further collaborative environment projects for Windsor and Essex County,
- participate in other committees where WECEC is required or suggested by the City of Windsor and County of Essex and its area municipalities, and,
- conduct an annual performance evaluation of the WECEC Coordinator

The scope of WECEC may include activities of secondary responsibility that will be conducted in partnership with other organizations, committees and agencies, such as:

- identify and implement community outreach activities which support the growth of environmental awareness and appreciation,
- provide advice on regional environmental resources,
- provide advice on regional environmental data.

Appointment and Term

In Accordance with Section 22.2 of the Procedure By-Law 98-2011, Appointment of members to Committees may be for any duration up to and including the full term of the Council, or until their successors are appointed.

Agenda and Minutes

In accordance with the City Of Windsor's Procedure By-Law 98-2011, the Committee Chair will review, identify, and prepare agenda items and priorities prior to each meeting. Though the Committee Chair is responsible for conducting meetings and providing direction, they are to ensure a fair and open discussion of agenda items, enabling members to suggest items for the agenda.

Minutes shall be taken of all Committee meetings by a designate of the City Clerk who shall subsequently distribute them as soon as possible to all Committee members.

All matters related to recording and distributing the Minutes shall comply with the City of Windsor Policies governing the recording and distribution of the Minutes of a Committee of City Council.

Rules of Order/Operations of the Committee

Elections and meetings will be conducted in accordance with Bourinot's Rules of Order and the City of Windsor's Procedural By-Law 98-2011.

- In camera discussions will only be held in strict compliance with procedural by-laws.
- WECEC will see to achieve consensus on decisions. Recommendations are "carried" if supported by a majority. Only resolutions as they appear in the adopted minutes may be considered as officially representing the position of WECEC.
- WECEC will advise respective staff of the City of Windsor and County of Essex by resolution on matters that were referred to them.

Reporting Structure/Frequency of Meetings

The Windsor Essex County Environment Committee (WECEC) reports to the Environment, Transportation & Public Safety Standing Committee.

Meetings will be held monthly and are open to the public. Additional meetings can be called by the Chair.

Resources to the Committee

- The Committee will have an annual budget comprised of contributions from the City of Windsor and the County of Essex.
- Administrative Support will be assigned through the City of Windsor, Council Services.

Remuneration

Advisory Committee members receive no compensation for their service on the City's Advisory Committees.

Quorum

The Quorum of the Windsor Essex County Environment Committee is 6 members.