

**REPORT NO. 85**  
of the  
**WINDSOR-ESSEX COUNTY ENVIRONMENT COMMITTEE (WECEC)**  
of its meeting held  
July 10, 2014  
at 5:30 o'clock p.m.  
Board Room, Windsor International Airport

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**Members present at the July 10, 2014 meeting:**

Councillor Alan Halberstadt, Co-Chair  
Charlie Wright, Co-Chair  
Frank Butler (alternate)  
Derek Coronado  
Rick Coronado  
Roger Dzugan  
Jesse Gardner Costa  
Paul Henshaw  
Mike Nelson  
Phil Roberts (alternate non-voting)  
Tamara Stomp  
Radwan Tamr (arrives at 5:50 p.m.)

**Your Committee submits the following recommendation:**

Moved by T. Stomp, seconded by C. Wright,  
That the *Revised Terms of Reference* dated July 2014 for the Windsor Essex County Environment Committee relating to the amendment to the "Composition and Selection of Members" **BE APPROVED.**  
Carried.

**Note:** The *Revised Terms of Reference* for the Windsor Essex County Environment Committee dated July 2014 is attached. Please note the amendment (*in italics*) on page 2 under "Composition and Selection of Members.

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COUNCILLOR HALBERSTADT , CO-CHAIR

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COMMITTEE COORDINATOR

NOTIFICATION:	
NAME	CONTACT INFORMATION
WECEC Committee including resource personnel	On file

**Windsor Essex County Environment Committee (WECEC)**  
**Terms of Reference – July 2014**

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**Purpose**

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.

**Scope of Activities**

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 environmental projects and events 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:

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- 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,

***Composition and Selection of Members***

*WECEC will be comprised of fourteen (14) members of which two (2) members will be from County Council and two (2) members will be from City Council. The remaining 10 members will be volunteers from diverse sectors of the public.*

**Operation of the Committee**

- Meetings will be held monthly and are open to the public. Additional meetings can be called by the Chair.
- In camera discussions will only be held in strict compliance with procedural by-laws.
- Quorum will be established when 8 members are present (50% + 1).
- 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.

**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.

**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.