

The Corporation of the Municipality of Northern Bruce Peninsula

By-Law No. 2023-15

Being A By-Law to Establish and Appoint Members to a Climate Action and Waste Diversion Committee for the Municipality of Northern Bruce Peninsula

Whereas, pursuant to Section 224(c) and 224(d) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, Council shall determine the services which it provides to ensure that administrative practices and procedures are in place to implement the decisions of Council;

And Whereas the Council of the Corporation of the Municipality of Northern Bruce Peninsula deems it appropriate to establish a Climate Action and Waste Diversion Committee;

AND WHEREAS the Council of the Corporation of the Municipality of Northern Bruce Peninsula desires to appoint a Climate Action and Waste Diversion Committee in accordance with the Terms of Reference attached to this by-law as Schedule A;

NOW THEREFORE the Council of the Corporation of the Municipality of Northern Bruce Peninsula hereby enacts as follows:

1. THAT a Climate Action and Waste Diversion Committee is hereby established in accordance with the Terms of Reference attached to this by-law as Schedule A;
2. THAT the following individuals be appointed as members of the Climate Action and Waste Diversion Committee for the term of the current Council:

Chelsea Vieira
Glen Estill
Dave Ebel
Mike Campbell
Rod Layman
Terri Munn
Brandon Golden – Parks Canada Rep
Councillor Aman Sohrab

3. THAT Schedule A forms part of this by-law;
4. THAT this by-law shall come into force and take effect immediately upon the final passing thereof.

Read a First and Second Time This 13th Day of March 2023.

Read a Third Time, Finally Passed, Signed and Sealed This 13th Day of March 2023.

Original Signed by Mayor, Milt Mclver and Clerk, Cathy Addison.

The signed By-law is available upon request.



Schedule "A" By-law No. 2023-15

Terms of Reference

**Climate Action-Waste Diversion
Committee (NEW Combined)**

Mandate:

This ad hoc committee will help implement recommendations contained within the Climate Action Plan (CAP that was developed in 2022) which will enable the Municipality of Northern Bruce Peninsula (NBP) to better understand, mitigate and adapt to the impacts of climate change in consultation with Council, Municipal staff, the public and other stakeholders. The hoc Committee will also work with Waste Diversion to ensure the development and implementation of the ongoing Integrated Waste Management Strategy to provide recommendations to Council specific to the Strategy.

The purpose is to promote the protection, maintenance, and awareness of the natural environment within the municipal community, and to provide advice concerning waste diversion and climate change policy, planning and actions to be undertaken the MNBP Council and staff concerning climate change and other environment matters within municipal jurisdiction.

This Committee is being organized to support the Municipality of Northern Bruce Peninsula's Climate Action Plan, through means of:

- The Committee is to assist and make recommendations to Council on the matters relating to the future of various aspects of solid waste and climate action within the municipality.
- The identification and implementation of new or existing programs, approaches or policies relating to the environmental protection and enhancement of natural resources and systems within the Municipality.
- Educational and/or outreach to the public regarding climate change and the work of the Committee relating to environmental and climate change.
- Consider and advise items relating to reducing remissions of greenhouse gases with related improvements in air quality and use of renewable energy within MNBP.
- Advise on waste diversion policy directions pursued by the Municipality, relating to the environment.
- Consider and advise on commitment to long term economic, cultural and social well-being of the community and its stakeholders relating to climate and waste diversion.
- Review the GHG reduction measures and provide input to Council.
- The Committee will actively assist Council by fostering and promoting, environmental and climate change awareness, partnerships with the community, and community engagement when required.
- Seeking opportunities for regional collaboration on climate change and waste diversion planning including but not limited to Grey Bruce Health Unit, County of Bruce, Saugeen Ojibway Nation, Parks Canada and ensure alignment with same.

Composition and Organization:

The Committee will consist of a minimum of six (6) members to a maximum of eight (8) members comprised of one (1) member of Council, one (1) Parks Canada representative and a minimum of four (4) to a maximum of six (6) community volunteer representatives

The Committee will elect a Chair and a Vice Chair and a Recording Secretary shall be provided by NBP to prepare the Committee agendas and scribe the meeting minutes only. In addition, the mayor and/or Chief Administrative Officer (CAO) shall be recognized as ex-officio members of the Committee.

The Committee shall meet monthly if deemed necessary. The duration of the Committee meetings shall not to exceed two (2) hours. The meetings shall be conducted electronically via Zoom.

Meeting agendas and minutes will be in electronic format and displayed on the Municipal website. Meeting minutes will be presented to Council following approval from the Committee at the following Climate Action-Waste Diversion Committee meeting unless a resolution requires immediate attention. The Committee is accountable to Council.

The Committee shall be governed by all applicable Municipal by-laws and policies for the conduct of meetings and activities including but not limited to:

1. Procedural By-law
2. Purchasing/Procurement By-law
3. The Municipal Act
4. The Municipal Conflict of Interest Act

Persons appointed as Committee members shall complete mandatory training as required by the Municipality from time to time including but not limited to Accessibility, Procedural, Respect in the Workplace and Health and Safety.

Meeting Attendance:

If Members miss three (3) consecutive meeting, a report will have to be submitted to Council to perhaps reconsider the "seat" on the Committee.

Vacancies Mid-Term:

Members appointed to this Committee should be prepared to commit to participation and duties assigned throughout the duration. Due to the nature of the Committee and the required work plan, mid-term vacancies on the Committee will not be filled and the remaining members shall be deemed to meet the composition required to complete the task.

Terms and Conditions:

The Climate Action Committee shall be appointed by by-law and shall run with the current term of Council.

Meetings shall be established and conducted in accordance with the Municipality Procedural By-law and any other applicable legislation.

All Committee members are required to respond to the Recording Secretary's email regarding anticipated attendance for the upcoming meeting, whether a committee member is able to attend the meeting or not. If a quorum is not achieved, the meeting will be cancelled.

If a quorum is not achieved after fifteen minutes on the scheduled meeting date, then the meeting will end at this time and be cancelled. Rescheduling a cancelled meeting will be at the discretion of the Recording Secretary.

The Recording Secretary must be informed of any delegations or presentations by individuals not apart of the Committee by the Committee Chair prior of the creation of the agenda for the meeting in which the delegation or presentation is anticipated.

Available Resources:

The Committee will:

- have resources available, through the Municipality, such as photocopying, faxing, and similar office functions.

If appropriate notice is given to municipal staff.