

TERMS OF REFERENCE

Environmental Advisory Committee

Adopted by Council: November 18, 2020
Amended by Council: January 20, 2021, and February 21, 2023

MANDATE

The Environmental Advisory Committee is a select committee of Council established under section 142 of the [Community Charter](#). Their mandate is to provide advice to Council on matters pertaining to the Environment and aligned with Council's strategic plans.

DUTIES

The Committee exists to provide support to Council by:

- Advising Council on referrals of issues such as natural areas, watershed protection, air quality, climate adaptation mitigation and other related projects, policies or bylaws under consideration by Council or Staff;
- Making recommendation to Council to provide community based grants in accordance with the Climate Action and Energy Plan Reserve Fund Terms of Reference; and,
- Advising Council on topics of interest to committee members that fall within the committee terms of reference and approved by Council.

MEMBERSHIP

The Committee shall consist of 7 voting members, including the Council member appointed as the Committee Chair.

Members must:

- (a) Be able to connect with the community through interactions that provide opportunity for consideration of issues beyond the conventional EAC meeting format; and,
- (b) Have demonstrated experience and interest, or expertise in environmental matters affecting North Cowichan.

Membership may include a representative from one or more of the following community sectors:

- (a) First Nations
- (b) Environmental Stewardship
- (c) Youth (between ages 16 and 26)
- (d) Business/Commerce
- (e) Education
- (f) Environmental Profession
- (g) Social Work / Health Care
- (h) Agriculture/Farming
- (i) Development/Construction

APPOINTMENT AND TERM

Members shall be appointed by resolution of Council. The term for all members, with the exception of the Chair, shall coincide with the term of Council. The Chair shall be appointed for the term as appointed by Council.

STAFF SUPPORT

The Environmental Services department head shall designate a staff person to serve as the Staff Liaison to the Committee and will notify Council in writing of any First Nation or community organization representative changes (if applicable).

MEETINGS AND REPORTING TO COUNCIL

The Committee shall meet on a bimonthly basis, or at the call of the Chair.

The procedures for meeting conduct and reporting back to Council are set out in the [Council and Committee Procedure Bylaw](#) and the [Council Advisory Body Policy](#).