
Environmental Action Committee

Date: May 16, 2023
Time: 9:30 AM
Location: Council Chambers, Civic Centre, 2nd Floor
300 City Centre Drive, Mississauga, Ontario, L5B 3C1
And Online Video Conference

Members

Councillor Stephen Dasko	Ward 1
Councillor Alvin Tedjo	Ward 2
Councillor Matt Mahoney	Ward 8
Councillor Brad Butt	Ward 11
Prabhjit Banga	Citizen Member
Jihan Khatib	Citizen Member
Morgan Lee	Citizen Member
Karen Pawlowski	Citizen Member
Derek Stone	Citizen Member

Participate Virtually and/or via Telephone

Advance registration is required to attend, participate and/or make a comment in the meeting. Questions for Public Question Period are required to be provided to Clerk's staff at least 24 hours in an advance of the meeting. Any materials you wish to show the Committee during your presentation must be provided as an attachment to the email. Links to cloud services will not be accepted. Comments submitted will be considered as public information and entered into public record. **Please note the Environmental Action Committee will be streamed and a video posted afterwards.**

To register, please email michelle.sanstra@mississauga.ca and for Residents without access to the internet via computer, smartphone or tablet, can register by calling Michelle Sanstra at 905-615-3200 ext. 5411 **no later than Friday, May 12, 2023 before 4:00PM**. You will be provided with directions on how to participate from Clerks' staff.

Contact

Michelle Sanstra, Legislative Coordinator, Legislative Services
905-615-3200 ext. 5411
Email michelle.sanstra@mississauga.ca

1. **CALL TO ORDER**

1.1 Introduction of Citizen Members and Staff

1.2 Appointment of Chair

1.3 Appointment for Vice-Chair

2. **INDIGENOUS LAND STATEMENT**

We acknowledge the lands which constitute the present-day City of Mississauga as being part of the Treaty and Traditional Territory of the Mississaugas of the Credit First Nation, The Haudenosaunee Confederacy the Huron-Wendat and Wyandotte Nations. We recognize these peoples and their ancestors as peoples who inhabited these lands since time immemorial. The City of Mississauga is home to many global Indigenous Peoples.

As a municipality, the City of Mississauga is actively working towards reconciliation by confronting our past and our present, providing space for Indigenous peoples within their territory, to recognize and uphold their Treaty Rights and to support Indigenous Peoples. We formally recognize the Anishinaabe origins of our name and continue to make Mississauga a safe space for all Indigenous peoples.”

3. **APPROVAL OF AGENDA**

4. **DECLARATION OF CONFLICT OF INTEREST**

5. **MINUTES OF PREVIOUS MEETING**

5.1 Environmental Action Committee DRAFT Minutes - April 4, 2023

6. **PRESENTATIONS**

7. **DEPUTATIONS**

Each Deputation to Committee is limited to speaking not more that 10 minutes.

Pursuant to Section 57.1 of the Council Procedure By-law 0044-2022, as amended:

Deputations shall be received and the matter shall be referred to staff for a report, unless there is a resolution or recommendation passed to “receive” the Deputation. After a Deputation is completed, Members shall each have one opportunity to make a preamble statement and ask questions to the Deputant(s) or staff for clarification purposes only, and without debate

8. **PUBLIC QUESTION PERIOD - 15 Minute Limit**

Public Comments: Advance registration is required to participate and/or to make comments

in the public meeting. Any member of the public interested in speaking to an item listed on the agenda must register by calling 905-615-3200 ext. 5411 or by emailing michelle.sanstra@mississauga.ca by Friday, May 12, 2023 before 4:00PM.

Pursuant to Section 58 of the Council Procedure By-law 0044-2022, as amended:

Environmental Action Committee may grant permission to a member of the public to ask a question of Environmental Action Committee, with the following provisions:

1. Questions may be submitted to the Clerk at least 24 hours prior to the meeting;
2. A person is limited to two (2) questions and must pertain specific item on the current agenda and the speaker will state which item the question is related to;
3. The total public question period time is 15 minutes maximum and shall not be extended by the Chair; and
4. Any response not provided at the meeting will be provided in the format of written response.

9. CONSENT AGENDA

10. MATTERS TO BE CONSIDERED

- 10.1 2023 Environmental Action Committee Orientation Policies and Procedures
- 10.2 2023 Environmental Action Committee Orientation
- 10.3 Draft EAC Work Plan 2023-2026
- 10.4 Environmental Action Committee Terms of Reference Update
- 10.5 Group Member Appointments to Environmental Action Committee (Verbal)
- 10.6 Environmental Action Committee Meeting Format Discussion

11. INFORMATION ITEMS

- 11.1 Environmental Action Committee 2023 Meeting Date Memo

12. OTHER BUSINESS/ENQUIRIES

13. DATE OF NEXT MEETING

Tuesday, June 6, 2023 at 9:30 a.m., Council Chambers

14. ADJOURNMENT

Environmental Action Committee

Date: April 4, 2023
Time: 9:42 AM
Location: Online Video Conference

Members

Councillor Matt Mahoney Ward 8 (Chair)
Councillor Stephen Dasko Ward 1 (Vice-Chair)
Councillor Alvin Tedjo Ward 2
Councillor Brad Butt Ward 11
Chelsea Dalton Citizen Member
Lee Ann Mallet Citizen Member
Alice Casselman Association for Canadian
Educational Resources

Member Absent

Britt Mckee Ecosource
Sydney Miller UTM (University of Toronto
Mississauga) Student
Sophie Zhang PEYA (Peel Environmental
Youth Alliance)

Brad Bass Citizen Member
Pujita Verma Citizen Member
Jennifer Taves Partners in Project Green
Andrea Rowe Greening Sacred Spaces (Non-
Voting Member)
Sid Gendron Sawmill Sid Inc. (Non-Voting
Member)

Staff/Representatives

Dianne Zimmerman, Manager, Environment
Sharon Mittmann, Manager, Urban Design
Cameron Maybee, Landscape Architect
Michelle Sanstra, Legislative Coordinator

1. **CALL TO ORDER**

Councillor Mahoney, Chair called the meeting to order at 9:42 AM

2. **INDIGENOUS LAND STATEMENT**

Councillor Mahoney, Chair recited the Indigenous Land Statement

3. **APPROVAL OF AGENDA**

Approved (Lea Ann Mallet)

4. **DECLARATION OF CONFLICT OF INTEREST**

5. **MINUTES OF PREVIOUS MEETING**

5.1 **Environmental Action Committee Draft Minutes – June 7, 2022**

Approved (Chelsea Dalton)

6. **PRESENTATIONS - Nil**

7. **DEPUTATIONS**

Each Deputation to Committee is limited to speaking not more than 10 minutes.

Pursuant to Section 57.1 of the Council Procedure By-law 0044-2022, as amended:

Deputations shall be received and the matter shall be referred to staff for a report, unless there is a resolution or recommendation passed to “receive” the Deputation. After a Deputation is completed, Members shall each have one opportunity to make a preamble statement and ask questions to the Deputant(s) or staff for clarification purposes only, and without debate.

7.1 **Dianne Zimmerman, Manager, Environment regarding a presentation on the Living Green Master Plan: Final Report**

Ms. Zimmerman and LJ Prabakaran, Environmental Outreach Assistant presented on the subject matter.

Members of the Committee engaged in discussion and enquired about the LGMP retirement in the master plan, the City's future initiatives, challenges and barriers. Ms. Zimmerman and Mr. Prabakaran responded to questions from the Committee.

Alice Casselman, Community Group Representative enquired if the City uses digital twinning when planning. Ms. Zimmerman responded that currently they do not and will take it into consideration.

RECOMMENDATION EAC-0001-2023

Moved By M. Kramer

1. That the deputation and associated presentation from Dianne Zimmerman, Manager, Environment and LJ Prabakaran, Environmental Outreach Assistant regarding the Living Green Master Plan: Final Report, be received.
2. That the comments made regarding the Living Green Master Plan: Final report provided by the Environmental Action Committee Members be considered.

Received

7.2 Edward Nicolucci, Urban Designer, regarding a presentation on the Mississauga Green Development Standards Update

Mr. Nicolucci presented on the subject matter.

Councillor Tedjo enquired if the City could make standards mandatory and whether the City of Toronto had any data regarding challenges encountered with their current system. Mr. Nicolucci responded to Councillor Tedjo's enquires.

Members of the Committee engaged in discussion and enquired about green house emission tools, the use of trees to help reduce green house gases emissions, the heat island effect, light coloured paving and stormwater infiltration. Mr. Nicolucci, Sharon Mittmann, Manager, Urban Design Cameron Maybee, Landscape Architect and Dianne Zimmerman, Manager, Environment responded to the questions and noted suggestions made by the Committee.

RECOMMENDATION EAC-0002-2023

Moved By Councillor Tedjo

1. That the deputation and associated presentation from Edward Nicolucci, Urban Designer, regarding the Mississauga Green Development Standards Update, be received.
2. That the comments made regarding the Mississauga Green Development Standards provided by the Environmental Action Committee Members be considered.

Received

7.3 Bryan Purcell, VP, Policy and Programs, The Atmospheric Fund with respect to the Mississauga Green Development Standards Update

Mr. Purcell presented on the subject matter.

Alice Casselman, Community Member Representative spoke to the retrofit concept expense and suggested a retrofit that is less expensive and provided an example that was used in the Maritimes.

Councillor Mahoney spoke about the challenges of Electric Vehicles (EV) chargers in new developments.

RECOMMENDATION EAC-0003-2023

Moved By Councillor Butt

That the deputation from Bryan Purcell, VP, Policy and Programs, The Atmospheric Fund with respect to the Mississauga Green Development Standards Update, be received for information.

Received

8. PUBLIC QUESTION PERIOD - 15 Minute Limit

Rahul Mehta, Resident

1. Q. Will there be a more centralized environmental web-page/website, where the public can track environmental initiatives progress, programs and actions?

A. Dianne Zimmerman, Manager, Environment responded that there are limitations with respect to accessibility and is currently on working on a new platform and spoke to future works and welcomes any ideas.

2. Q. Are you planning to amend the Terms of Reference (TOR) to remove the Living Green Master Plan (LGMP) and include the Climate Change Master Plan (CCMP) along with the other plans and strategies?

A. Yes, we are aware of the TOR and will make amendments.

9. CONSENT AGENDA

No items were approved under the Consent Agenda.

10. MATTERS CONSIDERED - Nil

11. INFORMATION ITEMS - Nil

12. OTHER BUSINESS/ENQUIRIES - Nil

13. DATE OF NEXT MEETING

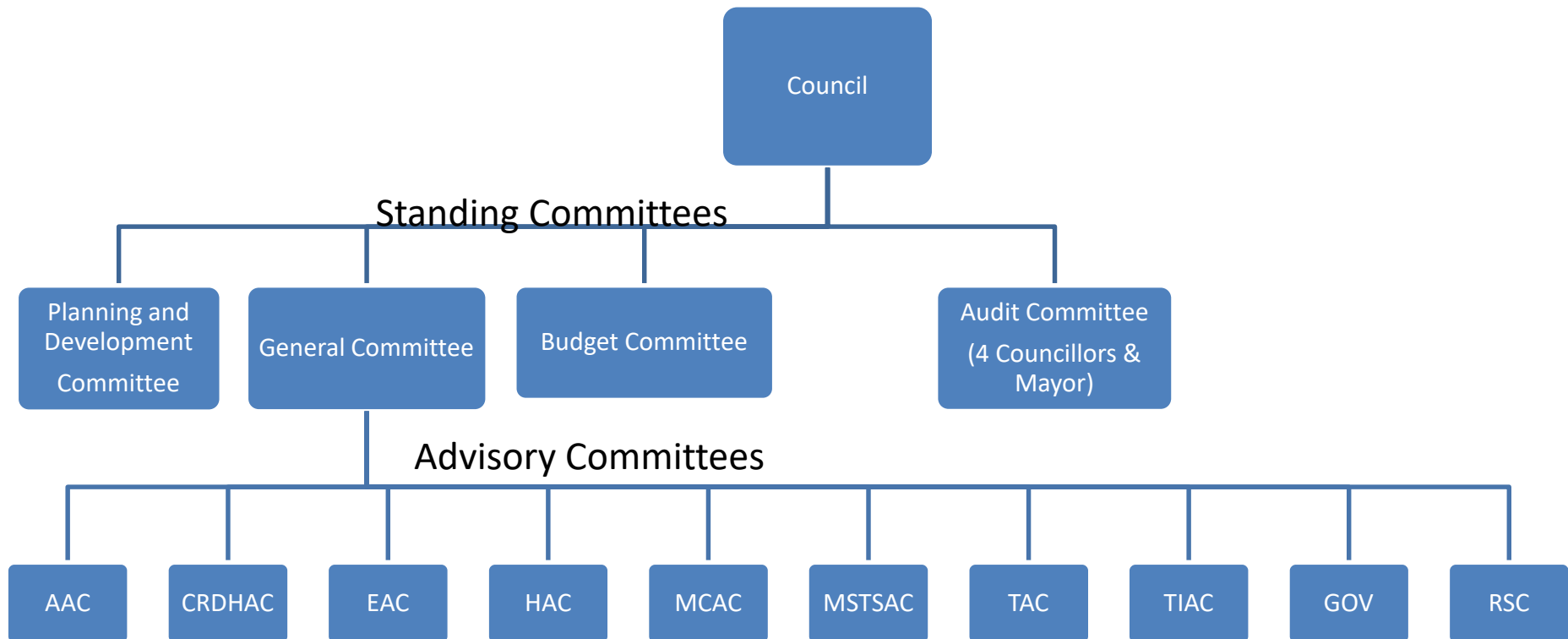
Tuesday, May 2, 2023 at 9:30AM

14. ADJOURNMENT

11:12 AM (Councillor Tedjo)

Environmental Action Committee Procedures

Council/Committee Structure



Legend to the Advisory Committees

- AAC – Accessibility Advisory Committee
- CRDHAC – Combating Racism, Discrimination and Hatred Advisory Committee
- EAC – Environmental Action Committee
- HAC – Heritage Advisory Committee
- MCAC – Mississauga Cycling Advisory Committee
- MSTSAC – Mississauga School Traffic Safety Action Committee
- RSC – Road Safety Committee
- TTIAC – Towing and Trucking Industry Advisory Committee
- TAC – Transit Advisory Committee

EAC Terms of Reference

- <https://www.mississauga.ca/wp-content/uploads/2019/04/21151505/Environmental-Action-Committee-Terms-of-Reference-Jul-2021.pdf>

Legislative Coordinators Role

- Your assigned Legislative Coordinator for EAC is Michelle Sanstra
- Michelle will keep you advised of meeting dates, agendas and other information required for the Committee's operation
- Any Committee members requests should go through Michelle as a point of contact.

Procedures of Advisory Committees – Composition

- EAC consists of 18 members; four (4) Councillors, five (5) Citizen Members, four (4) Environmental Community Group Representatives, one (1) University of Toronto Mississauga Campus (UTM) student, one (1) Peel Environmental Youth Alliance (PEYA) student and three (3) non-voting Members on EAC for the Term ending November 14, 2026.

Meeting Schedule

- EAC meets monthly except for January and August with additional meetings at the call of the Chair, as required. Please see the attached link to the google calendar for HAC dates. <https://www.mississauga.ca/council/council-activities/council-and-committees-calendar/>
- The Committee will need a recommendation regarding how meetings will be held, in-person, hybrid or virtual.
- Quorum is required to conduct a meeting of the Environmental Action Committee so ensure that you advise the Legislative Coordinator of your attendance.

Procedures of Advisory Committees

– Quorum and Attendance

- Eight (8) members not including the three (3) non-voting members are required for quorum to start the meeting.
- If there is no quorum within 30 minutes of the starting time, the meeting will stand adjourned until the next appointed time, the remaining business on the agenda shall be placed on the next month's agenda under Unfinished Business.
- If you are unable to attend a meeting notify the Legislative Coordinator to ensure we have quorum for the meeting.
- If you miss 3 consecutive meetings, your appointment will be reviewed .

Advisory Committee Processes - Agenda

- The Agenda will be delivered by email to members at least the Thursday prior to the meeting. Hard copies are available upon request. If you do not receive the Agenda, please contact the Legislative Coordinator immediately.
- The Agendas and Minutes are posted on the City's Website:
<http://www.mississauga.ca/portal/cityhall/agendas>
- For email alerts regarding agendas/minutes, please sign-up through the Alerts page website:
<https://www.mississauga.ca/council/council-activities/council-agendas-minutes-and-calendar/subscribe-to-agendas-and-minutes/>

Procedures of Advisory Committee - Deputations

- A Deputation made to the Committee shall be limited to not more than ten (10) minutes in total, subject to a Motion passed at the Meeting to extend the length of time allotted to a Deputation.
- After a Deputation is completed, Members shall each have one opportunity to make a preamble statement and ask questions to the Deputant(s) or staff for clarification purposes only, and without debate. The Committee may vote to receive the deputation.

Procedures of Advisory Committees - Debating and Discussion

- At meetings, all members of the Committee may engage in discussions regarding agenda items.
- When wanting to speak on a matter, ensure that you are recognized by the Chair by raising your hand before speaking and speak in order.
- Given the of number of members, keep remarks to a maximum of 5 minutes.

Procedures of Advisory Committees

- Recommendations

- All recommendations from EAC will be forwarded to General Committee for consideration through a Committee Report and may be approved, amended or referred back to the Committee.
- If the Committee Report is approved or amended at General Committee, it will be forwarded to Council for adoption.
- If at any time a member is not clear on what the recommendation is before the Chair or any other matter, you may request clarification at any time.

Procedures of Advisory Committees

– Consent Agenda

- The Consent Agenda will review all Matters to be Considered and Information Items to see if the Committee would like to move them on consent or if a Committee Member would like an item held. Items approved on consent will not require a discussion by the Committee, but will require a mover of the Consent Agenda.
- Items held will be reviewed separately by the Committee where a discussion will take place. Items held will require a mover.

Procedures of Advisory Committees

- Voting on Matters

- You must vote by raising your hand.
- A majority vote is required for a recommendation to pass.
- A tie vote is deemed to be lost.

Parking Passes

- Each Committee member will receive a parking multi-visit card for meetings that start prior to 6:00pm.
- The multi-visit card can only be used for Committee meetings or Committee related business.
- Return multi-visit card at the end of the Committee term.

Mandatory Educational Session

- There will be a mandatory education session in the Spring with the Integrity Commissioner in which all Citizen members must attend.
- There will be two training sessions, Thursday, May 25, 2023 at 6-8 p.m. or Tuesday, June 20, 2023 at 10-12 p.m., both sessions will be held hybrid in Council Chambers. Details will follow shortly.

Thank you.

QUESTIONS??

Welcome to Environmental Action Committee Orientation 2023

May 16, 2023



Our Team

The Environment section's goal is to foster environmental awareness and help the City achieve its strategic environmental goals



Dianne Zimmerman,
Manager



Carrah Bullock,
Climate Change
Specialist



Leya Barry,
Supervisor, Climate
Change



Papiya Roy,
Climate Change
Coordinator



Teresa Chan,
Supervisor, Environmental
Outreach



**Heliya Babazadeh-
Olegi,**
Outreach Coordinator



LJ Prabakaran,
Outreach Assistant



Diane Gibson
Supervisor, Environmental
Sustainability



Eileen Chen,
Environmental
Initiatives Coordinator



**Vasya
Jeyakanthan,**
Waste Assistant

WHAT WE DO

Take Action

Lead and support City-wide climate and environmental sustainability actions



Provide Strategic Leadership

Provide subject matter expertise to the organization at large



Engage Stakeholders

Keep the community and internal stakeholders informed



Raise the Profile

Disseminate information about the City's work



Drive Innovation

Incubate and normalize new and emerging concepts



Major Milestones 2018 - 2022

During the last term of EAC, a number of key City initiatives were advanced



ROLE OF EAC MEMBERS



In support of the City's commitments around climate change and environmental sustainability, EAC members will:

- Offer advice and recommendations to Mississauga Council
- Support the implementation of City actions
- Provide feedback on new City strategies and initiatives
- Share opportunities to engage with the City on relevant initiatives and programs

EAC will also provide a forum:

- For members to share their work
- For the public to share their concerns and ideas
- To champion local action



Case studies on strengthening neighbourhood food systems through community gardening in Mississauga

ROLE OF CITY STAFF

City staff is here to support EAC:

- Provide updates and progress on City's strategies and initiatives related to climate change & environmental sustainability (across the City)
- Share and request feedback from EAC members on new City initiatives
- Answer any questions you may have!

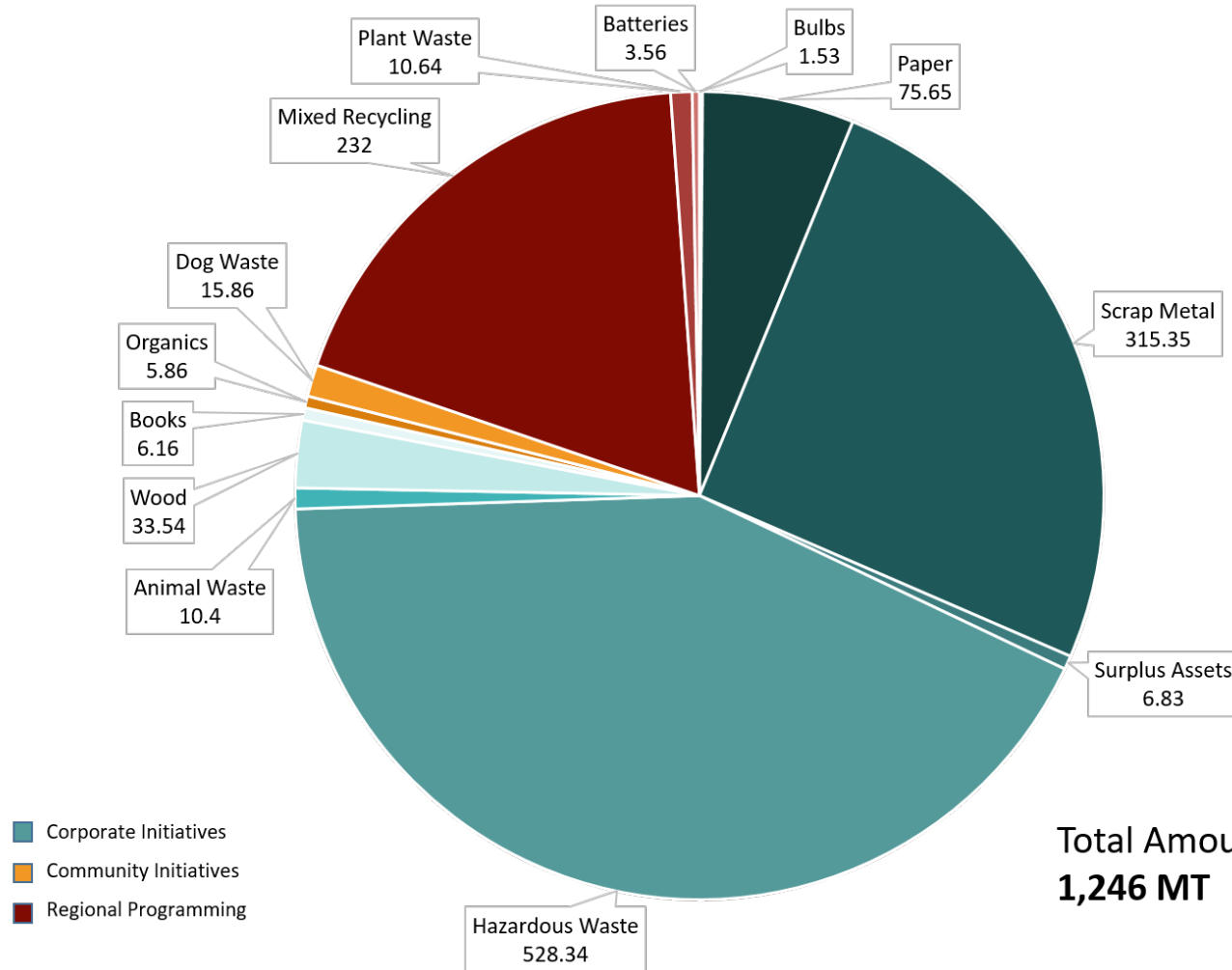


ENVIRONMENTAL SUSTAINABILITY

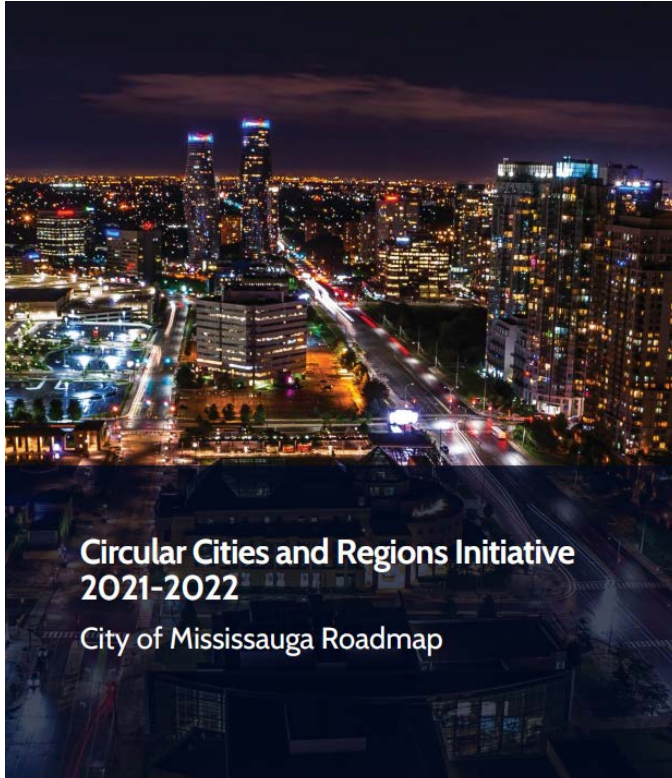
CIRCULAR ECONOMY, WASTE & LITTER MITIGATION

MATERIALS DIVERTED

2022 Waste Diversion Initiatives (Tonnes)



Circular Economy



Design out waste and pollution

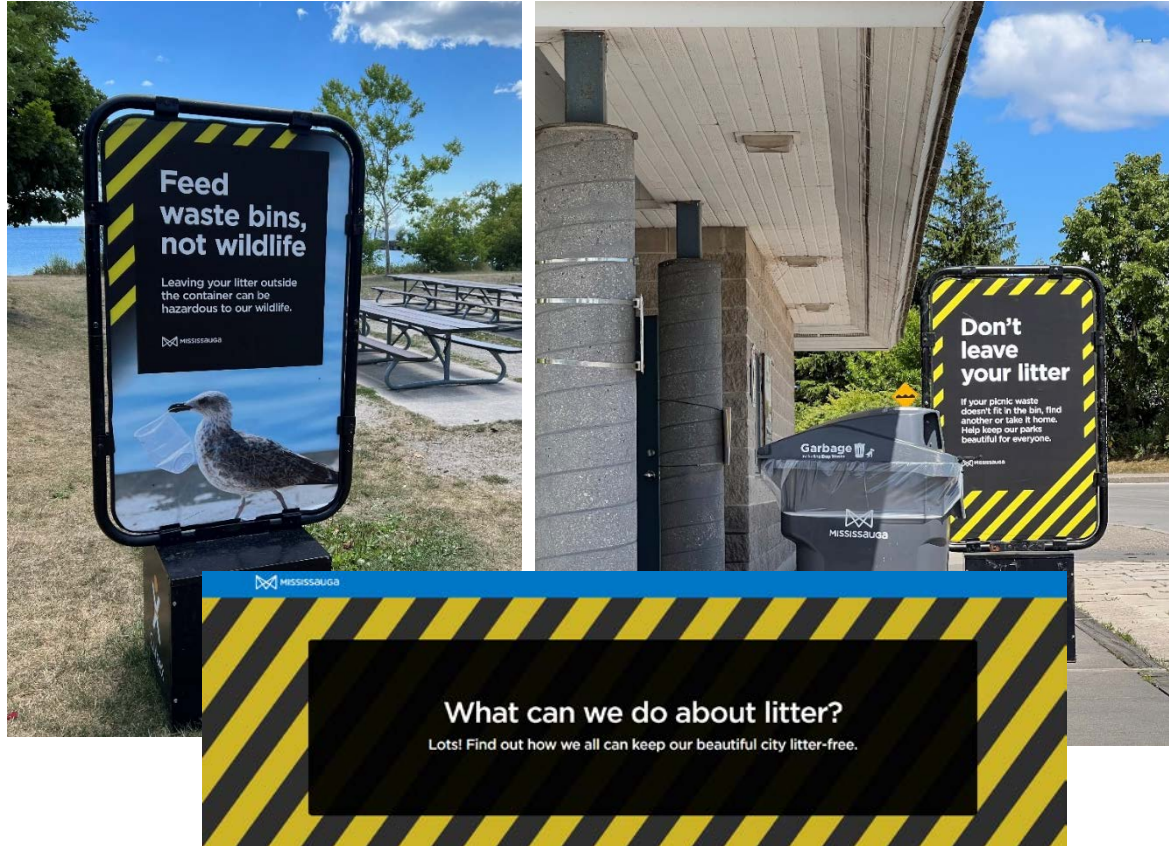


Keep products and materials in use



Regenerate natural systems

Litter Campaign



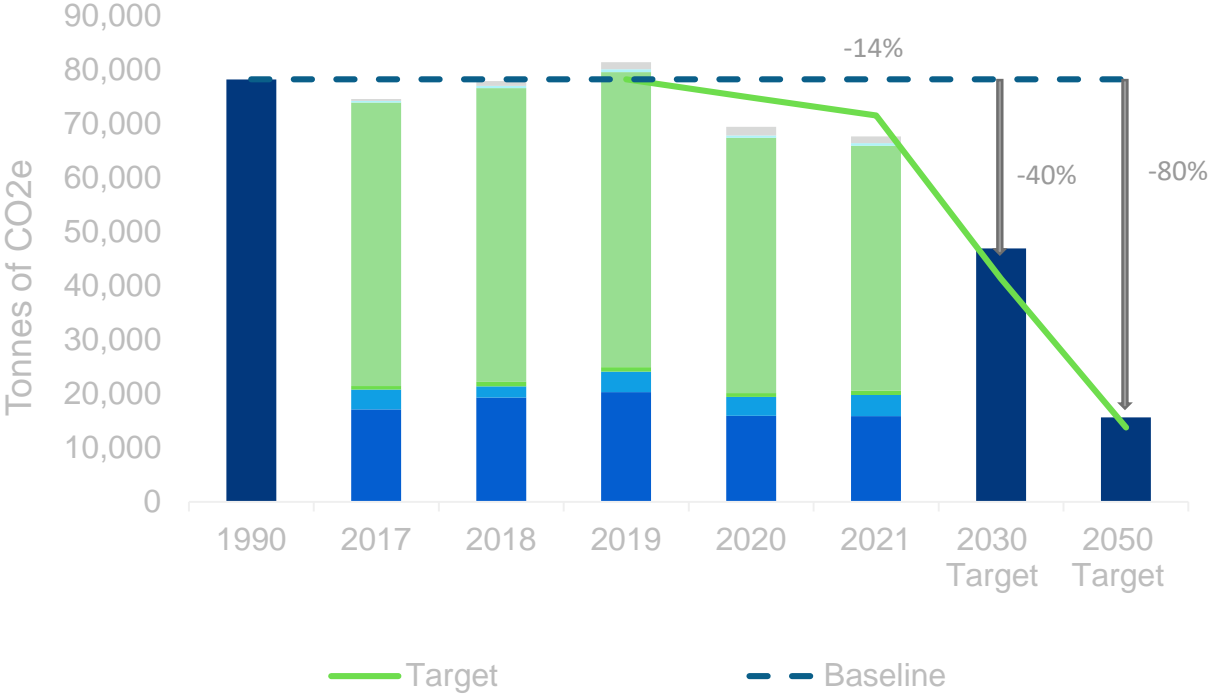
CLIMATE CHANGE

CORPORATE GREENHOUSE GAS EMISSIONS



Transit is the #1 source of GHG's (68%)

- Buildings
- Corporate Fleet
- Fire Fleet
- Transit Fleet
- Waste
- Street Lighting

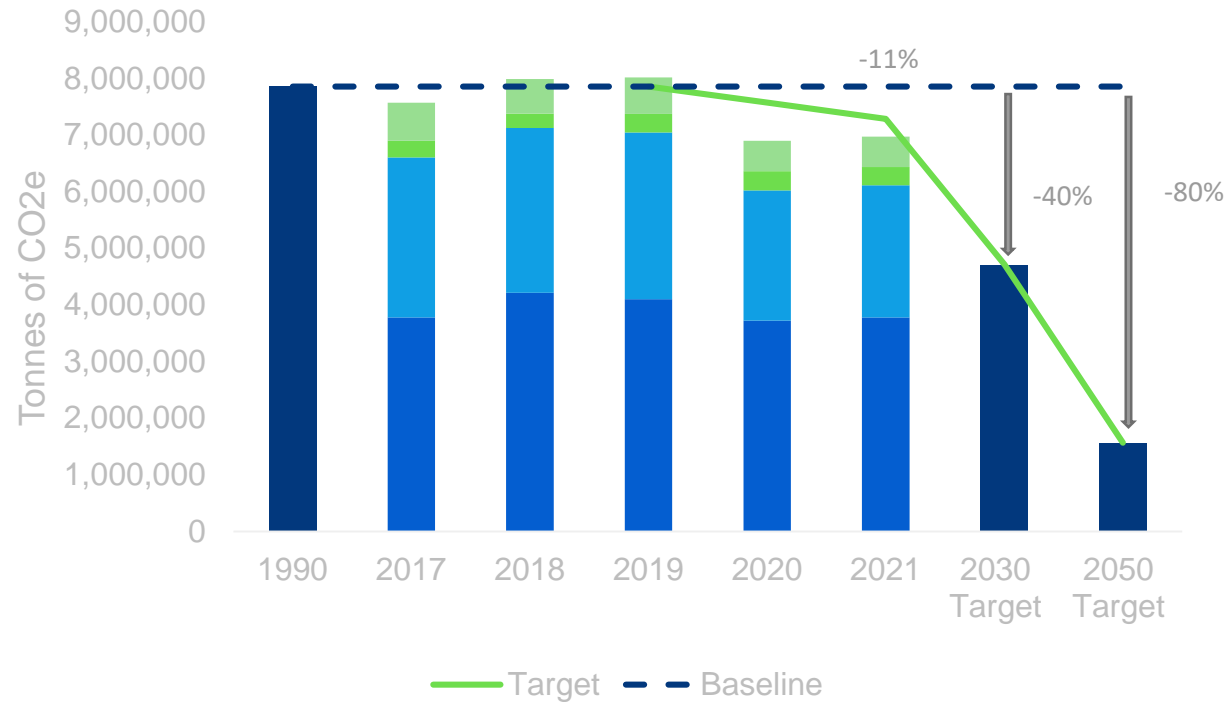


COMMUNITY GREENHOUSE GAS EMISSIONS



Buildings are the
#1 source of
GHG's (54%)

- Buildings
- Transportation
- Waste
- Industrial Processes



OVERARCHING GOALS AND PRIORITIES (2023-2024)



1. Implement the Climate Change Action Plan (CCAP)
2. Accelerate action on climate change and update GHG targets with “our fair share”
3. Incorporate climate change into all City decision making
4. Secure funding for ongoing implementation

KEY PROJECTS (2023-2024)

- EV Charger Installations
- Update to the CCAP with fair share targets
 - Engagement Opportunities and Accelerating Action
- Risk and Vulnerability Assessment of Municipal Assets
- Financing Resilient Infrastructure Project
- Peel Residential Retrofit Program (PREP)



10.2
JOIN US THIS FALL

LIVABLE CITIES FORUM

FROM INTENTION TO IMPLEMENTATION

JOIN US IN MISSISSAUGA
SEPT 25 TO 27, 2023



Canadian
Urban
Institute

Institut
Urbain du
Canada



Local Governments
for Sustainability
CANADA

ENVIRONMENTAL OUTREACH

WHAT DO WE DO?



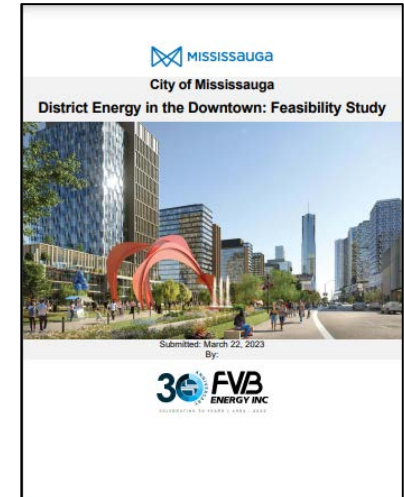
- Focus on community climate programs
- Partner with local community groups and others to deliver these programs
- Host and participate in outreach events and initiatives
- Create tools to help community members take climate action

**ENGAGEMENT
& PARTNERSHIPS**



KEY PROJECTS (2023-2024)

- Implement Urban Agriculture Strategy
 - ❖ Expand community gardens
- Complete a city-wide vulnerability assessment
- Implement new Sustainable Neighbourhood Action Plans (SNAPs)
- Implement home retrofits program
- Pilot a resilience hub
- Identify opportunities for district energy across the city



WE ARE RESILIENT EXHIBITION



Community Common Park



**Currently at
St. Lawrence Park, Port
Credit
Until Aug 7, 2023**



City Hall

Visit the exhibit

See photographs and stories created by Mississauga residents and perspectives from international scientific leaders!

at City Hall until January 6

mississauga.ca/we-are-resilient

MISSISSAUGA

A close-up photograph of a bee on a flowering plant with small pink blossoms. The bee is positioned in the lower center of the frame, facing right, with its head and antennae near a cluster of tiny flowers. The plant has green, rounded leaves and numerous small, light pink blossoms. The background is a soft-focus green.

THANK YOU

Find out more:

www.mississauga.ca/climatechange

www.ownyourlitter.ca

<https://app.projectneutral.org/mississauga>

Contact Us:

Living.green@Mississauga.ca

2023-2026

DRAFT EAC WORK PLAN

EAC WORK PLAN (DRAFT)

Work Plan Item	Action for EAC	Timing	Progress
Climate Change & Environmental Sustainability	Support implementation of City-wide climate change and environmental sustainability plans Provide feedback on new City strategies and initiatives Offer advice and recommendations to Mississauga Council		
Engage the community & promote EAC member activities	Share opportunities to engage with the community and City on relevant initiatives and programs Champion and promote local action (e.g. social media) Participate or lead volunteer activities		
Report of Committee Progress	Twice per year: memo to Mayor and Council or deputation at Council		

Terms of Reference for Environmental Action Committee

Mandate

The Mississauga Environmental Action Committee (EAC) is an advisory committee of Council established to offer advice and recommendations to the Council of the City of Mississauga in support of combatting climate change and advancing environmental direction sustainability in the Strategic Plan and ~~the Living Green Master Plan~~ other relevant City strategies, implementation plans and policies, with a focus on the City's Climate Change Action Plan.

EAC's main purpose is to champion local action to address climate change and environmental issues.

EAC will provide a forum for the public to share their concerns and discuss new or changing climate-related and environmental legislation or regulations, climate science, conservation, environmental sustainability and the environment in relation to overall quality of life.

Objectives/Goals

The Mississauga Environmental Action Committee shall operate according to the Procedural By-law regulating the operation of meetings of Council and its Committees. Appointed members are required to attend meetings on a monthly and on an 'as required' basis to discuss issues related to the environment in the City of Mississauga.

EAC will engage the community in priority actions which enhance climate action and the environmental sustainability of Mississauga.

EAC will be a community role model for climate and environmental action.

EAC will support implementation of relevant the Strategic Plan actions and pathways in the City's Strategic Plan, 's Living Green Strategic Pillar for Change and actions in the Living Green Master Plan the climate change action plan and other related plans and strategies.

Work Plan

The Environmental Action Committee shall prepare a four-year Work Plan in cooperation with staff to be approved by General Committee and Council. At the beginning of each year, EAC will update the Work Plan and present an annual progress report to Council.

EAC will ensure Work Plans relate directly to the mandate and specific goals of the Committee. Work Plans shall support the City's environmental priorities (e.g. Strategic Plan, ~~Living Green Master Plan~~ Climate Change Action Plan and other ~~environmental relevant master strategies, plans and policies~~) and be accomplished within budgetary capacity.

Work Plan status will be a standing EAC agenda item.

Definitions

Not applicable.

Procedures and Frequency of Meetings

All Committees are subject to the Council Procedure By-law, which outlines the procedures for Council and Committee meetings.

(http://www7.mississauga.ca/documents/bylaws/Council_Procedure.pdf)

EAC Terms of Reference

The Environmental Action Committee will meet approximately ten (10) times per year, usually on the first Tuesday of every month (no meetings in January and August), or as determined by the Committee at the call of the Chair, or at the direction of General Committee and/or Council.

Membership

All members are subject to the Code of Conduct and Complaint Protocol for Local Boards.

http://www7.mississauga.ca/documents/CityHall/pdf/2014/Local_Boards_Code_of_Conduct.pdf and Corporate Policy 02-01-01: Citizen Appointments to Committees, Boards and Authorities. <http://inside.mississauga.ca/Policies/Documents/02-01-01.pdf>

The membership on the Mississauga Environmental Action Committee shall consist of appointments by Resolution of Council for Citizen Members, Stakeholder Members, and Council Members and will comprise of the following with voting rights:

Appointment of Members (by Resolution)

- 3 Councillors
- 4 Citizen Members
- 4 Group Representatives from a broad range of environmental stakeholders (e.g. environmental interest groups, community groups, conservation authorities, school boards, post-secondary institutions, energy utilities, industrial and commercial businesses, business associations)
- 1 local university student (University of Toronto at Mississauga – UTM)
- 1 Peel Environmental Youth Alliance (PEYA) youth representative

Commented [MS1]: Change to 4 Councillors

Commented [MS2]: Change to 5 Citizen Members

Additional Membership (by Resolution)

- Councillors and Citizen Members may also select any additional Group Representatives from a broad range of environmental stakeholders to act as liaisons to the committee as non-voting members.

Recruitment of citizens to be appointed to EAC will follow the Corporate Policy and Procedure for recruitment of Citizen Appointments to Committees, Boards and Authorities (Corporate Policy and Procedure 02-01-01).

The Term of Office for EAC members (with the exception of students) shall run concurrent with the term of Council, or until successors are appointed.

Students shall be appointed for one (1) year.

All voting members count towards quorum.

Appointment of Chair and Vice-Chair

At the first meeting of the new term of the EAC, the members shall appoint, from among their number, a Chair and Vice-Chair.

EAC Terms of Reference

Role of the Chair

The role of the Chair is to:

1. Preside at the meetings of Environmental Action Committee using City of Mississauga's Procedure By-law, and keep discussion on topic.
2. Provide leadership to Environmental Action Committee to encourage that its activities remain focused on its mandate as an Advisory Committee of Council.
3. Review agenda items with the Committee Coordinator and staff in the Environment Division-Section in the City.
4. Recognize each Member's contribution to the Committee's work.
5. Serve as an *ex-officio* member of subcommittees and attend subcommittee meetings when necessary.
6. Liaise with the Director-Manager of the Environment Division-Section on a regular basis.
7. Liaise with other EAC members on a regular basis.
8. Make deputations, presentations, etc. before General Committee or Council.

Notwithstanding the role of the Chair, other committee members may make deputations, presentations, etc. before General Committee or Council.

Despite the appointment of a Vice-Chair, the Chair may appoint an alternate (Acting) Chair in their absence.

Role of the Vice-Chair

In the absence of the Chair, the Vice-Chair will chair meetings and act for the Chair as necessary.

Role of Committee Members

The role of Committee Members is to:

1. Work collaboratively with City staff to develop a four-year Work Plan and prepare annual progress reports. Work Plans will ensure workload is manageable and appropriately shared between EAC members and staff.
2. Present annual progress reports to Council on behalf of EAC.
3. Ensure that the mandate of EAC is being fulfilled.
4. Engage the community in environmental action and be a community role model by participating in outreach opportunities that increase community knowledge/education with respect to priority climate change and environmental issues and which accelerate community action or commitment to tree planting, reducing stormwater runoff, energy conservation, litter clean-ups, waste reduction, ~~taking~~ active and alternative modes of transportation, local food production, reducing greenhouse gas emissions, water conservation, protecting and enhancing green spaces and other appropriate causes.
5. Conduct research to help inform climate and environmental programs, outreach campaigns, by-laws, etc. that support the environmental direction ~~in the Strategic Plan (particularly the Living Green Strategic Pillar for Change) and actions in the Living Green Master Plan of the City.~~
6. Help build community partnership opportunities and leverage community networks to increase local environmental action.

EAC Terms of Reference

7. Provide the Chair with solid, factual information regarding agenda items.
8. Advise on any controversial or significant climate change and environmental issues.
9. Notify the Committee Coordinator if they are unable to attend Environmental Action Committee meetings to ensure that quorum will be available for all meetings.

Subcommittees

That, as per the Procedure By-law 139-2013, a Committee of Council may establish a subcommittee which shall consist of members of the parent Committee, as may be determined by such parent Committee and any other member approved by Council.

1. Subcommittees will be formed to deal with specific issues, and will make recommendations to the parent Committee. The recommendations of the subcommittee will be presented in a report at the next available EAC meeting.
2. Once the specific issue is dealt with the subcommittee shall cease.
3. All appointed members of the subcommittee have the right to vote.
4. The Chair of the subcommittee will be appointed at the first meeting of the subcommittee.

Staff Liaison

City staff from key environmental positions within The Corporation, plus technical staff as required from time to time, will provide support for the reviews and activities of EAC.

Agency/Other Participants

Representation from various agencies invited by the Committee and/or its Corporate staff liaison will not require appointment by Council Resolution.

Quorum

1. Quorum of the Environmental Action Committee shall be reached with the presence of a majority of the appointed members, at a time no later than thirty (30) minutes past the time for which the beginning of the meeting was scheduled and so noted on the agenda or notice of the meeting.
2. The issuance of an Agenda for a meeting of this Committee will be considered as notice of that meeting.
3. The presence of one (1) of the appointed Council members shall be required to establish quorum.

City of Mississauga Memorandum



Date: April 28, 2023
To: Chair and Members of Environmental Action Committee
From: Michelle Sanstra, Legislative Coordinator
Meeting date: May 16, 2023
Subject: **Environmental Action Committee 2023 Meeting Dates**

The following meeting dates for the Environmental Action Committee (EAC) have been scheduled as follows:

Tuesday, June 6, 2023
Tuesday, July 4, 2023
Tuesday, September 5, 2023
Tuesday, October 3, 2023
Tuesday, November 7, 2023
Tuesday, December 5, 2023

Unless otherwise advised, all meetings will be held at 9:30 AM at the Mississauga Civic Centre, Council Chambers, 2nd Floor, 300 City Centre Drive, Mississauga.

Meetings may be cancelled at the call of the Chair due to insufficient agenda items or lack of quorum. Please kindly contact me in advance of the meeting if you will be absent or late so that quorum issues can be anticipated and dealt with accordingly.

For the most up to date Council and Committee dates please visit the Council and Committee Calendar Listings webpage at [http:// https://www.mississauga.ca/council/council-activities/council-and-committees-calendar/](http://https://www.mississauga.ca/council/council-activities/council-and-committees-calendar/)

Michelle Sanstra

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