

**THE CORPORATION OF THE TOWNSHIP OF  
SOUTH GLENGARRY BY-LAW 69-2020  
FOR THE YEAR 2020**

***BEING A BY-LAW TO ESTABLISH AN ENVIRONMENT COMMITTEE***

**WHEREAS** Section 11(2) of the *Municipal Act*, 2001, as amended enables Councils of a Municipality to appoint an Environment Committee of such persons as the Council may determine:

**AND WHEREAS** the Council of the Township of South Glengarry is desirous of making amendments to the mandate of the Environment Committee;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:**

1. **THAT** the Environment Committee shall consist of not less than three (3) lay people who are eligible voters or do business in the Municipality and up to two (2) members of Council along with a Staff resource person.
2. **THAT** the Chair and Vice Chair of the Environment Committee will be appointed annually. The Chair and Vice Chair may be a member of Council.
3. **THAT** the term of office is to be four (4) years.
4. **THOSE** meetings will be scheduled at the call of the Chair or at the request of Council or the Staff Resource Person.
5. **THAT** the agendas shall be set and approved by the Staff Resource Person after consulting with the Committee Chairperson.
6. **THAT** the terms of reference for the Environment Committee shall be as provided for on Schedule "A" attached to this by-law.
7. **THAT** on the date of this by-law's passing by-law 17-07 and by-law 20-11 shall be hereby repealed.
8. **THAT** this by-law will come into force and effect upon third and final reading.

***READ A FIRST, SECOND, AND THIRD TIME, PASSED, SIGNED, AND SEALED  
IN OPEN COUNCIL THIS 2nd DAY OF NOVEMBER 2020***

***MAYOR:*** \_\_\_\_\_

***CLERK:*** \_\_\_\_\_

## **Schedule "A" to By-law 69-2020**

### **Environment Committee**

#### **Mandate**

The purpose of the Environment Committee (EC) is to serve as an assemblage of citizens and Councillors, with the guidance of a staff resource person, for discussion, review and sharing of information regarding environmental matters in the Township of South Glengarry. At the request of Council, the EC will also provide advice on environmental matters. The EC shall endeavor to assist the Corporation of South Glengarry to green their operations and infrastructure and be good stewards of the environment.

#### **Objective of the Committee**

1. The EC will facilitate opportunities to communicate to the Township population, businesses and industries, as directed and approved by Council, for environmentally friendly options and best practices currently available to encourage positive environment actions.
2. The EC, as directed and approved by Council, will endeavor to co-operate and work with Township agricultural, commercial, and industrial communities to promote and develop economically viable environmentally friendly programs such as co-operative recycling programs.
3. The Committee will satisfy the requirements under the Certificates of Approval for the landfill sites.
  - a. Improve landfill diversion
  - b. Extend life of landfills to avoid commissioning new landfills or expanding current landfills
  - c. Outreach and education and public relations through Township communication coordinator to avoid confusion, be consistent and remain efficient
4. The Committee shall make an effort to assist the South Glengarry Council of the day to encourage the population of the Township to be considerate and conscientious of the environment through activities such as supporting hazardous waste collection days, encouraging recycling, reusing, reducing, and composting, and by recommending to the Township policies designed to promote sound environment practices.

#### **Composition**

1. All members are eligible voters or do business in the Township of South Glengarry (excludes seasonal residents).
2. The EC will consist of up to a minimum of three (3) lay people who are eligible voters or do business in the Municipality.
3. A minimum of one (1) and up to two (2) members of Council will be appointed to the EC.
4. A minimum of one (1) South Glengarry Township staff resource person and/or subject expert will be appointed to the EC.

5. Lay people may not be employees of the Township but may be contractors or freelancers hired by the Township.
6. Lay people will be appointed to the EC through recruitment by the Township of South Glengarry.

### **Appointment of Officers**

The EC shall, at its first meeting in each year, elect from its membership, a chairperson and a vice-chairperson. These positions may be held by a Councillor or a lay person. The staff resource person will be appointed secretary. If there is no staff resource person, the EC shall elect a secretary from the members of the EC, at its first meeting each year.

### **Responsibilities of the Chair**

1. Chair EC meetings.
2. Create and review meeting agenda with the staff resource person.

### **Responsibilities of Vice-Chair**

1. Chair meetings in the chairperson's absence.

### **Meetings**

The EC will meet formally at the call of the Chair or at the request of Council, a minimum of two (2) times per calendar year.

Councillors not elected to the EC and the Township's consultants are encouraged to attend EC meetings.

### **Volunteer Positions**

The lay persons and Councillors of the EC are considered volunteers. Mileage costs and other minor expenses will not be reimbursed.

Any member who is absent from three (3) consecutive regular meetings without leave of absence or without a satisfactory reason shall forthwith cease to be a member and the Recording Secretary shall advise the Clerk.

Any member wishing to resign shall provide their resignation in writing to the Chair with a copy to the Clerk.

Vacancies shall be filled per the Council as soon as possible with another suitable representative.