

**ETOBICOKE-MIMICO WATERSHEDS COALITION
2010 - 2012**

Terms of Reference

**Toronto and Region Conservation
November, 2009**



Etobicoke and Mimico
Creeks



Member of Conservation Ontario

ETOBICOKE-MIMICO WATERSHEDS COALITION

TERMS OF REFERENCE

1.0 INTRODUCTION AND AUTHORITY DIRECTION

The Etobicoke –Mimico Watersheds Coalition (Coalition) is a formal community-based committee of the Toronto and Region Conservation Authority (TRCA) which reports to the Authority on regular basis. It was first established in 2002 in response to a recommendation in the approved watersheds management strategy titled “Greening our Watersheds: Revitalization Strategies for Etobicoke and Mimico Creeks” dated May 2002. Since then, the Coalition has completed two very successful terms during which members have provided exceptional support and service to TRCA.

In the year 2025, the Etobicoke and Mimico Creek watersheds will be places where people live in harmony with the environment, where the water is clean, where green open spaces are vital and connected, and where fish and wildlife thrive.

In order to realize our vision we must respect, protect and regenerate the natural and human heritage of the watersheds.

1.1 Authority Direction

At Authority Meeting #5/02, held on May 24, 2002, Resolution #A124/02 was approved for the first term as follows:

THAT the Terms of Reference for the Etobicoke-Mimico Watersheds Coalition, dated May, 2002, as appended, be approved;...

It is recommended that the Etobicoke-Mimico Watersheds Coalition be established again starting in the winter of 2010 based on the following terms of reference.

2.0 GOALS

The goals of the Etobicoke-Mimico Watersheds Coalition are to protect and regenerate the Etobicoke Creek and Mimico Creek watersheds and, more specifically, to assist the Toronto and Region Conservation Authority (TRCA), The Conservation Foundation of Greater Toronto, TRCA partner agencies and watershed municipalities to:

- achieve The Living City vision of Healthy Rivers and Shorelines, Regional Biodiversity, Sustainable Communities and Business Excellence within the Etobicoke and Mimico Creek watersheds;
- address priorities to meet targets identified in the documents titled, “*Turning over a new leaf: The Etobicoke and Mimico Creeks Watersheds Report Card 2006*” and “*Greening Our Watersheds: Revitalization Strategies for Etobicoke and Mimico Creeks*”;

- implement the recommendations of the Toronto and Region Remedial Action Plan contained in *Clean Waters, Clear Choices: Recommendations for Action* (1994) and strategic directions contained in subsequent reports as they pertain to the Etobicoke and Mimico Creek watersheds;
- implement strategic plans such as the *Wet Weather Flow Management Master Plan* (Toronto) and the City of Toronto and Region of Peel sustainability initiatives;
- implement source water protection initiatives;
- meet the challenges of climate change through mitigation and adaptation initiatives;
- secure political support at all levels of government and foster corporate partnerships to advance TRCA's vision for The Living City.

3.0 ETOBICOKE-MIMICO WATERSHEDS COALITION MEMBERSHIP AND APPOINTMENT PROCESS

The Etobicoke-Mimico Watersheds Coalition shall consist of approximately 30 members including:

3.1 TRCA Representative

The Chair of the Authority or other designated Authority member as Ex-officio.

3.2 Federal and Provincial Political Representatives

Federal and Provincial members of Parliament whose area of jurisdiction is in the watersheds will be invited to participate as Ex-officio members.

3.3 Regional and Local Political Representatives

The regional and local municipalities will be requested by TRCA to appoint one Council member from each of the "905" regional and local municipalities in the Etobicoke and Mimico creeks watershed. These representatives will be Ex-officio members. A municipality may appoint a current Authority member. The appointed members should represent an electoral ward within the watershed.

- Regional Municipality of Peel;
- City of Mississauga;
- City of Brampton;
- Town of Caledon.

Annually, a separate meeting/forum may be held to share information on strategic planning initiatives, regeneration activities or other projects being undertaken by TRCA, municipalities or others to ensure on-going liaison with appropriate departments and partners.

Municipal staff representatives will be invited to attend meetings of the Coalition as required.

Within the City of Toronto, the Etobicoke Community Council will be requested to appoint a member of Council to the Coalition. The city may appoint a current Authority member. This representative will be an Ex-officio member.

3.4 Other Public Agency Representatives

The following federal and provincial agencies which have a specific interest in the Etobicoke Creek and Mimico Creek watersheds will be requested by TRCA to appoint a representative. Four Ex-officio representatives will be appointed under this Category

- Environment Canada;
- Ontario Ministry of Natural Resources;
- Ontario Ministry of Environment;
- Ontario Ministry of Agriculture, Food and Rural Affairs.
- Other as appropriate

3.5 Community Group Representatives

The following community groups/ENGO's will be requested by TRCA to appoint a representative to the Etobicoke Creek and Mimico Creek watersheds. Ten representatives will be appointed under this category.

Citizens Concerned About the Future of the Etobicoke Creek Waterfront;
Peel Federation of Agricultural or GTA Agriculture Advisory Committee;

- Credit River Anglers Association (mandate includes Etobicoke Creek);
- Ecosource Mississauga;
- Toronto Field Naturalists;
- Peel Environmental Youth Alliance (PEYA);
- Toronto Food Policy Council;
- West Humber Naturalist (mandate includes Etobicoke-Mimico);
- Friends of Heart Lake.
- Brampton Scouts
- Peel Aboriginal Network

Others may be added throughout the term should their knowledge, skills and experience be advantageous to the work of the Etobicoke-Mimico Watersheds Coalition.

3.6 Watershed Residents, Business Members and Academic Institution Representatives

Applications from businesses, academic institutions and watershed residents will be solicited through announcements in the newsletters, local newspapers and through press releases. A committee of three persons, comprised of one member of the Authority, a TRCA senior staff member and the Etobicoke Mimico Watershed Specialist, will recommend appointments to the Etobicoke-Mimico Watersheds Coalition. This selection will take into consideration the following:

- demonstrated interest in the watershed/community;
- willingness of the applicant to meet the potential time and work commitments;
- geographical representation of the watershed and or Lake Ontario drainage area;
- professional expertise and/or knowledge of the watershed in any area which would assist in the implementation of assigned tasks.

3.6.1 Business Organization Representatives

Maximum of three members representing businesses and/or business organizations interested in corporate environmental stewardship and the economic vitality of the region. The following businesses will be invited to participate:

- Greater Toronto Airports Authority (GTAA)
- Golf Club Representative/s
- Other local business interested in watershed projects

3.6.1.1 Relationship with Partners in Project Green: A Pearson Eco-Business Zone

Building on several years of work with the GTAA, in 2007 the Coalition helped TRCA establish Partners in Project Green: A Pearson Eco-Business Zone to transform the lands surrounding Toronto Pearson into an internationally recognized community of eco-friendly businesses within the Etobicoke- Mimico Watersheds.

At Authority Meeting #6/08, held on July 25, 2008, Resolution #A184/08 was approved, establishing The Partners in Project Green Steering Committee which reports directly to the Authority.

Chair of the Coalition will represent the Coalition on the Partners in Project Green Steering Committee. GTAA staff liaison will represent the GTAA as well as Partners in Project Green on the Coalition.

3.6.2 Academic Institution Representatives

Two representatives from the university, college and public/catholic/private school systems interested in watershed management, restoration, research and integrating sustainability issues into watershed applications and curriculum.

3.6.3 Watershed Resident Representatives

Fifteen watershed residents including those interested in, or having experience in, the following fields:

- writing/communications;
- business;
- fundraising;
- natural environment;
- planning and engineering;
- environmental policy;
- academics/education;
- social marketing;
- agriculture;
- culture and heritage and recreation.

4.0 GUESTS

Etobicoke-Mimico Watersheds Coalition meetings are open to the public. We encourage others interested in actively giving their time and talents to the protection, regeneration and celebration of the watershed to become involved. These persons will be acknowledged as 'guests' by the Coalition and will not have voting privileges nor be eligible for travel expenses to and from meetings. Guests are not required to be residents of the watershed.

Community members participating on Coalition Project Teams will be invited to participate as guests.

5.0 TERM OF APPOINTMENT

Members will be appointed for a two year term with possible extension for one more year.

Membership will be reviewed on an annual basis. Members, excluding Ex-officio members, who are unable to fulfill their commitments will be replaced after missing three consecutive meetings (without notice). Replacements will be made by the Authority based on nominees recommended by Authority members, other Coalition members and TRCA staff.

Notice of resignations and recommendations for new members will be presented to the Authority on an as-required basis for approval.

6.0 ATTENDANCE AT MEETINGS

Members are required to attend regular evening meetings of the Etobicoke-Mimico Watersheds Coalition approximately three times annually including a training and networking session.

The first meeting will be held to discuss and endorse workplan priorities and future actions. The last meeting will be held in November to report on progress and set direction for the coming year,

It is anticipated that evening/day time meetings or conference calls for Project Teams and Ad-hoc Working Committees will be held approximately four-six times annually. Additional meetings may be required to deal with specific issues from time to time. All meetings scheduled depending on the preference and availability of members and staff.

Members will contribute to the work of the Coalition, prepare effectively for, and participate in, at least one Project Team or Ad-hoc Working Committee.

7.0 SELECTION OF CHAIR AND VICE CHAIR

The Chair and Vice Chair will be elected by the Watersheds Coalition from the membership. The Authority may appoint an interim Chair until such time that an election can take place. The Chair and Vice Chair will also be ex-officio members of all working committees.

8.0 REPORTING RELATIONSHIP

The Etobicoke-Mimico Watersheds Coalition is considered a subcommittee of TRCA. The Coalition Chair will report as needed to the Authority on projects and progress through meeting minutes of the coalition or brief presentations.

The Etobicoke-Mimico Watersheds Coalition is not a formal commenting body regarding review and approval of planning applications or permits. Staff will advise the Coalition of major projects within the watershed and may ask them for comments.

The Etobicoke-Mimico Watersheds Coalition may, on its own, provide comments or other information for the consideration of staff and the Authority.

9.0 RESOURCES AVAILABLE TO THE ETOBICOKE-MIMICO WATERSHEDS COALITION

9.1 TRCA Support

TRCA will provide staff support for the Etobicoke-Mimico Watersheds Coalition, including technical project support and community outreach.

Subject to available funding, the staff secretariat will include:

- Watershed Specialist;
- Project Manager;
- Public Programs Coordinator;
- Administrative Clerk (part time).

The Etobicoke-Mimico Watersheds Coalition, and its project teams and committees, will otherwise strive to be self-sufficient in achieving their goals.

9.2 Other Resources

Funding may be available for projects and activities of working committees based on approved work plans and available TRCA funding. Project team and committee members are encouraged to secure other resources and partnerships for coalition projects and activities, whenever possible. In-kind or other support for projects and activities will be welcome from businesses, industries, other government agencies, private foundations, educational institutions and others in accordance with TRCA policies. All in-kind or other support will be coordinated with, or through, The Conservation Foundation of Greater Toronto.

10.0 STRUCTURE OF THE COALITION

10.1 Chair's Committee

This subcommittee will undertake key advisory and coordinating responsibilities pertaining to the agenda, workplan and activities of the Coalition. The committee may also assist with advocacy actions, exchange information among project teams and watershed-wide committees, coordinate Coalition activities, discuss policy issues, prepare/review correspondence, coordinate outreach to political representatives, represent the Coalition at municipal councils, solicit strategic partnerships and seek out funding resources to meet the objectives of the Coalition.

The Chair's Committee will meet two weeks prior to the Coalition meeting and on other occasions as needed. This committee will be made up of the Chair and Vice Chair of the Coalition, representation from Project Teams and Ad-hoc Working Committees appropriate TRCA staff.

10.2 Ad-hoc Working Committees and Project Teams

The Etobicoke-Mimico Watersheds Coalition will undertake its work through the active involvement of its members on at least one ad-hoc working committee or project team. Ad-hoc working committees may be formed to work on such topics as communications, outreach, report cards or watershed planning. Project teams will be formed to work on specific projects such as local stewardship projects and events. These committees and teams will be established on an 'as required' basis and will be dissolved when their work is substantially complete.

The number of ad-hoc committees will generally be limited to 2 committees at any one time. This will ensure the necessary focus and effort required, while serving to limit, to a reasonable level, the demands on the watersheds coalition members, and staff of TRCA and other agencies.

A Chair for each ad-hoc committee and project team will report to the Coalition on a regular basis.

10.3 Jurisdiction-Wide Watershed Committee(s)

Members of the Coalition will be encouraged to work with members from other TRCA watershed committees to collaborate on issues of common interest, for example to discuss topics/projects with watershed-wide implications, review policy issues, and prepare joint communications.

11.0 COMPENSATION OF WATERSHEDS COALITION MEMBERS

At regular Etobicoke-Mimico Watersheds Coalition meetings, as well as project team and watershed-wide committee meetings, members will be eligible for travel expenses according to TRCA policy where these are not covered by their agency or other source. The TRCA policy on volunteers is also applicable.

12.0 RULES OF CONDUCT

The Etobicoke-Mimico Watersheds Coalition will adhere to TRCA's Rules of Conduct as adopted by Resolution A2/08 at Authority Meeting #1/08, held on February 29, 2008, and as amended periodically. All other TRCA policies are applicable including Code of Conduct, Conflict of Interest and Volunteer Policy.

13.0 QUORUM

A quorum will consist of one-third of the members of the Etobicoke-Mimico Watersheds Coalition.

14.0 PRIMARY RESPONSIBILITIES

The Etobicoke-Mimico Watersheds Coalition shall:

- Adhere to the basic principles of sound ecosystem management that recognizes the interrelationship between cultural heritage, physical characteristics, biological conditions and economic needs, and the integration of conservation, restoration and economic activities necessary for the health of the watershed.

- Assist with the implementation of habitat regeneration, stormwater management, stewardship, recreational and heritage activities that will lead to the realization of the vision of The Living City and priority actions identified in "*Greening our Watersheds: Revitalization Strategy for Etobicoke and Mimico Creeks*", and "*Turning over a new leaf: The Etobicoke and Mimico Creeks Watersheds Report Card 2006*".
- Act as the Etobicoke Creek and Mimico Creek watersheds champion in large projects that cross municipal boundaries and support major projects advocated by others which will respect, protect and regenerate the Etobicoke Creek and Mimico Creek watersheds.
- Provide advice and comments to staff on issues affecting the Etobicoke and Mimico creeks watersheds.
- Provide a forum for watershed communication by maintaining and enhancing contacts within the community regarding watershed management issues.
- Build capacity within the general community and influence people's behavior through innovative social marketing approaches.
- Work with TRCA, The Conservation Foundation and others to seek new partners and sources of funding for identified priority projects.
- Assist with projects that further the TRCA Sustainable Communities objective such as Partners in Project Green within the Industrial Commercial Institutional (ICI) sector of the Etobicoke and Mimico watersheds.
- Work with the City of Toronto and TRCA's waterfront team to assist with priorities identified for the Etobicoke and Mimico waterfront.
- Work collaboratively with TRCA staff and other watershed/waterfront advisory committees to develop The Living City Report Card which will address jurisdiction-wide issues as well as watershed specific indicators and targets.
- Work with TRCA staff and other watershed/waterfront advisory committees to address issues of common concern such as providing input to the Toronto Area Remedial Action Plan, and other regional policy or planning issues.
- Assist TRCA in identifying potential public greenspace and work with owners to develop conservation easements, donations and bequests in accordance with TRCA's Greenlands Acquisition Project for 2006-2010.