

Attachment 1

**HUMBER WATERSHED ALLIANCE  
2010 - 2012**

Terms of Reference

**Toronto and Region Conservation  
November, 2009**



Canadian  
Heritage  
Rivers  
System



Le Réseau  
des rivières  
du patrimoine  
canadien

# HUMBER WATERSHED ALLIANCE

## TERMS OF REFERENCE

### **1.0 INTRODUCTION AND AUTHORITY DIRECTION**

The Humber Watershed Alliance is a formal community based volunteer task force that reports to the Authority on a regular basis. It was first established in 1997 in response to a recommendation in the approved watershed management plan titled "*Legacy: A Strategy for a Healthy Humber*", dated November 20, 1996 . Since then residents, community groups, academic institutions, business associations, agencies and elected representatives have been members of the Alliance and have provided exceptional service to Toronto and Region Conservation (TRCA).

#### THE HUMBER CHALLENGE

Our challenge is to protect and enhance the Humber River watershed as a vital and healthy ecosystem where we live, work and play in harmony with the natural environment.

#### PRINCIPLES

- Increase awareness of the watershed's resources;
- Protect the Humber River watershed as a continuing source of clean water;
- Celebrate, regenerate and preserve our natural, historical and cultural heritage;
- Increase community stewardship and take individual responsibility for the health of the Humber River;
- Establish linkages and promote partnerships among communities;
- Build a strong watershed economy based on ecological health;
- Promote the watershed as a destination of choice for recreation and tourism.

### **1.1 Authority Direction**

Direction to establish the Humber Watershed Alliance came on December 20, 1996, at Meeting #11/96, when TRCA approved Resolution #A261/96 that states in part:

*"THAT the Humber Watershed Task Force reports entitled "Legacy: A Strategy for a Healthy Humber", dated November 20, 1996 and "A Call to Action: Implementing the Humber Watershed Strategy", dated October 30, 1996, be received and endorsed;*

*THAT the staff be directed to provide a terms of reference and membership proposal for a Humber Watershed Alliance for the Authority's consideration in the spring of 1997."*

Since January 1997, the Humber Watershed Alliance has completed four terms. Their general mandate is to respond to the Humber Challenge and follow the guiding principles set out in *Legacy: A Strategy for a Healthy Humber*. The same guiding framework is in the updated watershed management plan titled *Pathways to a Healthy Humber*.

It is recommended that the Humber Watershed Alliance be established again starting in the winter of 2010 based on the following terms of reference.

## **2.0 GOALS**

The goals of the Humber Watershed Alliance are generally to help protect, restore and celebrate the Humber River watershed and, more specifically, to assist Toronto and Region Conservation (TRCA), The Conservation Foundation of Greater Toronto, government agencies, watershed municipalities, community groups and the public to:

- achieve The Living City Vision of Healthy Rivers and Shorelines, Regional Biodiversity, Sustainable Communities and Business Excellence within the Humber watershed;
- implement priority recommendations in "*Legacy: A Strategy for a Healthy Humber*" (1997); and the *Humber River Watershed Plan: Pathways to a Healthy Humber* (2008);
- implement recommended actions to meet the targets identified in the Humber watershed report cards; "*A Report Card on the Health of the Humber River Watershed* (2000)", "*2003 Humber Watershed Progress Report*", and "*Listen to Your River: A Report Card on the Health of the Humber River Watershed - 2007*";
- implement the recommendations of the Toronto and Region Remedial Action Plan (RAP) contained in "*Clean Waters, Clear Choices: Recommendations for Action - 1994*" and strategic directions contained in subsequent RAP reports as they pertain to the Humber River watershed;
- implement strategic plans such as the *Wet Weather Flow Management Master Plan* (Toronto) and the regions of Peel and York sustainability initiatives;
- implement source water protection initiatives;
- meet the challenges of climate change through mitigation and adaptation initiatives;
- maintain and improve the natural and human heritage and recreational values that distinguish the Humber as a Canadian Heritage River;
- seek political support at all levels of government and foster corporate partnerships that advance the above objectives.

### **3.0 HUMBER WATERSHED ALLIANCE MEMBERSHIP AND APPOINTMENT PROCESS**

The Humber Watershed Alliance shall consist of approximately 40 members including:

#### **3.1 TRCA Representatives**

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 within the Humber watershed 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 or staff representative from the "905" regional and local municipalities in the Humber River watershed. These members will be ex-officio members. A municipality may appoint a current Authority member. If a council member is appointed and not staff, the Councillors should represent an electoral ward within the Humber River watershed.

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.

Humber River watershed municipalities:

- Regional Municipality of York;
- Regional Municipality of Peel;
- Town of Richmond Hill;
- City of Vaughan;
- Township of King;
- Town of Aurora;
- City of Mississauga;
- City of Brampton;
- Town of Caledon;
- Town of Mono;
- Township of Adjala-Tosorontio

Within the City of Toronto, the individual community councils will be requested by TRCA to appoint one council member or staff representative. Individuals with skills, knowledge and experience related to planning, water management, transportation, health, recreation, heritage or operations would be an asset.

One representative is required from each of the City of Toronto's community council jurisdictions which have the Humber River watershed within its boundaries.

- Toronto North Community Council;
- Toronto South Community Council;
- Toronto West Community Council.

### **3.4 Other Public Agency Representatives**

The following federal and provincial agencies which have a specific interest or mandate in issues such as source water protection, Toronto and Region Remedial Action Plan, Great Lakes Water Quality, Climate Change, Greenbelt Plan and Places to Grow will be requested by TRCA to appoint a senior staff .

- Environment Canada;
- Ontario Ministry of Natural Resources;
- Ontario Ministry of Environment;
- Ontario Ministry of Citizenship, Culture and Recreation;
- Ontario Ministry of Agriculture, Food and Rural Affairs.

### **3.5 Community Group Representatives**

The following community groups may be requested by TRCA to appoint a representative to the Humber Watershed Alliance.

- Black Creek Conservation Project;
- Community Action Sites/Stewardship Groups (i.e. Bolton, Claireville, Boyd, Oak Ridges Corridor Park);
- Toronto Food Policy Council;
- Farm Start;
- Albion Hills Farm Cooperative;
- First Nations;
- Humber Valley Heritage Trail Association;
- Architectural Conservancy of Ontario;
- Humber Heritage Committee;
- La Societe d'histoire de Toronto;
- Richmond Hill Naturalists;
- Save the Oak Ridges Moraine;

*Others may be added throughout the term should their knowledge, skills and experience be advantageous to the work of the Humber Watershed Alliance.*

### **3.6 Watershed Residents, Business Members and Academic Institution Representatives**

Applications from businesses, academic institutions and watershed residents will be solicited through direct recruitment, announcements in newsletters, local newspapers, web sites, volunteer networks, and through press releases.

A committee of three persons consisting of one member of the Authority, a TRCA senior staff member and the Humber Watershed Specialist will recommend appointments to the Humber Watershed Alliance. 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;
- resident members should live within the Humber watershed or an adjacent Lake Ontario drainage area;
- technical/professional knowledge, skills and experience in disciplines that would assist in the planning and implementation of assigned tasks.

#### **3.6.1 Business Organization Representatives**

Three members representing businesses and/or business organizations interested in corporate environmental stewardship and sustainable community objectives.

#### **3.6.2 Academic Institution Representatives**

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

- University of Guelph;
- York University;
- Seneca College;
- Public and catholic school boards;
- Private school.

#### **3.6.3 Watershed Resident Representatives**

Twenty (20) Humber River watershed residents who have demonstrated experience, knowledge and skills in one of the following fields:

- Sustainable technologies;
- Natural heritage;
- Human heritage;
- Transportation;

- Urban agriculture;
- Environmental education;
- Fundraising;
- Planning and policy;
- Recreation;
- Social marketing.

#### **4.0 GUESTS**

The Humber Watershed Alliance meetings are open to the public. Persons interested in actively giving their time and expertise to the protection, restoration and celebration of the watershed are welcome. These persons are not official members but will be acknowledged as guests of the Humber Alliance. They 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.

#### **5.0 TERM OF APPOINTMENT**

These Terms of Reference are valid for three years (2010 - 2012). At the end of the second year, membership may be renewed for one year, as approved by the Authority. The membership will be reviewed on an annual basis. Members, excluding ex-officio members, unable to fulfill their commitments will be replaced after missing three consecutive meetings (without notice) by the Authority based on the nominees recommended by 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 whole Humber Watershed Alliance approximately four times annually.

It is anticipated that evening meetings for Humber Watershed Alliance subcommittees, community action sites and stewardship groups will be held approximately six times annually. Additional meetings may be required to deal with specific issues from time to time. Meetings may be held during regular work hours depending on the preference and availability of members and staff.

Members will contribute to the work of the Humber Alliance, prepare effectively for, and participate in, at least one subcommittee, community action site or stewardship group.

## **7.0 SELECTION OF CHAIR AND VICE-CHAIR**

The Chair and Vice Chair of the Humber Watershed Alliance will be elected from amongst its members. The Authority may appoint an interim Chair until such time as an election can take place. The Chair and Vice Chair will also be ex-officio members of all subcommittees, community action sites and stewardship groups.

## **8.0 REPORTING RELATIONSHIP**

The Humber Watershed Alliance is considered a subcommittee of TRCA. The Humber Watershed Alliance Chair will report to the Authority on projects and progress through their meeting minutes.

The Humber Watershed Alliance is not a formal commenting body regarding review and approval of planning applications or permits. Staff will advise the Humber Watershed Alliance of major projects within the watershed and may ask them for comments.

The Humber Watershed Alliance members may provide comments or other information for the consideration of staff and the Authority.

## **9.0 RESOURCES AVAILABLE TO THE HUMBER WATERSHED ALLIANCE**

### **9.1 TRCA Support**

TRCA will provide staff support for the Humber Watershed Alliance, including technical project support and community outreach, subject to available funding.

The staff secretariat will include:

- Humber Watershed Specialist/Senior TRCA Staff Member;
- Project Manager;
- Watershed Resources Planner;
- Administrative Assistant (part time).

The Humber Watershed Alliance, and its working committees, community action sites and stewardship groups will otherwise strive to be self-sufficient in achieving their goals.

## **9.2 Other Resources**

Funding may be available for projects and activities of subcommittees, community action sites and stewardship groups based on approved work plans and available TRCA funding. Members are encouraged to secure other resources and partnerships for Humber Watershed Alliance projects and activities, whenever possible. In-kind or other support for projects and activities are welcome from businesses, industries, government agencies, private foundations, educational institutions and others in accordance with TRCA policies. In-kind or other support will be coordinated with the assistance of The Conservation Foundation of Greater Toronto, where appropriate.

## **10.0 STRUCTURE OF THE HUMBER WATERSHED ALLIANCE**

### **10.1 Chair's Committee**

This subcommittee may be formed to undertake key administrative responsibilities pertaining to the Humber Alliance's agenda and work plan. The group will meet prior to the Humber Alliance meetings and on other occasions as needed. This committee will be made up of the Chair, Vice Chair, subcommittee chairs, other key members as required, and the appropriate TRCA support staff.

### **10.2 Subcommittees, Community Action Sites and Stewardship Groups**

The Humber Watershed Alliance will undertake its work through the active involvement of its members on at least one subcommittee, community action site or stewardship group.

These committees and groups will be established on an as required basis and will be dissolved when their work is substantially complete. These committees will be established to deal with specific actions or projects as determined by the Humber Watershed Alliance and TRCA staff.

Subcommittees, community action sites and stewardship groups will be generally limited to 3 - 4 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 Humber Watershed Alliance members, TRCA staff and other agencies.

A Chair and Vice Chair will be appointed for each of the subcommittees, community action sites and stewardship groups. The Chair and Vice Chair of each subcommittee, community action site and stewardship group will be a Humber Watershed Alliance member or alternate. The Chairs will be responsible for implementing their work plans as approved by the Humber Alliance and report to the Alliance on a regular basis.

Community action sites and stewardship groups may be active even after the Humber Alliance has completed its term.

All members of subcommittees, community action sites and stewardship groups are welcome to attend Humber Alliance meetings as guests regardless of being approved members of the Alliance.

### **10.3 JURISDICTION-WIDE WATERSHED COMMITTEE(S)**

Members of the Humber Watershed Alliance will be encouraged to work with other watershed advisory committee members to collaborate on issues of common interest.

### **11.0 COMPENSATION OF WATERSHED ALLIANCE MEMBERS**

For regular Humber Watershed Alliance meetings, as well as subcommittees 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 for volunteers is also applicable.

### **12.0 RULES OF CONDUCT**

The Humber Watershed Alliance 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 for Humber Watershed Alliance meetings is one-third of the members. A quorum for subcommittees, community action sites and stewardship groups is one half of the members.

### **14.0 PRIMARY RESPONSIBILITIES**

The Humber Watershed Alliance 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 habitat regeneration, natural resource management, stewardship, recreational and heritage activities in consultation with watershed stakeholders that will lead to the realization of The Living City vision. This includes but is not limited to:

- Initiatives that further TRCA's Sustainable Communities objective such as near urban agriculture;
  - Energy conservation, green building technologies and business-related community partnerships;
  - Identification, protection, celebration and promotion of cultural and heritage values in the Humber River watershed;
  - natural heritage restoration such as the re-introduction of Atlantic salmon;
  - climate change mitigation and adaptation initiatives.
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- Provide advice and comments to staff on issues affecting the Humber River watershed.
  - Provide a forum for watershed communication by maintaining and enhancing contacts within the community regarding watershed management issues.
  - Support local community groups and build capacity to deliver watershed management products and services.
  - Work with TRCA, The Conservation Foundation of Greater Toronto and others to seek new partners and sources of funding for identified priority projects.
  - 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 health indicators and targets.
  - Act as a Humber watershed advocate in projects that cross municipal boundaries and support major projects advocated by others which will protect, regenerate and celebrate the Humber watershed.
  - 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 and subsequent activities.
  - In conjunction with TRCA and others, assist with technical forums leading to improvements in planning and practice throughout the watershed.