

Terms of Reference
June 21, 2004
City of Guelph Natural Heritage Strategy
Technical Steering Committee

1.0 Purpose:

- Provide guidance to City of Guelph staff through the Natural Heritage Strategy consultants;
- Assist in the development of recommendations concerning the Natural Heritage Strategy by guiding the work of the Consultant.

2.0 Roles and Responsibilities:

The Committee will be engaged in the following roles and responsibilities in fulfillment of the purpose noted in Section 1.0 above:

- Provide a forum for the exchange of information concerning natural heritage protection including latest scientific approaches to habitat requirements, definitions of Local Significance, and best practices;
- Review material provided by Planning staff/consultant and vet ideas;
- Provide information that can assist staff/consultants in addressing issues and challenges concerning natural heritage protection;
- Participate in community public meetings/workshops as they are scheduled through the completion of the work plan;
- Assist in providing information to complete a recommendation report that will be submitted to the Planning, Environment and Transportation Committee, and ultimately City Council for approval.

3.0 Composition and Membership:

The Committee has been structured to include members knowledgeable of the topics of ecology and natural heritage planning; and to be limited to 10 people to avoid logistical issues in planning for meetings and organizing input.

City of Guelph

Don Kudo – Manager of Infrastructure Planning

Helen White – Park Planner

Grand River Conservation Authority

Tony Zammit – Ecologist or Fred Natolochny – Senior Planner

Green Plan Steering Committee/Guelph Environmental Leadership

Glynis Logue

Naturalist/Ecologist

Val Wyatt

Natural Heritage Planner/Landscape Architect

Helen Powers

Wellington County Stewardship Council

Drew Cherry

Guelph Development Association and Guelph and Area Homebuilder's Association

Andrew Lambden

Astrid Clos

Ministry of Natural Resources

Terry Schwan

4.0 Support Staff:

The Committee's work will be assisted through staff resources provided by the Planning Division – Shannon Smith, Environmental Planner

5.0 Operating Procedures:

City Planning staff will be responsible for chairing meetings, and preparing and distributing the agenda and minutes to the Committee members.

The Committee will meet approximately three times for Phase 1 of the Natural Heritage Strategy, or as required. The day, time and place of meetings will be determined by Committee members.

The Committee will provide advice and feedback to City staff and consultants who in turn will prepare reports and recommendations for City Council (via resolutions of its Planning, Environment and Transportation Committee).

All information and material discussed by the Committee is in a 'draft' state. Information that is formalized from the work of the Committee may be provided for public review in Newsletters, Community Forums/Workshops and ultimately in reports to the Planning, Environment and Transportation Committee.

6.0 Term of Office:

The term of office of the Committee will be concurrent with the completion of the Natural Heritage Strategy Phase 3; but it is recognized that those who wish to step down before this time may do so at any time.