

Environmental Monitoring Strategic Guidance Group

Terms of Reference

In 2021, Kawartha Conservation's Integrated Watershed Management department is embarking on developing an Environmental Monitoring Strategy for the next 10 years. This strategy will take us through several deliverables, from evaluating existing programs, engaging the public and partners through an engagement survey and forming a Strategic Guidance Group of community partners that will help Kawartha Conservation shape the environmental monitoring program moving forward.

Committee Role & Responsibilities

The purpose of the Environmental Monitoring Strategic Guidance Group is to provide the following.

- Technical guidance in development of the Environmental Monitoring Strategy 2022-2032.
- Help to establish the scope, goals, objectives, and content to be included in the Environmental Monitoring Strategy.
- Peer review of strategy document and provide commenting.
- Represent their community type and provide valuable input on how the strategy document will inform their organization moving forward.
- Decisions shall be made by consensus among the committee members.

As a member of the committee, participants will be expected to:

- Contribute to the discussions.
- Take on actions where appropriate.
- Communicate back to their organization.
- Share their organizational perspectives relevant to the Environment Monitoring Strategy
- Recommend relevant and timely agenda items for the group to share and discuss.
- The exploration of collaborative monitoring potential.

Committee Composition

The Strategic Guidance Group comprises of 8 to 10 external members with a goal in obtaining a representative(s) from each one of the following communities: Government, First Nation, Agriculture, Academia, Consultant, NGO, and community partner. The Coordinator of Environmental Programs/GIS Specialist will chair this committee with the Director of Integrated

Environmental Monitoring Strategy

Management providing support. A third member of staff will be part of a resource to the committee.

Length of Term

Participation in the Strategic Guidance Group is planned between the months of April – November 2021.

Frequency of Meetings

The Strategic Guidance Group will meet approximately 6 times throughout 2021. The below table is a synopsis of the proposed meeting schedule and an overview of each meeting.

MEETING SCHEDULE	DATE	OVERVIEW
APRIL	April 26-30	Introduction/Background Information
MAY	May 24 – 28	Goals and Objectives
JUNE	June 28-July 2	Strategy Content Discussion
AUGUST	IF NEEDED	Draft Report – Content Discussion
OCTOBER	October 4-8	Draft Report – Review of Comments
NOVEMBER	November 8-12	Final Report/Presentation

Minutes and Agenda

An agenda will be prepared for each meeting and sent out one week before the scheduled meeting date. Along with the agenda any additional background information for the meeting will also be sent out at that time.

Meeting minutes will be taken at each of the scheduled meetings by Kawartha Conservation staff with meeting minutes being circulated to members of the committee a week after the scheduled meeting.