

LONG POINT CAUSEWAY IMPROVEMENT PROJECT

TERMS OF REFERENCE

November 2008

Purpose

The Steering Committee of the Long Point Causeway Improvement Project (hereafter referred to as "LPCIP Steering Committee") operates as an ad-hoc committee of the Long Point World Biosphere Reserve Foundation (hereafter referred to as "LPWBRF"), which is acting as the administrative organization for this project.

The primary purpose of the LPCIP Steering Committee is to oversee the study and implementation of the agreed upon and accepted recommendations of the Ecoplans study with respect to:

- Improving ecosystem health, water quality and water movement between Big Creek Marsh and Long Point Inner Bay
- Reducing wildlife road mortality
- Creating safer roadway conditions for motorists, cyclists, and pedestrians
- Improving recreational opportunities
- Improving access between Long Point and Port Rowan

Objectives

Review and assist in developing strategies to implement recommendations from all regulatory agencies and identify additional opportunities for efficiencies.

Work with Norfolk County and other agencies to secure funding for the project from senior levels of government, private sector companies and conservation/environmental organizations and foundations.

Communicate regularly with the residents, ratepayers and other interested parties regarding projects, priorities and initiatives, and undertake tasks as assigned.

Develop and implement information programs relating to all aspects of the Long Point Causeway Improvement Project. The information programs should be directed to regulatory branches/sections, outside agencies and interest groups as well as the general public in support of the project.

Provide members with an opportunity to discuss matters of mutual interest and promote applications of policies and procedures in a consistent manner.

FINAL APPROVED VERSION

Identify, recommend and monitor coordinating / staffing requirements for the project.

Assign task teams within the Committee to research and/or address specific issues.

Principles

The committee recognizes that viewpoints and perspectives differ between groups and individuals, and will respect and consider differing viewpoints.

The committee recognizes and supports providing a voice, clarification and information to all interested and concerned groups and individuals.

The committee recognizes the project will have an impact on local residents, and will seek solutions that consider minimizing this impact.

The committee recognizes the Causeway negatively impacts the wildlife and diversity within the Long Point World Biosphere Reserve and the surrounding environment, and is dedicated to mitigating these impacts.

The best available knowledge will be used to guide the LPCIP Steering Committee in its decisions.

Membership

The Long Point World Biosphere Reserve Foundation shall be asked to appoint a minimum of TWO representatives to the committee.

The following agencies shall be asked to appoint a minimum of ONE representative to participate on the committee in a technical capacity: Ontario Ministry of Natural Resources, Long Point Region Conservation Authority, Ontario Ministry of Transportation, Norfolk Land Stewardship Council, Norfolk County, Upper Thames Valley Conservation Authority and Toronto Zoo.

Representation shall be solicited to appoint in writing a minimum of ONE, and not more than TWO representatives, from recognized community service/action associations, including Bird Studies Canada, Long Point Country Chamber of Commerce, Long Point Ratepayers Association, Norfolk Field Naturalists, Long Point Waterfowlers Association, Long Point Anglers Association, Ruffed Grouse Society, Long Point Waterfowl, Nature Conservancy of Canada and others approved by the LPCIP Committee.

In support of succession planning, membership shall not be considered “Open” but restricted to the specific expertise required to provide continuity within the committee.

Administration

All funds raised for this project will be administered by the LPWBRF and will be separately accounted from their regular operations.

The signing officers will be two of the President, Vice President and/or Treasurer of the LPWBRF.

Approval for the spending of funds raised will be by simple majority of the LPCIP Steering Committee.

The Treasurer of the LPWBRF will publish an annual summary of receipts and disbursements for the stakeholders and the LPCIP Steering Committee.

Committee agendas will be created by the Coordinator in concert with the appointed Chair. Meetings will occur at the call of the Coordinator and/or Chair.

A Secretary, appointed by the LPCIP Steering Committee, shall take minutes and circulate to Committee members

Teleconferences will be arranged as required to discuss/input on specific issues.

Meeting location will generally be in the Port Rowan area, however other locations can be considered from time to time.

Approved minutes will be recorded and circulated to all committee members.