

## Terms of Reference Advisory Committee on the Environment

### Role

While it is the legislative mandate of the Municipal Council to make the final decision on all matters that affect the Municipality, the role of an advisory committee is to provide recommendations, advice and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee, to facilitate public input to City Council on programs and ideas and to assist in enhancing the quality of life of the community, in keeping with the Municipal Council's Strategic Plan principles. Advisory committees shall conduct themselves in keeping with the policies set by the Municipal Council pertaining to advisory committees, and also in keeping with the Council Procedure By-law.

### Mandate

The Advisory Committee on the Environment reports to the Municipal Council, through the Planning and Environment Committee. The Advisory Committee on the Environment provides input, advice and makes recommendations on environmental matters affecting the City of London.

The Advisory Committee on the Environment is responsible for the following:

to serve as an advisory, resource and information support group to the Planning and Environment Committee, the Municipal Council, and its Committees as required, and to the citizenry to encourage and promote sustainable programs and functions such as the following:

- remedial planning toward the clean-up of contaminated areas;
- waste reduction, reuse and recycling programs;
- water and energy conservation measures;
- climate change mitigation;
- to investigate such other aspects of environmental concerns as may be suggested by the Municipal Council, its other Committees, or the Civic Administration; and
- to initiate and/or receive submissions and/or delegations regarding any environmental concerns and to report with recommendations to the Planning and Environment Committee.

### Composition

#### Voting Members

Maximum of thirteen members consisting of:

- Nine members-at-large;
- One representative of the Environmental and Ecological Planning Advisory Committee
- One representative of the Thames Region Ecological Association
- One representative of an environmental and/or private sector interest group
- One representative of the Industrial/Commercial/Institutional sector

#### Non-Voting Resource Group

One representative from each of the following:

- Ministry of the Environment
- Middlesex-London Health Unit
- Thames Valley District School Board
- London District Catholic School Board
- City's Community Services Department

- City Ecologist
- City's Planning Division
- Planning, Environmental & Engineering Services Department
- London Hydro
- Youth Representative under age 18 for a period of 1 to 3 years; it being noted that once this representative turns 18 they will be eligible to become a voting member through the usual appointment process
- Institute for Catastrophic Loss Reduction, University of Western Ontario
- UWO Biotron
- Two Post-Secondary Students - One from each of the University Students' Council, Western University and Fanshawe Students' Union

### Sub-committees and Working Groups

The Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's office does not provide secretariat support to these sub-committees or groups. These sub-committees and working groups shall draw upon members from the Advisory Committee as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Advisory Committee.

### Term of Office

Appointments to advisory committees shall, in all but one case, be for a four-year term, commencing March 1 of the first year of a Council term and ending on February 28 or, in the case of a leap year, February 29 of the first year of the following Council term. In the case of the Non-Voting Post-Secondary Student Member, the term shall be for one year, commencing March 1 of each year and ending on February 28 or, in the case of a leap year, February 29 of the following year.

### Appointment Policies

Appointments shall be in keeping with Council Policy. Non-voting Post-Secondary Student Members shall be cooperatively nominated by the Fanshawe Student Union and the University Students' Council, Western University.

### Qualifications

The representatives of the organizations must be members or employees of the organizations they represent. Other members shall be chosen for their special expertise, experience, dedication and commitment to the mandate of the Committee. Non-voting representatives from local resource groups shall be members or employees of the organization they represent. Non-voting Post-Secondary Students shall be current students at either Fanshawe College, Western University, Brescia University College, Huron University College or King's University College.

### Conduct

The conduct of Advisory Committee members shall be in keeping with Council Policy.

### Meetings

Meetings shall be once monthly at a date and time set by the City Clerk in consultation with the advisory committee. Length of meetings shall vary depending on the agenda. Meetings of working groups that have been formed by the Advisory Committee may meet at any time and at any location and are in addition to the regular meetings of the Advisory Committee.

### Remuneration

Advisory committee members shall serve without remuneration.