Date August 13, 2019

To Chair and Members
Committee of the Whole – Operations and Administration

From Chair and Members
Environmental Policy Advisory Committee

1.0 Type of Report

Consent Item [ ]
Item For Consideration [ X ]

2.0 Topic Environmental Policy Advisory Committee – Request for Mandate Change [Financial Impact – None]

3.0 Recommendation

A. THAT the name of the Environmental Policy Advisory Committee BE CHANGED to the Environmental and Sustainability Policy Advisory Committee; and

B. THAT the necessary by-law to repeal and replace Schedule 11 - “The Environmental Policy Advisory Committee” of Chapter 26 of the City of Brantford Municipal Code as outlined in Appendix “A” attached to the August 13, 2019 report from the Environmental Policy Advisory Committee BE PRESENTED to City Council for adoption; and

C. THAT Staff BE DIRECTED to undertake a review of existing policies, procedures and by-laws, including Corporate Sponsorship and Donation (Corporate – 038) Policy and Chapter 26 of the City of Brantford Municipal Code (Boards – Advisory Committees) and report back to Council on the
changes necessary to allow Boards and Advisory Committees to solicit, receive and use donations.

4.0 Background

In recent years the role of the Environmental Policy Advisory Committee has changed with increased requests from Council to review environmental policies, comment on City initiatives and involvement in City events. With the addition of the Climate Change Officer to the City of Brantford Staff, the Committee anticipates further involvement of the Committee in City of Brantford initiatives.

At the June 20, 2019 Environmental Policy Advisory Committee meeting the members reviewed their mandate and have made recommendations to amend Schedule 11 of Chapter 26 of the City of Brantford Municipal Code which regulates their committee. The primary changes include the name change from The Environmental Policy Advisory Committee to The Environmental and Sustainability Policy Advisory Committee and with this, the inclusion of sustainability initiatives to the mandate. Further changes include an updated composition of members and the inclusion of a preferred skill set for those applying. Attached as Appendix ‘A’ to this report is Schedule 11 of Chapter 26 of the City of Brantford Municipal Code with tracked changes showing the recommended amendments to the Schedule.

While reviewing the mandate of the Committee, members were looking to include the ability to solicit, receive and use donations for environmental initiatives. While working with City Staff on the Canada Day initiatives, the Committee learned there is no policy or practice in place allowing committees to do so. Upon review with the City Clerk and City Treasurer, it was suggested that the Committee seek Council’s approval to direct staff to investigate how to allow committees to do so including a comprehensive review of existing policies, procedures and By-laws. A copy of the memo from the City Clerk and Director of Finance to the Environmental Policy Advisory Committee is attached to this Report as Appendix ‘B’. Giving all committees the ability to solicit, receive and use donations can assist Committees to meet their mandates where appropriate when no funding is available.

5.0 Conclusion

The Committee is seeking approval of the amended mandate to allow for further involvement in not only environmental but sustainable initiatives in the City of Brantford. The direction of staff to review the ability for Boards and Advisory Committees to solicit, receive and use donations would help the Committee
continue to explore more initiatives to assist City Staff in events and educate the public on the value of the environment.

p.p. Ken Burns, Chair
The Environmental Policy Advisory Committee

Attachments:

Appendix ‘A’ – Schedule 11 of Chapter 26 of the City of Brantford Municipal Code (tracked changes)

Appendix ‘B’ – Memo from City Clerk and Director of Finance to The Environmental Policy Advisory Committee