



Green Advisory Committee Terms of Reference

Purpose

The Green Advisory Committee is a volunteer committee established to advise Council on matters of green initiatives and the city's urban forest.

Mandate

- Make recommendations on plans, programs or city by-laws relating to planting, conservation and sustainability.
- Advocate for the City's green spaces.
- Engage the community about the role of forests, greening, stewardship and sustainability.
- Promote partnerships to support stewardship and greening of the City's property and public land.

Administrative Support

The committee shall report to Council through the Planning and Development Services Division. Administrative support to the committee shall be provided by the Policy Planner which may assign a secretary to the committee.

Term of the Committee

The term of Council or as determined by Council.

Committee Composition

The membership of the committee will be comprised as follows:

- Five (5) citizen members.
- Two (2) councillor representative.

The Committee consists of five (5) citizen members with demonstrated interest, knowledge, or skills in urban forestry, arboriculture, landscape design, horticulture, environmental studies, ecosystem restoration, volunteer development, community outreach and public education.

Members shall be recruited in accordance with corporate procedures using an application form which will be presented to council for consideration for appointment to the committee.

Committee members shall be appointed by Council.

Any resignation from the committee shall be tendered through the Chair who will advise Council through city staff. Council shall approve a replacement member.

Quorum

Quorum shall consist of a simple majority of the members holding office at the time of the meeting.

Meeting Schedule

The Chair along with the staff liaison will establish a regular meeting schedule.

A meeting agenda will be prepared and distributed at least one week prior to the meeting.

Member Responsibilities

Committee members shall work together as a team for the purpose of achieving positive outcomes that will benefit the entire community.

Committee members are selected based upon their experience and knowledge and are expected to actively participate in committee meetings.

Committee members shall declare any situation that is or has the potential to be a conflict of interest.