

Report to Civic Works Committee

To: Chair and Members
Civic Works Committee

From: Kelly Scherr, P.Eng., MBA, FEC
Deputy City Manager, Environment & Infrastructure

Subject: Memorandum of Understanding with the London Chamber of
Commerce for Action on Climate Change

Date: October 2, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Environment and Infrastructure, the attached proposed by-law (Appendix A) **BE INTRODUCED** at the Municipal Council meeting to be held on October 15, 2024 to:

- a) authorize and approve a Memorandum of Understanding with the London Chamber of Commerce with respect to advancing joint climate action objectives with the mutual understanding that the combined expertise, influence and commitment are better applied together to support common goals attached as Schedule "A" to the by-law; and
- b) authorize the Mayor and the City Clerk to execute the Memorandum of Understanding authorized and approved in a), above.

Executive Summary

The purpose of this report is to provide Civic Works Committee and Council with a non-binding Memorandum of Understanding (MoU) to be signed by the City of London and the London Chamber of Commerce (the Chamber). The MoU establishes the non-legally binding framework and set of principles (General Arrangement) for enhanced and focused coordination and collaboration to support shared interests in climate change mitigation, adaptation and environmental sustainability.

The MoU sets out short term objective of the collaboration between the City and the Chamber. The responsibilities of both organizations are to include, among other items, sharing climate change mitigation, adaptation and environmental sustainability knowledge and expertise.

Should there be a need, the City and Chamber will work together to develop a Formal Agreement(s) to undertake activities that involve contracts with funding agencies, contracts with private companies and investors, etc. as per the requirements of each party's procurement policies.

There are no financial impacts as part of this report. There are upcoming projects in November and December and early 2025 whereby expenditures by the City related to the CEAP and contained in the adopted 2024-2027 Multi-Year Budget will occur and involve the Chamber.

Linkage to the Corporate Strategic Plan

Municipal Council continues to recognize the importance of climate change mitigation, climate change adaptation, sustainable energy use, related environmental issues and the need for a more sustainable and resilient city in its 2023-2027 Strategic Plan for the City of London. Specifically, London's efforts in both climate change mitigation and adaptation address all Areas of focus of the Strategic Plan, at one level or another.

On April 12, 2022, Municipal Council approved the Climate Emergency Action Plan which includes Area of Focus 1, Engaging , Inspiring and Learning from People. Several actions within Area of Focus deal specifically with the business community.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

Relevant reports that can be found at www.london.ca under Council meetings include:

- August 15, 2024, 2023 Climate Emergency Action Plan Progress Report Strategic Priorities and Policy Committee (SPPC), Item #4.1
- January 16, 2024, 2023 Climate Emergency Action Plan Update Report, Report to the SPPC, Item #2.2
- May 30, 2023, 2022 Climate Emergency Action Plan Progress Report, Report to the SPPC Item #4.1
- April 5, 2022, Overview of Engagement and Feedback on Draft Climate Emergency Action Plan, Report to the SPPC Item #3.1
- February 8, 2022, Draft Climate Emergency Action Plan Report to the SPPC Item #4.2

1.2 Purpose and Context of this Report

The purpose of this report is to provide Civic Works Committee and Council with a non-binding Memorandum of Understanding (MoU) to be signed by the City of London and the London Chamber of Commerce.

The MoU is based upon the mutual understanding that the combined expertise, influence, and commitment of the parties are better applied together to support their common goals. The MoU establishes the framework and set of principles (General Arrangement) for enhanced and focused coordination and collaboration to support shared interests in climate change mitigation, adaptation and environmental sustainability. This particular MoU is for a General Arrangement (Step 1) noting that any Formal Agreements (Step 2) would come back through Committee and Council.

2.0 Discussion and Considerations

Staff from the City and from the Chamber have worked in the past on a variety of environmental and policy projects. City staff approached the Chamber with respect to formalizing the ongoing relationship with a specific focus on climate change awareness action.

Step 1 – Memorandum of Understanding – General Arrangement

A first step in formalizing a working relationship with the Chamber is to enter into a non-binding Memorandum of Understanding (MoU). The MoU sets out short term objective of the collaboration between the City and Chamber. The proposed MoU is provided in Schedule A of Appendix A.

The responsibilities of the City are to include:

- Share climate change mitigation, adaptation and environmental sustainability knowledge and expertise with the Chamber and its members;
- Provide climate change mitigation and adaptation and environmental sustainability materials, in appropriate quantities, to assist with knowledge transfer;
- Participate in and co-develop climate action and environmental sustainability initiatives that benefit London businesses and support CEAP implementation and Chamber environmental initiatives;
- Assist with funding applications and discussions/negotiations with potential partners,

- Assist with reporting, being available for media interviews and related matters; and
- Keep London Municipal Council informed of progress.

The responsibilities of the Chamber are to include:

- Share climate change mitigation, adaptation and environmental sustainability knowledge and expertise with the City and other collaborators;
- Participate in and co-develop climate action and environmental sustainability initiatives that benefit City and support CEAP implementation and Chamber environmental initiatives;
- Act as a focal point for Chamber business members to collaborate with the City, government agencies, and potential industry partners bringing together the appropriate teams aiming at maximizing collaborations and resources for climate action;
- Assist with funding applications and discussions/negotiations with potential partners;
- Assist with reporting, being available for media interviews and related matters; and
- Keep the Chamber Board informed of progress.

Step 2 – Formal Agreement for Demonstration Pilot Project

Should there be a need, the City and Chamber will work together to develop a Formal Agreement(s) to undertake activities that involve contracts with funding agencies, contracts with private companies and investors, etc. as per the requirements of each party's procurement policies.

3.0 Financial Impact/Considerations

There are no financial impacts or considerations as part of this report. There are upcoming projects in November and December and early 2025 whereby expenditures by the City related to the CEAP and contained in the adopted 2024-2027 Multi-Year Budget will occur and involve the London Chamber of Commerce in the areas of climate change awareness for businesses and employees.

Conclusion

This report recommends authorizing and approving a Memorandum of Understanding with the London Chamber of Commerce with respect to advancing joint climate action objectives with the mutual understanding that the combined expertise, influence and commitment are better applied together to support common goals. Related work in the past with Chamber staff and/or members has achieved objectives of both organizations. The upcoming work will focus of climate change awareness and action.

Prepared and Submitted by: **Jay Stanford, MA, MPA**
Director, Climate Change, Environment & Waste Management

Recommended by: **Kelly Scherr, P. Eng., MBA, FEC**
Deputy City Manager, Environment and Infrastructure

Appendix A A by-law to authorize and approve a Memorandum of Understanding between London Chamber of Commerce and The Corporation of the City of London and to authorize the Mayor and the City Clerk to execute the Memorandum of Understanding.

Schedule A Memorandum of Understanding

c Graham Henderson, Chief Executive Officer, London Chgmaber of Commerce, 244 Pall Mall Street, London Ontario, N6A 5P6

Appendix A

By-law and Memorandum of Understanding with the London Chamber of Commerce

Bill No.
2024

By-law No. A.-

A by-law to authorize and approve a Memorandum of Understanding between London Chamber of Commerce and The Corporation of the City of London and to authorize the Mayor and the City Clerk to execute the Memorandum of Understanding.

WHEREAS section 5(3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS it is deemed appropriate for The Corporation of the City of London (the "City") to enter into a Memorandum of Understanding with the London Chamber of Commerce (the "Chamber") to undertake and implement projects, relationships, and partnerships for the purposes of inclusivity, innovation, creativity, best practices, and excellence in climate change mitigation and adaptation as part of London's Climate Emergency Action Plan;

AND WHEREAS it is deemed appropriate to authorize the Mayor and the City Clerk to execute the Memorandum of Understanding on behalf of the City;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The Memorandum of Understanding between The Corporation of the City of London and the London Chamber of Commerce, attached as Schedule A to this by-law, is hereby authorized and approved.
2. The Mayor and the City Clerk are hereby authorized to execute the Memorandum of Understanding authorized and approved under section 1 of this by-law.
3. This by-law shall come into force and effect on the day it is passed.

PASSED in Open Council October 15, 2024

Josh Morgan
Mayor

Michael Schulthess
City Clerk

First Reading – October 15, 2024
Second Reading – October 15, 2024
Third Reading – October 15, 2024

Schedule A

Memorandum of Understanding

Between

The Corporation of the City of London (“The City”)

And

London Chamber of Commerce (“The Chamber”)

Whereas the Council of the Corporation of the City of London declared a climate emergency on April 23, 2019 for the purposes of naming, framing, and deepening our commitment to protecting our economy, our eco systems, and our community from climate change;

Whereas Council directed Civic Administration to develop with the community a Climate Emergency Action Plan to build on years of collaborative work in the areas of energy efficiency, energy conservation, energy literacy, climate change mitigation, climate change adaptation, community engagement, technology development, testing and commercialization, and understanding the impacts of severe weather locally and regionally;

Whereas the Council approved the Climate Emergency Action Plan (CEAP) on April 12, 2022 including ten Areas of Focus to implement actions that reduce climate change and prepare Londoners, businesses, institutions, and employees for the impacts associated with a changing climate;

Whereas the City wishes to examine, support, raise awareness, conduct research and/or implement projects under the broad classification(s) of climate change mitigation and climate change adaptation in London, or in collaboration with others outside of London, as part of continuous learning, implementation, and improvement methodologies;

Whereas the City wishes to pursue and implement projects, relationships, and partnerships for the purposes of inclusivity, innovation, creativity, best practices, and excellence in climate change mitigation and adaptation as part of the implementation of the CEAP;

Whereas the London Chamber of Commerce is a politically independent, membership based, volunteer driven, not-for-profit organization whose mission is to lead and serve the London business community. The Chamber works on behalf of members, offering insightful and meaningful policy contributions, leading initiatives that positively influence London’s social and economic landscape;

Whereas the mission of the Chamber is to lead and serve the London region business community, celebrating and supporting business diversity and excellence, advocating for positive outcomes, and helping members make meaningful connections;

Whereas the Chamber’s 2022-2025 Strategic Plan highlights that the Chamber must evolve and address the changing demands of a younger and more diverse regional business community by supporting our member’s mandates and the public’s demand for business action on environmental sustainability through policy development and educational resources for our members; and

Whereas the Chamber wishes to take part in further action on climate change and environmental sustainability by:

- Contributing to the region’s diverse economic strength;
- Acting as a catalyst for equitable change for the London region; and
- Align the Chamber’s inclusive economic, social and environmental responsibilities.

1.0 Purpose of the Memorandum

This Memorandum of Understanding (“MoU”) is intended to set out the mutual intentions of the City and the Chamber to advance their joint climate change mitigation, adaptation and environmental sustainability objectives. The MoU is based upon the mutual understanding that the combined expertise, influence, and commitment of the parties are better applied together to support their common goals. The MoU establishes the non-legally binding framework and set of principles (General Arrangement) for enhanced and focused coordination and collaboration to support their shared interests in climate change mitigation, adaptation and environmental sustainability.

The parties to this MoU acknowledge that if they wish to jointly carry out specific initiatives that may arise out of this MoU, they will have to engage in further discussion and prepare necessary arrangements and agreements to define, authorize and execute, among other things, each party’s roles and responsibilities, resource allocation and other details.

The MoU is not an exclusive arrangement and does not restrict either party from pursuing their mandates either on their own or in collaboration with any other party.

2.0 Short-Term Objective

The short-term objective of the collaboration between the City and the Chamber is to:

- Build on the existing foundation of traditional and innovative projects and actions for businesses to raise awareness about the need to mitigate and/or adapt to climate change;
- Create a focal point for the ongoing discussion of practical and innovative solutions for energy efficiency, energy conservation, energy literacy, climate change mitigation and adaptation, environmental sustainability, and understanding the impacts of severe weather locally and regionally with a focus on the business community in and near London;
- Develop a list of initiatives, collaborations and project areas that would benefit from direct involvement of Chamber staff and its members and contribute to the implementation of the CEAP;
- Work to establish other partnerships and collaborations between the Chamber, the City, other levels of government, academia, other associations, and businesses to synergistically build on existing strengths to create opportunities to reduce greenhouse gas emissions and/or to build a more resilient London and region; and
- Be known as centre of business collaboration with shared resources providing leadership, implementing best practices, providing knowledge and support to industry, while educating and training members and employees in the various fields of climate change mitigation and adaptation and environmental sustainability.

3.0 General Arrangement

This MoU sets out the General Arrangement between the parties that will be the basis for working together.

The responsibilities of the City are to include:

- Share climate change mitigation, adaptation and environmental sustainability knowledge and expertise with the Chamber and its members;
- Provide climate change mitigation and adaptation and environmental sustainability materials, in appropriate quantities, to assist with knowledge transfer;

- Participate in and co-develop climate action and environmental sustainability initiatives that benefit London businesses and support CEAP implementation and Chamber environmental initiatives;
- Assist with funding applications and discussions/negotiations with potential partners,
- Assist with reporting, being available for media interviews and related matters; and
- Keep London Municipal Council informed of progress.

The responsibilities of the Chamber are to include:

- Share climate change mitigation, adaptation and environmental sustainability knowledge and expertise with the City and other collaborators;
- Participate in and co-develop climate action and environmental sustainability initiatives that benefit City and support CEAP implementation and Chamber environmental initiatives;
- Act as a focal point for Chamber business members to collaborate with the City, government agencies, and potential industry partners bringing together the appropriate teams aiming at maximizing collaborations and resources for climate action;
- Assist with funding applications and discussions/negotiations with potential partners;
- Assist with reporting, being available for media interviews and related matters; and
- Keep the Chamber Board informed of progress.

4.0 Formal Agreement

Should there be a need, the parties agree to work together to develop a Formal Agreement to undertake activities that involve contracts with funding agencies, contracts with private companies and investors, etc. as per the requirements of each parties procurement policies. The Formal Agreement will follow the same approval processes as this General Arrangement.

5.0 Effective Date and Duration

This MoU will come into effect upon the date it has been signed by all signatories and will remain in effect until December 31, 2026. This MoU will be reviewed two months prior to the anniversary date and any agreed to changes added to the MoU. Substantive changes will trigger the approval process for the MoU and this determination is at the discretion of the City and of the Chamber.

A participant may withdraw from this MoU by providing a sixty (60) day written notice to the other parties.

This MoU is subject to approval processes required by each of the parties.

DATED this _____ day of _____.

IN WITNESS WHEREOF:

THE CORPORATION OF THE CITY OF LONDON

By:

Name: Josh Morgan
Title: Mayor

By:

Name: Michael Schulthess
Title: City Clerk

I/We have authority to bind the City.

LONDON CHAMBER OF COMMERCE

By:

Name: Graham Henderson
Title: Chief Executive Officer

Acknowledgement:

By:

Name: _____
Title: _____

I/We have authority to bind the corporation.