

## Report to Strategic Priorities and Policy Committee

**To:** Chair and Members  
Strategic Priorities and Policy Committee  
**From:** M. Schulthess, City Clerk  
**Subject:** Appointments to Community Advisory Committees  
**Date:** April 26, 2022

### Recommendation

That, on the recommendation of the City Clerk, this report BE RECEIVED for information, in support of citizen appointments to the London Community Advisory Committees.

### Executive Summary

This report provides a general summary and background information in support of the citizen appointments to the London Community Advisory Committees.

### Analysis

#### 1.0 Background Information

##### 1.1 Context

On February 15, 2022, Municipal Council approved the new terms for reference for the London Community Advisory Committees (LCAC). Applications were solicited for appointments to the following new committees:

- Accessibility Community Advisory Committee
- Animal Welfare Community Advisory Committee
- Community Advisory Committee on Planning
- Diversity, Inclusion and Anti-Oppression Community Advisory Committee
- Ecological Community Advisory Committee
- Environmental Stewardship and Action Community Advisory Committee
- Integrated Transportation Community Advisory Committee

#### 2.0 Discussion and Considerations

##### 2.1 Recruitment Efforts

All current members (voting and non-voting) of London Advisory Committee were individually contacted related to the posting of advertisements for the recruitment. In addition to providing this for the information of the members, there was an ask to share this information in the various networks, organizations and sectors that they represent.

In conjunction with Strategic Communications, the call for applications was advertised in the Londoner March 3 and 17 and the London Free Press on March 12. The recruitment was also shared in the following ways by Strategic Communications:

- Facebook posts
- Facebook ads (general and targeted)
- Twitter
- E-newsletter
- Electronic billboards; and electronic displays in city facilities
- City of London website

The call for applications was also shared as follows:

- Members of Municipal Council
- Civic Administration
  - People Services – posted on the recruitment site, and circulated to community partners (95) to share, including educational institutions
  - Anti-Racism and Anti-Oppression Unit – shared with community contacts, including Indigenous organizations, and post-secondary institutions including Fanshawe College and Western University for circulation and newsletter information; Community Diversity and Inclusion working groups
  - Neighbourhood and Community-Wide Services – shared with community contacts and networks, including Age-Friendly, Strengthening Neighbourhoods, etc.
- Urban League
- Pillar Nonprofit Network

This represents the broadest circulation that has ever been undertaken for the advisory committees.

## **2.2 Terms of Reference**

Attached as Appendix A is a summary of the appointment requirements for each committee, as contained in the individual committee Terms of Reference. It is important to note that all committees identify membership of up to a specific number of members. It should also be noted that the Accessibility Community Advisory Committee requires that a majority of the appointed members be individuals with a disability.

There are some committees that did not receive enough applications to be ‘fully’ populated.

## **3.0 Financial Impact/Considerations**

None at this time.

## **4.0 Key Issues and Considerations**

### **4.1. Transition Plans**

At its meeting held on February 14, 2022, Council directed the following:

“iii) the Civic Administration BE DIRECTED to report back to a future meeting of the GWG with respect to an updated General Terms of Reference for all Advisory Committees to support the approved new structure, including but not limited to the feedback collected from the Advisory Committee consultation with respect to recruitment, term, flexibility in procedure, and reporting;

iv) an additional round of consultation with the newly established LCACs, once established, BE UNDERTAKEN to identify any additional considerations around operational matters;”

Based on the direction above, the City Clerks office will undertake orientation sessions (mandatory) with the newly appointed members prior to beginning the ‘regular’ meetings of the committees. This orientation will outline in general terms the role(s) of the community advisory committees, but will also look to prompt discussion related to proposed changes to the General Terms of Reference for all Advisory Committees. The results of the consultation will be submitted to the Governance Working Group for consideration. During these sessions, we will also look to confirm the meeting dates and times for each committee.

### **4.2. Next Steps**

The community advisory committees should be able to establish a meeting schedule for their regular business by the end of May 2022.

Based on the success and positive feedback from members, virtual meetings will continue. The City Clerk's Office received numerous notations on the ease of participation, as well as the removal of accessibility barriers with the virtual options that are available. Working groups, task forces and committees continue to meet virtually, notwithstanding the lessening of public health restrictions. The use virtual meetings has also reduced our environmental impact by eliminating paper agendas and removing the requirements for transportation to attend meetings in person or delivery of hardcopy materials.

## **Conclusion**

The City Clerk's Office is prepared to move forward with the implementation of the new Community Advisory Committees, following the appointment of members.

**Prepared by:** Barb Westlake-Power, Deputy City Clerk  
**Recommended by:** Michael Schulthess, City Clerk

## Appendix A

### **Accessibility Community Advisory Committee** Vacancy – up to 15 Members

- a majority of the members (minimum 8) shall be persons with disabilities
- a maximum of seven (7) additional members, as follows:
  - one (1) member (parent) representing children with disabilities
  - six (6) members-at-large, interested in issues related to persons with disabilities

### **Animal Welfare Community Advisory Committee** Vacancy – up to 15 Members

- Nine (9) Members at Large with an interest or background in animal welfare
- One (1) representative from each of the following general categories are desirable:
  - Friends of Captive Animals
  - London Dog Owners Association
  - Wildlife Rehabilitator, including naturalists with either educational credentials or active involvement with wildlife through an organization
  - Animal Rescue Group
  - Veterinarian or Veterinary Technician
  - Local Pet Shop/Supply Owner

### **Community Advisory Committee on Planning** Vacancy – up to 15 Members

- Three (3) members-at-large
- One (1) representative from a Youth-Oriented Organization (i.e. ACO NextGen)
- Appointments may include a representative of the following:
  - Built Heritage (Architectural Conservancy Ontario London)
  - Local History (London & Middlesex Historical Society)
  - Archaeology/Anthropology (Ontario Archaeological Society, London Chapter)
  - Natural Heritage (Nature London)
  - Movable Heritage – Archives, (Archives Association of Ontario);
  - Movable Heritage – Museums & Galleries
  - Neighbourhood Organizations
  - Development Community (London Home Builders Association/London Development Institute)
  - London and area Planning Consultants
  - Representative of the Indigenous Population
  - Agricultural organizations
  - London Society of Architects

### **Diversity, Inclusion and Anti-Oppression Community Advisory Committee**

Vacancy – up to 15 Members

- Fifteen (15) members-at-large
- a minimum of one (1) individual who is primarily French-speaking

### **Ecological Community Advisory Committee** Vacancy – up to 15 Members

- Members should have an interest in the matters included in the mandate. A professional designation, education or experience in related fields is a requirement based on the technical nature of the committee work. Areas of expertise may include the following: Biology, Ornithology, Geology, Botany, Zoology, Landscape Architecture, Forestry, Ecology, Resource Management, Hydrology, Geography, Environmental Planning, Limnology and Natural History

### **Environmental Stewardship and Action Community Advisory Committee**

Vacancy – up to 15 Members

- Members should have an interest and/or background in environmental initiatives

### **Integrated Transportation Community Advisory Committee** Vacancy – up to 15 Members

- Members should have an interest in the matters included in the mandate of the Integrated Transportation Community Advisory Committee