

COMMUNITY, CULTURE AND ENVIRONMENT ADVISORY COMMITTEE

1. PURPOSE

The purpose of the Community, Culture and Environment Advisory Committee is to maintain an effective channel of communication between the community and Council, particularly in the areas of culture, recreation, environment and green strategies.

2. AUTHORITY

Community Charter, Abbotsford City Council.

3. MANDATE

The mandate of the Community, Culture and Environment Advisory Committee is to:

- a) review and make recommendations on the City's Urban Forestry, Trail and Sports Field Strategies;
- b) make recommendations for properties to be included in heritage designated areas or the City's Heritage Registry;
- c) review and make recommendations on the City's heritage bylaws and policies;
- d) review and make recommendations on the City's Culture Strategy and Diversity Strategy;
- e) provide recommendations to Council on the City's updated Cemetery Master Plan;
- f) review and make recommendations on the City's Capital Asset Plan in regards to new infrastructure;
- g) review and make recommendations on the City's Green Environment and Green Fleet Strategies; and
- h) review and provide recommendations on the implementation of the 2018 Parks, Recreation and Culture Master Plan, including bylaws, policies and strategies.

4. MEMBERSHIP

1. Appointments, and removal, of members to the Community, Culture and Environment Advisory Committee will be made in accordance with the City's Committee Protocol Policy.
2. Terms of appointments will be in accordance with the City's Committee Protocol Policy.
3. The Community, Culture and Environment Advisory Committee will be comprised of eleven (11) voting members appointed by Council:
 - a) one (1) member of Council, and an alternate;
 - b) one (1) member from the University of the Fraser Valley;



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- c) one (1) member from heritage community;
 - d) one (1) member from the environment community;
 - e) one (1) member from the Abbotsford School District;
 - f) one (1) member from the culture community;
 - g) one (1) member from Sport Abbotsford;
 - h) one (1) member from Fraser Health Authority; and
 - i) three (3) members at large.
4. The Chair of the Community, Culture and Environment Advisory Committee will be the appointed Council representative.
 5. The staff liaisons to the Community, Culture and Environment Advisory Committee will consist of the following:
 - a) General Manager, Parks, Recreation and Culture, or their designate;
 - b) General Manager, Engineering and Regional Utilities, or their designate; and
 - c) General Manager, Planning and Development Services, or their designate.
 6. From time to time, other City staff members may be required to attend to provide technical advice and assistance.
5. RELATED PROCEDURES, GUIDELINES AND PUBLICATIONS
1. The Community, Culture and Environment Advisory Committee will operate in accordance with the *Community Charter*, the City's Council Procedure Bylaw, the City's Committee Protocol Policy, and any other applicable enactments, bylaws or policies, as amended or replaced from time to time.
 2. Meetings will normally be held bi-monthly, beginning in February of each calendar year, excluding August, December and January, or at the call of the Chair.
 3. Quorum will be determined in accordance with the City's Committee Protocol Policy. Vacancies (but not absences) are excluded when counting the voting members in order to establish the quorum.
 4. Committee members must avoid conflicts of interest, in accordance with the *Community Charter* and the City's Committee Protocol Policy.
 5. The Committee will report to Council, in accordance with the City's Committee Protocol Policy.