

	TERMS OF REFERENCE
	Climate Change Action Committee
	Date Adopted: April 23, 2019
Historical Changes: n/a	

Purpose:

The purpose of the Climate Change Action Committee is to provide advice to Council and recommend policies that will assist the District in achieving its aspiration to be carbon neutral by 2030.

Mandate:

Specific responsibilities of the Committee include, but are not limited to, the following:

- Inspire and sustain community commitment to achieving the District’s climate action objectives;
- Identify and provide recommendations on climate adaptation and mitigation options;
- Identify opportunities and make recommendations on ways to build local climate action awareness and promote environmental stewardship within the community;
- Identify opportunities and make recommendations on innovative projects to help achieve carbon neutrality and where appropriate, develop and implement said projects;
- Providing a local perspective on the environment while giving due consideration to the balance between social, environmental and economic aspects;
- To advise Council on issues of environmental importance to community partners and stakeholder groups of the community at large;
- Communicate and develop relationships with organizations beyond the District of Sooke for the purpose of exchanging ideas, experiences, plans and successes;
- Provide recommendations and feedback on other climate change issues, as directed by Council, including environmental bylaws and policies;

Membership:

The membership will consist of up to ten (10) members including:

- One (1) member of Council to serve as Chair, appointed by the Mayor; and
- Nine (9) community representatives appointed by the Council.

Term:

Members shall be appointed by Council resolution to a one year term, ending December 1st of each year, except for in a year of a general local election, in which case members’ appointments expire on November 1st.

Meetings:

The Committee will meet once a month, the day and time to be determined by the committee members. No meetings are held during the summer and winter breaks (July, August and December). Special meetings may be held at the call of the Chair. The meeting rules and procedures will be in accordance with the Council Procedure Bylaw.

Staff Support:

The Parks and Environmental Services Department will be the primary contact and will provide, or delegate, the required professional support. The Corporate Services Department will provide secretarial and administrative support.