

## Climate Action Committee

### Terms of Reference

The Climate Action Committee is the standing committee of the Metro Vancouver Board that provides advice and recommendations on policies, bylaws, plans, programs, budgets and issues related to the Air Quality & Climate Change service, and the Sustainability Innovation Fund.

#### Committee Responsibilities

Within the scope of the *Board Strategic Plan*, *Clean Air Plan*, *Climate 2050 Strategic Framework*, and *Metro Vancouver Financial Plan*, the Committee provides guidance and oversight to staff on the implementation of the annual work plans and business plans that govern the Air Quality and Climate Change areas of service. Specific Committee responsibilities include the following:

- **Air Quality & Climate Change** – guiding the implementation of the strategies and actions outlined in the *Clean Air Plan*, the *Climate 2050 Strategic Framework*, and the *Climate 2050 Roadmaps*. The Committee monitors the progress made in achieving the *Plan's* vision that “Metro Vancouver is a carbon neutral region where residents experience healthy, clean and clear air”, where air quality in the region is continually improving, protecting human health and the environment, and the *Framework's* vision of Metro Vancouver demonstrating bold leadership in responding to climate change, and pursuing a carbon neutral region by 2050. The Committee recommends to the Board changes and updates to the *Plan*, the *Framework*, and the *Roadmaps*;
- **Energy** – overseeing and guiding the efforts of staff in working with municipalities, the private sector, not-for-profit societies and others to develop strategies and programs aimed at achieving the efficient use of energy, promoting the use of alternative energies, and reducing the region's overall carbon footprint, all in an effort to mitigate climate change;
- **Climate Change Adaptation** – developing, for recommendation to the Board, climate change adaptation policies and programs that align with the Climate 2050 vision of ensuring infrastructure, ecosystems and communities are resilient to the impacts of climate change; and
- **Sustainability Innovation Funds** – overseeing the review of proposals for funding under Metro Vancouver's Sustainability Innovation Funds, and making recommendations to the Board on proposals to support. The Committee receives case study reports on all funded projects, and monitors the overall performance of the Sustainability Innovation Fund program.

#### Committee Membership and Meetings

The Chair, Vice Chair and members are appointed annually by the Chair of the Metro Vancouver Board. The Committee meets monthly, except for August and December, and holds special meetings as required. A quorum of 50% plus one of the Committee membership is required to conduct Committee business.

### **Committee Management**

The Committee Chair, or in the absence of the Chair the Vice Chair, is the chief spokesperson on matters of public interest within the Committee's purview. For high profile issues the role of spokesperson rests with the Metro Vancouver Board Chair or Vice Chair. On technical matters or in cases where an initiative is still at the staff proposal level, the Chief Administrative Officer or designate is the appropriate chief spokesperson. Where necessary and practical, the Board Chair, Committee Chair and Chief Administrative Officer will confer to determine the most appropriate representative to speak.

The Chief Administrative Officer assigns a Committee Manager for the Committee. The Committee Manager is responsible for coordinating agendas and is the principal point of contact for Committee members.