

Staff Report



Development Services Department

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REPORT TO: Climate Change and Environment Committee

DATE OF MEETING: February 20, 2025

SUBMITTED BY: Natalie Goss, Manager Policy & Research, 519-783-8933

PREPARED BY: Carrie Musselman, Senior Environmental Planner, 519-783-8940

WARD(S) INVOLVED: All Wards

DATE OF REPORT: February 4, 2025

REPORT NO.: DSD-2025-069

SUBJECT: 2024 - 2026 CCEC Work Plan Discussion

RECOMMENDATION:

That report DSD-2025-069, regarding the 2024-2026 Climate Change and Environment Committee (CCEC) Work Plan be received for information.

BACKGROUND:

As per the [Committee's Terms of Reference](#), at the beginning of each term, the committee in cooperation with staff will prepare a work plan that identifies priority environmental issues and actions.

At the beginning of each year, the committee will update the work plan and will summarize the actions completed in the previous year. The committee will forward the summary of actions completed to Council.

REPORT:

Priority environmental issues should relate to and assist with advancing Council's strategic priorities, as well as priorities outlined in related guiding documents, such as:

- [Strategic Plan](#)
- [Strategic Plan for the Environment](#)
- [Corporate Climate Action Plan](#)
- [TransformWR Climate Action Strategy](#)

Actions should link to the environmental issues identified and be consistent with the duties of the Committee, such as:

- Provide input on relevant environmental issues, policies, projects, or programs that are within the jurisdiction of the municipality.
- Serve as a forum for delegations to provide public input on environmental matters.
- Discuss new, relevant, or unexplored environmental or climate change issues.

*** This information is available in accessible formats upon request. ***
Please call 519-741-2345 or TTY 1-866-969-9994 for assistance.

- Assist Council and staff in identifying research needs and environmental data gaps, assist in gathering data, undertaking research, and formulating a strategy to improve the information available for private and public use.
- Support approved municipal initiatives with respect to the education of citizens on matters of environment significance.
- Undertake other environmental projects assigned by Council from time to time.

Sub-committees may be formed to complete specific actions related to the committee's work plan but must report through the committee. The Chair (or Vice Chair) may be considered an alternate member of all sub-committees, allowing them to attend a sub-committee meeting in place of one of its appointed members when it is deemed crucial to advance the Committee's business. A sub-committee cannot meet or exceed quorum.

DISCUSSION

Committee members should be prepared to discuss the environmental actions they would like included in the work plan for the committee to accomplish in the 2024 - 2026 term.

PREVIOUS REPORTS/AUTHORITIES:

There are no previous reports/authorities related to this matter.

ATTACHMENTS:

Attachment A – Work Plan Example