



ENERGY TRANSITION CLIMATE RESILIENCE COMMITTEE - 2023 ANNUAL REPORT AND 2024 WORK PLAN

RECOMMENDATION

That the Energy Transition Climate Resilience Committee's request to establish one sub-committee for the 2024 Work Plan, as included in Attachment 3 of the March 5, 2024, Office of the City Clerk report OCC02279, be approved.

Report Purpose

Council decision required.

The Energy Transition Climate Resilience Committee Co-Chairs, Maya Kalogirou and Jacob Komar, will be in attendance virtually at the March 5, 2024, City Council - Non-Regular meeting.

REPORT

Mandate

The mandate of the Energy Transition Climate Resilience Committee (ETCRC), as stated in Bylaw 20677 - Energy Transition Climate Resilience Committee bylaw is to:

- promote the City's climate change plans and energy transition strategy to each member's professional and community networks;
- share with, and receive from the City Manager, information regarding the implementation of the City's climate change plans and energy transition strategy;
- provide broad independent advice to Council about the City's climate change plans and energy transition strategy; and
- assist Council in developing performance measures for the City's climate change plans and energy transition strategy.

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Annual Report and Work Plan Requirements

Bylaw 18156 - Council Committees Bylaw (Bylaw 18156), sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees:

- Will report to Council at least annually;
- Must approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year; and
- During its annual report to Council, must present their work plan as well as a summary of the status of their previous year's work plan.

Sub-Committee Requirements

Under Bylaw 18156, if approved to do so by Council, Advisory Committees may establish sub-committees to conduct research, obtain and summarize public input, or to obtain specialized expertise and provide reports on those matters to the Advisory Committee.

Request for Sub-Committee

ETCRC is seeking Council's approval to establish one sub-committee that will be used to complete their listed goals for 2024. The rationale for the request is included in the 2024 Work Plan (Attachment 3).

Administration is supportive of the rationale for the sub-committee, but does not have the resources available to support the sub-committee at this time. An additional resource could be supported through OP12 reallocation discussions.

Resources for Council Committees

Council Committees were provided templates to support drafting annual reports, resource information and work plans in alignment with the requirements in Bylaw 18156. The templates are a part of the Administrative response to the Civic Agencies Governance Audit, Recommendation 3 (see the November 30, 2023, Office of the City Clerk report OCC02137).

2023 Annual Report - Attachment 1

The 2023 Annual Report provides a summary of the status of the previous year's work plan, including accomplishments and activities completed, reports and communications to Council and a summary of key topics discussed at meetings and motions passed.

2023-2024 Resource Information - Attachment 2

The 2023-2024 Resource Information provides information about projected and actual fiscal and human resources for 2023 and the projected resource requirements for 2024.

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2024 Work Plan - Attachment 3

The 2024 Work Plan provides goals for 2024, which align with ETCRC's mandate and Council's strategic objectives. For each goal, the Work Plan outlines timelines, action items, expected outcomes and partners that ETCRC will work with to complete the goals. As noted, the 2024 Work Plan includes a request for a sub-committee.

ATTACHMENTS

1. Energy Transition Climate Resilience Committee - 2023 Annual Report
2. Energy Transition Climate Resilience Committee - 2023-2024 Resource Information
3. Energy Transition Climate Resilience Committee - 2024 Work Plan