

DUFFERIN COUNTY CLIMATE CHANGE COLLABORATIVE (DC4)

Terms of Reference

Purpose and Mandate

County of Dufferin is developing a community greenhouse gas emissions reduction strategy. The strategy will include a greenhouse gas emissions inventory, reduction targets and practical actions to be taken by the municipalities and community members to achieve the set targets.

The Dufferin County Climate Change Collaborative (DC4) will provide support to County of Dufferin staff on the development of the Dufferin Climate Action Plan to reduce greenhouse gas emissions and increase community resiliency. The DC4 may be consulted on items related to:

- Ensuring alignment with community programs and activities.
- Providing insights on community culture and behaviour change.
- Providing comments on deliverables and outcomes.

Delegated Authority

The DC4 will have no decision-making authority. Feedback provided by the group will be considered by County of Dufferin staff as appropriate. DC4 feedback will be developed through open discussions and consensus.

Membership

The DC4 will be comprised (at a maximum) of the following local representatives:

- One (1) representative from each local municipality (members of the former MCCWG)
- One (1) representative from each area Conservation Authority (GRCA, CVC, NVCA, TRCA)
- One (1) representative from natural gas sector
- One (2) representative from each electricity utility: Orangeville Hydro, Hydro One
- Two (2) representatives from local health organizations
- Two (2) representatives from agricultural sector
- Two (2) representatives from industrial sector
- Two (2) representatives from commercial business sector
- One (1) young adult member (age 16 to 25)
- One (1) representative for school board
- No more than three (3) members-at-large

Members will be required to complete an application process. Applicants will be chosen by a selection committee. Member feedback will be brought to staff for support and further consideration by the Infrastructure and Environmental Services Committee and County Council as needed.

Roles and Responsibilities

The chair of the DC4 will be County of Dufferin's Climate Change Coordinator.

The responsibilities of the chair include:

- Setting the agenda and distributing appropriate materials to members a minimum of one week prior to meeting.
- Facilitating discussions and ensuring participation of all members.
- Ensuring meeting agenda and objectives are met.
- Concluding the meeting with a summary of feedback and next steps.
- Presenting feedback to Steering Advisory Committee, as appropriate.

Responsibilities of DC4 Members include:

- Attending each meeting.
- Preparing appropriately prior to each meeting and actively participate in meeting discussions.
- Encouraging open discussion and contributions by other DC4 members. Seek consensus in decision-making.
- Ensuring alignment between the Community Emissions Reduction Strategy and diverse community interests, programs and activities.
- Representing the diverse interests of the community.

Compensation

Participation as a member for the DC4 is voluntary. It is the expectation that DC4 members, or their affiliated organizations, will cover the cost of travel and other expenses incurred through their participation on the DC4.

Meetings

Meetings will occur on an as-needed basis. Meeting summaries or minutes will be circulated to members and brought forward to County of Dufferin staff, as appropriate.

Disbandment

The DC4 will be disbanded upon completion of the work plan as determined by the Climate Change Coordinator. The scheduled completion of the project is Spring 2021.