

PEACHLAND CLIMATE ACTION TASK FORCE

EFFECTIVE DATE: July 11, 2023
REVISED DATE: April 9, 2024
June 11, 2024
September 24, 2024
May 5, 2025
November 4, 2025

COUNCIL AUTHORITY: RC-23/07/11-012
RC-24/04/09-003
RC-24/06/11-003
RC-24/09/24-003
RC-25/05/06-003
RC-25/11/04-003

TASK FORCE MANDATE

The purpose of the Peachland Climate Action Task Force is to assist Council in being environmental stewards and improving community resilience by preparing for climate change.

TASK FORCE FUNCTIONS

The functions of the Task Force will be:

- To develop a Climate Sustainability and Resiliency Action Plan that addresses existing and emerging environmental sustainability and climate change issues and trends. The Plan is to be completed by April 28, 2026.

In the development of the plan the Task Force will:

- Provide a local perspective on the environment while giving due consideration to the balance between social, environmental and economic aspects;
- Identify and review opportunities for environmental protection and enhancement within the District, including a focus on Peachland's watersheds;
- Identify issues of environmental importance to stakeholder groups and to the community at large; and
- Identify ways to build local environmental awareness and promote environmental stewardship within the District.

FREQUENCY OF MEETINGS/MEETING PROCEDURES

- A meeting will be convened upon the appointment of members. The purpose of the inaugural meeting will be to review the Terms of Reference, establish a meeting schedule and establish preliminary requirements.
- A majority of the voting members will constitute a quorum.
- All meetings will be open to the public unless otherwise permitted in accordance with the *Community Charter*.

TASK FORCE COMPOSITION

The Peachland Climate Action Task Force will consist of a minimum of five (5) and a maximum of seven (7) members, who will be appointed by Council based on their experience and credentials.

One (1) member of the Watershed Protection Alliance
One (1) member of the Task Force shall be a Council Member
Up to Five (5) Public members

Members will be appointed for a two-year term but serve at the pleasure of Council.

REPORTING REQUIREMENTS

Recommendations of the Task Force must be adopted by resolution prior to presentation to Council.

Recommendations of the Task Force will be submitted to Council in the form of a staff report containing the proposed recommendation.

The Staff Liaison is responsible for preparing the staff report and present the report to Council along with the Chairperson, if required.

STAFF SUPPORT

District Staff will assist the Chair in booking meeting space and coordinating the preparation and distribution of agendas.

District Staff will attend meetings to record key decisions and discussion points. Minutes will be provided to the Chair for distribution to members.

District Staff will provide professional or technical advice.

MEMBER RESPONSIBILITIES

Task Force members are responsible for following District Policies and Procedures.

Members must abide by the conflict-of-interest provisions of the *Community Charter* and *District of Peachland Council Procedures Bylaw* as amended from time to time. If a member attending a meeting of the Task Force considers that he or she is not entitled to participate in the discussion of a matter or to vote on a question in respect of a matter because the member has a direct or indirect pecuniary interest in the matter, or for any other reason, the member must declare this and state the general nature of why he or she considers this to be the case and immediately leave the meeting or the part of the meeting during which the matter is under consideration.

REMUNERATION AND EXPENSES

Members shall serve without remuneration but may be paid reasonable and necessary expenses that are directly related to the performance of their duties and in accordance with District policies.

Expenses must be pre-approved by the Chief Administrative Officer.

Routine operations of the Task Force will be funded by allocations within the Council budget.

Special initiatives of the Task Force must be approved by Council.