

**BYLAW NUMBER 35M2025**

**BEING A BYLAW OF THE CITY OF CALGARY  
TO CONTINUE THE CLIMATE ADVISORY  
COMMITTEE**

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**WHEREAS** Council by resolution established the Climate Advisory Committee on March 29, 2022;

**AND WHEREAS**, the Red Tape Reduction Statutes Amendment Act, 2022, S.A. 2022, c.16, came into force on May 31, 2022 and amended section 145 of the Municipal Government Act, RSA 2000, c. M-26 such that Council must establish committees by bylaw rather than resolution;

**AND WHEREAS** section 145 of the Municipal Government Act, RSA 2000, c. M-26, as amended, empowers Council to pass bylaws establishing Committees of Council;

**AND WHEREAS** Council has considered CD2025-0447 and deems it necessary to pass this bylaw to continue the Climate Advisory Committee;

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF CALGARY ENACTS AS FOLLOWS:**

**SHORT TITLE**

1. This Bylaw may be cited as the "Climate Advisory Committee Bylaw".
2. (1) In this Bylaw,
  - (a) "*Chief Administrative Officer*" means the Chief Administrative Officer of the *City* established by Bylaw 52M2022, or the employee of the *City* who has received delegated authority under this Bylaw to exercise the powers, duties, and functions of the Chief Administrative Officer;
  - (b) "*City*" means the municipal corporation of The City of Calgary, or the geographic area of the city's boundaries, as context requires;
  - (c) "*City Clerk*" means the position of the City Clerk as established by Bylaw 73M94 or the employee of the *City* who has received delegated authority under this Bylaw to exercise the powers, duties, and functions of the City Clerk;
  - (d) "*Committee*" means the Climate Advisory Committee established by this Bylaw;
  - (e) "*Council*" means the municipal council of the *City*;

- (f) “*Organizational Meeting*” means the meeting of *Council* held under section 192 of the *Municipal Government Act*, RSA 2000, c. M-26;
- (g) “*Public Member*” means an individual who has been appointed to a Board, Commission, or Committee by *Council* who is not a Member of *Council* or a *City* administration representative.

(2) If this Bylaw refers to any statutes, regulations or bylaw, the reference is to the statute, regulation or bylaw as amended, whether amended before or after the commencement of this Bylaw, and includes reference to any statutes, regulation or bylaw that may be substituted in its place.

### **ESTABLISHMENT**

- 3. The Climate Advisory Committee is hereby continued as a Council Committee.

### **MANDATE**

- 4. The mandate of the *Committee* is to provide *Council* and *City* administration with strategic advice and recommendations on policies and strategic initiatives that relate to climate change mitigation and adaptation in support of human and ecosystem resilience.

### **SPECIFIC RESPONSIBILITIES**

- 5. (1) The *Committee* will:
  - (a) advise *Council* on:
    - (i) policies, strategic and implementation initiatives that relate to climate change mitigation and adaptation in the *City*;
    - (ii) financial, social and environmental implications of climate change;
    - (iii) climate consideration in municipal decision-making;
    - (iv) ways to increase climate action awareness in the community; and
    - (v) connecting economic and social development to biodiversity and healthy natural systems and ecosystem services;
  - (b) ensure climate equity is considered in the development of climate actions, policies and strategies;
  - (c) seek opportunities to protect and enhance biodiversity and ecosystem services in the development of climate actions, policies and strategies;
  - (d) enhance *Council's* leadership, awareness, communication, engagement and advocacy in the development and implementation of the *City's*

Climate Strategy and Climate Implementation Plan, policy, regulation and procedures;

- (e) act as a trusted and strategic guide for distribution of research findings, best practices and general information exchange on climate mitigation and adaptation;
  - (f) collaborate with researchers and institutions to advance climate innovation for the *City*;
  - (g) connect initiatives to funding and financing opportunities by building a robust network of funding partners and seeking new opportunities; and
  - (h) review and recommend climate action indicators and interim targets set by the *City*.
- (2) The *Committee* will report annually to *Council* through the Community Development Committee.

#### **COMPOSITION OF THE COMMITTEE**

6. (1) The *Committee* shall consist of a minimum of 9 *Public Members* and a maximum of 15 *Public Members*.
- (2) The *Committee* shall also include 1 member from *City* administration as a non-voting member.
- (3) A member of *Council* may not be appointed as a member of the *Committee*.

#### **QUALIFICATIONS**

7. (1) *Council* will appoint:
- (a) 6 to 11 members with knowledge and expertise in one or more of the following subject areas, with a climate change focus:
    - (i) climate education, engagement and communications;
    - (ii) climate adaptation or mitigation post-secondary practice or research;
    - (iii) climate equity;
    - (iv) climate law;
    - (v) climate policy;
    - (vi) climate resilient built infrastructure;
    - (vii) climate science or climatology;

- (viii) community development;
- (ix) consumption and waste;
- (x) environmental, social, governance reporting or investment;
- (xi) human health and wellness as impacted by climate change;
- (xii) Indigenous world view;
- (xiii) insurance or risk management;
- (xiv) land development and low impact development;
- (xv) low carbon transportation;
- (xvi) low carbon or environmental economics and finance;
- (xvii) natural infrastructure;
- (xviii) renewable energy and clean fuels; or
- (xix) sustainable building design (i.e., net zero building experience);
- (b) 2 members with knowledge and expertise in one or more of the following subject areas related to biodiversity:
  - (i) biology;
  - (ii) ecology;
  - (iii) ecosystem services;
  - (iv) environmental education and outreach;
  - (v) environmental health;
  - (vi) environmental law;
  - (vii) environmental policy;
  - (viii) horticulture;
  - (ix) wetland science; or
  - (x) wildlife or environmental management; and
- (c) 1 to 2 members who have an interest in climate mitigation or adaptation.

- (2) *Council* appointments to the *Committee* must reflect a diversity of subject areas to ensure broad expertise and representation. *Council* must consider diversity, equity and inclusivity when appointing members to the *Committee*.

**TERM**

- 8. (1) Members will be appointed by *Council* at the annual *Organizational Meeting of Council*.
- (2) Members will serve 2-year terms expiring at the *Organizational Meeting* in the year their term expires, or until their successors are appointed, whichever is later.
- (3) *Council* may stagger the terms between 1 and 2 years to ensure the efficient transition of new members.
- (4) A member appointed by *Council* may serve a maximum of 6 consecutive years unless re-appointed beyond that time by a two-thirds vote of *Council*.
- (5) The service of a member beyond the appointed term until the appointment of a successor shall not count toward the limit on the length of service in subsection (4) above, if the additional service is 1 year or less.
- (6) The terms of members who were appointed prior to the coming into force of this Bylaw shall count towards the member's limit on length of service.

**QUORUM**

- 9. Quorum for the *Committee* is greater than 50% of voting members.

**CHAIR AND VICE CHAIR**

- 10. A Chair and Vice Chair shall be elected annually by the voting members at the first *Committee* meeting after the *Organizational Meeting*.

**MEETINGS**

- 11. (1) The *Committee* will meet as required to carry out its mandate. Meetings of the *Committee* will be called or canceled at the call of the Chair.
- (2) Notice of meetings must comply with the *Municipal Government Act*, sections 195 and 196(2). Notice by email to *Committee* members is permitted.
- (3) The Chair and Vice-Chair, in consultation with the *Chief Administrative Officer*, will establish the agenda for *Committee* meetings.
- (4) The *Committee* must consider items referred to it by Council and may consider items referred to it by a member of *Council*.
- (5) *Committee* meetings are open to the public; however, the *Committee* may use its discretion under section 197(2) of the *Municipal Government Act* to close all or part of its meetings to the public if a matter to be discussed is within one of the

exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c. F-25.

- (6) The *Committee* may also, by majority vote, permit public submissions on an item at a *Committee* meeting.
- 12. The *Committee* must designate a member or *City* administration support to keep minutes of a *Committee* meeting.

## **GOVERNANCE**

- 13. (1) Except as otherwise provided for in this Bylaw, the *Committee* will act in accordance with Council Policy CP2016-03, *Governance and Appointments of Boards, Commissions and Committees*, and the Procedure Bylaw 35M2017.
- (2) Any records submitted to the *Committee* are governed by the applicable provisions of the *Municipal Government Act* and the *Freedom of Information and Protection of Privacy Act*.
- (3) The *Committee* will ensure that there is purposeful dialogue between the *City*, established entities, and key interested parties, to provide information to inform sound decision-making.

## **RECORDS AND FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY**

- 14. (1) The *Committee* is not a separate public body from the *City* under section 1(i)(xii) of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c. F-25 ("*FOIP Act*").
- (2) The *City Clerk* is appointed Head of the *Committee* for the purposes of the *FOIP Act*.
- (3) The *Committee* must prepare and keep safe *Committee* records in accordance with the Corporate Records and Information Management Program and provide them to the *City Clerk* on request.
- (4) The *Committee* must abide by the *City's* Protection of Privacy Policy.
- (5) The *City Clerk* must respond to requests for *Committee* records in compliance with the *FOIP Act*.
- (6) The *Committee* must provide records upon request and cooperate with the *City Clerk*.
- (7) The *City's* fee schedule will apply to requests for records of the *Committee* made pursuant to the *FOIP Act*.
- (8) Nothing in this Bylaw will preclude the *City* from disclosing information pursuant to the *FOIP Act*.

**RESCINDED**

15. The Terms of Reference for the Climate Advisory Committee established by *Council* on March 29, 2022 and the Terms of Reference for the BiodiverCity Advisory Committee established by *Council* on March 30, 2015, are hereby rescinded.

**COMING INTO FORCE**

16. This Bylaw comes into force on the day it is passed.

READ A FIRST TIME ON JUNE 24, 2025

READ A SECOND TIME ON JUNE 24, 2025

READ A THIRD TIME ON JUNE 24, 2025



MAYOR  
SIGNED ON JUNE 24, 2025



CITY CLERK  
SIGNED ON JUNE 24, 2025