

Integrated Committee on Climate Change

Terms of Reference

April 2017

Purpose

Climate change is an important issue for TAC and all Canadians, and the transportation sector both contributes to and is affected by climate change. The Integrated Committee on Climate Change (ICCC), reporting to TAC's councils, provides a network of expertise within TAC on climate change issues, greenhouse gas reduction initiatives to mitigate climate change and adaptation initiatives to promote resilient transportation systems.

Objectives

The objectives of the ICCC are to:

- Identify and address technical issues relating to climate change mitigation and adaptation, including the development of best practices.
- Identify, prioritize and initiate research and development related to climate change.
- Maintain awareness of developments in climate change and related issues among TAC councils, committees and membership;
- Promote resilient transportation systems (systems include fixed route/node infrastructure, equipment/ vehicles, and institutional arrangements operation/management functions).
- Provide leadership and a coordinating role on the topic of climate change, to ensure that:
 - TAC councils and committees are complementing work by others within or outside the organization,
 - TAC councils and committees collaborate on their initiatives where it is beneficial to do so, and subject-matter gaps are addressed;

Activities

The ICCC undertakes a variety of activities to fulfill its objectives, including projects, webinars and conference sessions that address issues related to climate change adaptation and mitigation. The ICCC will prepare an annual summary of TAC work in progress or completed relating to climate change.

Membership

Membership, up to 30 members, will consist of representatives with expertise and interest in climate change issues, with representation being diverse, both geographically and across sectors. Councils are expected to assign one or more representatives to the committee. The ICCC Executive reviews membership and attendance annually to ensure that these goals are being met.

Meetings

The ICCC meets in conjunction with the TAC spring and fall technical meetings.

ICCC Organization

The Executive of the ICCC includes a Chair, Vice-Chair and Past Chair.

Chair

The term of office for the Chair is two years. This individual prepares agendas for, and chairs, the spring and fall meetings of the ICCC.

Vice-Chair

The position of Vice-Chair is held for two years. This individual assumes the position of Chair following this term, or if it should become vacant for any reason. The Vice Chair is responsible for preparing the record of meeting discussions, inclusive of agenda items and decisions made, and other pertinent documents in cooperation with the Chair. As required (normally every two years), nominations are made from the membership for the position of Vice Chair.

Past Chair

This position is assumed after serving a term as Chair, to act in an advisory role. The Past Chair will chair any meeting where the Chair is not able to be present.

Each one year period for the above mentioned positions begins October 1st of the given year and continues through September 30th.

The ICCC will develop subcommittees where required to facilitate productive discussions as specific topic needs arise.

Reporting

The ICCC reports to all councils of TAC through a representative, assigned from each council, who acts as liaison between the committee and respective councils. Items requiring Board of Directors' attention will be reported through the presentation report of the most appropriate council.

TAC Secretariat Support

The TAC Secretariat provides support, consistent with TAC standing committees, by making logistics arrangements for meetings and providing documents prepared by the Secretariat in advance of semi-annual technical meetings.