



# Niagara Climate Change Action Network

## Terms of Reference

### Version History

<b>Date</b>	<b>Type</b>	<b>Comment</b>
April 18, 2023	Draft	Proposed document prepared and sent to the NCCAN for review and feedback.
May 16, 2023	Final	Revised the draft based on feedback and uploaded to website.

The Niagara Climate Change Action Network (NCCAN) Terms of Reference document is to be reviewed and revised (if deemed necessary) every 2 years.

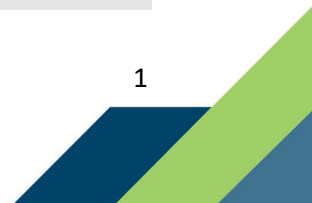


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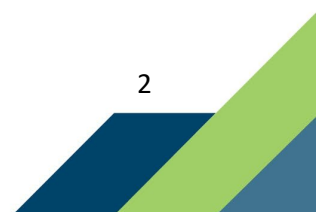
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## **Background**

The 2022 inaugural Niagara Climate Change Summit was hosted by the Niagara Region in partnership with Brock University and the Niagara Peninsula Conservation Authority (NPCA) on June 28 to act as a catalyst for accelerating climate change action in the Niagara community. The summit aimed to:

- bring a diverse group of interested parties together to develop a common understanding of climate change and its impact on our community;
- provide a snapshot of climate change actions taking place in Niagara, and to learn from other communities and industry leaders' successful climate change strategies, innovative partnerships, and projects;
- foster collaboration between local leaders (i.e., municipalities, private sector, educational institutions, and community organizations) to overcome capacity and resource barriers to implementation; and
- build a call to action to accelerate climate change initiatives in Niagara.

A 'Call to Action' was signed by summit attendees as a demonstration of their commitment to form partnerships, share critical data, and accelerate action on climate change and reducing greenhouse gas emissions (GHGs) in Niagara. The pledge formed a foundational first step for Niagara's municipalities, institutions, and businesses to work collaboratively to take meaningful action on climate change.

Following the Summit, representatives from the Niagara Region, Niagara College, Brock University, and NPCA collaborated to establish the Niagara Climate Change Action Network (NCCAN) to realize the commitment in the 'Call to Action'. On December 1, 2022, over 50 individuals from educational institutions, environmental groups, Indigenous organizations, municipalities, and businesses from sectors including energy, agriculture, development and engineering attended a kick-off meeting as members of the network.

The meeting was critical for formalizing the network and obtaining important information to shape this Terms of Reference document.

## **Purpose**

To support and accelerate data-driven climate change action, energy performance, and sustainable development in Niagara while realizing positive economic, environmental, social, and cultural outcomes.

## **Vision**

A collaborative, community-based network focused on climate action for creating sustainable and equitable communities for everyone.

## Guiding Principles

### **1. Collaborate**

By creating a 'hub' for climate change partnership across Niagara, the NCCAN will act as a central resource for up-to-date regional climate change initiatives, programs, projects, and information.

### **2. Build stronger relationships**

By fostering of resilient partnerships between our collective organizations, NCCAN members will engage the community in priority actions to enhance the environmental sustainability of the region.

### **3. Share information, knowledge, and resources**

Member organizations will work together and share information, knowledge, and resources to move local climate change actions forward.

### **4. Enhance coordination in pursuit of grant funding**

To accelerate climate change actions, the NCCAN will support leveraging grant opportunities e.g., larger funding grants favour innovative, cross collaborative, and complex projects that address a wide variety of outcomes, which this Network could support.

### **5. Report and measure progress**

To improve climate knowledge mobilization and transfer to the public, the NCCAN will utilize the expertise of its member organizations to disseminate information, while keeping accessibility of information at top of mind. The NCCAN information will be circulated across the community in an effective, accessible and timely manner regarding what has been achieved, what steps are to be taken, and who is leading action in our community.

## Areas of Focus

Based on discussions at the 2022 Summit and survey results submitted by NCCAN member organizations, the Network's initial priority focus will be on:

- A pathway to net zero emissions by 2050 (e.g., Community Energy Planning);
- Climate resilient infrastructure (e.g., transportation, roads, and buildings); and
- Biodiversity (e.g., greening initiatives, protecting and improving ecosystem services, and strengthening species).

As progress is made in these areas, the focus may need to be updated to remain relevant. Suggested changes in the areas of focus will be brought to the Network for input and updated in the Terms of Reference.

## Governance Structure

The NCCAN's governance and resourcing is subject to change once the network is established and will be addressed during the 2-year review of this document.

In the meantime, a coordinating committee guides the collective activities of the network through annual work planning with input from the network membership.

The coordinating committee is composed of representatives from each of the following organizations that partnered to deliver the inaugural Niagara Climate Change Summit:

- Niagara Region
- Brock University
- Niagara Peninsula Conservation Authority
- Niagara College

Representatives of the Coordinating Committee are appointed by their respective organization and should have a role in climate change action or sustainability initiatives.

The Network's membership will be engaged for input on all decisions that will impact its purpose, Terms of Reference, areas of focus, or work plan(s), guided by the Coordinating Committee.

The Network is currently unfunded, but potential funding opportunities will be explored in the future.

### Roles and Responsibilities

#### **Coordinating Committee**

- Coordinate overall NCCAN activities to ensure linkage between the NCCAN objectives and actions in an annual workplan.
- Support the development of the NCCAN annual work in collaboration with all members.
- Act as liaison between the community and all NCCAN members to communicate progress and challenges through delivery of a website.
- Prepare NCCAN meeting agendas and supporting materials in advance of meetings.
- Provide advice, support, and direction for the NCCAN, as needed.
- Coordinate the annual Niagara Climate Change Summit.
- Assist with preparation of key documents (e.g., the Niagara Region Climate Action Plan, funding applications, etc.).

#### **NCCAN Member Organization Representatives**

The NCCAN is a broad group of individuals from multiple sectors across the region with an interest and role in local climate action. To establish this network, all inaugural Summit attendees as well as local utilities, business, industry, institutions, and other interested parties were invited to participate in the Network. Through an online survey prior to the December 2022 NCCAN kick-off meeting, member organizations were asked to appoint one representative to participate in the NCCAN on behalf of their organization. A list of member organizations and assigned representatives is provided in Appendix 1.

The role of these representatives is to:

- Provide input into annual work planning activities.

- Implement and/or lead specific tasks or projects that address topics or issues related to climate change, as per annual workplan.
- Provide science-based, expert advice regarding implementation, research, or assessment activities for relevant climate change activities.
- Provide recommendations to the Coordinating Committee for advice and/or decision-making.
- Speak on behalf of their organization to commit resources (in-kind or other) and support actions of the network

If other organizations, beyond those currently identified, would like to join the NCCAN, a summary of interest form will need to be submitted via the NCCAN website and reviewed by the Coordinating Committee prior to the organization being added.

### Meetings

- NCCAN meetings are to be chaired by a designated Coordinating Committee member.
- NCCAN meetings will be at least two (2) times per year
- Meetings can be either in-person or held virtually, at the discretion of the Coordinating Committee
- Agendas and supporting materials will be sent by the Chair at least one (1) week prior to the meeting.
- Coordination of meetings (including agenda setting) is the responsibility of the Coordinating Committee.
- Additional meetings, as needed to fulfill actions, may be required outside of the regular NCCAN meetings.

**Appendix 1 - NCCAN Member Organizations and Representatives**

The list is current as of December 1, 2022.

<b>Organization</b>	<b>Representative</b>	<b>Email</b>
Brock University	Amanda Smits	<a href="mailto:asmits@brocku.ca">asmits@brocku.ca</a>
Niagara College	Taryn Wilkinson	<a href="mailto:tawilkinson@niagaracollege.ca">tawilkinson@niagaracollege.ca</a>
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Niagara Region	Beatrice Perna	<a href="mailto:Beatrice.Perna@niagararegion.ca">Beatrice.Perna@niagararegion.ca</a>
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City of St. Catharines	Olivia Groff	<a href="mailto:ogroff@stcatharines.ca">ogroff@stcatharines.ca</a>
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City of Welland	Grant Munday	<a href="mailto:grant.munday@welland.ca">grant.munday@welland.ca</a>
District School Board of Niagara	Graeme McKenzie	<a href="mailto:Graeme.McKenzie@dsbn.org">Graeme.McKenzie@dsbn.org</a>
Enbridge Gas	Carolyn Suter	<a href="mailto:Carolyn.Suter@enbridge.com">Carolyn.Suter@enbridge.com</a>
Friends of Walker's Creek	Della Trojan	<a href="mailto:dtrojan@sympatico.ca">dtrojan@sympatico.ca</a>
Grape Growers of Ontario	Debbie Zimmerman	<a href="mailto:d.zimmerman@grapegrowersofontario.com">d.zimmerman@grapegrowersofontario.com</a>
Greater Niagara Chamber of Commerce	Hugo Chesshire	<a href="mailto:hugo@gncc.ca">hugo@gncc.ca</a>
Grimsby & District Chamber of Commerce	Rebecca Shelley	<a href="mailto:info@grimsbychamber.com">info@grimsbychamber.com</a>
Heartland Forest Nature Experience	Todd Robinson	<a href="mailto:todd.robinson@heartlandforest.org">todd.robinson@heartlandforest.org</a>
Mississaugas of the Credit First Nation	Fawn Sault	<a href="mailto:fawns@mncfn.ca">fawns@mncfn.ca</a>
Niagara Birding Conservation and Tourism Collaborative	Marcie Jacklin	<a href="mailto:mjacklin19@gmail.com">mjacklin19@gmail.com</a>
Niagara Catholic District School Board	Clark Euale	<a href="mailto:Clark.Euale@ncdsb.com">Clark.Euale@ncdsb.com</a>
Niagara Chapter Native Women	Wendy Sturgeon	<a href="mailto:edncnw@gmail.com">edncnw@gmail.com</a>
Niagara Chapter Trout Unlimited	Dennis Edell	<a href="mailto:dennisnedell@gmail.com">dennisnedell@gmail.com</a>

Organization	Representative	Email
Niagara Connects	Mary Wiley	<a href="mailto:niagaraconnects@incommunities.ca">niagaraconnects@incommunities.ca</a>
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Niagara Region Metis Council	Derrick Pont	<a href="mailto:pontdj@hotmail.com">pontdj@hotmail.com</a>
Ontario Plant Restoration Alliance/ Canadian Wildlife Federation	Stefan Weber	<a href="mailto:s.d.weber.ont@gmail.com">s.d.weber.ont@gmail.com</a>
Ontario Power Generation	Kent Keeler	<a href="mailto:kent.keeler@opg.com">kent.keeler@opg.com</a>
Pelham Advocates for Trees and Habitats	Lois LaCroix	<a href="mailto:lcjl@cogeco.ca">lcjl@cogeco.ca</a>
Rankin Renewable Power Inc.	Jordan Beekhuis	<a href="mailto:jbeekhuis@rankinconstruction.ca">jbeekhuis@rankinconstruction.ca</a>
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St. Catharines Environmental Alliance	Randi Evans	<a href="mailto:seamails@gmail.com">seamails@gmail.com</a>
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Town of Pelham	Jason Marr	<a href="mailto:JMarr@pelham.ca">JMarr@pelham.ca</a>
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Township of West Lincoln	Stephanie Pouliot	<a href="mailto:spouliot@westlincoln.ca">spouliot@westlincoln.ca</a>



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### Glossary of Terms

- **Climate Change Action:** encompasses a range of strategies and measures aimed at addressing the challenges posed by climate change. This can be broadly classified into two main categories: mitigation and adaptation.
- **Mitigation:** refers to the efforts aimed at reducing or preventing the release of greenhouse gases into the atmosphere, to limit the extent and severity of climate change. This involves implementing a wide range of strategies and measures across various sectors to achieve significant and sustained reductions in greenhouse gas emissions.
- **Adaptation:** refers to the process of adjusting and adapting to the impacts of climate change, particularly those that cannot be avoided through mitigation efforts. This involves developing and implementing strategies and measures to reduce vulnerability of human and natural systems to the effects of climate change.
- **Sustainable Community:** a community that is designed, developed and operated in a way that meets the needs of the present generation without compromising the ability of future generations to meet their own needs.
- **Equitable Community:** a community where all individuals have fair and just access to the resources, opportunities, and services necessary for a healthy, fulfilling life, regardless of their race, ethnicity, socioeconomic status, or other defining characteristics.