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Date December 12, 2024 **Report No.** 2024-634

To Chair and Members
Environmental and Sustainability Policy Advisory Committee

From Gagan Batra
Manager, Business Support and Sustainability

1.0 Type of Report

Consent Item
Item For Consideration

2.0 Topic **2025 Schedule of Reports [Financial Impact: None]**

3.0 Recommendation

A. THAT Report 2024-634 “2025 Schedule of Reports” BE RECEIVED.

4.0 Background

This report outlines a proposed schedule of reports to be brought to ESPAC throughout 2025 for their feedback. As part of the mandate and composition review of ESPAC that occurred in 2024, members requested staff to present them with a roadmap of reports in December that staff plan to bring to the Committee for the 2025 year.

At the Appointments Committee meeting on November 22, 2022, City Council approved [Report 2022-601](#), titled “City Advisory Committee and Task Force Review” which included revising the mandate for ESPAC and the meeting

frequency. ESPAC used to meet every month, however, following the approval of Report 2022-601, ESPAC has standing meetings every two months or at the call of the Chair.

5.0 Analysis

Table 1 outlines a schedule and list of proposed reports that staff will bring to ESPAC. The list was developed based on reports staff regularly bring to ESPAC and projects that are currently being worked on.

Table 1: ESPAC Meeting Schedule and Proposed Reports

ESPAC Meeting	Proposed Reports
February	<ul style="list-style-type: none">GreenER Awards Promotional CampaignInvasive Species Management Plan
April	<ul style="list-style-type: none">2025 Climate Action Implementation PlanGreenER Awards Nomination ReviewESPAC Budget
June	
August	
October	
December	<ul style="list-style-type: none">2025 Climate Action Plan Annual Update

There are currently no planned reports for June, August, or October. Should members of ESPAC request an additional report from staff or wish to discuss a particular item, the Chair can work with the staff liaison to add items to the agenda throughout the year as long as it is within the mandate or members can bring forward a Notice of Motion. The updated mandate for ESPAC following the 2024 Committee review and as approved by City Council on October 29, 2024 is attached as Appendix A, titled ESPAC Updated Mandate 2024.

6.0 Financial Implications

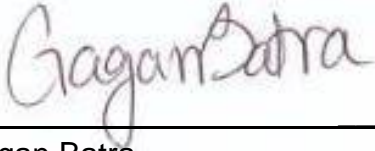
There are no financial implications resulting from this report.

7.0 Climate and Environmental Implications

There are no climate and environmental implications associated with this report.

8.0 Conclusion

This report provided a schedule of proposed reports to be brought to ESPAC throughout 2025.



Gagan Batra
Manager, Business Support and Sustainability

Prepared By:

Rebecca Szczepanowski, Climate Change Officer

Attachments (if applicable)

Appendix A – ESPAC Updated Mandate 2024

Copy to:

N/A

In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required yes no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk yes no

Is the necessary by-law or agreement being sent concurrently to Council? yes no