

MUNICIPALITY OF THE COUNTY OF ANNAPOLIS POLICY AND ADMINISTRATION MANUAL		125
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1. GENERAL

This policy is entitled “*Climate Change Action Plan Review Advisory Committee Policy.*”

2. AUTHORITY FOR POLICY

Sections 22, 23, 24, 25, and 26 *Municipal Government Act*, as amended

3. DEFINITIONS

Terms used in this policy shall have the same meanings as in the *Municipal Government Act*, or as their context applies according to a dictionary of the English language.

4. TERMS AND CONDITIONS

Persons appointed to this Committee shall normally be appointed for a two (2) year term beginning on November 1st immediately following each municipal election, and then two years thereafter.

Council may, through a recommendation from the Nominating Committee, appoint replacement members should a member resign or become no longer eligible for appointment during the term of their appointment.

No person may be appointed for more than two consecutive terms.

Except as otherwise determined by statute, bylaw or policy, every person shall be eligible to be appointed as a citizen member who meets the qualifications in *Policy 121 Citizen Appointments to Committees*.

Except to the extent that the chairperson is otherwise determined by statute, bylaw or policy, municipal council may appoint a person to serve as chairperson of the committee, upon recommendation of the Nominating Committee.

If municipal council does not appoint a chairperson, the committee shall elect a chairperson from one of its members.

Persons appointed to the Committee serve at the pleasure of Council.

5. QUORUM

A quorum for the committee shall consist of a majority of the members appointed to the committee by municipal council at the time of each meeting.

6. MEETINGS

The committee shall meet at such time and place as directed by the chairperson, or committee at a preceding meeting, by providing notice of all such meetings to all committee members at least five (5) business days in advance of the meeting. This five-day notice

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provision does not apply to re-scheduled meetings due to weather, lack of a quorum at a meeting, or another deemed emergency need for a meeting by the chairperson.

All approved meeting minutes, and records of the committee shall be open to the public except as expressly prohibited by law, or not yet approved by the committee.

7. MEMBERSHIP

Membership on the committee shall consist of three members of council as well as up to three members of the public.

8. PURPOSE AND ROLE

Climate Change Action Plan Review Committee shall carry out the following functions and no others unless specifically requested by municipal council to do so:

- (a) review, consider and make recommendations to Municipal Council through the Committee of the Whole regarding updates to the Annapolis County Climate Change Action Plan.

9. REPEAL

Policy 125 Climate Change Action Plan Review Committee, adopted by Municipal Council of the County of Annapolis on July 16, 2024, is hereby repealed.

Municipal Clerk’s Annotation for Official Policy Book
I certify that this policy was adopted by Municipal Council as indicated below:
Seven (7) Day Notice **January 14, 2025**
Council Approval **January 21, 2025**

Chris McNeill **January 21, 2025**
Chief Administrative Officer Date
At Annapolis Royal Nova Scotia