



DISTRICT OF SUMMERLAND
Minutes of the Climate Action Committee
Held at District of Summerland
Council Chambers
13211 Henry Avenue, Summerland, BC
On Thursday, December 11th, 2014 at 8:45 AM

Members Present:	Chairperson D. Hill J. Arendt L. Scott N. Hildebrand H. Sielmann G. Downton B. Harris
Staff Present:	M. Stam, Manager of Works
Councillors Present:	E. Carlson, E. Trainer
Members Absent:	J. Lusted

1. Call to Order

Chairperson D. Hill called the meeting to order at 8:50 a.m.. He introduced Councillor Erin Carlson, who will serve as the Council Representative on the CAC, and Councillor Erin Trainer, who is the alternate Council Representative.

2. Adoption of Minutes

Recommendation:

Moved, seconded,

THAT the CAC meeting minutes dated November 20th, 2014 be adopted.

Carried.

3. Adoption of Agenda

Recommendation:

Moved, seconded,

THAT the CAC meeting agenda be adopted with the following addition: H. Sielmann requested an additional item under Unfinished Business: Preparation and Distribution of the CAC Agenda.

Carried.

4. Delegations

None are scheduled.

5. Unfinished Business

5.1. Student Representative

The Chairperson discussed the Student Representative's continued absence with the Administration. It was decided to record him as absent for the remainder of this term.

5.2. Status of Reply Letters to 2014 Pilot-Project Submissions

Action: M. Staam has received draft letters from the Chairperson and will prepare the official response.

5.3. Updated Climate Action Tracker

The updated Action Tracker will be reviewed at each regular meeting.

5.4. Current Status of CAC Budget

The Chairman distributed a memo from the Director of Finance dated Nov 24, 2014 (attached) with the current budget attached. The project account balance is \$79,260 as of Dec 31, 2014. The 2015 Budget Process will commence in January and may not be complete until May 2015. Further discussion and a review of budget line items are required.

5.5 Pilot Projects

L. Scott presented documentation for the request, scoring and evaluation of Pilot Projects. All agreed that this was a very good draft. It was agreed to finalize the document and proceed with the 2nd round of pilot projects even though the 2015 budget has not yet been confirmed.

Action: CAC members can e-mail comments to Lisa until Dec 18. She will produce a final version by Dec 22 and initiate publication through schools and suitable public media.

5.6 Process for the Preparation and Distribution of the Agenda

Requests to include topics should be e-mailed to the Chairperson at least one week before the scheduled meeting.

6. New Business

6.1 Budget allocations incl. funding for Smart Tools, Pilot Projects and Community Projects

Action: D. Hill will follow up with the Director of Finance.

7. Items for next meeting

None discussed in addition to those recorded above.

8. Next meeting date

The next meeting is scheduled for January 22nd at 8:45 a.m..

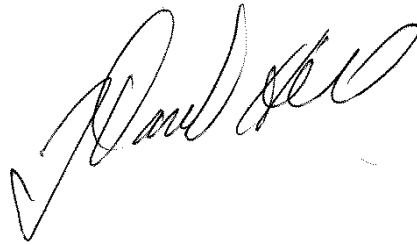
9. Adjournment

The meeting was adjourned at 10:15 a.m.

This is a correct record of the meeting:



Henry Sielmann, Recording Secretary
December 12th, 2014



Dave Hill, Chairperson
December 12th, 2014