



ENVIRONMENT AND CLIMATE CHANGE CANADA

TASK FORCE ON JUST TRANSITION FOR CANADIAN COAL POWER WORKERS AND COMMUNITIES TERMS OF REFERENCE

To address climate change, Canada and other countries have put forward commitments to reduce emissions of greenhouse gases. To meet these commitments, the global economy is beginning to make a shift -- from an emphasis on emissions-intensive industry, transportation, and fuels, to a focus on low-emissions industry, and an economy that delivers growth with reduced environmental impact.

One of the measures the Government of Canada is implementing to reduce pollution is the phasing out of coal-fired electricity generation by 2030. This accelerated phase-out of coal power has implications for workers and communities supported by this industry. It is therefore important that society ensure the costs and benefits of economic and environmental adjustments be shared across society.

“Just Transition” is an approach to economic and environmental policy that aims to minimize the impact on workers and communities of this relatively rapid transition to a low carbon economy, to identify and support economic opportunities for the future, and to involve affected workers and their communities in discussions that would affect their livelihoods. Here the focus is on workers and communities affected by the deliberate policy to accelerate the phase out of coal fired electricity, in the context of strengthened federal support for workers and communities across the economy.

Purpose: The Task Force on Just Transition for Canadian Coal Power Workers and Communities (the Task Force) is responsible for providing knowledge, options and recommendations to the Minister of the Environment and Climate Change on implementing a just transition for workers and communities directly impacted by the accelerated phase out of coal fired electricity in Canada.

Mandate: The Task Force mandate is to:

- a) Engage with relevant stakeholder groups, provinces, and municipal governments to receive information and suggestions on:
 - i. The scale and types of impacts the accelerated phase out of coal-fired electricity may have on directly affected workers and communities;
 - ii. opportunities to transition affected workers and communities toward new economic opportunities (for example, to the renewables sector);
 - iii. leveraging existing allocations of infrastructure funds, economic development funds, employment and training supports, and any other programs to enable workers and communities to succeed through the transition; and,
 - iv. gaps in policy and programs to support the transition.
- b) Provide a summary of what was heard from stakeholders, provinces, and municipal governments.
- c) Based on this engagement, provide options and recommendations to the Minister on what could be included in a just transition plan for coal power workers and communities to enable workers and communities affected by the phase out to identify economic opportunities for the future, capitalize on those opportunities, and minimize impacts as the transition is made.

- d) Provide options and recommendations to the Minister on how to structure a subsequent phase of consultation and analysis concerning just transition, specifically the skills, training and other planning necessary for Canada to prosper throughout the global transition to clean growth and a low-carbon economy.

Activities: The Task Force will:

- a) Meet with representatives from the list of stakeholder groups below, and others as identified, to receive their information and thought regarding the mandate:

Stakeholder	Details
Communities	Communities that directly support the coal power sector.
Labour	Local workforce with jobs centred on the coal power sector.
Industry	Companies in the coal power sector.
Clean Tech	Companies focused on innovation to reduce environmental impact from industry, and to develop other economic opportunities.
Finance	Investment organizations with views on the opportunities for the economy into the future.
Academics and NGOs	With research and insight on the mandate.

- b) Make site visits to a representative number of facilities and communities that will be affected by the accelerated phase-out of coal power in Canada.
- c) Prepare and deliver a written and verbal interim report for the Minister,
- d) Prepare and deliver a written and verbal final report for the Minister.

Membership: The Task Force consists of 9 members and two chairs. Members and the chairs will be appointed through a ministerial appointments process with representation from each of the following:

- a) A workforce development expert;
- b) A sustainable development expert;
- c) A past executive from a major Canadian electricity company or utility;
- d) A municipal representative, identified in collaboration with the Federation of Canadian Municipalities;
- e) A representative from the Canadian Labour Congress;
- f) A representative from a provincial Federation of Labour in an affected province;
- g) A representative from a union responsible for coal extraction;
- h) A representative from a union in coal power generating facilities; and
- i) A representative from a union in the skilled trades related to coal power

Membership will reflect the need for diversity and gender balance.

As vacancies arise, or as a need is identified, the Minister will appoint new members.

Timing: The Task Force will begin its work once appointed, and will deliver its final report to the Minister within 9 months.

Time Requirements: It is anticipated that participation in the Task Force will require approximately 15-25 days of work, including meetings with stakeholders, site visits, and a mix of face-to-face meetings and teleconference calls.

Members'

Responsibilities: As leaders within their constituency, members should endeavor to offer views on the topics of economic shift and Just Transition from the basis of their accrued experience, and from the perspective of their broader constituency.

Task Force members will refrain from using the Task Force forum to advance views that would provide specific and focused benefit to their employer, organization, community, or other specific interests.

Task Force members will, in the interest of continuity and in delivering the mandate, make every possible effort to attend all meetings and engage in the work of the Task Force.

For continuity purposes and to ensure that the Task Force is able to provide the necessary advice to fulfill its role, attendance will be limited to the members themselves. Members cannot identify designated alternates to attend meetings on his or her behalf.

Compensation: The Task Force members will be reimbursed for travel expenses incurred in the performance of duties at a level consistent with Government of Canada Treasury Board guidelines. Members may be eligible to receive an honorarium if they are not already receiving compensation while performing activities related to the task force.

Secretariat/Administrative Support:

Government of Canada officials will be provided for administrative support, and for drafting of written reports and presentations. The secretariat will make every reasonable effort to gather data and information that may support the Task Force in fulfilling its mandate.

Operating

Procedures:

For discussion within the Task Force, and with ECCC and other federal officials acting as secretariat, meetings will typically be remote (i.e. teleconference). There may, however, be good reason and opportunity for the Task Force to meet in person. As much notice as possible will be provided for proposed in-person meetings.

Differing viewpoints are encouraged, and will be respected.

Members are encouraged to collaborate amongst themselves outside of the scheduled meetings times in a manner they so choose.

Confidentiality: In dealings with the media, public forums, and in inter-personal conversation, members will show sensitivity and discretion in any statement made regarding the activities of the Task Force, and will refrain from disclosing any information shared with or by Task Force members.

Documents or information obtained while serving on the Task Force should be used only in the context of fulfilling the duties and mandate of the Task Force. Any documents or information obtained through a meeting of the Task Force will be kept strictly confidential by the member, unless prior approval to disclose is obtained in writing.

Members acknowledge receipt of, and agreement with, these terms of reference.