



# Minutes

## Sustainability Committee

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**Meeting Date:** August 14, 2019  
**Meeting Time:** 2:00 p.m. – 4:00 p.m.  
**Location:** Council Chambers  
**Prepared by:** Sarah Merrifield, Executive Assistant Committees of Council

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### A. Call to Order

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Co-Chairs Councillor Potter and Ken Mehi called the meeting to order at 2:01 p.m. with Committee members Deputy Mayor Bartnicki, Councillor Matrosovs, Pamela Spence, Sally Leppard, Rosemary Mesley, Julie Scarcella, and James Stinson present.

Town staff present was Director of Finance and IT Services/Treasurer Ruth Prince.

Regrets were sent by Chief Administrative Officer Shawn Everitt.

#### ▪ Approval of Agenda

Moved by: Ken Mehi

Seconded by: Julie Scarcella

THAT the Agenda of August 14, 2019 be approved as circulated, including any additions to the Agenda, Carried.

#### **Declaration of Pecuniary Interest and general nature thereof**

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2018-20, Sustainability Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

#### ▪ Previous Minutes (July 10, 2019)

Sally Leppard requested a notation to be included under Item D.3 City of Brantford Re: Request for Support regarding Single-Use Plastic Straws. Sally noted the Committee discussed indicating the Sustainability Committee is interested in the findings of the City of Brantford single-use plastics initiative. This note will be added to the July 10, 2019 minutes.

Moved by: Sally Leppard

Seconded by: James Stinson

THAT the Minutes of July 10, 2019 be approved as circulated, including any revisions to be made, Carried.

## **B. Staff Reports and Deputations**

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### **B.1 Deputations, if any**

None

### **B.2 Public Comment Period (each speaker is allotted three minutes)**

NOTE: In accordance with the Town Procedural By-law 2018-20 fifteen minutes is allotted at the Meeting to receive public comments regarding Sustainability Committee matters included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation or potential litigation matters.

#### **B.2.1 Betty Muise, 40 Napier Street West**

Betty Muise, 40 Napier Street West, thanked the Committee Co-Chairs and Committee members for their interest and commitment to sustainability in the Town. Ms. Muise noted a small group of citizens has assembled to focus on trees within the Town. Ms. Muise confirmed the group is focusing on tree preservation as it is an area of personal interest, it reflects many residents' view that trees are an effective way to combat climate change, and trees add an aesthetic value to a community. Ms. Muise advised a document will be provided in its final form to the Committee which outlines ongoing research being undertaken by the group. Ms. Muise requested that if there is an opportune time to present the group's research, Committee members can advise.

### **B.3 Staff Reports, if any**

#### **B.3.1 Sustainability Committee Meeting Dates and Times Options, FAF.19.156**

Moved by: Odette Bartnicki

Seconded by: Andrea Matrosovs

THAT the Sustainability Committee receive Staff Report FAF.19.156, entitled "Sustainability Committee Meeting Dates and Times Options";

AND THAT the Sustainability Committee defer its decision regarding the Sustainability Committee meeting schedule until the 2020 Council meeting schedule is finalized through the Procedural By-law review, Carried.

## **C. Matters for Discussion**

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### **C.1 Sustainability Committee Terms of Reference Update (verbal)**

Executive Assistant Committees of Council Sarah Merrifield advised the Sustainability Committee ("Committee") Terms of Reference will be provided to Council at the August 26, 2019 Committee of the Whole meeting. The group agreed that the Terms of Reference should state the meeting schedule will be finalized and added to the updated Terms of Reference once known.

**C.2 Update regarding July 10, 2019 Sustainability Committee direction regarding Single-Use Plastics – Chief Administrative Officer Shawn Everitt (verbal)**

Note: Included for the Committee's reference are motions **(a) to (d)** passed at the July 10, 2019 Sustainability Committee meeting:

**(a)** THAT Council receive Staff Report FAF.19.135, entitled "Sustainability Committee Resources" for information purposes;

AND THAT the Sustainability Committee request that Council consider additional funding to an upset limit of \$21,000 be established in 2019 and \$58,000 in 2020 to hire a 12 month contract Sustainability position reporting to the CAO and to provide resources to the Sustainability Committee;

AND THAT the Sustainability Committee request Council to use the \$34,000 from taxation Sustainability Plan funding in 2019 and replace that sum with \$34,000 from the extra gas tax funding received following approval of the 2019 budget;

AND THAT the Sustainability Committee request that staff develop a Request for an Additional Full Time Staff Position "Manager of Sustainability" for consideration in the proposed 2020 Budget, Carried.

**(b)** THAT the Sustainability Committee receive Staff Report FAF.19.101 entitled "Sustainable Path Funding Information" for information purposes.

AND THAT the Sustainability Committee recommend to Council this funding be used to develop an Integrated Community Sustainability Plan ("ICSP"), Carried.

**(c)** THAT the Sustainability Committee refer to staff Items 2 and 3 from the June 3, 2019 single-use plastics motion being:

- Phase out the sale of bottled water and the use of single-use plastic cups, straws and stir sticks at all Town-owned facilities and events by December 2019 in order to model good governmental practices;
- Develop a three-year plan to increase the number of water bottle re-filling stations on Town-owned properties, to be included in the 2020, 2021 and 2022 budget cycles;

AND THAT the Sustainability Committee include:

Items 4 and 5 from the June 3, 2019 single-use plastics motion being:

- Develop recognition/reward signage (i.e. "We've gone green for a Blue future" or similar) for business operators who model good environmental practices by not supplying single-use shopping bags, water bottles, straws and stir sticks;
- Investigate the development and costs of a Town of Blue Mountains reusable bag-for-life or fabric bag options with appropriate logo for possible purchase by retailers at cost, and to be used for various promotional events by the Town

in the direction for the Sustainability Committee to work with all stakeholders through a public consultation process, to develop a plan for inclusion in the 2020 Budget to reduce and/or eliminate single-use plastics effective July 1, 2020, Carried.

**(d)** THAT the Sustainability Committee recommends to Council that the second portion of the June 3, 2019 single-use plastics motion which “direct[s] staff to work with the Sustainability Committee and all stakeholders through a public consultation process, to develop a plan for inclusion in the 2020 Budget to reduce and/or eliminate single-use plastics effective July 1<sup>st</sup>, 2020” be included into the Integrated Community Sustainability Plan.

Deputy Mayor Bartnicki requested a recorded vote:

Bartnicki, Odette	Nay
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Abstained
Stinson, James	Yay
Mehi, Ken	Yay
Potter, Rob	Yay

The motion is **CARRIED**.

Chief Administrative Officer Shawn Everitt was unable to attend the August 14, 2019 Committee meeting to provide a verbal update. Sarah advised a staff report to the Committee will be forthcoming to the September 11, 2019 meeting which provides a status update on Motions a-d, as noted above. A report will also be supplied to Council following the status update report that will be provided to the Committee.

### **C.3 Resolution from July 15, 2019 Council meeting regarding Request from Council regarding Clarification on Four (4) Pillars of Sustainability**

Note: At the July 15, 2019 Council meeting, Council received the Sustainability Committee minutes of June 7, 2019. In the minutes is a discussion regarding the Four (4) Pillars of Sustainability.

Council passed the following resolution:

THAT Council of the Town of The Blue Mountains receives The Blue Mountains Sustainability Committee minutes dated June 7, 2019;

AND THAT Council requests that the Sustainability Committee provide information on the four (4) Pillars of Sustainability including the source and what is intended to be considered, Carried.

Moved by: Odette Bartnicki

Seconded by: Rosemary Mesley

THAT the Sustainability Committee directs Sally Leppard, Julie Scarcella, and James Stinson to develop a summary of the three (3) Pillars of Sustainability and their relation to the Terms of Reference and provide the same to the Committee Co-Chairs for review prior to distribution to Council and Town Advisory Committees, Carried.

**C.4 Resolution from July 15, 2019 Council meeting regarding Economic Development Advisory Committee Request for Inclusion of One (1) Member to the Sustainability Committee**

Note: at the June 10, 2019 Economic Development Advisory Committee (“Committee”) meeting, the Committee passed the following resolution:

THAT the Economic Development Advisory Committee requests Council to consider inclusion of an Economic Development Advisory Committee representative to the Sustainability Committee, Carried.

Following this, the below resolution was passed at the July 15, 2019 Council meeting:

THAT Council of the Town of The Blue Mountains receives The Blue Mountains Economic Development Advisory Committee minutes dated June 10, 2019;

AND THAT Council formally requests the Sustainability Committee to consider inclusion of an Economic Development Advisory Committee member to the Sustainability Committee, Carried.

\*The June 10, 2019 EDAC minutes have been included as reference.

Moved by: Ken Mehi

Seconded by: Pamela Spence

THAT the Sustainability Committee has determined there is adequate representation on the Sustainability Committee, and adequate opportunity for representation throughout the Committees, and does not require a representative from the Economic Development Advisory Committee at this time, and encourages information sharing amongst Committees;

AND THAT the Sustainability Committee provides this information to Council and the Advisory Committees of Council through circulation of the August 14, 2019 Sustainability Committee minutes once adopted, Carried.

**C.5 Consideration of Appointment of One (1) Sustainability Committee member to the Economic Development Advisory Committee**

Note: Included for the Committee’s reference is the Terms of Reference for the Economic Development Advisory Committee which outlines membership composition.

Moved by: Ken Mehi

Seconded by: Rosemary Mesley

THAT the Sustainability Committee recognizes Deputy Mayor Bartnicki, or an alternate as required, as the Sustainability Committee representative on the Economic Development Advisory Committee for the 2018-2022 Term of Council, Carried.

**C.6 Resolution from February 5, 2019 Special Meeting of Council regarding Development Charges Follow-up Report, FAF.19.021**

Note: at the February 5, 2019 Special Meeting of Council, the below resolution was passed:

THAT Council receive Staff Report FAF.19.021, entitled “Development Charges Follow-up Report”;

AND THAT Council direct staff to release the Development Charges Background Study and By-law to the Public on February 6, 2019;

And that Council direct staff to work with the Sustainability Committee of Council to bring back a policy for Council’s consideration dealing with non-statutory exemptions/credits for DC based sustainability initiatives such as:

- Improving or preserving the tree canopy in new developments,
- Attainable housing,
- Transportation,
- On site management of storm water, and
- Others as determined by the Sustainability Committee.

And that Council direct staff to work with the Sustainability Committee of Council to consult with the public on the above noted non-statutory exemptions/credits in conjunction with the public consultation of the DC Review, Carried.

\*FAF.19.021 is included for the Committee’s reference.

Director of Finance and IT Services/Treasurer Ruth Prince advised Finance staff will bring forward a report to the Committee in Fall or early Winter 2019 outlining the intent and direction from Council, and the Committee’s role with respect to a policy focused on non-statutory exemptions/credits for DC based sustainability initiatives.

Ruth confirmed there are certain charges a municipality can deem to provide credits for, at the discretion of Council. The Town must identify, through a policy, what the credits and exemptions are.

Deputy Mayor Bartnicki noted Bill 108, which has not yet been passed, speaks to Development Charges and a Community Benefit Charge, along with changes to mandatory and discretionary Development Charges. Deputy Mayor Bartnicki noted that staff could wait to deliver a report until such a time as Bill 108 is passed, and its impacts to Development Charges are known.

**C.7 Discussion of Merits, and Possible Scheduling, of a Work Planning Session, Sally Leppard**

Moved by: Pamela Spence

Seconded by: Rosemary Mesley

THAT the Sustainability Committee directs Ken Mehi, Julie Scarcella, and Sally Leppard to develop a framework and schedule for an Integrated Community Sustainability Plan (“ICSP”) Training and Process Workshop, Carried.

Moved by: Pamela Spence

Seconded by: Odette Bartnicki

THAT the Sustainability Committee requests staff to investigate whether the Town’s Procedural By-law 2018-20 allows for the Integrated Community Sustainability Plan (“ICSP”) Training and Process Workshop to be conducted in a Closed Session meeting of the Committee, with identified representatives from Town Advisory Committees and Town staff, Carried.

Pamela Spence left the meeting at 3:50 p.m.

**C.8 Sustainability Committee Background Information (verbal)**

Note: staff have compiled the requested documents noted below:

- Sustainable Path;
- Achieving a Sustainable Future: Draft Federal Sustainable Development Strategy for Canada, 2019-2022;
- Municipal Energy Plan, 2014;
- Climate Change Working Group Meeting Minutes, dated July 2, 2019.

Sarah confirmed the above-noted resources have been supplied to the Committee and encouraged that a request be made to staff if the Committee requires any further documentation.

**C.9 Tree Preservation By-law Update, Councillor Andrea Matrosovs (verbal)**

Note: Included for the Committee’s reference is the May 13, 2019 motion regarding the Tree Preservation By-law update.

Councillor Matrosovs confirmed she has met with Town staff regarding the “stop gap measures” that form the initial step in the Tree Preservation By-law update. Councillor Matrosovs confirmed she and staff will meet with Grey County and Conservation Authorities to add their input to the initiative. A staff report will be brought to the September 16, 2019 Committee of the Whole meeting to provide an update.

Regarding the long-term strategy that requires assistance from the Committee, Councillor Matrosovs noted a meeting was held with staff to identify what is being done already to catalogue, maintain, and enhance the tree canopy. Out of the meeting, the group decided to generate a listing of preferred tree species, with particular focus on trees that have a high salt tolerance, and therefore potential suitability as boulevard trees. The group will work on a policy for repopulation of trees and identify tree lifecycle costing.

Councillor Matrosovs advised tree inventory tracking will be undertaken to identify any gaps in the corridors through coordination with the Ministry of Natural Resources and Forestry and the Conservation Authorities. Councillor Matrosovs added a report will come from staff which will result in the public consultation component of the long-term strategy for tree canopy management and protection.

Moved by: Ken Mehi

Seconded by: Sally Leppard

THAT the Sustainability Committee creates a Tree Canopy sub-committee and appoints Councillor Matrosovs as Chair, including Rosemary Mesley and members of the public who will assist Councillor Matrosovs and Planning and Development Services in the development of long-term solutions and public consultation related to municipal tree preservation;

AND THAT the Sustainability Committee requests the sub-committee to hold meetings in open session, pending staff input, Carried.

#### **C.10 Discussion regarding Committee Contacts (verbal)**

The Committee was reminded to confirm their acceptance of sharing email and phone numbers amongst members.

#### **C.11 Town Policies & Legislation Acknowledgement (verbal)**

Sarah noted that digital copies of relevant Town policies and legislation were provided to Committee members. Policies and legislation included: POL.COR.07.07 Code of Conduct for Members of Council and Local Boards, POL.COR.17.04 Accessibility Standards for Customer Service, POL.COR.18.04 Protocol Policy for Complaints Related to Council Members and Local Boards, POL.COR.18.08 Workplace Violence and Harassment, POL.COR.18.10 Social Media Policy, Accessibility for Ontarians with Disabilities Act, 2005, Municipal Conflict of Interest Act, 1990, Municipal Freedom of Information and Protection of Privacy Act, 1990, and Municipal Act, 2001.

Sarah noted the Town Policies and Legislation compliment the Committee of Council Training session held July 16, 2019. Committee members signed acknowledgement of receipt of the aforementioned Town policies and legislation documents.

### **D. Correspondence**

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#### **D.1 Dan Carter, Chief Executive Officer, Canadian Hemp Farmers Alliance Re: Municipal Sustainable Development Goals Plan**

Moved by: Sally Leppard

Seconded by: Ken Mehi

THAT the Sustainability Committee receives Item D.1 Dan Carter, Chief Executive Officer, Canadian Hemp Farmers Alliance Re: Municipal Sustainable Development Goals Plan and directs staff to respond to Mr. Carter advising that this matter will be incorporated as part of the public consultation feedback as the Committee begins development of the Integrated Community Sustainability Plan, Carried.



**D.2 Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region Newsletter, July 2019**

Moved by: Andrea Matrosovs

Seconded by: Sally Leppard

THAT the Sustainability Committee receives Item D.2 Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region Newsletter, July 2019 for information purposes, Carried.

**E. New and Unfinished Business**

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**E.1 Additions to the Agenda**

Deputy Mayor Bartnicki noted she provided a “Save the Planet” event invitation to Committee members.

**E.2 Items Identified for Discussion at the Next Meeting**

**E.2.1 Grey County Update**

**E.2.2 Consideration to Request Town Departments to Provide Updates on Existing Sustainability Initiatives**

**E.2.3 Grey County Report – PDR-CW-37-19 Endorse the Partners for Climate Protection Program**

**F. Notice of Meeting Dates**

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September 11, 2019

Town Hall, Council Chambers

**G. Adjournment**

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Moved by: Rosemary Mesley

Seconded by: Sally Leppard

THAT the Sustainability Committee does now adjourn at 4:18 p.m. to meet again at the call of the Chair, Carried.