



# Minutes

## Sustainability Advisory Committee

---

**Meeting Date:** November 13, 2019  
**Meeting Time:** 2:00 p.m. – 4:00 p.m.  
**Location:** Council Chambers  
**Prepared by:** Sarah Merrifield, Executive Assistant Committees of Council

---

### A. Call to Order

---

Co-Chair Ken Mehi called the meeting to order at 2:03 p.m. with Committee members Councillor Matrosovs, Julie Scarcella, Rosemary Mesley, and Sally Leppard present.

Deputy Mayor Bartnicki joined the meeting at 2:34 p.m.

Town staff present were Chief Administrative Officer Shawn Everitt, Director of Planning and Development Services Nathan Westendorp at 3:04 p.m. and Planner II Denise Whaley at 3:20 p.m.

Regrets were sent from Committee Members Councillor Potter, Pamela Spence, and James Stinson.

Executive Assistant Committees of Council Sarah Merrifield noted that all votes are being recorded for the November 13, 2019 meeting.

#### ▪ Approval of Agenda

Moved by: Andrea Matrosovs                      Seconded by: Rosemary Mesley

THAT the Agenda of November 13, 2019 be approved as circulated, including any additions to the Agenda.

Recorded vote:

Bartnicki, Odette	Not in attendance
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **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 Advisory 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 (October 9, 2019)**

Moved by: Sally Leppard

Seconded by: Julie Scarcella

THAT the Minutes of October 9, 2019 be approved as circulated, including any revisions to be made.

Recorded vote:

Bartnicki, Odette	Not in attendance
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **CARRIED**.

**B. Staff Reports and Deputations**

---

**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 Advisory 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 Lucy Richmond, 102 Fraser Crescent**

Lucy Richmond noted the Sustainable Path document is well done and provides a vision to build on that is germinated in a partnership between Town residents and municipal staff. Ms. Richmond noted Council has recognized the Three Pillars of Sustainability and emphasized that all decisions of Council and of the municipality should be based on these Pillars. Ms. Richmond advised there are a number of engaged citizens who will assist the Committee in implementing the Sustainable Path’s urgent priorities.

### **B.2.2 Kim Harris-Gardner, 78 Lakeshore Drive**

Kim Harris-Gardner spoke regarding a TC Energy Letter written by the Town that has impacts on sustainability. Ms. Harris-Gardner noted the proposed energy project has environmental impacts and specifically impacts fish population, water quality, shore well and noise, forested areas, and dark skies. Ms. Harris-Gardner noted there could be high voltage energy transmission lines installed as part of the project as well.

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

None

## **C. Matters for Discussion**

---

### **C.1 ICSP Process and Training Workshop Details – Ken Mehi, Julie Scarcella, Sally Leppard**

The Committee was advised that the workshop agenda has been finalized and will be 2 to 2.5 hours in length, with content focusing on the purpose and development of an Integrated Community Sustainable Plan, and a review of the Town's Sustainable Path.

The Committee was reminded that the workshop will be held as a Special Meeting of Council. It was also determined that the proposed date, being the evening of December 5, 2019, would not work. The Committee agreed that the week of January 13, 2020 would be optimal for scheduling the workshop. Committee member Julie Scarcella agreed to provide contact details for the facilitators so that a Special Meeting of Council could be scheduled.

### **C.2 Single-Use Plastics Direction – Co-Chairs Councillor Potter and Ken Mehi, and Julie Scarcella**

Co-Chair Ken Mehi provided an overview that previous Committee recommendations regarding Single-Use Plastics were received for information by Council. Chief Administrative Officer Shawn Everitt noted staff is now pulling recommendations requiring review by Council into a Committee of Council Report. The Committee of Council Reports append the approved Committee minutes, and request Council consideration on various Committee initiatives. The Committee of Council Reports are sent to Committee of the Whole and any direction is formalized at the subsequent Council meeting. Co-Chair Ken Mehi recommended that the recommendation by the Committee with regards to the June 3, 2019 Single-Use Plastics motion be provided back to Council for reconsideration.

Moved by: Ken Mehi

Seconded by: Andrea Matrsovos

THAT the Sustainability Advisory Committee send back to Council the Committee recommendations regarding the June 3, 2019 Single-Use Plastics motion which were received for information at the September 30, 2019 Council meeting.

Recorded vote:

Bartnicki, Odette	Not in attendance
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **CARRIED**.

Deputy Mayor Bartnicki joined the meeting at 2:34 p.m.

**C.3 Sustainable Path as Resource Document – Co-Chairs Councillor Potter and Ken Mehi, and Julie Scarcella**

Moved by: Ken Mehi

Seconded by: Julie Scarcella

THAT the Sustainability Advisory Committee moves forward with a new Integrated Community Sustainable Plan (“ICSP”) and the current ICSP, being the 2010 Sustainable Path document, be utilized as a resource document as the process develops.

Recorded vote:

Bartnicki, Odette	Yay
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **CARRIED**.

Moved by: Odette Bartnicki

Seconded by: Sally Leppard

THAT the Sustainability Advisory Committee requests Council to direct staff to review the 2019 Sustainable Path and confirm items that have been actioned, items that have not been actioned, and matters that can be included in the updated Integrated Community Sustainable Plan.

Recorded vote:

Bartnicki, Odette	Yay
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **CARRIED**.

#### **C.4 Future Tasks and Directives from Council to Sustainability Advisory Committee – Co-Chairs Councillor Potter and Ken Mehi, and Julie Scarcella**

Moved by: Julie Scarcella

Seconded by: Rosemary Mesley

THAT the Sustainability Advisory Committee request Council's agreement that all additional directives, tasks, initiatives, and requests of the Sustainability Advisory Committee will be considered as part of the new Integrated Community Sustainable Plan ("ICSP") process, including related items from Council, staff, Sustainability Advisory Committee members, and the public, understanding these items will become part of the process of the new ICSP and will be considered and addressed at the appropriate time as the process evolves and priorities dictate;

AND THAT Council agrees if any items come to the attention of the Sustainability Advisory Committee of an urgent nature, such as funding opportunities, those matters shall be considered at the time they are known.

Recorded vote:

Bartnicki, Odette	Nay
Leppard, Sally	Nay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **CARRIED**.

Director of Planning and Development Services Nathan Westendorp joined the meeting at 3:04 p.m.

**C.5 Consideration of Sustainable Manager Position – Co-Chairs Councillor Potter and Ken Mehi, and Julie Scarcella**

Moved by: Ken Mehi

Seconded by: Odette Bartnicki

THAT the Sustainability Advisory Committee endorse the retention of a full-time, permanent Sustainability Manager to develop and implement the Integrated Community Sustainable Plan and focus on Corporate sustainability, pending Council's approval.

Recorded vote:

Bartnicki, Odette	Yay
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **CARRIED**.

**C.6 Renewable Energy Working Group Update – Rosemary Mesley, Julie Scarcella, James Stinson, Sally Leppard**

Moved by: Odette Bartnicki

Seconded by: Ken Mehi

THAT the Sustainability Advisory Committee endorses staff's continued review of the Town's Official Plan to address renewable energy applications;

AND THAT the Sustainability Advisory Committee requests staff to follow-up with the Committee for consideration of any Official Plan Amendment Framework, once available.

Recorded vote:

Bartnicki, Odette	Yay
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **CARRIED**.

Planner II Denise Whaley left the meeting at 3:38 p.m.

**C.7 Tree Preservation By-law Update, Councillor Andrea Matrosovs and Tree Canopy Sub-Committee Members (standing item)**

Councillor Matrosovs noted a report is being presented at the November 18, 2019 Committee of the Whole meeting which provides an update on the Tree Preservation By-law, and includes the stakeholder consultation that was conducted. Councillor Matrosovs further noted she has booked a sub-committee meeting for November 25, following which, community outreach will be conducted.

Deputy Mayor Bartnicki commented that flaws in the *Forestry Act* brought forward by residents of The Blue Mountains are being reviewed by Grey County staff.

Director of Planning and Development Services Nathan Westendorp commented the draft Tree Preservation By-law is a “stop gap” measure that will not deal with large-scale tree clearing but may be addressed in phase 2 of the Tree Preservation review.

**C.8 Sustainability Advisory Committee Action Items**

- **Lost Sustainability Committee Motions from October 9, 2019 Minutes**
- **2020 Meeting Schedule**
- **ICSP Process and Training Workshop, and Development of ICSP**
- **Tree Preservation By-law Update**
- **Renewable Energy Working Group**
- **Sub-Committee regarding Policy for Development Charges – Other Initiatives**
- **Policy for Development Charges – Attainable Housing**
- **12-month Contract Sustainability Position**
- **Sustainability Manager Position**
- **Ecological Offsetting Presentation**
- **Single-Use Plastics**
- **TBM as a “Blue Community”**

**D. Correspondence**

---

**D.1 Elizabeth Stec, City of Richmond Hill  
Re: Single-Use Plastics**

Moved by: Sally Leppard

Seconded by: Odette Bartnicki

THAT the Sustainability Advisory Committee receive Item D.1 Elizabeth Stec, City of Richmond Hill Re: Single-Use Plastics and refers the same to the Office of the Chief Administrative Officer for follow-up.

Recorded vote:

Bartnicki, Odette	Yay
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **CARRIED**.

## **E. New and Unfinished Business**

---

### **E.1 Additions to the Agenda**

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

## **F. Notice of Meeting Dates**

---

Executive Assistant Committees of Council Sarah Merrifield advised that some proposed changes have been made to the December Committee of Council schedule. Sarah will advise by email when the next Sustainability Advisory Committee meeting will be scheduled.

## **G. Adjournment**

---

Moved by: Odette Bartnicki

Seconded by: Ken Mehi

THAT the Sustainability Advisory Committee does now adjourn at 3:52 p.m. to meet again at the call of the Chair.

Recorded vote:

Bartnicki, Odette	Yay
Leppard, Sally	Yay
Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Not in attendance
Stinson, James	Not in attendance
Mehi, Ken	Yay
Potter, Rob	Not in attendance

The motion is **CARRIED**.