



Committee Report

Sustainability Advisory Committee Report

Meeting Date: February 12, 2020
Meeting Time: 2:00 p.m.
Location: Town Hall, Council Chambers
32 Mill Street, Thornbury, ON

Sustainability Advisory Committee Recommendations

NOTE: The following are recommendations from the Sustainability Advisory Committee to be considered for adoption by Council

- [Receive Minutes \(February 12, 2020\)](#)

Recommended (Move, second)

THAT Council of The Town of The Blue Mountains receives Sustainability Advisory Committee minutes dated February 12, 2020, as attached, for information purposes.

C.2 Sustainability Positions Sub-Committee Update

Recommended (Move, second)

THAT Council of The Town of The Blue Mountains acknowledges receipt of the February 12, 2020 Sustainability Advisory Committee motion relating a Request for Proposal for a "Community Comprehensive Situational Assessment", being:

THAT, following the Sustainability Advisory Committee's recommendation, at the September 30, 2019 Council meeting, Council of the Town of The Blue Mountains passed the following motion:

THAT with respect to Staff Report FAF.19.180 "Sustainability Initiatives Update", Council receive Staff Report FAF.19.135, entitled "Sustainability Committee Resources" for information purposes;

AND THAT Council approve additional funding to an upset limit of \$21,000 be established in 2019 and \$72,000 in 2020 to hire a 12 month contract Sustainability position reporting to the CAO and to provide resources to the Sustainability Committee;

AND THAT Council approves \$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 staff develop a Request for an Additional Full Time Staff Position “Manager of Sustainability” for consideration in the proposed 2020 Budget, CARRIED.

AND THAT the funds for a twelve-month contract position have been allocated;

NOW THEREFORE the Sustainability Advisory Committee recommends this contract Coordinator position instead become a Request for Proposal to retain the services of an external consultant for the purposes of conducting a “Community Comprehensive Situational Assessment” based on the three (3) Pillars of Sustainability as Phase 1 of the Integrated Community Sustainable Plan;

AND THAT the Sustainability Advisory Committee confirms the tasks the external consultant will conduct includes the development of workshops through the “Community Comprehensive Situational Assessment”;

AND THAT therefore the Sustainability Advisory Committee confirms no further action is to be taken at this time on the Sustainability Workshop that had been approved by the Committee;

AND THAT the Sustainability Advisory Committee creates a sub-committee consisting of Councillor Andrea Matrosovs, Pamela Spence, and Ken Mehi to assist in the development of a Scope of Work/Terms of Reference for a Request for Proposal, including feedback provided by Committee member Julie Scarcella, pending Council’s approval;

AND THAT the Sustainability Advisory Committee requests Council’s approval to develop a Request for Proposal to retain the services of an external consultant for the purposes of conducting a “Community Comprehensive Situational Assessment” based on the three (3) Pillars of Sustainability, as Phase 1 of the Integrated Community Sustainable Plan which will be funded by the same budget amount allocated in the September 30, 2019 motion, CARRIED.

AND THAT Council of the Town of The Blue Mountains approves the recommendation of the Sustainability Advisory Committee to develop a Request for Proposal to retain the services of an external consultant for the purposes of conducting a “Community Comprehensive Situational Assessment” based on the three (3) Pillars of Sustainability, as Phase 1 of the Integrated Community Sustainable Plan which will be funded by the same budget amount allocated in the September 30, 2019 motion.



Minutes

Sustainability Advisory Committee

Meeting Date: February 12, 2020
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-Chairs Deputy Mayor Potter and Ken Mehi called the meeting to order at 2:00 p.m. with Committee members Councillor Matrosovs, Pamela Spence, Julie Scarcella, and Rosemary Mesley present.

Town staff present were Chief Administrative Officer Shawn Everitt, Director of Planning and Development Services Nathan Westendorp, and Director of Operations Shawn Carey.

- **Traditional Territory Acknowledgement**
- **Committee Member Attendance**

Executive Assistant Committees of Council Sarah Merrifield confirmed all members were present.

- **Approval of Agenda**

Moved by: Pamela Spence

Seconded by: Andrea Matrosovs

THAT the Agenda of February 12, 2020 be approved as circulated, including any additions to the Agenda, being Item E.1.1. Co-Chair Discussion, 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 2019-56, Sustainability Advisory Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

Julie Scarcella declared a pecuniary interest, advising that she has been retained by StrategyCorp out of Toronto who reports to the Attainable Housing Corporation to work on the Foodland project on their Sustainability Funding Application.

▪ **Previous Minutes (January 8, 2020)**

Moved by: Ken Mehi

Seconded by: Rosemary Mesley

THAT the Minutes of January 8, 2020 be approved as circulated, including any revisions to be made, 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 2019-56 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.

None

B.3 Staff Reports, if any

None

C. Matters for Discussion

C.1 Sustainability Advisory Committee Composition Direction from Council

Executive Assistant Sarah Merrifield confirmed that Council considered Sustainability Advisory Composition at its February 10, 2020 meeting. The following direction resulted:

THAT Council receive Staff Report FAF.20.016, entitled “Composition of the Sustainability Advisory Committee”;

AND THAT Council approve the reduction of the number of members on the Sustainability Advisory Committee from 9 to 7 with composition being: 2 members of Council, 4 members of the public, and 1 non-Council member from the Economic Development Advisory Committee;

AND THAT Council approve the revised Terms of Reference included as Attachment 2 to this report, Carried.

Sarah further confirmed that the Economic Development Advisory Committee is aware that Council was considering the Sustainability Advisory Committee’s composition, and an appointment to the Sustainability Advisory Committee will be considered by the Economic Development Advisory Committee at its March meeting.

C.2 Sustainability Positions Sub-Committee Update

The following motion was presented by the sub-committee for the Committee's consideration:

Moved by: Andrea Matrosovs Seconded by: Pamela Spence

THAT, following the Sustainability Advisory Committee's recommendation, at the September 30, 2019 Council meeting, Council of the Town of The Blue Mountains passed the following motion:

THAT with respect to Staff Report FAF.19.180 "Sustainability Initiatives Update", Council receive Staff Report FAF.19.135, entitled "Sustainability Committee Resources" for information purposes;

AND THAT Council approve additional funding to an upset limit of \$21,000 be established in 2019 and \$72,000 in 2020 to hire a 12 month contract Sustainability position reporting to the CAO and to provide resources to the Sustainability Committee;

AND THAT Council approves \$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 staff develop a Request for an Additional Full Time Staff Position "Manager of Sustainability" for consideration in the proposed 2020 Budget, CARRIED.

AND THAT the funds for a twelve-month contract position have been allocated;

NOW THEREFORE the Sustainability Advisory Committee recommends this contract Coordinator position instead become a Request for Proposal to retain the services of an external consultant for the purposes of conducting a "Community Comprehensive Situational Assessment" based on the three (3) Pillars of Sustainability as Phase 1 of the Integrated Community Sustainable Plan;

AND THAT the Sustainability Advisory Committee confirms the tasks the external consultant will conduct includes the development of workshops through the "Community Comprehensive Situational Assessment";

AND THAT therefore the Sustainability Advisory Committee confirms no further action is to be taken at this time on the Sustainability Workshop that had been approved by the Committee;

AND THAT the Sustainability Advisory Committee creates a sub-committee consisting of Councillor Andrea Matrosovs, Pamela Spence, and Ken Mehi to assist in the development of a Scope of Work/Terms of Reference for a Request for Proposal, including feedback provided by Committee member Julie Scarcella, pending Council's approval;

AND THAT the Sustainability Advisory Committee requests Council's approval to develop a Request for Proposal to retain the services of an external consultant for the purposes of conducting a "Community Comprehensive Situational Assessment" based on the three (3) Pillars of Sustainability, as Phase 1 of the Integrated Community Sustainable Plan which will be funded by the same budget amount allocated in the September 30, 2019 motion

Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Yay
Mehi, Ken	Yay
Potter, Rob	Yay

The motion is Carried.

C.3 Single-Use Plastics Direction from Council

Deputy Mayor Potter advised the Committee that Council, at its February 10, 2020 meeting, approved the previous single-use plastics direction, being:

1. THAT, Council of the Town of The Blue Mountains approve the Sustainable Path Funding, as included in the 2019 Approved budget, to develop an Integrated Community Sustainability Plan ("ICSP")
2. THAT, Council of the Town of The Blue Mountains approve referring 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 The 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

3. THAT, Council of the Town of The Blue Mountains approve 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 1st, 2020” be included into the Integrated Community Sustainability Plan, Carried.

Deputy Mayor Potter further advised that during the proposed 2020 budget discussions, Council considered how the Committees of Council should be structured for efficiency. This matter will be discussed further in the future.

C.4 Tree Preservation By-law Update, Councillor Andrea Matrosovs and Tree Canopy Sub-Committee Members (standing item)

Councillor Matrosovs confirmed that Town staff are coordinating efforts with Grey County, Grey Sauble Conservation Authority, and the Niagara Escarpment Commission to hold a joint open house for the purposes of gaining community feedback regarding the Grey County and Town proposed and existing Tree Preservation By-laws. Director of Planning and Development Services Nathan Westendorp noted the goal is to explain to residents how the Tree Preservation By-laws currently function, and to advise on what is proposed in the draft By-laws. This will also support an open dialogue with the community. Nathan commented that the Grey Sauble Conservation Authority and Niagara Escarpment Commission will be present to provide information on permitting requirements as well. It is expected the open house will be scheduled for early-March 2020.

Councillor Matrosovs advised the Tree Canopy Sub-Committee is currently researching best practices amongst other Ontario municipalities by reviewing forest management plans. The sub-committee is also reviewing any grant and funding opportunities that may be available. Councillor Matrosovs emphasized that interested members of the public are welcome to join the Tree Canopy Sub-Committee, further noting the next meeting is scheduled for March 2, 2020 at Town Hall.

Director of Planning and Development Services Nathan Westendorp left the meeting at 3:00 p.m.

C.5 Renewable Energy Working Group Update

Rosemary Mesley advised the Renewable Energy Working Group is in the research phase of its mandate, and is meeting regularly with Planning and Development Services Staff. Rosemary noted the Working Group should have information soon for the Sustainability Advisory Committee’s consideration regarding renewable energy regulations.

C.6 Development Charges – Other Initiatives Sub-Committee Update

Julie Scarcella advised the Development Changes – Other Initiatives Sub-Committee is currently reviewing a report completed by the City of London related to Development Charge review. Julie noted the sub-committee is undertaking a three-phase approach to the review, with the sub-committee members reviewing two phases, and Town Finance staff reviewing one. Julie further noted an update on the review will be available in the coming weeks.

Co-Chair Ken Mehi questioned if the work of the sub-committee is tuned in to attainable housing matters, and noted it might be a conflict of interest for Committee member Julie Scarcella. Julie responded, stating the sub-committee has had modifications to the original sub-committee request. Chief Administrative Officer Shawn Everitt noted this is something that can be reflected upon, and confirmed Committee members are responsible for determining their potential conflicts and seek the advice of the Integrity Commissioner. Julie noted the report under review by the sub-committee is related to net-zero building which is not currently being applied to the Foodland project, but is instead intended to be more broadly applied for developers. Shawn noted one of staff's priorities in reviewing potential Development Charge policies is to create incentives for attainable housing for Council's consideration, and noted that the potential conflict should be considered.

C.7 Discussion regarding Watercourses and Waterfront – Pamela Spence (verbal)

Pamela Spence noted her concern, and the concern of the community, regarding the impact of high water on parks, the harbour, waterfront properties, and natural drainage courses. Co-Chair Ken Mehi advised this matter, and how to address it, can be reviewed through the Integrated Community Sustainable Plan document.

Chief Administrative Officer Shawn Everitt advised that the Town has undertaken meetings with Municipality of Meaford, the Ministry of Natural Resources and Forestry, the Department of Fisheries and Oceans, and Grey Sauble Conservation Authority in an effort to cast a regional scope on the issue and impact of high water. Shawn further noted the Town is actively monitoring the situation, particularly because the Town's Water Treatment Plant is on the waterfront property at Peel Street.

Director of Operations Shawn Carey confirmed the Town's Operations Department has had calls from the community regarding this matter, and confirmed the Operations Department is monitoring significant water channels to ensure they remain flowing freely. Shawn confirmed the agencies are working to put together an educational piece so residents affected can access information in a timely manner to protect their property. Deputy Mayor Potter referenced an app called windy.com which is used to confirm wind patterns that may be of interest to residents.

C.8 Sustainability Advisory Committee Action Items

- **Lost Sustainability Committee Motions from October 9, 2019 Minutes**
- **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**
- **Manager of Sustainability**
- **Community Comprehensive Situational Assessment, pending Council’s approval**
- **Single-Use Plastics Directives and Implementation**

Moved by: Ken Mehi

Seconded by: Pamela Spence

THAT the Sustainability Advisory Committee approve disbandment of the ICSP Workshop Sub-Committee and the Sustainability Manager Sub-Committee, with both Committees having completed their Mandates

Matrosovs, Andrea Yay

Mesley, Rosemary Yay

Scarcella, Julie Yay

Spence, Pamela Yay

Mehi, Ken Yay

Potter, Rob Yay

The motion is Carried.

D. Correspondence

D.1 Alex Maxwell, Resident

Re: Roads Winter Maintenance and Carbon Sequestration

Moved by: Rosemary Mesley

Seconded by: Andrea Matrosovs

THAT the Sustainability Advisory Committee receive Correspondence Item D.1 Alex Maxwell, Resident Re: Roads Winter Maintenance and Carbon Sequestration for information purposes and refers the same to the Agricultural Advisory Committee for information, Carried.

E. New and Unfinished Business

E.1 Additions to the Agenda

E.1.1 Co-Chair Discussion

Moved by: Ken Mehi

Seconded by: Rosemary Mesley

THAT the Sustainability Advisory Committee appoints Andrea Matrosovs as the Council Co-Chair of the Committee for a period of eighteen months, effective March 2020

Matrosovs, Andrea	Yay
Mesley, Rosemary	Yay
Scarcella, Julie	Yay
Spence, Pamela	Yay
Mehi, Ken	Yay
Potter, Rob	Yay

The motion is Carried.

E.2 Items Identified for Discussion at the Next Meeting

- **Review of Existing Sub-Committee Composition**
- **Progress by Town regarding Single-Use Plastics Directives**

F. Notice of Meeting Dates

March 11, 2020

Town Hall, Council Chambers

G. Adjournment

Moved by: Ken Mehi

Seconded by: Julie Scarcella

THAT the Sustainability Advisory Committee does now adjourn at 3:44 p.m. to meet again at the call of the Chair, Carried.