



## Energy & Environment Advisory Committee

### MINUTES

A meeting of the Energy & Environment Advisory Committee (E&E) was held on June 6, 2024 at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

**Committee Members Present:** Councillor Larry McCabe – Chair Presiding, Ken Clarke, Councillor Jo-Dee Burbach, Craig Merkley, Anita Jacobsen, Felicity Sutcliffe, Geoff Krauter, Vanni Azzano

**Staff Present:** Vicky Trotter – Council Committee Coordinator, Sadaf Ghalib – Manager of Climate Change Programs, Audrey Pascual – Deputy Clerk, Casey Riehl – Recording Secretary

**Also Present:** Sheila Clarke, Zach Kritzer

**Regrets:** Sharon Collingwood

#### 1. Call to Order

Councillor McCabe, Chair called the meeting to order at 4:00 p.m.

Reading of the Land Acknowledgment and a moment of silent reflection.

Reading of the Respectful Workplace Policy.

#### 2. Declaration of Pecuniary Interest

None declared.

#### 3. Update from Council Committee Coordinator – Vicky Trotter

Vicky Trotter, Council Committee Coordinator addressed the Committee and thanked members for all the work they do with the Energy & Environment Advisory Committee. Members continue to do great work and make a difference in the community and the City is appreciative for all they do.

Ms. Trotter informed members that moving forward, in her new role as the Council Committee Coordinator, twice per year she will be drafting a report to Council updating them on what all the Advisory Committees are working on. The City will also be doing spotlights on Advisory Committee's, which will be posted on social media and will be an opportunity to highlight what the Energy & Environment Advisory Committee is working on so the community knows all the great projects they are doing.

#### **4. Delegation – Sheila Clarke, Climate Momentum**

Sheila Clarke from Climate Momentum addressed the Committee to give an overview of the updated plans for the Community Climate Conversation events. The idea is to hold a series of meetings designed to provide background climate knowledge that will, in part, inform the City's Community Climate Action Plan. To engage the wider community in discussions regarding climate change and the provide and opportunity for development of care and community within concerns around climate change.

It is the hope that these events will be a partnership activity with the Energy & Environment Advisory Committee and the Climate Conversations Steering Committee. E&E member Felicity Sutcliffe is currently on the Steering Committee for organizing the events. There are other members representing the Library, Master Gardeners, SDSS Eco Club, Climate Momentum, Rotary and CBEAC.

Sadaf Ghalib, Climate Change Programs Manager for the City of Stratford will lead the first conversation, explaining where Stratford is now in terms of addressing Climate Change and what has been done so far. After this first initial conversation, they plan to expand on major categories that will provide climate change background. This first event is being proposed for September 2024 in the City Hall Auditorium with monthly meetings to follow. Refreshments will also be provided for those attending.

The Steering Committee is looking for assistance with social media publicity, technical support, refreshment budget and venues. They will require some minimal support with speakers and in-house gratuities. They are working on external support as much as possible. Current coverage extends to design of flyers and social media messages and printing costs.

Potential Topics:

- An overview of the City's current and future planned climate initiatives including the Community Climate Action Plan;
- Transportation – mainstream and active motion;
- Buildings and Lane use – retrofit and adaptation measures;

- Alternative energy options;
- Waste not, want not;
- Natural assets;
- Tourism – walking the talk of a green city;
- Industry and circular economy.

Geoff Krauter inquired if the plan for the conversations is to have items included in the CCAP. Sheila Clarke clarified that they would pass on any relevant information, however they would not have the right to mandate anything being included. Mr. Krauter also inquired if there were any plans to include a more diverse group on the Steering Committee, as everyone experiences climate change differently? Ms. Clarke stated that this has been discussed and she would like to work towards that valuable input and is exploring options.

Councillor McCabe requested if Vicky Trotter could clarify the interactions between the Steering Committee and E&E and how they could take place. Ms. Trotter explained that if they are entering into a partnership for the events, she would send a management report to Council including the assistance that has been requested, such as room rentals. Once Council approves the partnership and approving the additional financial obligations, then plans can move forward in organizing the events. If the partnership is approved, then room bookings and any staff involvement would be considered as in-kind.

If the partnership is approved, there will need to be discussion on how the partnership will proceed with the Steering Committee and the E&E Advisory Committee. Is it just funds and venues or how will E&E members participate in the partnership. Sheila Clarke noted that regular updates will be provided to E&E as well as ongoing discussions. Felicity Sutcliffe volunteered to provide the updates to E&E.

## **5. Adoption of Previous Minutes – May 2, 2024**

**Motion by** Anita Jacobsen

**Seconded by** Vanni Azzano

**THAT the minutes from the Energy & Environment Advisory Committee meeting dated May 2, 2024 be adopted as amended to include that it was an administrative decision that in the interim of the Chair of E&E being on leave for an unknown amount of time, Councillor McCabe will take over chairing the meetings. Carried**

## **6. Working Group Updates: Ecological, I.C.I. Waste Reduction and Carbon Reduction**

**Ecological:**

Craig Merkley provided the following updates from the Ecological Working Group:

- they have held three community weed pulls – May 10<sup>th</sup> on the north shore of Lake Victoria, May 24<sup>th</sup> in the Old Grove and June 4<sup>th</sup> also in the Old Grove with over forty volunteers coming out to help. Thank you to all the organizers. The weed pulls make a big difference and they plan to hold more in the future. The pulls were advertised on the radio and on Facebook;
- 200 more blue stems and native grass plugs have now been planted along the TJ Dolan boulevard. Felicity Sutcliffe has been doing additional plantings such as milkweed in areas that are touch and go as far as survival of the grasses. Whenever they are working down in this area, they always get great feedback from people walking by;
- they intend to plant a few more blue stems down on the crib wall by the Tom Patterson Theatre;

**I.C.I. Waste Reduction:**

No new updates at this time.

**Carbon Reduction:**

No new updates at this time.

**7. Climate Change Program Manager Update**

Sadaf Ghalib, Climate Change Program Manager provided the following updates:

- Work on the Community Climate Action Plan (CCAP) is progressing as planned and they recently concluded a series of workshops with key stakeholders as well as implementation partners, such as Festival Hydro, City staff, community organizations and business and industry representatives. These were information sessions as well as a way to gain public feedback on the plan and development to date. They received a number of comments, which is very helpful. The next steps will be to bring the CCAP to Council in August or September and in order to align with the Minister of Energy’s grant funding reporting timelines;
- The Engage Stratford webpage has recently been updated with all the CCAP supporting documents and more information will be added as it becomes available;

- As a municipality, Stratford is required to abide by Ontario Regulation 25/23 for annual energy consumption and greenhouse gas emission reporting. The City of Stratford is required to prepare and submit annual energy consumption reports to the province and create an energy and efficiency plan that needs to be updated every five years. Stratford has done this process since 2014. They are currently reporting energy usage and emissions for 2022 and 2023. The last day of submission is July 1, 2024. This plan is available to view on the City's website;
- The Corporate Energy Emissions Plan was endorsed last year by Council. Staff is now working on recommendations and implementing the plan in City facilities. Building audits are being conducting on City facilities. Some facilities have larger footprints, such as the Rotary Complex, Agriplex, City Hall, City Hall Annex and arenas. These will require deep retrofits to make them energy efficient. For other smaller buildings, staff is undertaking retrofits and building audits to bring the buildings into accordance with the guidelines;
- They are working on replacing end of life corporate fleets with energy efficient hybrid options, as well as electric options as they become available and feasible. They recently received their first electric van and for future replacements, they will consider hybrid and electric options wherever costs allow;
- The EV charging station project that is underway is made possible with funding and has been progressing as planned. There have been two Level 2 charging stations with four ports installed in the Albert Street parking lot. There have been three Level 2 charging stations with six ports installed in the Erie Street Kalbfleisch parking lot. Other installs are planned for the Lower/Upper Erie Street parking lot and York parking lot are anticipated to be completed by the end of this year and operational by 2025;
- Public Works has purchased new equipment that includes many battery-powered and electric ones.

## **8. Active Transportation Advisory Committee (ATAC) Update**

Vicky Trotter provided the following updates from the previous ATAC meeting:

- ATAC did not meet the previous month;
- the bike event planned for June 2<sup>nd</sup> was delayed due to the weather. It will be rescheduled for either Sunday June 16<sup>th</sup> or 23<sup>rd</sup>.

## **9. Business Arising from Previous Minutes**

### **9.1 Update on New TJ Dolan Sign (Kiosk at Entrance)**

Felicity Sutcliffe reported that all parties involved have signed off on the text to be included on the sign. They are currently working on the map to be included on the sign. Ms. Sutcliffe will secure quotes on the cost of the sign to see if it is feasible with the budget.

### **9.2 Turtle Crossing Signs**

Vicky Trotter reported that she has received a quote for the two turtle crossing signs, including two posts, which they have determined they may only require one post.

**Motion by** Councillor Burbach

**Seconded by** Craig Merkley

**That the Energy & Environment Advisory Committee spends up to a maximum of \$145.14 to purchase two turtle crossing signs for John Street at TJ Dolan. Carried**

Craig Merkley added that they received a call that there were turtle eggs near McCarthy Road and UTRCA went and retrieved the eggs and have them currently in an incubator.

## **10. New Business**

### **10.1 Invasive Species Management – Boot Cleaning Stations at the Entrance to T.J. Dolan**

Sadaf Ghalib has recently received a request from a citizen to install a boot cleaning station at the entrance to TJ Dolan. Their concern is that TJ Dolan is infested with invasive species and whoever visits TJ Dolan spreads them on their boots to their properties, gardens, and other areas of the City.

Anita Jacobsen noted that this was one of the recommendations in the Invasive Species Management Plan recently completed for Stratford. The recommendation in the plan is to install boot cleaning stations at all trail heads to TJ Dolan. Members discussed that ideally there would be boot cleaning stations located at all four of the entrances/exits of TJ Dolan, including double-sided signage that explains how to use and why you should use the boot cleaners.

Vicky Trotter will follow-up with the Cemetery Manager, Parks & Forestry Manager to discuss a source for the boot cleaners.

## **10.2 2024 E&E Budget Review & Update**

Vicky Trotter reviewed the remaining budget amounts in the E&E 2024 budget to date:

- Native grass plantings - \$650.00
- Community projects and initiatives (TJ Dolan Boardwalks) - \$5,000.00
- Shoreline & naturalization projects - \$1,600.00

E&E members discussed the following additional projects:

- TJ Dolan entrance sign
- Boot cleaning stations
- Community Climate Conversations

Vicky Trotter will reach out to the previous sign supplier to provide a quote for the TJ Dolan entrance sign for the next meeting. Felicity Sutcliffe will inquire about community partners to assist with funding and report at the next E&E meeting. Ken Clarke noted that the Stratford Field Naturalists could possibly apply for funding to help assist with the cost of the new sign.

Councillor Burbach inquired if the boot cleaning stations could be included in the shoreline and naturalization budget line as it is part of the Invasive Species Management Plan and located along the bank of the river.

Vanni Azzano and Craig Merkley will provide a quote from Stratford District Secondary School and specifications on the TJ Dolan board walks at the next meeting. The plan would be to build the boardwalks this fall.

**Motion by** Felicity Sutcliffe

**Seconded by** Councillor Burbach

**THAT the Energy & Environment Advisory Committee partner with the Climate Conversation Steering Committee to hold a series of "Community Climate Conversations" including in-kind support for venues and staff assistance based on availability;**

**AND THAT any additional financial support will be pending a final budget decision determined at the next E&E meeting. Carried**

**11. Upcoming Events**

None noted.

**12. Date of Next Meeting**

The next meeting of the Energy & Environment Advisory Committee will be held on Thursday, July 18, 2024, at 4:00 p.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road, W., Stratford ON

**13. Adjournment**

**Motion by** Ken Clarke

**Seconded by** Vanni Azzano

**THAT the June 6, 2024, Energy & Environment Advisory Committee meeting adjourn. Carried**

Meeting Start Time: 4:00 P.M.

Meeting End Time: 5:10 P.M.