

## Minutes

**Sustainable Peterborough Coordinating Committee**  
**Hiawatha First Nation – LEED Certified Fire and EMS building boardroom - Fire Station 4, 411 Hiawatha Line,**  
**Hiawatha First Nation K9J 0E6**  
**September 12, 2014 from 9 a.m. to 11 a.m.**

---

**Present:** Brigid Ayotte, Meredith Carter, Tom Cowie, Cheryl Lyon, Peter Hughes, Sheridan Graham, Larry Stinson, Melanie Kawalec, Trish O'Connor, Linda Slavin, Stephen Hill, Anca Pascalau, Katie Allen

**Regrets:** Ken Doherty, Jeannette Thompson, Jenny Olauson, Dawn Berry-Merriam, John Knight, Pat Kemp

**Guests:** Guy Hanchet, Cathy Bazinet

### 1. Call to order/Opening Remarks

Meeting was called to order by the Chair at 9:10 a.m.

### 2. Introductions

Roundtable introductions

### 3. Approval of Agenda

Moved by: Melanie Kawalec

Seconded by: Brigid Ayotte

**THAT the Agenda for the September 12th meeting be approved.**

MOTION CARRIED

### 4. Declaration of Pecuniary Interest

None declared.

### 5. Approval of the May 9th, 2014 Minutes

Moved by: Sheridan Graham

Seconded by: Meredith Carter

**THAT the minutes of the May 9th, 2014 meeting be approved.**

MOTION CARRIED

### 6. Presentations

Resilience Thinking: A Report from the 3<sup>rd</sup> International Science & Policy Conference, France – Cheryl Lyon – a copy of the presentation can be viewed [on our website](#).

For Our Grandchildren (4RG) – Guy Hanchet – a copy of the presentation can be seen [on our website](#).

**7. Membership Profile** – a tour of Hiawatha First Nation’s new LEED Certified Fire and EMS building took place after the meeting

## **8. Administration**

a) Website, 2014 Report Card and Sustainable Peterborough decal updates – Anca Pascalau

Work has begun on the new Sustainable Peterborough website. Anca is working closely on this project with the web developer, with Melanie and Sheridan providing feedback and guidance. The site map has been completed and the overall design mock-up was approved; the programming will begin shortly. The tentative launch will take place towards the end of the fall.

Last year’s December information submission deadline for sustainable accomplishments proved to be somewhat burdensome on our members. We learned that this deadline presented some challenges, as the end of each year is busy with year end wrap up work and staff holidays. It has also come to our attention that the majority of organizations may not have all their stats and information for the prior year available and/or compiled until the beginning of the new year. Therefore, in an attempt to make this process more comfortable and efficient for everyone involved, as well as capture a more complete set of information, Anca proposed that a new deadline for data submission be considered by the Executive Committee, February 1. The Executive Committee was in agreement with this new deadline.

The Sustainable Peterborough membership decal is now available. It is made from renewable materials, is 100% biodegradable and the background photo was provided by one of our members, Circle Organic, and features one of their organic vegetable fields. Anca presented the decal to Tom Cowie as a thank you for Hiawatha’s membership in and continued contribution to Sustainable Peterborough, and as a thank you for hosting the Sustainable Peterborough meeting today. Anca and Katie devised a strategy whereby Katie will meet with existing members to present them the decal but also take this opportunity to reintroduce Sustainable Peterborough to our membership, refresh contact information, issue Report Card data submission reminders, and collect current accomplishments for our database.

b) 2014 Purple Onion Festival – Anca Pascalau

Sustainable Peterborough is a proud supporter of the Purple Onion Festival. We are hosting a booth and purchased a pennant. The Festival is taking place on Sunday, September 21<sup>st</sup>, 11-4, in Millennium Park. In order to broaden coverage and illustrate Sustainable Peterborough’s spirit of collaboration, Anca invited members of the Coordinating Committee to help host the Sustainable Peterborough table as the Purple Onion Festival. Time slots anytime between 11am and 4 pm are available; Katie and Anca are taking care of set-up and tear down.

c) Partnership Recruitment – Katie Allen

A copy of Katie’s report can be read [on our website](#).

d) YTD Financial Statement and proposed 2015 budget – Anca Pascalau

The YTD financial statement and proposed 2015 draft budget was distributed to the committee via email prior to the meeting. Melanie spoke to the fact that the SP Chair and Peterborough Economic Development have developed a new service agreement valued at \$21,000/year, as SP staff are hired by

and employees of PED, but work solely for SP. The new agreement includes office space, access to meeting rooms, office supplies and services, access to HR, Office Manager, accountant and bookkeeper. The service agreement is retroactive to January 1, 2014. 2015 SP funding is confirmed to increase to \$70,000 (\$35,000 from each, City and County).

**Motion to accept the new SP-PED service agreement**

Moved by: Brigid Ayotte

Seconded by: Peter Hughes

**THAT the new SP-PED Service Agreement be approved**

MOTION CARRIED

**Motion to receive the 2015 draft budget proposal (with the final proposal to be presented at the November Coordinating Committee meeting)**

Moved by: Brigid Ayotte

Seconded by: Melanie Kawalec

**THAT the 2015 draft budget proposal be received**

MOTION CARRIED

Anca mentioned that due to the new service agreement value retroactive to January 1, 2014, the SP 2014 budget will be overspent and we will need to access funds from the SP unspent funds account, which currently houses \$57,142 unspent funds carried over from 2012 and 2013. As per Trish O'Connor's suggestion, the amount residing in the unspent funds account will now be added to every budget report.

e) Sustainable Peterborough Strategic Planning Session – Sheridan Graham

A strategic planning session is recommended for Sustainable Peterborough, in order to revisit our values, priorities, next course of action, clarify what our role is going forward. The intention is for it to be a facilitated half day or full day session that will take place early in the New Year. All members of the coordinating committee will be invited to attend; perhaps members of the working groups should also be included.

**Motion to approve the Strategic Planning Session idea as presented**

Moved by: Brigid Ayotte

Seconded by: Peter Hughes

**THAT the Strategic Planning Session as presented be approved**

MOTION CARRIED

f) Sustainability Coordinator contract renewal – Linda Slavin

Anca Pascalau's Sustainability Coordinator contract expires on Dec. 31, 2014. Linda asked for a motion to direct Ken to begin discussions with Anca and the GPA EDC for a contract extension.

**Motion to approve Anca's contract renewal**

Moved by: Cheryl Lyon

Seconded by: Tom Cowie

**THAT Anca's contract be renewed, pending discussions between Ken, Anca and Peterborough Economic Development**

MOTION CARRIED

## 9. Working Groups update

### Food and Farming – Melanie Kawalec

The Food and Farming Working Group in partnership with Jeff Leal's office is planning a public forum on the issue of neonicotinoids and whether there should be greater restrictions on the use of these chemicals. They plan that the Working Group, in partnership with Sustainable Peterborough, host a fact finding process by bringing together the stakeholders to plan a public forum for the Peterborough community. This would probably take place late fall, after the growing season. They are looking for good local discussions between stakeholders and good information to share with the broader community, all under the Sustainable Peterborough umbrella.

Motion to support this activity.

Moved by: Melanie Kawalec

Seconded by: Larry Stinson

**THAT Sustainable Peterborough become involved in planning a public forum on neonicotinoids**

MOTION CARRIED

Dawn Berry-Merriam and Melanie sit on the Community Food Map Working Group. As directed by the Community Food Network, a Working Group has been formed to create a digital mapping layer of food programs and services for the City & County of Peterborough as a new layer to the Community Service Map. The aim is to provide an interactive, community-based map, using fourinfo.com data along with other local data sources to present local food programs and services, namely: 1. Food security, 2. Food availability, 3. Access to local food, 4. Gardens, farms and urban agricultural, 5. Access to food preparation and meals, 6. Food nutrition, programs and education, and 7. Access to communal kitchens & processing.

### Energy – Sheridan Graham

The Energy Working Group Core Team met on August 13, 2014 to review the framework of the Provincial Municipal Energy Plan funding. A thorough review of the requirements of the MEP funding opportunity was completed. The Energy Working Group Core team recommend that at this time, we are not in a position to move forward with an application as a group to the provincial MEP funding, for the following reasons:

- 1) MEP has a major land-use planning component that as an overall group we are not in a position to move forward at this time. Land-use planning responsibilities lie with the individual township/municipality and we don't feel it is in the best interest of Sustainable Peterborough to advance this at this time.
- 2) The Climate Change Working Group has secured funding through the GPAEDC for a Climate Change Action Plan. We feel that there is already municipal energy consumption data available that

will assist this process and that as a whole Sustainable Peterborough should focus on the administration and advancement of the Climate Change Action Plan as the priority project.

3) The funding available is such that there is a matching funding requirement and that neither Sustainable Peterborough nor the Townships/County have available funds to allocate to the MEP at this time.

The foregoing doesn't remove the ability of any individual Township or the City to apply for their own MEP funding.

Climate Change – [Climate Change Action Plan Presentation](#) – Melanie Kawalec and Cathy Bazinet

Economic Development – Melanie Kawalec

The SPBI will be working with the Fleming College Project Management Course to support a Small and Medium Enterprise sustainability assessment project. Following on the good work of the Green Business Peterborough and their frontline sustainability audit, we will work with the Fleming students to create an on-site sustainability assessment tool for the students to take out to the businesses to implement.

Healthy Kids Community Challenge – Larry Stinson

The application for funding was successful; we are one of 30 communities to receive funding. We received \$1.4 million, over 4 years. We are now working on governance, creating a network that supports the project as well as a smaller Steering Committee and smaller task groups. This is a good example of a multi-scale project.

## **10. Roundtable Update**

- Tom Cowie – Hiawatha reps were invited to Huron Band Tribe in Michigan to learn about how they were adversely affected by the 2010 oil spill. A rupture in a 30-inch oil pipeline near Marshall, Michigan, released over 840,000 gallons of crude oil into Talmadge Creek, which flows into the Kalamazoo River. They discussed how and what was affected and how Hiawatha should prepare for the upcoming Enbridge line 9. Chippewa of the Thames filed an injunction to stop progress of the line because the constitution was not properly adhered to. Hiawatha has attended meetings with Enbridge to discuss the line. The NEB will be visiting Hiawatha to discuss the safety and integrity of the line, as it is proposed to cross 3 major fields of water. There is a huge safety concern. In the Kalamazoo leak situation it took 12 hours before they realized they had a leak.
- Cheryl Lyon – distributed [this handout](#)
- Stephen Hill – Trent commenced the Energy Performance Contract project to assess and refurbish buildings for energy efficiency
- Meredith Carter – ORCA has a new CAO, Dan Marinigh, came from MNR and has over 35 years of experience. On October 4<sup>th</sup> phase 3 of the tree planting project at PRHC took place, with the intent to establish natural areas and a wellness trail in the future. ORCA is about to launch the Peterborough Urban Shoreline Revitalization Project. The Source Water Protection Plan was submitted to the province.
- Trish O'Connor – The Kawartha Trades and Technology Centre is now open. It is Gold LEED certified. Fleming College launched its first Farmers' Market. Fleming College will have a booth at the Purple Onion Festival where they will be featuring a permaculture guide. Fleming will host World Water Day, a major event, in 2015. Fleming will introduce a new Green Citizen Learning module for students in an effort to support sustainability.

- Peter Hughes – The Cycling Summit is taking place on October 4<sup>th</sup> with a new Youth Summit component this year. GreenUP is holding the Sugar Rush fundraising bake sale, which will take place on Nov. 12 at The Venue, and will feature local chefs and local food.
- Larry Stinson – PCCHU is hosting a public health info night for all candidates on Sept. 25. PCCHU presented to City Council the idea of complete streets, a cost concern was expressed.
- Brigid Ayotte – The Township of Cavan Monaghan has commenced replacing streetlights with LED.
- Melanie Kawalec - The Township of Trent Lakes, as the lead organization, received \$175,400 OTF funding over three years to engage seniors and mobilize community stakeholders in a joint effort to make Peterborough an Age-Friendly Community, in accordance with the World Health Organization guidelines. Under the direction of the Peterborough Council on Aging, the funding will support hiring an Age Friendly Peterborough Coordinator to develop an Age-Friendly Plan for the City and County of Peterborough. Sarah Cullingham, previously of United in Peterborough, was hired as the Coordinator. The Ontario Power Authority has awarded several FIT contracts within the Greater Peterborough Area, among them is the Kinsmen Arena solar project, 3 contracts awarded in the Township of Selwin and 13 contracts to the PUC.
- Linda Slavin – A Climate Change Rally will take place during the Purple Onion Festival, 1:30-2:30.

#### **11. Other Business**

**12. Next Meeting** – November 14, 2014

#### **Motion to adjourn**

Moved by: Melanie Kawalec

*A tour of Hiawatha's new Fire and EMS Bronze LEED certified building took place after the meeting.*