

Minutes

**Sustainable Peterborough Coordinating Committee
GPA EDC – 210 Wolfe Street, Peterborough
May 9, 2014 from 9 a.m. to 11 a.m.**

Present: Ken Doherty, Jeannette Thompson, Tom Cowie, Peter Hughes, Sheridan Graham, Larry Stinson, Melanie Kawalec, Dawn Berry-Merriam, John Knight, Linda Slavin, Stephen Hill, Anca Pascalau, Katie Allen

Regrets: Cheryl Lyon, Jenny Olauson, Brigid Ayotte, Meredith Carter

Guests: Pat Kemp, Chris Kawalec

1. Call to order/Opening Remarks

Meeting was called to order by the Chair at 9:01 a.m.

2. Introductions

The Chair introduced Pat Kemp, the CAO for the Township of Havelock-Belmont-Methuen, as guest attendee. Roundtable introductions followed.

3. Ken made a motion to amend the agenda and move the Food and Farming Working Group update to the time slot before the presentations.

Approval of Agenda as amended

Moved by: Melanie Kawalec

Seconded by: Tom Cowie

THAT the Agenda for the May 9th meeting be approved.

MOTION CARRIED

4. Declaration of Pecuniary Interest

None declared.

5. Approval of the March 28th, 2014 Minutes

Moved by: Sheridan Graham

Seconded by: Jeannette Thompson

THAT the minutes of the March 28th, 2014 meeting be approved.

MOTION CARRIED

6. Working Groups update:

Food and Farming – Dawn Berry-Merriam

The report containing the grocery stores survey is completed; it is a great piece of research. It will be presented at to the Working Group at their next meeting and subsequently shared with the SP CC. The survey was conducted in collaboration with the Peterborough Social Planning Council, Farms at Work and Transition Town Peterborough. The Land Use Taskforce met and is finalizing the documents regarding how many acres of agricultural land was lost, how many acres we need to feed ourselves. The agricultural mapping pilot project is starting, with the initial meeting scheduled for next week.

7. Presentations

Age-Friendly Peterborough – Chris Kawalec - a copy of the presentation can be seen [on our website](#).

Sustainable Peterborough 2013 Report Card Presentation – Ken Doherty and Anca Pascalau – a copy of the presentation can be seen [on our website](#). Ken Doherty provided a brief update on the presentations to municipal councils. The response and support are growing; the presentation and the 2013 Report Card were very well received. Municipalities are all taking pride in their sustainable accomplishments and in being mentioned in the Report Card. One concern that was expressed had to do with SP potentially being a duplication of services. Ken reassured them that this is definitely not the case nor is it our intention; Sustainable Peterborough works in the spirit of collaboration. We are not an advocacy group, we play more the role of a broker, we share information, encourage collaboration, facilitate networking.

8. Administration

a) Update on grant applications – Melanie Kawalec

Trillium has some follow-up questions and requested a meeting to further discuss our application. FCM has no further questions; our application will be presented to the FCM council, they will communicate their decision by the end of June.

b) Grant launch and partner recognition event – Anca Pascalau

Last year the coordinating committee discussed hosting a SP celebration, a partner appreciation event. Sheridan Graham proposed the idea of hosting a grant launch and partnership appreciation event once we know we were successful in receiving the grants. The event will include a press conference and media presence. Anca would like to establish an event planning committee and invited committee members to let her know whether they are interested in participating.

c) Partnership Recruitment – Katie Allen

A copy of Katie's report can be read [on our website](#). Katie mentioned the Cash Mob event that SP will be co-hosting on June 4th, in collaboration with Community Foundation of Greater Peterborough, as part of their 7 Days of Green event. This Buy Local Cash Mob Pilot event is intended to celebrate and support a new local business that uses sustainable practices in their everyday operations. The Electric City Bread Company was selected as it met many of the established selection criteria. Ideally the Cash Mob will become a regular event, but that remains to be decided once we see how the pilot event runs and how successful it is.

d) Katie Allen's Partnership Developer contract renewal – Ken Doherty

Katie Allen's one year contract is expiring on June 16th, 2014. Ken asked for a motion that Katie Allen's contract be renewed for an additional year, to June 16th, 2015, at a 2% hourly rate increase.

Motion to extend Katie Allen's contract

Moved by: Tom Cowie

Seconded by: Linda Slavin

THAT Katie Allen's Partnership Developer contract be renewed for one year at a 2% hourly rate increase.

MOTION CARRIED

e) YTD Financial Statement – Anca Pascalau

A copy of the financial statement was provided to the Committee with the pre-meeting package sent via email.

Motion to receive the financial statement

Moved by: Stephen Hill

Seconded by: Linda Slavin

THAT the financial statement be received as presented

MOTION CARRIED

8. Working Groups update

Climate Change – Stephen Hill

The group is looking forward to hearing FCM and Trillium's decision on the grant applications.

Energy – Sheridan Graham

The townships of Otonabee South Monaghan, Douro Dummer and Selwyn are moving forward with the streetlight upgrades. Municipal Energy Plans – will use the County template as a template going forward, therefore the reports will be similar for City and County. A letter was received from the Office of the Minister, Ministry of Energy, encouraging municipalities to apply to the province's Municipal Energy Plan Program. The Energy team will discuss going forward whether to apply, as views differ on Municipal Energy Plans.

Municipal Cultural Mapping – Sheridan Graham

The County is attending a May 13th workshop hosted by the province and will be meeting on it after. Will share information via email.

Economic Development – Katie Allen

The group met April 28th – the Chair had invited a number of new members to the group so a lot of time was spent explaining the role of Sustainable Peterborough Co-ordinating Committee and this sub-committee. There seemed to be some confusion as to the reporting structure so Melanie, Katie and Brigid provided clarification. The group is currently reviewing and updating the Committee's terms of reference. The SPED group's next meeting is taking place on May 26th.

Healthy Kids Community Challenge – Larry Stinson

67 applications are currently being reviewed and 30 communities will be approved for funding. Because of the upcoming election the program may or may not continue. The newly formed steering

committee is meeting on May 20th to address governance and terms of reference. The Township of Cavan Monaghan sent correspondence expressing concern that they see this as a download.

9. Membership Profile

Peterborough County City Health Unit – Larry Stinson - a copy of the presentation can be seen [on our website](#) and the videos shown as part of the presentation can be viewed [here](#) and [here](#).

10. Roundtable Update

- Peter Hughes – GreenUP is a guest at the City of Peterborough’s Environment Day tomorrow. Ecology Park will open on May 18th with a plant sale and many fun and educational activities. Ecology Park will host a number of family focused events this summer centered around the theme “don’t keep kids inside”.
- Larry Stinson – The PCCHU is looking into the complete streets principle. They are presenting in June to Public Works encouraging the complete streets model.
- Jeannette Thompson – the Township of Selwyn is hosting tree planting and shoreline rehabilitation in collaboration with ORCA. The trees are sourced through Ecology Centre.
- Pat Kemp – thanked the Coordinating Committee for inviting her as a guest to this meeting, which was enjoyable and educational. She also reminded the group that the “Celebrate Havelock” festival is taking place tomorrow, there are \$7000 in prizes to be won.
- Sheridan Graham – the County is working on cycling routes mapping with Kawartha Tourism. The County of Peterborough was awarded funding from the Provincial Rural Economic Development Fund. This funding will enable the County to work on a rural economic identity project in tandem with tourism initiatives. The County approved the donation of a decommissioned ambulance to the Brock Street Mission.
- Tom Cowie – The 20th PowWow is taking place May 17-18. The Fire and EMS building grand opening is June 1st. The signage throughout Hiawatha has been changed to English and Ojibwe.
- Linda Slavin – Cheryl Lyon is in France at a Transition Town conference and is making a presentation on resilience. Transition Town is running the painted rain barrel contest in schools.
- Melanie Kawalec – Sustainable Peterborough, Peterborough Economic Development’s Business Advisory Centre, and Mentor Works are hosting a free morning workshop to educate owners and leaders of small to mid-sized businesses on how to leverage Canadian government grants and loans.
- John Knight – Peterborough Economic Development will reveal their strategic plan in August.
- Stephen Hill – US Climate Change Assessment Report came out last year, a good report. A workshop on sustainable investments will take place on May 21st, limited space, must register in advance, Stephen will email the details.
- Ken Doherty – City of Peterborough staff met with Hiawatha Chief and staff in an effort to work on improving collaboration. The Kinsmen solar roof project will hopefully be advancing this year, depends on election results.

11. Other Business

12. Next Meeting – July 11, 2014 or September 12, 2014, will advise via email

Motion to adjourn

Moved by: Jeannette Thompson

Seconded by: Stephen Hill

THAT the May 9th meeting be adjourned.

MOTION CARRIED