

Annex A Steering Committee and Community Committee Meeting Briefs



Meeting #1 Brief

MEETING: September 15, 2010

Meeting Purpose

- To provide an overview of the project: sustainability, project goals and workplan, and work completed to date
- To review the Sustainability Planning Framework
- To discuss the Steering Committee Terms of Reference
- To brainstorm ideas for the Community Engagement Plan
- To discuss the approach to current conditions research and baseline data collection
- To discuss the approach to the review of best practices in sustainability planning

Administrative

- Steering Committee meetings will take place on the dates in the attached list. The meeting will take place on Thursdays from 9am - 12pm in the boardroom of the GPAEDC office.
- All materials that require review by the SC members will be provided by the Monday prior to the meeting via email.
- Members of the SC agreed to go paperless; however several hard copies of the materials will be available at each meeting for those members that prefer a hard copy.
- Lura will be noting action items for each meeting and distributing them to SC members
 after the meeting, along with the slide deck. Each meeting brief will identify key
 agreements which SC members can take back to their host organizations and seek
 advice and feedback.
- In advance of the meetings, key questions/points of discussion for upcoming meetings will be sent out to SC members so that representatives can seek feedback from their organizations and bring that information to the meeting (where possible).
- A standing agenda item for each meeting will be any items that need to be discussed with the Management Team Committee
- Each SC member will provide Lura with information and reports from their sector/organization that will be beneficial in developing the current conditions report.









Key Agreements

- Steering Committee Terms of Reference
 - Dates and timing established.
 - Axel Tscherniak to replace Sue McGregor-Hunter as representative of Peterborough Green Up.
 - New Fleming College representative to be appointed to replace Helen Knibb.
 - Discussion on representation from the GPAEDC to be deferred to next meeting.

Community Engagement

- Community mapping will be undertaken based on the theme areas to identify where to start and who to engage.
- Additional audiences/focus areas identified include schools (volunteer hours, green teams), seniors (summit/council), water and energy utilities, conservation authorities, cottage and lake associations, Trent-Sever Waterway, businesses, and stakeholders already engaged in previous stages.
- o Individuals that are well respected in the community should be used to support the project (e.g. Tom Jackson, John Grant, Bob Palky, hockey players).
- Large corporations and the innovation cluster will be targeted to reach a large number of employees.
- The social media component will have to be developed and delivered in a very strategic way to ensure people use it and it is effective. The existing Sustainable Peterborough blog will be used.
- Community engagement activities will start in November, after the elections. Initial public events to attend include: Peterborough Market, Lakefield Market, Pete's and Lakers games.
- Since the Hiawatha and Curve Lake First Nations have expressed limited interest in participating, due diligence will be exercised to engage them through alternative approaches (e.g. letter from mayor, visit and discussions).
- Municipal staff engagement will start immediately (starting with the Community Committee). A presentation will be organized for senior staff in order to provide guidance to the new councils.

Communication

- SC members and municipal staff should be encouraged to include a link to information about the plan or ask for a commitment to sustainability in their email signatures.
- Branding for the project should not be developed at the beginning; it should develop with the project, potentially as part of the visioning process. A motto or tag line could be used to describe the project.









- It is important to have consistency in the communication materials, however not appear that a lot of money has been spent on design. The layout from Ken Doherty's presentation can be used for the look/feel of communication materials.
- Plain language at the global standard of grade 6 level will be used for all communication.
- A Community-Based Social Marketing (CBSM) tool of obtaining commitments will be incorporated as part of the communication, such as community pledges to the plan's vision.

Current Conditions Research

- The Current Conditions will provide the background in understanding the community, identifying what programs and policies exist, and will aid the development of actions and targets for implementation of the Sustainable Peterborough Plan.
- Information sharing is essential in developing complete Current Conditions. SC members are encouraged to share any reports or information with the project team that will ensure the most recent information from the respective sectors is included in the report.
- The Current Conditions will reflect the most recent publicly available statistics.
 However, if SC members have access to other statistics, please forward to the project team.

Best Practice Literature Review

- Literature reviews will be carried out over the course of the project to identify the best practices for different components along the way. The first best practice review will focus on process frameworks.
- A template will be used for reviewing cases to ensure consistency and completeness.
- The literature review will look beyond sustainability plans to a broader context since sustainability planning is so new. FCM's list of plans will be consulted.

Internship

- One full-time intern is being hired shortly and possibly another part-time intern will be hired later one
- The job posting will be provided to the SC for circulation to their networks.

Attachments for Review

- Meeting Slidedeck
- List if Steering Committee Meetings









Actions

Who	Completion Date	Task	
All members of the SC	Ongoing	Brainstorming ideas for the Community Engagement and provide list of events for Lura to consider attending	
All members of the SC	Ongoing	Think about additional audiences to engage	
Lura	Ongoing	Begin collection of materials for Current Conditions research	
Lura	September 29 th , 2010	Prepare internship job description and send to SC members	
All members of the SC	October 8 th , 2010	Circulate internship job posting to networks	
Lura + MTC	October 22 nd , 2010	Interview and select intern	
Lura	November 8 th , 2010	Draft Community Engagement Plan including social media strategy and initial community mapping	
Lura	November 8 th , 2010	Develop approach to conducting Current Conditions research	
Lura	November 8 th , 2010	Conduct best practices literature review on planning process frameworks	
Lura	November 8 th , 2010	Send out materials for 2 nd Steering Committee Meeting (which is taking place on November 11 th . 2010)	

Name	Organization
Andy Mitchell	Greater Peterborough Area Economic Development Corporation
Ken Doherty	City of Peterborough









Stephen Hill	Trent University
lain Mudd	County of Peterborough
Linda Slavin	Community Opportunity & Innovation Network (COIN)
Blane Harvey	Fleming College
Ruth Kuchinad	Community Representative
Axel Tscherniak	Peterborough Green-Up









Meeting #2 Brief

MEETING: November 11, 2010

Meeting Purpose

- To discuss the approach to reviewing best practices in sustainability planning
- To present Discussion Paper #I Best Practices Process Frameworks and Community Engagement
- To present and discuss the community engagement approach and concepts
- To discuss and confirm the process framework
- To discuss the approach to conducting research on the current conditions

Administrative

- James Knott was introduced as the intern for the project primary responsibility being community engagement and Social Media.
- Meeting briefs will be used as an administration tool and not be posted on the website. Briefs will be sent out after the meetings and again prior to the next meeting.
- Andy Mitchell has been replaced by Tom Sayer as the Interim President and CEO of the GPAEDC. Andy has been elected to Council in Smith-Ennismore-Lakefield and may still be a resource, but in a different capacity.

- Approach to Best Practice Review
 - Good long-list of cases to review future best practice review will focus on the more rural examples.
 - The 'lessons learned' section of the first Discussion Paper was useful and will be key elements for future Papers.
 - SC discussed the idea of hosting a webinar or other knowledge sharing session with other municipalities. However, SC would like to discuss further before committing to the idea.
- Discussion Paper #1 Best Practices in Process Frameworks and Community Engagement
 - o SC discussed the cases reviewed and noted favourable elements/lessons learned.
 - The team presented examples of other best practices and lessons learned to the SC based on previous work experience.









Planning Process

- It was agreed that the analysis of Current Conditions will occur before the Vision and Goals stage. The Current Conditions report will be a living document and continue to evolve over the course of the project.
- O SC discussed the idea of theme-based working groups; however the concept will require further thinking and discussion. Possible options that were discussed, could include:
 - Groups per pillar of sustainability
 - Groups per theme
 - Groups based on municipality
 - Groups based on local- or regional-scale issues
- It was agreed that the time frame for visioning would be a 'generation' (i.e. 25-35 years).
 The community's input for the vision will be brought to both the SC and CC for refinement and confirmation.
- Clarification around the change of FCM protocols (systems planning) was requested (Lura to follow-up with FCM).
- SC members agreed that engaging member municipalities (including staff from all levels) is important. SC discussed a number of potential approaches to encourage municipal engagement, including:
 - Bringing in 'champions' from other municipalities to speak (e.g. Paul Graham from The Blue Mountains).
 - Bring together municipal representatives (e.g. leader's forum).
 - Identify and provide recognition for existing efforts.
 - Staff training. To avoid making it "just another training process" the Lura Team will discuss with CAOs and senior management what the best approach(s) might be.
 - Engage early during the Current Conditions stage to highlight current efforts and build buy-in.
 - The Lura Team will draft an approach to engaging municipalities and staff.

Community Engagement

- Community engagement concepts were presented to the SC.
- Community-Based Social Marketing (CBSM) principles will be integrated throughout the process.
- The branding concept of 'glasses' will be used as an interactive tool to 'frame' the sustainability vision for the GPA. The 'glasses' provide the beginnings of a brand for the plan and a means of making sustainability recognizable within the community,
 - SC members offered a number of ideas around how the concept of 'glasses' can be used to interactively solicit community input and are asked to think about and forward any other ideas to the Lura Team.









- Social Media concepts were discussed with the SC.
- Ensure that engagement from all levels (including organizations, institutions, etc) is considered and promoted throughout the process
- Current Conditions Research
 - o The Approach to Current Conditions Research was discussed with the SC.
 - O A number of data sources were identified for review and it was decided that it was best to begin talking to these organizations to inform them of what is happening. A letter from 'Sustainable Peterborough', presenting a high level overview, will be sent to organizations identified in the community scan making reference to the entire GPA's involvement.
 - SC members shared additional information on organizations and initiatives in the GPA and are asked to forward any other information or reports.
 - County of Peterborough GIS Department will be able to assist with maps of the County.

Attachments for Review

- SC Meeting 2 PowerPoint presentation
- Draft Community Engagement Plan
- Draft Introduction Letter
- List of Documents Obtained/Required

Actions

Who	Completion Date	Task	
All members of the SC	Ongoing	Brainstorming ideas for community engagement and provide list of events for the Lura Team to consider attending	
All members of the SC	Ongoing	Think about additional audiences to engage	
All members of the SC	Ongoing	Send any documents, information, initiatives for Current Conditions research	
Lura	Ongoing	Collection and analysis of materials for Current Conditions research	
All members of the SC	Ongoing	Send any additional events for the Lura Team to consider attending	
Lura	November 25 th , 2010	Send draft Community Engagement Plan to SC members	
Lura	November 25 th , 2010	Send list of documents obtained and documents required for Current Conditions research	









Who	Completion Date	Task	
Lura	November 25 th , 2010	Draft "introduction to the project" letter and send to SC	
All members of the SC	December 3 rd , 2010	Send any additional organizations to engage not included in original list	
Lura	December 3rd 2010	Prepare long-list of organizations to engage	
Lura	December 3 rd , 2010	Finalize Process Framework and send to SC members	
Lura	December 13 th , 2010	Send out materials for 3 rd Steering Committee Meeting (which is taking place on December 16 th . 2010)	

Name	Organization
Tom Sayer	Greater Peterborough Area Economic Development Corporation
Ryan Tozer	Greater Peterborough Area Economic Development Corporation
Ken Doherty	City of Peterborough
Stephen Hill	Trent University
Iain Mudd	County of Peterborough
Linda Slavin	Community Opportunity & Innovation Network (COIN)
Blane Harvey	Fleming College
Ruth Kuchinad	Community Representative
Axel Tscherniak	Peterborough Green-Up









Meeting #3 Brief

MEETING: December 16, 2010

Meeting Purpose

- To discuss and confirm the community engagement plan
- To confirm the social media approach
- To confirm the phase 1 community engagement plan approach
- To confirm the municipal engagement approach
- To discuss introductory sessions and sustainability training for municipal councils and first nations
- To provide an interim update on current conditions research
- To conduct a SWOT analysis for the Greater Peterborough Area

Administrative

- Hiawatha First Nation will not have a Chief until the end of January
- The Sustainability Plan is on the agenda for Curve Lake First Nation
- It was discussed that the Steering Committee and Community Committee need to agree on a working definition of sustainability and that a common language needs to be established with the environment being an imperative
- Chantelle Held of the GPAEDC was introduced to the Steering Committee

- Community Engagement Plan
 - Some felt the wording of the plan should be more Township friendly, though the Townships are aware that they fall under the 'umbrella' of the County
 - Keeping 'Greater Peterborough Area' as a common language for the scope also accounts for the inclusion of the First Nations communities
- Phase 1 Community Engagement Plan
 - The questions being posed to people need to be prefaced, which will be accomplished through discussion, display materials, and complimentary information









- o The length of time for question three was discussed with the general consensus being that 40 years is too long of a timeframe
- It was decided that promotional items should not be 'overdone' and should be chosen so as to target a specific audience at specific events
- Opportunities may present themselves to work alongside Fleming and Trent students to organize events, conduct research, etc.

Social Media

- The social media platforms must be Lura-led initiatives
- We need to be up front with people and tell them that we are monitoring the content of the social media platforms, and how we are doing this
- The blog domain name (<u>www.sustainablepeterborough.ca</u>) will be registered and storage capacity will be added to the blog as needed
- Themes will be pulled from the input received and used in the development of the Plan as a complement to in-person engagement efforts
- Municipal Council Engagement
 - All were in agreement that the representatives on the Community
 Committee should serve as the vehicle for liaising with municipalities
 - An introductory meeting is critical for councils and it should explain who we are, what we are doing, how we are doing it, and what is the municipal role
 - Consulting team, with the help of Iain and Ken, will present at the County's February 2 Council meeting and the City's February 14 Committee of the Whole meeting
- Municipal Staff Engagement
 - It needs to be determined as to what staff want to hear
 - Staff should be involved in the visioning process
- A timeframe has been identified for senior staff from the City and County to meet

Actions

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Who	Completion Date	Task
All members of the SC	Ongoing	Inform Lura Team of events to consider attending
Lura	Ongoing	Collection and analysis of material for Current Conditions









Who	Completion Date	Task	
		research	
All members of the SC	December 24, 2010	Send any documents, information, initiatives for Current Conditions research	
Lura	December 24, 2010	Establish internal document site to store inventory of SC materials	
Lura	Week of December 24, 2010	Follow up with Stephen and Blane regarding opportunities for collaboration with students	
Lura	January 7, 2011	Revise the 3 engagement questions and send to SC members for review	
Lura	January 7, 2011	Prepare draft communication materials and send to SC members for review	
Lura	January 7, 2011	Prepare prioritized cost list of Sustainable Peterborough giveaways and send to SC members	
Lura	January 7, 2011	Prepare draft presentations for Councils/staff and send to SC members for review	
All members of the SC	January 14, 2011	Review and send Lura comments/confirmation on engagement questions, communication materials, and presentations	
All members of the SC	Week of January 14, 2011	Conference call with SC regarding feedback on communications and presentation material	
Lura	January 20, 2011	Introductory presentation at Clerks and Treasurers meeting. Begin to organize sessions with Municipalities (council presentations)	
Lura	February 2, 2011	Introductory presentation to County of Peterborough Council	
Lura	Following February 2, 2011	Contact all Municipalities to introduce the project	
Lura	February 4, 2011	Gap filling interviews with municipal staff for current conditions analysis	
Lura	February	Draft current conditions table and gap analysis	









Who	Completion Date	Task
	11, 2011	
Lura	February 14, 2011	Introductory presentation to City of Peterborough Committee of the Whole
Lura	February 14, 2011	Send out materials for 4 th SC meeting (which is taking place on February 17, 2011)

Name	Organization
Tom Sayer	Greater Peterborough Area Economic Development Corporation
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Ken Doherty	City of Peterborough
Stephen Hill	Trent University
Iain Mudd	County of Peterborough
Linda Slavin	Community Opportunity & Innovation Network (COIN)
Blane Harvey	Fleming College
Ruth Kuchinad	Community Representative
Axel Tscherniak	Peterborough Green-Up









Meeting #4 Brief

MEETING: February 17, 2011

Meeting Purpose

- To discuss community engagement progress and next steps
- To review and discuss current conditions findings
- To determine how to define sustainability

Administrative

- It was agreed to change the committee meeting format, wherein on the days that both the Steering and Community Committees meet, the Steering Committee will have a one hour Steering Committee meeting, followed by a joint meeting
- A funding announcement will be occurring on March 7, 2011 at the GPAEDC
- Peterborough Utilities should be invited to join the Community Committee

- Engagement Update
 - It was noted that the presentation being given to the community should be changed so as to show the ICSP as being a piece of the puzzle relative to other plans
 - o The AMO toolkit would be valuable for Councils and will be made available
 - Leading local industries with Sustainability Plans will be identified as a means of influencing City Council
 - Umbrella organizations in the GPA will be identified to begin making contact
 - Documents/promotional items will be sent to Chantelle Held for review and approval
 - First Nations communities need to be mentioned in the media release
- Current Conditions
 - Findings from the current conditions research were reviewed and









- suggestions/observations made
- o It was noted that awards and achievements should be acknowledged
- Current Conditions Report will completed and distributed in approximately two weeks
- Documents used to structure the report will be made available to the public
- Defining Sustainability
 - o The Brundtland definition will be used, and succinct 'values' specific to the GPA will be used to put it into context

Actions

Who	Completion Date	Task
Lura	Ongoing	Community engagement
Lura	Ongoing	Arrange new times for joint Steering and Community Committee meetings
Lura	Ongoing	Get commitment cards to members for distribution
Lura	March 4, 2011	Follow up with Asphodel-Norwood Reeve with information about water meters
All	March 4, 2011	Identify umbrella organizations to engage
SC members	March 4, 2011	Advise of awards, best practices in the GPA
Lura	March 10, 2011	Send SC Draft Current Conditions Report
SC members	March 10, 2011	Review and provide comments on communication materials (FAQ, media release)
All	April 14, 2011	Next meeting

Name	Organization
Tom Sayer	Greater Peterborough Area Economic Development Corporation
Chantelle Held	Greater Peterborough Area Economic Development Corporation









Ken Doherty	City of Peterborough
Stephen Hill	Trent University
lain Mudd	County of Peterborough
Linda Slavin	Community Opportunity & Innovation Network (COIN)
Ruth Kuchinad	Community Representative
Axel Tscherniak	Peterborough Green-Up









Meeting #5 Brief

MEETING: April 13, 2011

Meeting Purpose

- To discuss community engagement progress and next steps
- To receive comments on the Current Conditions report

Discussion Elements

- An update was provided on community engagement and next steps were discussed
 - It was determined that at least one community forum will be hosted in each municipality
 - Local newspapers will be advised of these events
 - The concept of having sustainability roundtables were presented to the committee and details discussed Incorporating an 'Outcomes' section in the working groups' deliverables was suggested
 - It was agreed that representation should consider aptitude, interest, municipal participation, and geographic inclusiveness

Actions

Who	Completion Date	Task
Lura	Ongoing	Community engagement
Lura	Ongoing	Arrange 'Community Cafes' in each partner community
All	June 1, 2011, 12:00 – 1:00 pm	Next meeting









Name	Organization
Tom Sayer	Greater Peterborough Area Economic Development Corporation
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Stephen Hill	Trent University
Iain Mudd	County of Peterborough
Linda Slavin	Community Opportunity & Innovation Network (COIN)
Ruth Kuchinad	Community Representative
Axel Tscherniak	Peterborough Green-Up









Meeting #6 Brief

MEETING: June 1, 2011

Meeting Purpose

• To deliver a project update

- A project progress update was provided
 - There was consensus that business representation is lacking at the Committee level
 - It was agreed that the Chamber of Commerce and/or the Downtown Business Improvement Association, and the Kawartha Manufacturers' Association should be approached to represent their constituents on the Steering Committee
 - An overview of the discussions with the Township CAOs was provided and the following items were agreed upon:
 - Project updates will be provided to the CAOs to then share with their Councils
 - A meeting would be set up with the Consulting Team and the City of Peterborough CAO and Mayor, and another with the County CAO and Warden
 - Councils will receive the next round of delegations in the fall to provide an update on what the public has been saying for the Vision and Goals, and next steps in the project
 - There was discussion of having one staff member per municipality trained in sustainability, who would then take the training back to their municipality to train other staff
 - The approach to communications for the remainder of the project was presented and discussed
 - Additional attention will be paid to target the Townships through a media blitz
 - The project website will be upgraded shortly









- The recent faith-based visioning session that took place on May 18 was discussed
 - It was noted that the attendees would be reached out to again to empower them in leading their faith groups in sustainability
- Melanie Kawalec provided an overview of her new role as Sustainability
 Manager with the City of Peterborough, noting:
 - Sustainability issues and budgeting are being discussed with division managers and facility supervisors
 - Green procurement policy for the Corporation is being discussed with purchasing
 - Biggest opportunities appear to be with energy generation and energy conservation
 - The City is interested in promoting LEED standards for new buildings moving forward (it waste noted that Trent did a report on the justification for LEED that could be of use to the City)
 - There is potential that the Townships could benefit and use the sustainability processes being pioneered by the City

Actions

Who	Completion Date	Task
Lura	Ongoing	Community engagement
Lura/Ken/Iain	June, 2011	Set up meetings with the City CAO and Mayor, and the County CAO and Warden
Lura	June, 2011	Connect with Chamber of Commerce and Manufacturers' Association regarding Committee membership
Lura	End of June	Provide updates for CAOs to share with Councils
All	August 10, 2011, 12:00 – 1:00 pm	Next meeting









Who	Completion Date	Task
Lura	Summer, 2011	Media blitz in rural communities
GPAEDC	Summer, 2011	Website Upgrades
Lura	September – October, 2011	Return to Councils for update

Name	Organization
Dan Taylor	Greater Peterborough Area Economic Development Corporation
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Stephen Hill	Trent University
Iain Mudd	County of Peterborough
Linda Slavin	Community Opportunity & Innovation Network (COIN)
Ruth Kuchinad	Community Representative
Axel Tscherniak	Peterborough Green-Up
Ken Doherty	City of Peterborough
Melanie Kawalec	City of Peterborough
Blane Harvey	Fleming College









Meeting #7 Brief

MEETING: August 10, 2011

Meeting Purpose

- To deliver a project update
- To review the approach for the completion of the Sustainability Plan

- A project progress update was provided
 - An overview of the approach to the Charrette was provided
 - For the evening with politicians, it was decided that community engagement findings (overall numbers, numbers per community, trends) would be shared and a discussion of what resonates and what is missing would be held
 - Current sustainability initiatives within the community should be highlighted, as well as examples from other communities
 - Discussion should address plan alignment and intermeshing of the Sustainability Plan
 - The difference between planning and financial commitment should be highlighted
 - Working Groups will follow the Charrette, building on the keystone actions identified during the Charrette
 - Steps following the completion of the Sustainability Plan to maintain longterm momentum were discussed, including the following items noted:
 - A well-positioned lead organization with an appetite for implementation is critical for success
 - There are challenges associated with an organization taking on the role of coordination in terms of bringing decision-makers together
 - Implementation and organizational design are being examined in the next several months as the next stages of the process









Actions

Who	Completion Date	Task
Lura	End of August, 2011	Book Charette location(s) and send invitations
Ken	August, 2011	Talk to the Mayor and City CAO regarding political attendance at the Charrette
All	Evening of September 21 and day of September 22, 2011	Sustainability Charrette
Lura	After the Charrette (October, 2011)	Working Group meetings to begin
Lura	October, 2011	Present community input and update Municipal and First Nations Councils
Lura	November, 2011	Next round of Community Cafes

Name	Organization
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Iain Mudd	County of Peterborough
Linda Slavin	Community Opportunity & Innovation Network (COIN)
Axel Tscherniak	Peterborough Green-Up
Ken Doherty	City of Peterborough
Melanie Kawalec	City of Peterborough
Blane Harvey	Fleming College









Meeting #8 Brief

MEETING: November 9, 2011

Meeting Purpose

- To provide a project update
- To discuss the Partnership Model
- To discuss implementation and governance
- To receive feedback on the revised Sustainable Peterborough Toolbox
- To receive feedback on the Sustainable Peterborough Table of Contents

- An update was provided on the cultural mini-charrette and recent meeting regarding partnership with GE Canada
- The Sustainable Peterborough Toolbox was overviewed and discussed
 - It was agreed that the toolsets would be organized into categories to make it as user friendly as possible
 - o There was agreement that web-based would be the best approach for the Toolkit
 - There was consensus that the Toolkit should be kept up to date by the coordinator with assistance of students through annual or semi-annual projects
- An overview was provided of the Partnership Model and discussion followed
 - There was general agreement to the tiered approach with some suggested changes (e.g. Member, Partner, Leader levels, levels of support and commitment)
- The proposed organizational structure for implementation was presented and discussed
 - It was noted that annual reporting to the Townships and First Nations would be important
- The draft table of contents for the Sustainable Peterborough Plan was reviewed to receive feedback
 - o It was suggested that the plan should be visually appealing and if printed, should be printed on environmentally friendly paper
 - o Additional comments should be submitted over the next week
- An exercise was conducted to vote on preferred alternative goal statements and to prioritize actions









Actions

Who	Completion Date	Task
All	Ongoing	Inform Lura of sustainability initiatives underway to be shared at next meeting
Lura	Beginning November 7 – 17, 2011	Second round of Community Cafes
Committee	November 18, 2011	Provide feedback on the Charrette results
Committee	November 18, 2011	Provide comments on annotated Table of Contents for the Plan
Don Grant	November	Touch base with each municipal and First Nation representative regarding making the partnership model work
All	December 14, 2011	Meeting at the Camp Kawartha Environment Centre (1 pm)

Name	Organization	
Stephen Hill	Trent University	
Ken Doherty	City of Peterborough	
Tom Cowie	Hiawatha First Nation	
Mike Hendren	Kawartha Heritage Conservancy	
Blane Harvey	Fleming College	
Dave Clifford	Douro-Dummer	
Ruth Kuchinad	Community Member	
Melanie Kawalec	City of Peterborough	
Iain Mudd	County of Peterborough	
Jeanmarie Heriba	Transition Town Peterborough	
Brian Grattan	Havelock-Belmont-Methuen	
Donna Churipuy	Peterborough County-City Health Unit	
Janice Lavalley	Smith-Ennismore-Lakefield	
Pat Kemp	Galway-Cavendish & Harvey	
Chantelle Held	Greater Peterborough Area Economic Development Corporation	









Meeting #10 Brief

MEETING: November 9, 2011

Meeting Purpose

- To deliver a project update
- To discuss the governance model for implementation

- Project Update
 - o A project update was provided
- Implementation Governance
 - An overview of the governance model was provided
 - It was generally agreed that it would be ideal to have a full-time Sustainable Peterborough coordinator and that the GPAEDC would be a logical housing place for the coordinator, however the coordinator would have to have a clear role and mandate
 - Responsibilities of the coordinator were determined to be: facilitating coordination
 of partners, seeking external funding opportunities, tracking and reporting, and
 working within GPAEDC in a promoting and marketing role
 - o Post February Steering Committee membership was discussed, key elements being:
 - Ex-officio members would consist of City, County, Townships (CAO or designate),
 GPAEDC Executive Director, First Nations
 - Citizen members would be appointed to terms through an on open expression of interest (EOI) process
 - Membership issues still to be determined include: representations of organizations currently on the Steering Committee and political representation
 - The organizational structure was overviewed and discussed
 - It was agreed that the organizational structure should be presented to the GPAEDC Board to obtain feedback
 - Funding options for implementation were discussed
 - It was agreed that Sustainable Peterborough should not be funded only by the City and County – partners should also be given the option to support
 - The Consulting Team will outline cost estimates for several different options for the implementation model









- Other Business
 - It was suggested that a presentation be given at the upcoming Ontario Environmental Network conference

Actions

Who	Completion Date	Task
Ken Doherty, Stephen Hill, Dan Taylor, Liz Nield	ASAP	Presentation to GPAEDC Board regarding proposed organizational model for implementation
All	December 14, 2011	Meeting at the Camp Kawartha Environment Centre (12 pm)

Name	Organization
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Stephen Hill	Trent University
Iain Mudd	County of Peterborough
Ken Doherty	City of Peterborough
Melanie Kawalec	City of Peterborough
Blane Harvey	Fleming College
Ruth Kuchinad	Community Member









Meeting #11 Brief

MEETING: December 14, 2011

Meeting Purpose

- To deliver a project update
- To discuss the timing of the draft plan and Council delegations
- To discuss the Coordinator position moving forward

- Project Update
 - A project update was provided
- Timing of draft plan and council delegations
 - o It was agreed that a draft of the plan would be provided to both Committees on January 9
 - o It was agreed that an extension should be requested from FCM, which has since been granted (final plan to now be ready April 26, 2012)
 - It was agreed that a target date for a presentation to City Council would be January 23, 2012, and February 1, 2012 for County Council
 - The presentation should include the vision, goals, action items, and cost of implementation
 - Councils can provide feedback to the Project Team
 - It was agreed that no final public forum be held for community consultations on the draft plan; rather the community be allowed to provide feedback online
- Coordinator position
 - Chantelle Held and Dan Taylor are working on a staffing and administration budget which will be tabled as an agenda item on January 1 I
 - The recommendation to City and County Councils will be for a full-time position
- Other Business
 - o It was suggested that the January II meeting be a joint meeting of the two committees, from 10:00 a.m. 3:00 p.m.
 - It was noted that FCM now considers GPA municipalities far along enough in the ICSP process to be eligible for GMF funding









Actions

Who	Completion Date	Task
Lura	January 9, 2012	Provide a draft copy of the plan for review
Chantelle and Dan	January 11, 2012	Prepare an administrative/staffing budget for the Coordinator role for discussion
All	January 11, 2012	Committee Meeting at the GPAEDC (10 am)
Lura/Ken	January 23, 2012	Tentative date for City Council delegation
Lura/lain	February 1, 2012	Tentative date for County Council delegation

Name	Organization
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Stephen Hill	Trent University
Iain Mudd	County of Peterborough
Ken Doherty	City of Peterborough
Melanie Kawalec	City of Peterborough
Blane Harvey	Fleming College
Linda Slavin	COIN
Axel Tscherniak	Green-Up
Dan Taylor	Greater Peterborough Area Economic Development Corporation









Meeting #1 Brief

MEETING: September 15, 2010

Meeting Purpose

- To discuss sustainability, ICSPs and their benefits
- To provide an overview of the project: project goals and process, and work completed to date
- To discuss the Community Committee Terms of Reference
- To brainstorm ideas for the Community Engagement Plan

Administrative

- Community Committee meetings will take place on the dates in the attached list. The meeting will take place on Thursdays from 1pm - 4pm in the boardroom of the GPAEDC office.
- All materials that require review by the CC members will be provided by the Monday prior to the meeting via email.
- Members of the CC agreed to go paperless; however several hard copies of the materials will be available at each meeting for those members that prefer a hard copy.
- Lura will be noting action items for each meeting and distributing them to CC members
 after the meeting, along with the slide deck. Each meeting brief will identify key
 agreements which CC members can take back to their host organizations and seek
 advice and feedback.
- In advance of the meetings, key questions/points of discussion for upcoming meetings will be sent out to CC members so that representatives can seek feedback from their organizations and bring that information to the meeting (where possible).
- Each CC member will provide Lura with information and reports from their sector/organization that will be beneficial in developing the current conditions report.

Key Points of Discussion

- Sustainability
 - A common language of and messaging about sustainability is needed that the community, municipal staff, and councils can understand and relate to. The plan is









- focused primarily on the environment so developing a more comprehensive definition and receiving endorsement by councils can broad the scope of the plan.
- Use effective messaging (e.g. use of the term 'strategic planning' where appropriate).
- The strengths of the community should be portrayed (e.g. what do you love about Peterborough?) and can help build momentum for the project.
- Municipal council terms should be linked in with the long-term objectives of the plan.
- Components of the plan should be linked to the municipal mandate (e.g. official plan components identified)
- The plan should have a broad reach to include the entire community, organizations, and government.

Community Engagement

- Challenge to community engagement is high seasonal population that could be addressed engagement over a longer period of time or through lake/cottage associations.
- Additional audiences/focus areas identified include industry (many businesses have sustainability plans and are interested in learning more), service clubs, agricultural sector, schools, Poverty Reduction Network, Prosperity Roundtable, and newcomers organizations.
- Suggestions for additional mechanisms to engage the community include phone/online surveys and through CC members' networks. CC members could assist with spreading messaging and seeking input from their networks (e.g. administer standard set of questions).
- o Social media could link into the university and college Facebook pages.
- Community engagement activities will start in November, after the elections. Initial public events to attend include: Peterborough Market, Lakefield Market, Pete's and Lakers games.

Communication

- Communication should show that the plan belongs to everyone, not just the GPAEDC. This could be shown in an FAQ document.
- o Municipal websites should have links to information about the plan.
- Logos of all the sponsors should be on the website.
- Media partners could be used to report on aspects of the plan, provide links on their websites. Potential media options could include the news before the news or local radio.
- Community Committee Terms of Reference
 - Dates and timing to be confirmed.









Attachments for Review

- Meeting Slidedeck
- List if Community Committee Meetings

Actions

Who	Completion Date	Task
All members of the CC	Ongoing	Brainstorming ideas for the Community Engagement and provide list of events for Lura to consider attending
All members of the CC	Ongoing	Think about additional audiences to engage
Lura	Ongoing	Begin collection of materials for Current Conditions research
Lura	September 20 th , 2010	Send the meeting presentation and materials to CC members not in attendance
Lura	September 20 th , 2010	Distribute Terms of Reference for Community Committee and Steering Committee
Lura	September 20 th , 2010	Distribute a description of roles and responsibilities
Lura	September 20 th , 2010	Distribute list of meeting dates
All members of the CC	October 15 th , 2010	Confirm availability to attend meetings
Lura	December 13 th , 2010	Send out materials for 2 nd Community Committee Meeting (which is taking place on December 16 th . 2010)

Name	Organization
Andrea Dicks	Community Foundation of Greater Peterborough
Ken Doherty	City of Peterborough









Blane Harvey	Fleming College
Mike Hendren	Kawartha Heritage Conservancy
Pat Kemp	Galway Cavendish & Harvey
Ruth Kuchinad	Community Representative
Janice Lavalley	Smith-Ennismore-Lakefield
Dianne Lister	Trent University
Linda Slavin	Community Opportunity & Innovation Network (COIN)
Ryan Tozer	Greater Peterborough Area Economic Development Corporation
Axel Tscherniak	Peterborough Green-Up
lain Mudd	County of Peterborough
Valerie Pryzbilla	Asphodel Norwood









Meeting #2 Brief

MEETING: December 16, 2010

Meeting Purpose

- To provide a progress update
- To discuss the approach to municipal engagement
- To provide an update on current conditions research and to brainstorm further documents and programs for review
- To conduct a SWOC analysis for the Greater Peterborough Area

Administrative

- Introductions were provided
- An overview of work completed to date was given

Key Points of Discussion

- Community Engagement
 - The community engagement components were presented to the CC and discussion followed
 - A suggestion was made that the 'glasses' commitment cards should be purchased locally
 - A common language in reference to the Greater Peterborough Area was discussed and will be used rather than just Peterborough
 - It was discussed that the questions could be tailored to each community by asking about the GPA and about the local community
 - There was a general consensus was that 40 years was too long of a timeframe for question three
 - A number of events for the consulting team to attend were mentioned, including:
 - The Trent-Severn Waterway and Trent University are hosting a Roundtable on January 20, 2011
 - March 22, 2011 is International Water Day
 - Peterborough Green-Up's Green Expo, Transition Town
 Peterborough's Wellness Expo, and the Peterborough Garden Show
 - Trent University's new recreational facility, that meets LEED standards,









was mentioned as a place that can be used to facilitate events

Municipal Engagement

- Timing for presentations to municipal councils were discussed and it was determined that the last quarter of 2011 would be best to present final plan recommendations in order to influence the 2012 budgeting process
- Initial presentations to County Council will be on February 2, 2011 and to City Council on February 14, 2011 with the intent to introduce the Plan and the community engagement process
- Following the presentation at County Council, presentations will be made to Township Councils
- Sustainability training will be provided to municipal staff to introduce them to the Sustainability Planning process and the approaches we are taking
- It was suggested that if the plan is structured properly and fits with Strategic Plans then there will be buy-in from all municipalities
- An end goal of this project is that all ten of the municipalities will have a Sustainability Plan adapted to fit their needs
- The idea of bringing people in that Lura has worked with before to discuss their experiences with the Sustainability Planning process was very well received

Current Conditions Review

- The current conditions research process was introduced and a progress update was presented.
- It was noted that Current Conditions data would useful for municipalities and that an internal file sharing system should be developed
- Starting in January 2011, the Kawartha Heritage Conservancy will be establishing a Natural Heritage Strategy over the course of 18 months that will be implemented as a Schedule into Official Plans. The Sustainability Planning committee has been invited to join either the Steering Committee or Scenario Planning Committee for this process.

SWOC Exercise

A SWOC exercise was conducted with the CC (notes attached)

Attachments for Review

- Meeting PowerPoint Presentation
- SWOC exercise summary notes (below)
- List of organizations
- List of engagement events









Actions

Who	Completion Date	Task
All members of the CC	Ongoing	Inform Lura Team of events to consider attending
All members of the CC	December 24 th , 2010	Send any documents, information, initiatives for Current Conditions research
Lura	December 24 th , 2010	Establish internal document site to store inventory of CC materials
Janice Lavalley	January 7 th , 2011	Confirm Lura on the agenda for Clerks and Treasurers meeting
Dianne Lister	January 7 th , 2011	Confirm Lura can attend Trent International Water Day event
Lura	January 7 th , 2011	Distribute list of organizations identified to engage in the plan
Lura	January 7 th , 2011	Distribute list of events Lura has identified to consider attending
Lura	January 20 th , 2011	Introductory presentation at Clerks and Treasurers meeting
Lura	February 14 th , 2011	Introductory presentation to City of Peterborough Committee of the Whole
Lura	February 16 th , 2011	Introductory presentation to County of Peterborough Council
Lura	February 14 th , 2011	Send out materials for 3 rd Community Committee Meeting (which is taking place on February 17 th , 2011)
All members of the CC	February 17th, 2011	Attend and participate in Community Committee meeting #3









Name	Organization
Andrea Dicks	Community Foundation of Greater Peterborough
Ken Doherty	City of Peterborough
Mike Hendren	Kawartha Heritage Conservancy
Tom Sayer	Greater Peterborough Area Economic Development Corporation
Ruth Kuchinad	Community Representative
Janice Lavalley	Smith-Ennismore-Lakefield
Dianne Lister	Trent University
Linda Slavin	Community Opportunity & Innovation Network (COIN)
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Axel Tscherniak	Peterborough Green-Up
lain Mudd	County of Peterborough
Stephen Hill	Trent University
Fred Irwin	Transition Town Peterborough
Yvette Hurley	Cavan-Monaghan
Parmik Chahal	Cavan-Monaghan
Donna Churipuy	PCCHU
Jonathan King	City of Peterborough
Shrishma Dave	City of Peterborough









SWOC Exercise Summary Notes

Strengths

- Location
- Access to fresh water
- Surrounding farmland
- Integration with environmental setting
- Culture of conservation
- Awareness and level of interest in sustainability
- Access to great skill sets green sector (Peterborough Greenup, Trent, Fleming)
- Prospect of being a balanced community (culturally, agriculturally, economically)
- Balanced size, population density, systems in place for protection, social inclusion initiatives, etc.
- Diverse base of entertainment, creative arts, creative sector
- Sense of place stand alone
- Heritage (strong sense of identity)
- Heritage sites
- Inelastic to impacts built form generally the same as 100 years ago
- Sustained the economic downturn
- Diversity of energy sources
- Base of alternative wellness providers
- Water

Weaknesses

- Resiliency food, energy
- Public transportation in the City and beyond
- Infrastructure
- Historical industrial footprint brownfields
- Youth migration
- Youth participation limited
- Education around sustainability
- Transboundary air pollution (significant health impact)
- Jurisdictional issue/governance problem City, County, senior levels of government









Opportunities

- New legislation (e.g. toxic reduction strategy, building code)
- City starting to think in terms of culture and local food community building
- Tax restructuring at the municipal level as an enabling tool for sustainability issue (e.g. user-fees for reduced consumption and less focus on property taxing)
- People retiring and moving to GPA here and are ready to give back to the community
- Post secondary institutions sustainability and creativity

Challenges

- People retiring here development with large footprints
- Growth pressures for large scale development here
- Tax restructure needed for the sustainability principles
- Job creation (green jobs)
- Aging infrastructure Trent-Severn Waterway
- Aging population health of the population
- Engaging people on these issues (large rural population)
- Youth being overlooked









Meeting #3 Brief

MEETING: February 17, 2011

Meeting Purpose

- To discuss community engagement progress and next steps
- To review and discuss current conditions findings
- To determine how to define sustainability

Administrative

- There will be a change to the committee meeting format, wherein on the days that both the Steering and Community Committees meet, the meeting will be a joint Steering Committee-Community Committee meeting
- A funding announcement will be occurring on March 7, 2011 at the GPAEDC

- Engagement Update
 - Committee members would like to receive commitment cards to be able to give out
- Current Conditions
 - Findings from the current conditions research were reviewed and suggestions/observations made
 - It was suggested to make recommendations on where integration among organizations can be made
 - Current Conditions Report will be completed and distributed in approximately two weeks
 - Documents used to structure the report will be made available to the public
- Defining Sustainability
 - The Brundtland definition will be used, and succinct 'values' specific to the GPA will be used to put it into context









Actions

Who	Completion Date	Task
Lura	Ongoing	Community engagement
Lura	Ongoing	Arrange new times for joint Steering and Community Committee meetings
Lura	Ongoing	Get commitment cards to members for distribution
Lura	March 10, 2011	Send CC members Draft Current Conditions Report
All	June 2, 2011	Current date for next meeting. June 2 is not a good date for Townships representatives. The meeting may be moved to April (SC meeting is April 14), however, the 'Zone 5 meeting' is on April 14.

Name	Organization
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Ken Doherty	City of Peterborough
Ruth Kuchinad	Community Representative
Iain Mudd	County of Peterborough
Axel Tscherniak	Peterborough Green-Up
Donna Churipuy	Peterborough County-City Health Unit
Richard Straka	City of Peterborough
Christine Wright	Otonabee-South Monaghan
Pat Kemp	Galway-Cavendish & Harvey
Mike Hendren	Kawartha Heritage Conservancy
Parmik Chahal	Cavan Monaghan
Janice Lavalley	Smith-Ennismore-Lakefield









Meeting #4 Brief

MEETING: April 13, 2011

Meeting Purpose

- To receive an overview of the City of Peterborough's draft Urban Forest Strategic Plan
- To discuss community engagement progress and next steps
- To receive comments on the Current Conditions report
- To discuss values and principles for sustainability in the Greater Peterborough Area

Administrative

- A presentation on the City of Peterborough's draft Urban Forest Strategic Plan
 was given by Peter Southall and Paul Hambidge; any comments from the
 committee on the draft plan are to be received by April 29, 2011
- Fleming College is working to have a Corporate Sustainability Plan prepared by the 2011-12 academic year
- It was agreed that Transition Town Peterborough should be invited to present to the Committee

- An update was provided on community engagement and next steps were discussed
 - Farmer's markets in various locations throughout the Greater Peterborough
 Area begin soon
 - It was noted that the MNR and OFAH headquarters would serve as good locations to distribute materials
- The concept of having sustainability roundtables were presented to the committee and details discussed
 - o There was consensus that forming roundtables is a good approach
 - o It was noted and agreed that the working groups/roundtables should be









geographically representative

- The committee provided feedback and comments on the Current Conditions Report
 - Change report format to 12 point Arial font
 - Ensure that 'Greater Peterborough Area' language is used consistently
 - o The social services side of the report is somewhat weaker
 - It was agreed that committee members would provide any additional or specific comments by April 29th
- The structure and organization of the sustainability plan was explained and discussed
- An exercise was carried out with the committee to determine principles for sustainability in the Greater Peterborough Area
 - Principles discussed: Inclusive; Transparent; Reducing inequities in anything that can be done; Regional (GPA); Long-term thinking; Leadership; Engagement; Innovation; Creativity; Commitment; Walking the walk; Economically/financially sustainable; Simple, understandable, and doable; Affordable/viable; Lead by example; Accountability; Collaboration and partnerships; Fun; Respect; Democratic and participatory; Resilient; Alignment
 - It was agreed that an online survey will be used as a tool to vote on, and prioritize the principles. It was agreed that the survey will be sent directly to committee members, who can then send to Council members, management, etc. at their discretion.

Actions

Who	Completion Date	Task
Lura	Ongoing	Community engagement
Lura	Ongoing	Arrange 'Community Cafes' in each partner community
СС	Ongoing	Advise of any events to attend
СС	Ongoing	If desired, contact James for presentation framework to deliver to groups and organizations
СС	April 29, 2011	Send comments on Current Conditions report to James
All	June 1, 2011, 1:00 - 4:00 pm	Next meeting









Name	Organization
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Ken Doherty	City of Peterborough
Ruth Kuchinad	Community Representative
lain Mudd	County of Peterborough
Axel Tscherniak	Peterborough Green-Up
Donna Churipuy	Peterborough County-City Health Unit
Richard Straka	City of Peterborough
Richard Morgan	Trent University
Jody Holmes	Curve Lake First Nation
Brian Grattan	Havelock-Belmont-Methuen
Linda Slavin	Community Opportunity and Innovation Network
Dave Clifford	Douro-Dummer
Stephen Hill	Trent University
Tom Sayer	Greater Peterborough Area Economic Development Corporation
Shannon Hunter	North Kawartha
Mike Hendren	Kawartha Heritage Conservancy
Parmik Chahal	Cavan Monaghan
Janice Lavalley	Smith-Ennismore-Lakefield









Meeting #5 Brief

MEETING: June 1, 2011

Meeting Purpose

- To review the process framework moving forward
- To discuss sustainability principles for the Greater Peterborough Area
- To review the Vision and Goals analysis results to date
- To provide an overview of next steps for community engagement
- To discuss the sustainability working groups
- To discuss keystone projects within the sustainability theme areas
- To overview best practice webinars

- An overview of the process framework moving forward was provided and the following points were discussed and agreed upon:
 - Each of the words within the framework will have a clear definition attached to them
 - Evaluation will be built into the process
- Sustainability principles for the Greater Peterborough Area were reviewed based on the survey conducted
- The analysis of the public input received to date for the community visioning process was presented and discussed
 - A number of suggestions were made regarding the theme areas that emerged from the data (e.g., splitting transit improvements into local and regional)
 - It was noted that data should be aggregated and demonstrated qualitatively
 - It was suggested that the data analysis should capture the importance of what people are saying in a more qualitative manner
- Next steps for community engagement were discussed, and it was advised to get into the schools in the Townships as soon as possible
 - o Committee members offered to establish connections with people they









know in schools

- Details on the working groups were presented and discussed
 - It was generally agreed that there should be additional working groups representing economic (tying into previous Prosperity Roundtable efforts) and agriculture/local food
 - Additional members for working groups were proposed by Committee members
 - A concern was raised of getting people to commit to six meetings and it was suggested to only plan for four meetings
 - It was agreed that working groups would be established and initial meetings facilitated by the Consulting Team, after which the working groups would operate on their own, led by a chair
 - It was noted that the City could likely be able to commit staff resources to assist with meetings (e.g. secretariat services)
 - There was agreement that once established and populated, an inquiry of interest should be extended to politicians
 - Examples of the type of keystone projects within the six sustainability theme areas were presented and discussed
- An overview of the best practice webinars was provided
 - It was noted that 'plan alignment' may be a good topic, with energy also being noted as a good topic to begin with
 - A list of topics will be circulated to committee members for comment

Actions

Who	Completion Date	Task
Lura	Ongoing	Community engagement
СС	Ongoing	Advise of any events to attend, and volunteer to attend events if possible
Lura	Ongoing	Refine analysis of vision and goals to include specifics where necessary, and an aggregation of value and vision areas
СС	June 10, 2011	Sign up to support outreach activities at Spaces and Places events
СС	June 10, 2011	Send contact information for school contacts









Who	Completion Date	Task
СС	June 10, 2011	Review and propose members for the sustainability working groups
Lura	June 23, 2011	Send list of webinar topics and proposed date for the first webinar
Lura	Mid June, 2011	Send invitations to proposed working group members
Lura	Mid July, 2011	The introductory meetings for the working groups will be held
All	August10, 2011, 1:00 – 4:00 pm	Next meeting

Name	Organization
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Ken Doherty	City of Peterborough
Ruth Kuchinad	Community Representative
Iain Mudd	County of Peterborough
Axel Tscherniak	Peterborough Green-Up
Donna Churipuy	Peterborough County-City Health Unit
Richard Straka	City of Peterborough
Andrea Dicks	Community Foundation of Greater Peterborough
Blane Harvey	Fleming College
Liana Urquhart	Peterborough Utilities Group
Linda Slavin	Community Opportunity and Innovation Network
Dave Clifford	Douro-Dummer
Stephen Hill	Trent University
Dan Taylor	Greater Peterborough Area Economic Development Corporation









Shannon Hunter	North Kawartha
Melanie Kawalec	City of Peterborough
Parmik Chahal	Cavan Monaghan
Jeanmarie Heriba	Transition Town Peterborough









Meeting #6 Brief

MEETING: August 10, 2011

Meeting Purpose

- To provide a project update
- To review the Vision and Goals analysis results to date
- To create a Vision for a Sustainable Peterborough
- To review and discuss emerging themes
- To overview the upcoming Sustainability Charrette
- To confirm sustainability principles for the Greater Peterborough Area

- Melanie Kawalec provided an update on current sustainability initiatives being undertaken by the City of Peterborough
 - Numerous initiatives are underway, particularly with respect to energy conservation and renewable energy generation
- An update was provided on engagement activities and an overview of the community input received was provided
- A visioning exercise was conducted with the Committee. The vision for a Sustainable Peterborough was established through consensus: Caring communities balancing prosperity, well-being and nature.
- The emerging themes and sub-themes for a Sustainable Peterborough were reviewed, and comments were provided. Initial themes that have emerged through community engagement include:
 - Healthy Community
 - Energy
 - Water
 - Natural Assets
 - Cultural Assets
 - Land Use Planning
 - o Economic Development
 - Waste









- Agriculture and Food
- Transportation
- Discussion around the themes and sub-theme elements identified overlap and commonalities in many areas within the sub-themes. Commonalities and gap areas will be addressed in the Charrette process, as each theme is worked through in greater detail. It was also noted that the Charrette would provide a good opportunity to identify responsibilities/governance and which topics apply to who.
- Draft principles, based on previous meeting discussions, were distributed for discussion. There was general consensus regarding the principles and any specific comments would be forwarded after the meeting. It was agreed that the principles would also be presented at the Charrette for any additional input.
- There was agreement that the next committee meeting will be substituted by the Charrette. Committee meetings will continue in October on a monthly basis until completion of the project.

Actions

Who	Completion Date	Task
Lura	Ongoing	Community engagement
All	ASAP	Send email to all contacts asking for input into the plan via link to online survey (James to provide link/email content)
All	Ongoing	Inform Lura of sustainability initiatives underway to be shared at next meeting
Lura	August 19, 2011	Send note to committee members about availability for remaining committee meeting dates
All	August 26, 2011	Provide availability for remaining committee meetings
All	August 26, 2011	Provide any comments on the draft principles
All	Evening of September 21 and day of September 22, 2011	Sustainability Charrette









Who	Completion Date	Task
Lura	After the Charrette (October 2011)	Working Group meetings to begin
Lura	October 2011	Present community input and update Municipal and First Nations Councils
Lura	November 2011	Next round of Community Cafes

Name	Organization
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Ken Doherty	City of Peterborough
Iain Mudd	County of Peterborough
Axel Tscherniak	Peterborough Green-Up
Nancy Young	Cavan Monaghan
Richard Straka	City of Peterborough
Andrea Dicks	Community Foundation of Greater Peterborough
Blane Harvey	Fleming College
Brian Grattan	Havelock-Belmont-Methuen
Linda Slavin	Community Opportunity and Innovation Network
Jody Holmes	Curve Lake First Nation
Richard Morgan	Trent University
Jeanette Thompson	Smith-Ennismore-Lakefield
Shannon Hunter	North Kawartha
Melanie Kawalec	City of Peterborough









Meeting #7 Brief

MEETING: October 12, 2011

Meeting Purpose

- To provide a project update
- To share the results from September's Policy Charrette
- To discuss implementation and governance, and the idea of a Partnership Model
- To provide an update on the Working Groups
- To discuss the Toolbox Approach

- Melanie Kawalec provided an update on current sustainability initiatives being undertaken by the City of Peterborough
 - Numerous initiatives are underway, particularly with respect to energy and water conservation and renewable energy generation
- Mike Hendren provided an update on the Kawartha Heritage Conservancy's Natural Heritage System and how it fits within the Sustainability planning process
- Ruth Kuchinad informed that Smith-Ennismore-Lakefield Council is contemplating installing solar panels at a former landfill site in Ennismore
- Richard Straka provided an update on the Source Water Protection process
- An update was provided on engagement activities to date
- The results from September's Charrette were shared with the Committee
 - Results will be sent to the Committee for comments prior to the November 9 Committee
 Meeting
 - Next steps for Goal Statements and Strategic Directions is to fine tune wording and to develop consistency
 - A 'mini charrette', tentatively scheduled for October 31, will be organized to reflect adequate representation of the cultural community
- The Partnership Model for implementation was discussed with the Committee
 - There was a general consensus among municipal partners in attendance that the wording of the Partnership Model is too strong as it currently stands now and that Councils may not support it as is
 - o An alternative discussed to the proposed model, would be to have municipalities sign on as









a partner of Sustainable Peterborough and implement what works for their communities

- An update on the Working Groups was provided
 - Final direction on the approach and mandate will be confirmed with the Steering Committee on November 3
- The Toolbox Approach was discussed with the Committee
 - o It was suggested that a fifth level be added for individual action
 - The toolsets should also include funding sources

Actions

Who	Completion Date	Task
All	Ongoing	Inform Lura of sustainability initiatives underway to be shared at next meeting
Lura	Ongoing	Present community input and update Municipal and First Nations Councils
Lura	October 21, 2011	Distribute Charrette results for comment
Lura	October 31, 2011	Host a 'mini charrette' with members of the region's cultural community
Committee	November 2, 2011	Provide feedback on the Charrette results
Lura	November 2, 2011	Provide an annotated Table of Contents for the Plan to the Committee
Lura	Beginning November 7, 2011	Next round of Community Cafes
All	November 9, 2011	Meeting at the Camp Kawartha Environment Centre (1 pm)

Name	Organization
Stephen Hill	Trent University
Ken Doherty	City of Peterborough
Shannon Hunter	North Kawartha









Tom Cowie	Hiawatha First Nation
Yvette Hurley	Cavan Monaghan
Richard Straka	City of Peterborough
Mike Hendren	Kawartha Heritage Conservancy
Blane Harvey	Fleming College
Dave Clifford	Douro-Dummer
Linda Slavin	Community Opportunity and Innovation Network
Ruth Kuchinad	Community Member
Richard Morgan	Trent University
Axel Tscherniak	Peterborough Green-Up
Shannon Hunter	North Kawartha
Melanie Kawalec	City of Peterborough
Valerie Przybilla	Asphodel-Norwood









Meeting #8 Brief

MEETING: November 9, 2011

Meeting Purpose

- To provide a project update
- To discuss the Partnership Model
- To discuss implementation and governance
- To receive feedback on the revised Sustainable Peterborough Toolbox
- To receive feedback on the Sustainable Peterborough Table of Contents

- An update was provided on the cultural mini-charrette and recent meeting regarding partnership with GE Canada
- The Sustainable Peterborough Toolbox was overviewed and discussed
 - It was agreed that the toolsets would be organized into categories to make it as user friendly as possible
 - o There was agreement that web-based would be the best approach for the Toolkit
 - There was consensus that the Toolkit should be kept up to date by the coordinator with assistance of students through annual or semi-annual projects
- An overview was provided of the Partnership Model and discussion followed
 - There was general agreement to the tiered approach with some suggested changes (e.g. Member, Partner, Leader levels, levels of support and commitment)
- The proposed organizational structure for implementation was presented and discussed
 - It was noted that annual reporting to the Townships and First Nations would be important
- The draft table of contents for the Sustainable Peterborough Plan was reviewed to receive feedback
 - o It was suggested that the plan should be visually appealing and if printed, should be printed on environmentally friendly paper
 - o Additional comments should be submitted over the next week
- An exercise was conducted to vote on preferred alternative goal statements and to prioritize actions









Actions

Who	Completion Date	Task
All	Ongoing	Inform Lura of sustainability initiatives underway to be shared at next meeting
Lura	Beginning November 7 – 17, 2011	Second round of Community Cafes
Committee	November 18, 2011	Provide feedback on the Charrette results
Committee	November 18, 2011	Provide comments on annotated Table of Contents for the Plan
Don Grant	November	Touch base with each municipal and First Nation representative regarding making the partnership model work
All	December 14, 2011	Meeting at the Camp Kawartha Environment Centre (1 pm)

Name	Organization
Stephen Hill	Trent University
Ken Doherty	City of Peterborough
Tom Cowie	Hiawatha First Nation
Mike Hendren	Kawartha Heritage Conservancy
Blane Harvey	Fleming College
Dave Clifford	Douro-Dummer
Ruth Kuchinad	Community Member
Melanie Kawalec	City of Peterborough
Iain Mudd	County of Peterborough
Jeanmarie Heriba	Transition Town Peterborough
Brian Grattan	Havelock-Belmont-Methuen
Donna Churipuy	Peterborough County-City Health Unit
Janice Lavalley	Smith-Ennismore-Lakefield
Pat Kemp	Galway-Cavendish & Harvey
Chantelle Held	Greater Peterborough Area Economic Development Corporation









Meeting #9 Brief

MEETING: December 14, 2011

Meeting Purpose

- To provide a project update
- To provide an update on the Partnership Model
- To discuss the Action Inventory
- To overview and receive feedback on the Goals and Strategic Directions
- To overview proposed priority actions for the draft plan
- To discuss an indicator framework

- A project update was provided and committee members shared several sustainability initiatives currently underway in the community
- The Sustainable Peterborough Toolbox was overviewed and discussed
 - It was mentioned that examples of municipalities using triple bottom line in their reports to Council would be a useful tool
 - It was decided that there should be direct access from municipal and community partner websites to the toolbox
 - The January 19, 2012 Clerks and Treasurers meeting was suggested as a possible date for toolbox training
- An update on the Partnership Model was provided
 - It was agreed that delegations to Township Councils would follow those of the City and County
- The proposed Action Inventory was overviewed
- The revised Goal Statements and Strategic Directions were overviewed
 - Comments received focusing on a need to simplify language
- There was a general consensus that the ongoing review of the Sustainable Peterborough Plan should coincide with the first year of the new term of municipal Council
- A discussion was had on what would happen if there was no City and County support for a Coordinator position, which will be tabled as an agenda item on January 11, 2012
- The proposed priority actions were overviewed and will be sent to the Committee for comment on December 16; to be reviewed by January 4, 2012









- An overview of various indicator models was provided
 - The outcome was that an individual index will be created for the GPA based on models presented
 - o It was noted that there is a stronger desire to measure change within the community, rather than comparing the community with others

Actions

Who	Completion Date	Task
All	Ongoing	Inform Lura of sustainability initiatives underway to be shared at next meeting
Lura	December 16, 2011	Provide draft priority actions for review
Committee	January 4, 2012	Provide feedback on the priority actions
Lura	January 9, 2012	Provide draft plan for review
All	January 11, 2012	Meeting at the GPAEDC (10 am – 3pm)
Lura	January 18, 2012	Toolbox completion
Lura	January 19, 2012	Possible date for toolbox training at the Clerks and Treasurers meeting

Name	Organization
Stephen Hill	Trent University
Ken Doherty	City of Peterborough
Tom Cowie	Hiawatha First Nation
Mike Hendren	Kawartha Heritage Conservancy
Blane Harvey	Fleming College
Liana Urquhart	Peterborough Utilities Group
Shannon Hunter	North Kawartha
Melanie Kawalec	City of Peterborough
Iain Mudd	County of Peterborough
Jeanmarie Heriba	Transition Town Peterborough
Brian Grattan	Havelock-Belmont-Methuen
Donna Churipuy	Peterborough County-City Health Unit









Janice Lavalley	Smith-Ennismore-Lakefield
Axel Tscherniak	Green-Up
Linda Slavin	COIN
Richard Straka	City of Peterborough









Meeting #10 Brief

MEETING: January 18, 2012

Meeting Purpose

- To provide a project update
- To provide an update on pursuing Partners
- To review the draft Sustainability Plan and Priority Actions
- To discuss financials and funding moving forward
- To review the Toolbox

- A project update was provided and a discussion on upcoming Council delegations was held
- An update was provided on pursuing Partners
 - Two Fleming College students are now working with Sustainable Peterborough until April 20, 2012, helping to work with Partners
 - Jim Russell of the United Way is interested in facilitating a Partnership Agreement with United Way member agencies
- The draft Sustainability Plan and Priority Actions were overviewed
 - Revisions were discussed and suggestions were provided by the Committee
 - It was agreed that issues discussed would be addressed in the revised Plan and Priority Actions immediately and the Committee would send additional edits the following week
 - It was decided that a 15-20 page synopsis should accompany the final product
 - o It was decided the final format of the plan be both print and web-based
 - Indicators will be distributed to the Committee
- Financials and funding moving forward were discussed
 - The list of potential funding sources presented will be provided to the Committee
- The Toolbox was reviewed









- o The Toolbox will be distributed to the Committee for their review
- o Toolbox training has been rescheduled for February 16, 2012

Actions

Who	Completion Date	Task
All	Ongoing	Inform Lura of sustainability initiatives underway to be shared at next meeting
Lura	January 23, 2012	Provide the revised draft Plan, draft Plan Synopsis, and draft Priority Actions
Don and Linda	January 25, 2012	Follow-up on Partnership with United Way member agencies
All	January 27, 2012	Provide any additional edits to draft Plan and Priority Actions and comments on the Indicator Framework
Lura	January 30, 2012	Send final draft Plan and Plan Synopsis to Ken for City Committee-of-the-Whole report
All	February 1, 2012	Next Meeting (GPAEDC)
Lura	February 13, 2012	City Committee-of-the-Whole delegation (first of two)
Lura	February 15, 2012	County of Peterborough Council delegation
Lura	March 5, 2012	City Committee-of-the-Whole delegation (second of two)
Lura	March 2012	Township and First Nations Council delegations

Name	Organization
Stephen Hill	Trent University
Ken Doherty	City of Peterborough
Tom Cowie	Hiawatha First Nation
Mike Hendren	Kawartha Heritage Conservancy
Chantelle Held	Greater Peterborough Area Economic Development Corporation
Dave Clifford	Douro-Dummer









Shannon Hunter	North Kawartha
Melanie Kawalec	City of Peterborough
Iain Mudd	County of Peterborough
Christine Wright	Otonabee-South Monaghan
Brian Grattan	Havelock-Belmont-Methuen
Donna Churipuy	Peterborough County-City Health Unit
Ruth Kuchinad	Community Member
Axel Tscherniak	Green-Up
Linda Slavin	COIN
Richard Straka	City of Peterborough









Annex B August Community Café Summaries





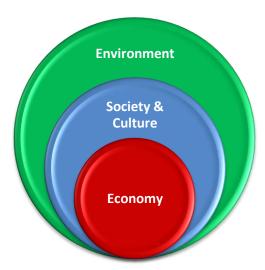
What is Sustainable Peterborough?

The Greater Peterborough Area (GPA) has embarked on an exciting journey – the development of an Integrated Community Sustainability Plan – *Sustainable Peterborough*. The sustainability plan is a collaborative endeavor by all members of the Greater Peterborough Area, which includes both the City and County of Peterborough (including its eight member municipalities) along with Curve Lake First Nation and Hiawatha First Nation, to define what your *Sustainable Peterborough* should look like for the next generation and how to get there.

This planning effort will help to foster healthy environments, people, and economies by guiding the way to reducing environmental impacts, strengthening social networks, and increasing economic prosperity.

Already a provincial and national leader in environmental awareness, your community's reputation only stands to strengthen with the development of your sustainability plan.

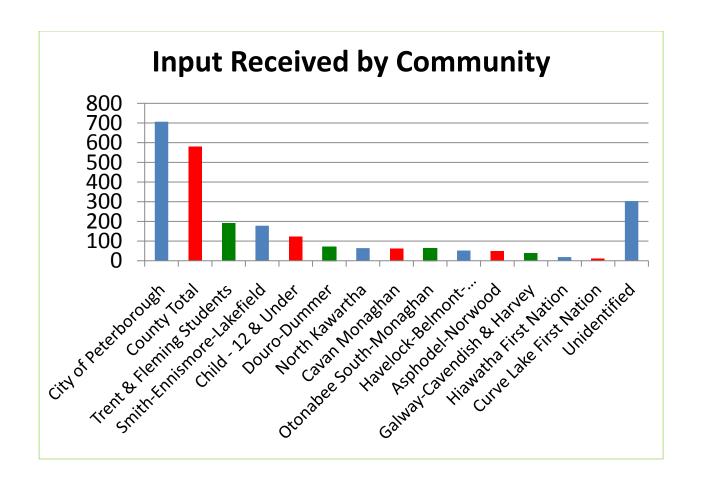
The Sustainable Peterborough plan will define your 25-year vision for the GPA, set goals, directions, actions, and targets for balancing the environmental, socio-cultural, and economic pillars of sustainability. Each of these pillars is interconnected, and the impacts of a decision directed at one pillar are felt in all. Your sustainability plan will account for this and actively encourage accountability in decision-making across all pillars of sustainability.



It's Your Plan

Residents, organizations, businesses, and municipalities have been and continue to be invited to collaborate in developing *Sustainable Peterborough*. As we work to define a common vision and goals, the Sustainable Peterborough Team has been busy talking to people about what they value about the Greater Peterborough Area and what their vision is for a *Sustainable Peterborough* in 25 years. Over the past eight months we have spoken to approximately 2200 people, given presentations and had discussions with over 50 community groups and businesses, had conversations at 45 events and commonly used places and spaces, and hosted 12 Community Café discussion sessions. We have also had a strong online presence (106 Facebook likes, 500+ Twitter followers, >1,000 blog views/month, and many emails), nearly 40 points of coverage in the media, and broad distribution of print materials (11,000 mail outs to County households, >2,500 information sheets handed out).

The input we have received from each municipality and First Nation across the GPA is closely proportional to the populations of each relative to the region's total population.



Results: What do you love about the GPA?

Quality of People Farmers' Markets Walking & Hiking Trails Biking Trails & Routes Outdoor

Recreation Size of the City Lakes & Rivers Green Space

Size of the Rural Communities Access to Urban & Rural Opportunities Downtown(s) Local Businesses Small Town Feel & Pace Heritage Buildings

Arts & Music Scene Sense of Community

Results: What's Your Vision?

Job Creation Local Products Public Transit More Tourism

Increased Access to Social Services LOCAL

Food Youth Retention Enhance

Recycling Protect Farming & Farmland

Protect Our Lakes & Rivers Protect Access to Lakes

Composting Protect Our Green Space Affordable

Housing Renewable Energy

Increased Access to Health Care

Community Gardens Sustainable Growth & Development

Sustainable Peterborough Vision

Caring communities balancing prosperity, well-being and nature

Based on what the community told us, we have worked with the Sustainable Peterborough Community Committee to articulate the community's vision. The Greater Peterborough Area has told us that in 25 years you want to be *caring communities balancing prosperity, well-being and nature*.

Asphodel-Norwood Community Café Summary

Date: August 9, 2011

Location: Norwood Town Hall

How We Can Become More Sustainable

Energy

- Research and educate community on tradeoffs between rooftop and ground mounted solar
- Investigate potential ethical issues over use of ethanol prior to further promotion/investment

Agriculture / Local Food

- Capitalize on people's growing awareness and interest in where their food comes from
- Investigate possibility of a Farmer's Market in Norwood

Transportation

- Transit is difficult in rural areas
- Reduce need for commuting by creating more opportunities for working closer to home
- Create a more linked transportation network for use once people are bussed to City of Peterborough

Land Use Planning

Legislate no development of land currently growing or capable of growing food

Water/Natural Assets

- Implement initiatives to conserve and keep water clean
- Institute education around water issues
- Protect ponds in Norwood from excessive nutrient loading
- Protect wooded land in the Township

Economic Development & Employment

Create employment that attracts and retains youth and young families

Waste

- Investigate energy from waste options (e.g., Durham/York Region)
- Landfill mining for material recovery and energy from waste (EFW)
- Educate residents on what can be diverted
- Investigate bag tags/user pay as a mechanism to encourage diversion
- Implement a centralized composting system for township's urban residents

Cultural assets

 Develop and implement a plan to create more interest in the arts – people think local art is not up to par

General Discussion and Considerations

- Much more difficult for rural residents to avoid commuting
- The Norwood Esker is ½ gone already due to gravel extraction there is a need to balance economic development and natural assets
- The more that happens locally the less that people will have to travel

Cavan Monaghan Community Café Summary

Date: August 10, 2011

Location: Municipal Office

How We Can Become More Sustainable

Waste

- More education needed to help each individual take responsibility to generate less waste many people are not aware of the waste issue and its negative impacts
- Having people take their waste to landfills is part of education
- Reduce consumption (but how does this impact jobs?)

Economic Development & Employment

• Starts with education system – there needs to be places for youth to learn trades

Land Use Planning and Sustainable Growth

- Building Code/Official Plan should address size of buildings to encourage smaller homes and different types of buildings
- People should be working in the same place they live
- Maintain a manageable sized community

Agriculture & Local Food

- People should be encouraged to grow their own food
- Farming should be thought of as a business and not a lifestyle
- A sense of connection needs to be restored between food and farming full costing of how things relate
- Get more local food into stores (may be difficult)
- People should buy local food (may have to be willing to pay a higher price why can you get produce from Guatemala cheaper than from here?)
- New age farming strategy rent additional lands and expand farms need some motivation for younger generations to understand value of farming
- Encourage/facilitate the younger generation to get into farming cost of getting into farming is prohibitive if farming is a retirement fund, then kids can't get into because too expensive)
- Small, mixed farms can be more sustainable (but how economically viable are they?)
- Promote the benefits of organic

Energy

- Small communities should have some say about what goes into the power grid and how it is distributed locally
- Every household should be encouraged to be more energy efficient
- Building Code should encourage incorporation of solar energy in new construction

General Discussion and Considerations

- Communication
 - Sustainability information needs to get to people in a manner that is relative to them and readily available
 - Communication with the community is imperative it's necessary to make it a community plan
 - If we can relate our own experience then we can learn so much do we need the experts?
- People need to think about sustainability in their everyday decisions
- How do you build a sustainable community?
- How do we get people to understand the complexity of the notion of sustainability?
- It's the "community" (people) that makes the people love this area
- Looking for a community that is safe and enjoyable

City of Peterborough Community Café Summary

Date: August 11, 2011

Location: Canadian Canoe Museum

How We Can Become More Sustainable

Energy/Climate Change

- Design for efficiency
- Decentralized energy generation
- Tankless water heating systems to save energy
- Explore geothermal

Agriculture / Local Food

- Maintain farmland and increase farming diversity
- Address food storage issues through a cellar or depot
- Rooftop gardens
- Agritourism/education
- Increase promotion of local food locally
- Use switch grass as a crop to support alternative fuels
- Assist financially-struggling non-profit food groups
- Local food in schools
- More farmers' markets
- Maintain agricultural land in face of solar development pressure

Transportation

- Enhance public transit system
 - Hub system is outdated implement other transfer stations
 - Have certain days free to enhance ridership
 - Improve linkages to rural areas
- Enhance trail system and bike lanes
 - o More bike racks downtown
 - o Educate on bike lane use
 - More walking paths
- Bike exchange program in downtown
- Passenger rail linkages

Land Use Planning & Sustainable Growth

- Implement walkable/accessible neighbourhood design criteria
- Focus on downtown
 - More residences
 - Emphasize the beauty
 - o Pedestrian only road in downtown
- Freeze land development and intensify (stop sprawl)
- Develop restaurants on Little Lake

Water/Natural Assets

- More lake management planning
- Implement a low flow toilet program to encourage water conservation
- Maintain access to waterfront
- Protect and enhance wetlands

Economic Development

- Focus on sustainable tourism
 - Cycling/bike trails
 - o Solar farms
 - Lakes/rivers
 - Vibrant downtown
- Encourage unique restaurants that provide local food options
- More employment opportunities for youth
- Develop new hydroelectric technologies in partnership with Fleming and Trent and export the technologies further
- Rural high speed internet
- Use the quality of life in the area to attract high-tech people in high-tech industries

Waste

- Implement community composting facility or green bin program
- Encourage home composting vermicomposting in home also an option
- Raise the cost of not participating in recycling program (i.e. user pay for garbage)
- Reduce frequency of garbage pick up for residents to encourage better participation in the diversion programs
- Ban plastic water bottles
- Park clean-up days

Cultural assets

- Encourage artists to live here via affordable housing opportunities has economic spinoffs
- Capitalize on all the free events in the City
- Get more people involved key challenge
- Support Market Hall, libraries, art galleries, Showplace, etc.

- Build on strengths and build partnerships
- More involvement from Trent and Fleming

Curve Lake First Nation Community Café Summary

Date: August 3, 2011

Location: Curve Lake Cultural Centre

How We Can Become More Sustainable

Energy / Climate Change

- Solar
 - o More information sharing and demonstrations
 - More use of solar power
- Prohibit vehicle idling through bylaw
- Air conditioners can be used less on evenings/weekends at Band Office, Health Centre, Day Care
- Cool buildings with cool air from basements
- Better insulate buildings (e.g. straw bale construction)
- More geothermal
- Sustainable architecture
- Wind energy Provincial government wind turbine proposal
- Complete environmental (energy) audit of Band buildings
- Support energy efficient home construction techniques

Transportation

- Bus to Peterborough for shopping / work purposes
- More public transit / GO bus services
- Encourage walking / biking / carpooling and less driving

Agriculture / Local Food

- Farmers' Markets
- Teach people how to garden
- More private gardens
- Community garden tomato plants provided to community members
- Provide vouchers for local farms to community members
- Food share program

Waste

- More recycling bins at community centre for big events
- More recycling bins in parks
- Provide recycling bins and information to residents
- Garbage bag tag program
- Institute fines for not putting recyclable material in waste
- Require clear garbage bags
- Include a compost area at landfill
- Introduce clothing exchange
- Introduce "re-use" area at landfill
- Reduce packaging waste

• Waste transfer station / drop-off depot for materials

Natural Assets / Water

- Preserve assets we have sustain the Lake's integrity by cleaning it annually
- Conserve natural areas through protection legislation
- Use compost toilets
- Use marshland and wetlands to naturally treat water
- Limit boating trips and ensure boats are not leaking
- Document species and natural assets found on the Reserve
- Protect habitat
- Provide tips on reducing water use
- Provide rain barrels to residents
- Promote sustainable water use in buildings and homes (e.g. low flow toilets)

Land Use Planning and Sustainable Growth

- Plan for walkable communities
- Develop community land use plan
- Create parks and protected spaces

Cultural Assets

- Visit locally
- Establish cultural museums
- Work to bring more interest to assets (nature paths, Pow Wow area, Cultural Centre) so they remain for many generations

Economic Development & Employment

- Sell food grown in community garden
- Grow ginseng, sweet grass, tobacco sell it, use it, etc.
- Locally focused economy
- Tourism
- Band-owned gas station
- Band-owned garden
- Weekly bingo
- Limit resource consumption when determining economic initiatives
- Eco-tourism

- Electric bikes are gaining popularity
- Public transit reduces emissions that get into air/water
- Many cultural assets: Petroglyphs Provincial Park, Cultural Centre, Pow Wow, lake
- Old growth forest near eco-cottage
- Natural assets include wetlands, shorelines, lakes, eskers and good aquifers

Douro-Dummer Community Café Summary

Date: August 3, 2011

Location: Town Hall - Warsaw

How We Can Become More Sustainable

Energy

- Utilize hydroelectric on the river to be self-sufficient
- Ontario Feed-in Tariff (FIT) opportunities
- Geothermal/solar/high efficiency heating
- · Design buildings that are more energy efficient

Agriculture / Local Food

- Pursue permaculture
- More community gardens (possibly on Township-donated land)
- Community supported agriculture
- · Address the challenges of farming in terms of affordability and profitability

Transportation

- Public transit options linking the Township to the City of Peterborough
- Easier travel options for bikes

Land Use Planning

- Support smaller size homes for new construction
- Greater use of land trusts

Water/Natural Assets

- Financial support for well maintenance programs
- Improve sewer and water services
- Avoid pesticide applications

Economic Development & Employment

• Ensure rural high speed internet is a priority

Cultural Assets

- Build awareness for events, programs, and initiatives
- Bring musical performances to the Township
- Build networking between seasonal/waterfront residents and the rest of community
- Protect and raise awareness of the wonderful historic buildings in the area
- Re-examine and re-build the Fair
- A school in the community so children can stay closer to home

- There are many parks and conservation areas in and near the Township
 - o Indian River flows through the Township the "ribbon of life"

Galway-Cavendish & Harvey Community Café Summary

Date: August 4, 2011 Location: Lakehurst Hall

How We Can Become More Sustainable

Transportation

- Target getting people to work
- Buses with sufficient number of riders
- Dial-a-bus program or small buses
- Carpooling carpool website service
- Awareness of existing programs
- Encourage biking bike lanes or wider shoulders
- Convert abandon rail corridors to bike lanes/trails
- Switch back to rail as a strong mode of transportation (will be difficult)

Energy and Climate Change

- Prepare to react to climate change (emergency services, economy, transportation and energy)
- Prepare to look after ourselves for a longer period of time (heating, cooling, food)
- Better building standards with sustainability focus
- Education/norm to be prepared for emergency response (at least one week of supplies)
- Education septic systems, water

Agriculture and Local Food

- Promote 100 mile diet (can also be difficult to live healthy)
- Local farmers' markets more vegetable vendors, food directly from farms rather than central distribution
- Farm gate sale of products
- Farmers adapt to local demand (e.g. area well known for berries)
- Promote urban agriculture
- Maximize efficiency of produce testing best products, what grows best in the area
- Educate children in food and agriculture experience they will make or break the future of food and agriculture

Waste

- Target new waste streams that are not currently covered (e.g. compact florescent light bulbs, etc.)
- Reduce/eliminate packaging currently very large source of waste
- Improve efficiency of recycling efforts
- Mandatory participation in waste programs with appropriate penalization for not participating
- Shift to a return system model (e.g. deposit-return)
- Make waste programs easy and convenient (e.g. hazardous waste collection all year round)
- Provide incentives and recognition for good behaviours

Natural Assets/Water

- Urban water services
- Monitor water quality
- Address faulty septic systems

Land Use Planning and Sustainable Growth

- Keep development away from farmland
- Address corporate roles identified in provincial plans

Economic Development and Employment

- Attract more companies incentives, tax breaks
- Businesses should be creative with sustainability bring youth and sustainability together
- Retain youth by offering employment opportunities
- Job creation through the green economy strong potential for solar panel industry
- Complementary business waste from one can be input for another (e.g. eco industry zones, resource exchange)

- Social services transportation and senior services transportation is good
- Need to be prepared for emergencies (food, generators)
- Good current programs that can be built upon: local farmers market, recycling programs, drop
 off depots, hazardous waste program
- Area has wealth of natural assets

Havelock-Belmont-Methuen Community Café Summary

Date: August 4, 2011

Location: Municipal Council Chambers

How We Can Become More Sustainable

Agriculture / Local Food

- Capitalize on local "gardening mentality" found within the village and surrounding areas
- Educate on the growing financial challenges of farming

Transportation

- Support Shining Waters Railway initiative
- Promote putting more freight on trains less on roads
- Upgrade the rail line to increase freight capacity and train speed
- Rural transit is a recurring issue that never resolves but needs to be looked at
- County roads are not on a sustainable path (upgrading costs outweigh money available) alternatives should be examined

Land Use Planning and Sustainable Growth

- County takes pride in its planning policies and should continue on this path
 - o Townships have a good handle on development and lake development
 - o Thinking long-term in terms of what is good for the watershed and lakes
- Plan so people can live and work closer together
- The Federation of Canadian Municipalities (FCM) could lobby a tax structure to incent corporate investment in rural communities

Water/Natural Assets

- Ensure awareness of nature (land/lakes) being biggest asset for municipality and resulting economic impact
- Promote initiatives for cleaner water and a greener environment

Economic Development

- There are significant employers in the area: Drain Bros, Ethanol Plant, Biogas facility
- Focus on development that retains/brings back youth
- Develop clear mandate at Council level on what areas to protect and what areas to develop for economic opportunity
- Strengthen communication linkages
- Investigate potential financial opportunity with Crowe Valley watershed Township currently the biggest contributor

Waste

- Ensure awareness of limited lifetime of landfill (only 12 years) to encourage less waste generation
- Investigate cost effective ways to increase recycling program

• Generate energy from waste

Cultural Assets

- Encourage greater community involvement, particularly among youth
- Recognize the immense drawing power of the Havelock Jamboree use as an example of what can be done
- Determine unique features of the Township and then capitalize on that niche

Healthy Community

• Continue pursuit of a nursing home (also creates employment)

- There is a strong willingness amongst residents to participant in planning processes
- Success in the Township to date is based on residents who believe strongly in the Township

Hiawatha First Nation Community Café Summary

Date: August 16, 2011

Location: L.I.F.E Services & Child Care Centre

How We Can Become More Sustainable

Energy & Climate Change

- Increase local resiliency in energy supply (i.e. a post-industrial model of generation)
- Low income is a barrier to renewable energy generation by individual community members
- Capitalize on available land in Hiawatha First Nation for solar generation
- Increase conservation can be driven by policy (e.g. building standards) or incentive-driven

Transportation

Implement convenient rural transit system

Agriculture / Local Food

- Create equality of access to good food
- Overcome lack of storage capacity for local food production
- Create easier access to local food for consumers

Natural Assets / Water

- Recognize invasive species problem particularly for wild rice in Rice Lake
 - o Educate on invasive species and how to prevent their spread
 - o Educate on the fact that wild rice is a species at risk
- Recognize and improve the issue of overflow from wastewater treatment facilities in Lakefield/Peterborough on Rice Lake
- Hiawatha is 'downstream' from the Bensfort Road Landfill possible water quality issues

Economic Development & Employment

- Sell the Greater Peterborough Area's "quality of place" to attract investors
- Local policy can drive the local supply chain
- Pursue small/local business (the traditional model of seeking large industry/factories is not sustainable)
- Root the economy to local place/strengths

- Sustainable use of natural resources has always been important to First Nations communities
- First Nations' teachings take in mind seven generations into the future
- Need open communication between all GPA communities
- How do you rebuild a local food distribution system?
- A lot of Hiawatha First Nation community members must commute to work

North Kawartha Community Café Summary

Date: August 11, 2011 Location: North Kawartha Community Centre

How We Can Become More Sustainable

Transportation

- More attractive public transit current bus is expensive, deterring use
- Use of school buses after hours
- Expansion of trails
- Biking opportunities focused on county roads
- Transportation plan that addresses alternatives like bike shoulders
- Carpooling system/network central meeting place (depot)

Energy and Climate Change

- Decentralized system of solar panels
- Financial incentives for solar
- Improved building design and insulation
- Reduce energy consumption
- Educate people on simple actions that can reduce energy use
- Use alternative forms of energy

Agriculture and Local Food

- Local grocery stores supplied by local producers
- Support local farmers
- Support people growing their own food
- Community garden municipally-supplied location (facilitate the process), supported and run by the community
- Community kitchens supported by the municipality and run by the community
- Sustainable harvest (e.g. community gardens)

Waste

- Promote lifestyle changes shift away from consumption
- Educate people individual behaviours need to be changed
- Litter-less lunches in schools
- Target seasonal people that are here on weekend most things are not sorted and go straight into the garbage
- Make diversion programs more convenient
- More efficient waste collection services (e.g. 1 truck)

Natural Assets/Water

- Educate people on why and how to protect shorelines and prevent shoreline erosion, particularly boaters
- Reduce light pollution

Zoning by-lay for shorelines

Land Use Planning and Sustainable Growth

- Adopt and encourage sustainable building practices
- Limitations on house sizes for new construction

Economic Development and Employment

• Create more jobs, especially for youth

- Community education about sustainability is key
 - Community development strong, healthy communities
- Environmental learning should be integrated scientific and arts
- Current conditions that can be built upon
 - Currently two families are rebuilding old farms
 - Schools are doing really well in reducing waste
 - Area has great water resources
 - Community care volunteer-based transportation services
- Regarding community-based initiative (i.e. community gardens/kitchens) "Everything must come out of the community or else it won't survive"

Otonabee-South Monaghan Community Café Summary

Date: August 10, 2011

Location: Keene Firehall

How We Can Become More Sustainable

Energy

- Utilize unusable space (i.e. land unsuitable for agriculture) for solar
- Encourage retrofits for energy conservation
- Encourage higher (more sustainable) standards for new construction

Agriculture / Local Food

- Alter practice of municipal zoning that favours non-agricultural land (to build higher tax base)
 - Perhaps funding could come from the province to dissuade this
- Bring local food into schools and educate about it (i.e., U.K.'s teaching farm program)
- Make access to local food easy
- Develop "Alternative Land Use Services" program for local farmers
- Develop / support program to help less fortunate to access local food
- Encourage / assist farmers in a shift towards more sustainable farming practices

Transportation

• Increased and subsidized public transit

Land Use Planning

- Implement justification requirement for building large houses rather than having to justify building smaller house
- Focus on urban renewal rather than building more subdivisions
- Encourage higher density

Water/Natural Assets

- Ensure water quality is a top priority
- Protect local wetlands and watersheds:
 - o Institute greater shoreline protection and buffers
 - Enhance education
- Wastewater treatment plan is outdated:
 - Heavy metals and pharmaceuticals are a concern
 - Residential and industrial wastewater should go through different treatment processes
 - o Implement higher standards for effluent
- View waterways as source of local, traditional, and sustainable food

Economic Development & Employment

- Encourage/focus on the use of local products
- Focus on retaining current businesses
- Lower reliance on resource extraction as an economic driver

• More green jobs

Waste

- Municipally organized metal drop off (could be a revenue generator)
- Small-scale collective composting

Cultural Assets

• Build upon great 'sense of community' in Keene

- Intensifying of new development already underway
- Lang Pioneer Village is a tremendous asset
- Little local food industry (e.g. canning) currently
- Currently water quality is a concern

Smith-Ennismore-Lakefield Community Café Summary

Date: August 9, 2011

Location: Bridgenorth Library & Community Centre

How We Can Become More Sustainable

Energy / Climate Change

- Plant high quality native trees ensure understanding of tree location impact on heating /cooling of homes and buildings
- Tap into energy generation potential of Trent Severn Waterway
- Investigate purchasing recycled electricity (currently being done in United Kingdom)
- Bigger push on home energy audits ensure they are affordable
- Support initiatives to make renewable energy generation more affordable (e.g. foster solar panel purchasing co-op)
- Education
 - Develop one agency to deliver relevant education on energy
 - o Educate people so they can make choices for products/services with smaller footprint
 - Create awareness of embedded energy as part of energy footprint
- Implement legislation to enforce greater energy efficiency (e.g. in Edmonton you cannot build less than R2000 insulated home)
- Incorporate LEED into building standards
- Formalize a committee of monthly meetings with various topics about sustainability builds networks, creates society of sustainability

Transportation

- Improve convenience and efficiency of Lakefield shuttle bus conduct survey to understand the best departure/ arrival times
- Implement a public (as opposed to private) transit system for the Township
- Utilize a holistic approach with transportation planning take into account all activities where public transit could be utilized
- Focus on intensity / density of populations in transportation planning
- Install footbridge in downtown Lakefield to allow people to cross the street safely
- Encourage smaller engines in cars

Agriculture / Local Food

- Build on successful local programs (e.g. Lakefield Farmer's Market, Kawartha Choice)
- Focus on improving ability to process and distribute local food
- Educate on the challenges of maintaining the traditional "family farm"
- Enhance marketing of the area build a positive brand awareness based on the things we do well like agriculture make us cool, make sustainability cool
- Continue with the Township's commitment to develop of communication plan
- Establish involvement of high schools in agriculture (e.g. Stratford example)

Waste

- Institute daily catered lunches for elementary school children all eat the same meals using real dishes/cutlery cuts packaging (waste), fosters healthy eating and use of local suppliers (similar programs currently in use in Japan)
- Increase/institute restrictions on what can be put into landfill
- Increase inspection process to reduce amount of recycled materials going into garbage
- Institute consistent waste audit process every township doing it a little different
- Establish hazardous waste disposal options
- Develop a waste info website
- Research differences in diversion rates among County municipalities to develop best practices
- Promote zero waste for all municipal and community events (e.g. use proper plates and mugs)
- Capitalize on youth awareness and concerns to improve waste program
- Ensure use of relevant (current) and easy to understand language in any education initiatives

Natural Assets / Water

- We should be shifting away from the historical focus on "income statement" and instead focus on "balance sheet" of natural assets
- Tap into great work already being done by area cottage/lake associations
- Ensure participation in Sacred Water Gathering to Protect Our Water May 2012
- Highlight examples of current successes (e.g. creation of Kawartha Highlands Signature Site, East Kawarthas Water Tour)
- Ensure sustainable use of natural resources by the municipality
- Foster appreciation/recognition of space and wealth of resources around us as a tool for stewardship

Land Use Planning and Sustainable Growth

- People should be encouraged (and desire) to live downtown current focus is on big lot / big house
- A variety of housing options should be more affordable currently subdivisions are more affordable for young families
- Many people live in rural areas (waterfront and non-waterfront) and there is a concern that only the very rich will be able to live in rural areas

- Responsibility on an individual level is needed
- Political will is required may need different system to elect politicians (proportional representation)
- It should be taken into consideration that people make decisions based on price
- Education coupled with legislation is needed
- There are many good things happening that are working well these should not be forgotten and can also be improved
- Agriculture and vehicle fuel efficiency are key to keeping rural communities viable in future

Find Out More

For more information about *Sustainable Peterborough* and to learn how to get involved please contact us or visit us online.

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Sustainable Peterborough















Annex C November Community Café Results

Agriculture & Local Food

- 1. Strive to protect viable farmland in the face of development pressures.
- 2. Provide financial incentives to farmers for environmentally sound land stewardship practices.
- 3. Undertake a community food system assessment to identify gaps and opportunities to connect local food growers and producers, processors, distributors, retailers and consumers throughout the region.
- 4. Enhance marketing and promotion of locally grown food.
- 5. Establish/promote farmers markets
- 6. Increase the number of community gardens throughout the region.

Climate Change

- 1. Identify sources of greenhouse gases from all sectors and activities and develop strategies to reduce emissions.
- 2. Educate community members on proper preparations for extreme weather events and emergency situations, and the municipal services available.
- 3. Investigate the potential local implications of climate change and share the results with communities.
- 4. Adapt building codes and waterfront setbacks to reflect water levels.
- 5. Become active municipal members in the Partners for Climate Protection Program.

Cultural Assets

- 1. Three-way tie:
 - a. Develop conservation policies within Official Plans for heritage and archaeologically significant sites.
 - b. Enhance promotion of our current events and festivals within the community and beyond.
 - c. Incorporate traditional knowledge perspectives in decision-making processes.
- 2. Provide resources and support for local advocacy groups.
- 3. Increase the awareness and promotion of the region's heritage buildings.

Economic Development & Employment

- 1. Promote the community's abundant natural assets and its transition to a sustainable community as its biggest draw.
- 2. Create employment that attracts and retains youth and young families.
- 3. Educate local businesses on how and why to make triple-bottom-line decisions.
- 4. Three-way tie:
 - a. Define what sustainable business means to this community and create a local inventory to promote and showcase best practices.

- b. Create incentive programs for businesses that implement sustainability practices.
- c. Pursue economic development opportunities in burgeoning, sustainability-related industries such as renewable energy.

Energy

- 1. Suggest the inclusion of renewable energy generation such as rooftop solar for all new buildings.
- 2. Utilize new and innovative energy efficiency opportunities and technologies.
- 3. Develop a community-owned, decentralized energy system.
- 4. Implement minimum standards for energy efficiency for new buildings.
- 5. Promote more local, renewable energy generation.

Healthy Communities

- 1. Increase the availability of affordable housing throughout the entire Greater Peterborough Area.
- 2. Emphasise preventative healthcare to reduce the expense of treating the illness.
- 3. Provide programs that assist those less fortunate in gaining access to healthy food.
- 4. Recruit more physicians.
- 5. Support community engagement initiatives at the neighbourhood level.

Land Use Planning

- 1. Establish clearly designated areas where potential development can occur to preserve agricultural land.
- Design communities so as to provide efficient access to the goods and services required on a day-to-day basis – and encourage walking, public transit, and community buildings – use a community lens for development.
- 3. Strengthen official plan policies directing development towards existing built up areas rather than expanding outwards.
- 4. Develop and implement a walkable and accessible neighbourhood design criteria to be adhered to.
- 5. Establish a Greater Peterborough Area-wide advisory committee to examine, align and integrate planning processes at all levels of government.

Natural Assets

- 1. Design and manage public green spaces in such a way so as to maximize the presence of natural systems.
- 2. Undertake community-based outreach and education to develop an understanding of the significance of our green space.
- 3. Protect forest land from agricultural and rural development.
- 4. Reconnect fragmented habitat.

5. Integrate Sustainable Peterborough with the Kawartha Heritage Conservancy's Natural Heritage System Strategy.

Transportation

- 1. Link the region's rural communities to the City through transit options.
- 2. Upgrade the rail line to encourage more freight to be shipped via rail and to allow for the future possibility of passenger service.
- 3. Plan and design communities for alternatives' to motorized vehicles.
- 4. Improve local and regional transit connectivity.
- 5. Create bike lanes and widen shoulders to encourage cycling.

Waste

- 1. Establish a re-use centre for unwanted, yet still serviceable goods.
- 2. Establish a curbside organic waste collection program.
- 3. Expand the availability of recycling and composting disposal options in public spaces.
- 4. Make participation in waste diversion programs mandatory.
- 5. Establish public-private biogas facilities for organic waste.

Water

- 1. Make resources for water conservation available such as water meters, rain barrels, or low flow showerhead and toilet replacement programs.
- 2. Protect watersheds from excessive nutrient loading.
- 3. Establish a program to control nutrient loading to protect watersheds.
- 4. Inventory and identify shoreline and wetland areas in need of ecological restoration.
- 5. Explore alternatives to traditional wastewater treatment such as marshland water treatment



Annex D Policy Charrette Initial Outcomes

Sustainable Peterborough Policy Charrette – September 22, 2011

Climate Change

Goal statement: We will eliminate our contributions to climate change while increasing our ability to adapt to climate change conditions.

Topics	Strategic Directions	Actions
Mitigating climate change	1) We will develop, educate and	a) We will be well prepared to respond to extreme weather
	facilitate broad acceptance of	emergencies.
	the adoption of strategies to	b) Identify sources of greenhouse gases from all sectors and activities
	mitigate climate change.	and develop strategies to reduce emissions.
Adapting to current conditions of	1) Identify barriers to action on	a) Adapt building codes and setbacks to reflect water levels.
climate change	climate change and develop	
	methods of moving beyond	
	them.	

Energy

Goal statement: We are self-reliant on local, dependable sources of energy and are responsible for offsetting all greenhouse gas emissions produced within our community.

Topics	Strategic Directions	Actions
Energy conservation and	1) We will work toward	a) Build a source of expertise and advice which can assist each sector in
reduction	becoming the most energy	achieving our energy goals.
	efficient community in the	
	country.	
Green building standards	1) We will work to convert all	
	existing building stock to have	
	high energy efficiency.	
Renewable energy	1) We will encourage new	
	initiatives to be energy-self	
	reliant.	
	2) We will produce our own	
	energy for own demand.	
	3) We will become a leader in	
	the use and development of	

	renewable energy technologies.	
Energy reduction in		
transportation		
Energy reduction in industry		
Government energy policy	Collaboration among all stakeholders will be implemented to maximize effectiveness and avoid duplication.	a) Every municipality will develop and implement an energy policy.

Agriculture & Local Food

Goal Statement: In 2037, the Greater Peterborough Area will have integrated diverse food cultures into its agricultural and local food heritage to feed ourselves with healthy foods, in an economically, socially and environmentally healthy way.

Topics	Strategic Directions	Actions
Local food production	1) Attract new farmers to the	a) Provide subsidies for young farmers and start-up cost.
	county and city who will provide	b) Explore new opportunities in climate hardy produce.
	food. Give them education and	
	resources to ensure sustainable	
	food production.	
	2) Redesign the agricultural	
	system to increase non-quota	
	limits to make it accessible to	
	new farmers engaged in	
	sustainable agriculture.	
	3) Restore regional primary	
	processing.	
Protecting farming and	1) Provide financial support for	a) Shift supports and incentives for volume to support for healthy and
agriculture	stewardship programs.	sustainable practices.
		b) Implement land trust systems.
		c) Provide financial incentives for land stewardship.
Education	1) Ensure integrated education	a) Community skill sharing programs (e.g., for canning).
	which connects farmers and	b) Education and training of new and existing farmers.

	local food production to culture,	c) Increase knowledge of where food originates from.
	cooking, processing, and growing of sustainable food.	d) Incorporate local food into the curriculum early.
Farmers' markets and local distribution	1) Create permanent, regional infrastructure for storage, distribution, processing, marketing, branding and celebrating of sustainable local food products.	 a) Support and encourage the development of the delivery systems that get locally grown food to local markets on a year-round basis. b) Increase marketing and promotion of locally grown food. c) Encourage economic opportunities for local food businesses that creates convenient local food options for busy families. d) Look at carbon neutral food production. e) A permanent farmers' market building to allow access on more than two days per week.
Community gardens/community growing/urban agriculture	1) Advocate for affordable access for all community members to safe, nutritious local food.	a) Engage the community in the value of gardening.d) Need access to local food throughout the city and county.
Protect farmland	1) Encourage small acreage farms and specialized holdings. 2) Extend farmland protection outside classes 1-3. 3) Encourage safe recycling of nutrients to prevent permanent loss of farmland.	 a) Do not allow the severance of farm houses from traditionally sized farms. a) Systems to compensate farmers who keep farmland from urban development and/or maintain natural systems. a) Agriculture that is regenerative rather than linear and extractive.

Healthy Communities

Goal Statement: We are a community where everyone has the opportunity to achieve their physical, social, mental, emotional and spiritual potential.

Strategic Directions	Actions
1) We will ensure that health	a) Decentralize service delivery.
and social services are accessible	
and meet the needs of our	
community as it changes.	
1) We will ensure access to	
recreation for all.	
	1) We will ensure that health and social services are accessible and meet the needs of our community as it changes. 1) We will ensure access to

Sense of community/inclusion		a) Educational courses on good citizenship.
Affordable housing	1) We will ensure that people	
	have adequate and attainable	
	housing.	
Safety	1) We will ensure that we are	
	safe and feel safe.	
Education		
Justice		
Equity		
Meaningful engagement	1) Continue to develop	a) Support community engagement at the neighbourhood level.
	partnerships and work	b) Engage the silent majority.
	horizontally.	c) Invest in community associations.
		d) Break down barriers to engagement.
		e) Develop policies that incorporate true community engagement.
		f) Provide a return (monetary, food, etc.) for engagement time.
		g) Develop processes that can be led from the grassroots.
		h) Empower young people.
Prevention		a) Disease prevention.
Spirituality		
Inter-rationalism (global		a) Empower young people.
union/many groups)		b) Intergenerational mentorship.
Basic needs and access (e.g.,	1) We will ensure that everyone	
food, transportation)	has access to nutritious and	
	acceptable food.	
	2) We will ensure that basic	
	needs of every individual are	
	met.	
Healthy lifestyles	1) We will ensure that tax	a) Monitor emerging trends.
	policies, zoning regulations,	b) Education.
	development, etc. support the	c) Health audits.
	health of all.	
	2) We will plan communities and	
	the built environment to	
	promote good health.	

Transportation

Goal Statement: An accessible transportation system that places priority on active and efficient modes of transportation, thereby decreasing emissions.

Topics	Strategic Directions	Actions
Hiking and walking trails		a) Make trails well connected.
Cycling opportunities		a) Wider bike lanes.
		b) Make trails well connected.
		c) Encourage cycling.
		d) Dedicated cycling lanes.
		e) Employers encouraged to add facilities to park and store bicycles, and
		to add showers for employees.
		f) Promote benefits (e.g., health, cost savings)
Walkable neighbourhoods	1) Think 'people first' and	a) Slow traffic down.
-	vehicular traffic second.	b) Make cars less convenient.
		c) Plan and design for alternatives to motorized vehicles.
Enhanced city transit	1) Put people first in the	a) Add bike racks to buses.
•	development of the transit	b) Improve profile/image of using transit.
	system to ensure accessibility for	c) Promote and market the bus system with more free days or one free
	all.	monthly pass/year for residents.
	2) Affordable, efficient, and	d) Explore other fuel options.
	effective.	
Transit linkages between the city		
and the county		
		a) Education for drivers, cyclists and pedestrians to ensure safety.
		b) Make different modes of transportation work well together.
		c) Encourage carpooling.
		d) Prioritize the allocation of funding.
		·

Waste

Goal Statement: Create a system that not only generates zero emissions through 100% resource recovery, but also restores resources affected

Topics	Strategic Directions	Actions
Organics/compost program(s)	Encourage municipalities to compost.	a) Establish public-private biomass cogeneration facilities.
Landfill diversion		a) Establish a re-use centre.b) In collaboration with community groups, create initiatives to assist consumers and businesses to divert resources from landfills.
Increased recycling efforts	Ensure waste management systems maximize the recovery of recyclable materials.	
Consumer, retailer and manufacturer education	 Educate retailers, consumers and manufacturers on how to achieve zero emissions and how to restore resources. Maximize extended producer responsibility. 	
Waste reduction	1) Encourage industries and business to recover and restore resources. 2) Create less waste.	a) Set achievable targets.b) Treat waste as a utility with user to pay for services.
Zero waste		

Economic Development & Employment

Goal statement: The Greater Peterborough Area is a place that creates and retains prosperity, and provides investment and employment opportunities within sustainable local and global markets.

Or: Leading an environment that fosters quality of place and investment that adapts our economy to future economic growth engines while leveraging natural, cultural and rural opportunities and educational institutions.

Topics	Strategic Directions	Actions
Tourism		
Youth retention		a) Create an incentive program for Trent and Fleming graduates as well as skilled youth who stay in the region to work.
Create employment and the creative economy	Encourage and support sustainable entrepreneurship by	a) Make collaboration a priority. b) Identify skill gaps and work with our educational institutions to

	creating incubator spaces, social	encourage enrolment in related programs.
	innovation hubs and other	c) Look at sustainability and prosperity as the goal rather than growth.
	incentive programs.	
	2) Identify possible opportunities	
	to sustainable development in all	
	growth sectors (energy, tourism,	
	agriculture, MUSH, research,	
	innovation, technology, etc.).	
Support local and sustainably		a) Educate local businesses/municipalities on how/why to make triple
produced products and local,		bottom-line decisions every time.
smart/green business		b) Create incentive programs (financial or otherwise) for businesses that
		implement sustainable practices or offer sustainable/local products.
		c) Develop main street programs/Community Improvement Plans for
		facade improvements.

Land Use Planning

Goal Statement: Our land use supports the building of perpetually sustainable, healthy and diverse communities where we live, work and play. Planning policies and decisions for the Greater Peterborough Area are developed and made in a transparent, open and accessible manner.

Topics	Strategic Directions	Actions
Liveable	1) Encourage, support, and	a) Provide incentives for environmentally friendly development.
neighbourhoods/complete	incent development that allows	b) Design communities so as to foster social equity.
communities	for people to live, work and play	c) Design communities so as to provide efficient access to goods and
	as pedestrians and cyclists.	services required on a day-to-day basis.
Sustainable planning	1) Support and encourage	a) Protect farmland.
	sustainable land use.	b) Establish a Greater Peterborough Area-wide development registry.
	2) Work to better understand	c) Establish planning advisory committees in area municipalities.
	the net environmental impacts	d) Establish a development boundary.
	of land use decisions.	e) Overcome the desire for space in order to foster support for greater
	3) Support watershed protection	density
	through proper land use	
	decisions.	
Brownfield redevelopment	1) Examine all brownfield	a) Identify land which can be remediated and reclaimed.
	options before looking at	
	greenfield development.	

Official Plan recommendations	1) Focus Official Plan	
	recommendations on	
	sustainable land use outcomes.	
Plan alignment/integration at all levels of government	1) Continue to explore new means of involving the community in the planning process.	a) Establish a Greater Peterborough Area-wide advisory committee to examine, align and integrate planning processes at all levels of government.
Urban and rural relationship		
Community identity	1) Encourage land use planning that protects our urban and rural charms and respects the uniqueness of our communities.	

Water

Goal Statement: Water is the lifeblood of our community. The wise use of our water will enhance its quality, ensuring that future generations will be able to drink, fish and swim.

Topics	Strategic Directions	Actions
Water quality	1) Establish, maintain and	a) Entrench water quality and quantity protection measurements in
	enhance funding for the	municipal by-laws.
	maintenance and operation of all	b) Establish an umbrella organization to oversee all aspects related to
	water infrastructure; ensuring	our watersheds.
	healthy water quality and	c) Address the effects of agricultural runoff on our water quality.
	quantity.	
Water conservation	1) Encourage water users to	a) Provide education and incentives (user pay) for conservation
	conserve water and prevent	initiatives and pollution prevention programs.
	pollution.	
Protecting lakes, rivers,	1) Protect the ecological function	a) Educate community members and re-inspect septic systems to
wetlands and shorelines	of the shorelines of rivers and	ensure efficacy.
	lakes.	
	2) Recognize the economic value	
	that our water resources	
	provide.	
	3) Reduce the number of	

	malfunctioning septic systems.	
Public access to lakes	1) Increase/ensure public access	
	to our lakes and rivers for	
	recreation and enjoyment.	

Natural Assets

Goal Statement: We will preserve, enhance and restore our natural assets in order to ensure that we maintain sufficient ecological services for present and future generations.

Topics	Strategic Directions	Actions
Green space (natural	1) Conservation and proper	a) Identify how much green space and areas of natural significance is
areas/habitat, urban	management of current green	required for sufficient ecological services.
canopy/forest)	spaces towards fostering a	b) Community-based outreach and education to develop an
	diversity of native species and	understanding of the significance of our green space.
	habitat.	c) Integrate Sustainable Peterborough with the Natural Heritage
	2) Restore and enhance urban	Strategy.
	forest cover and natural areas.	
	3) Ensure appropriate buffers	
	and habitat connectivity.	
	4) Restore and re-imagine	
	underutilized areas; transform	
	green spaces into green spaces.	
	5) Foster understanding and	
	stewardship of green space.	
	6) Understand our natural assets	
	in terms of their function and	
	value.	
Wildlife	1) Increase biodiversity.	
Geological features		
Clean and fresh air	1) Improve air quality through	
	enhanced natural areas and tree	
	planting.	

Cultural Assets

Goal Statement: Continue to support, sustain and promote a wide breadth of community cultural assets which provides social and economic identity.

Topics	Strategic Directions	Actions
Events and festivals		a) Focus on what we have through promotion.
Engaged community		
Recognizing and celebrating		
diversity		
Heritage buildings	1) Develop strategies to maintain	
	the character of our built	
	heritage.	
Vibrant downtowns		
Protect and honour traditional	1) Foster and establish new	
knowledge and First Nations	relationships and enhance our	
presence	understanding of traditional	
	knowledge by supporting	
	indigenous efforts to maintain	
	their own culture.	
Arts, culture and heritage	1) Map, celebrate and promote	
	cultural assets/resources.	
	2) Foster and support the	
	development of community-	
	specific cultural plans.	
	3) Increase cultural spaces by	
	consolidating, integrating and	
	repurposing existing space.	
Music		
Archaeology		
Creative community/cultural		
workers		
Rural characteristics and		
landscape (identity)		

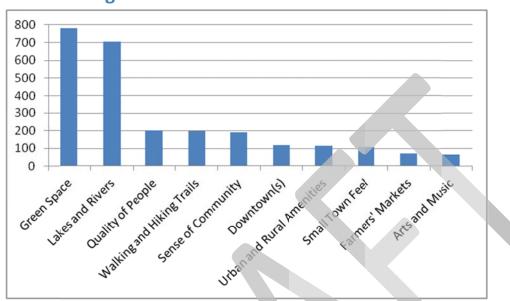


Annex E Vision and Goals Top Survey Responses



ANNEX E – VISION AND GOALS TOP SURVEY RESPONSES

Top 10 Responses to: "What do you love about the Greater Peterborough Area?



Top 15 Responses to: "What is your vision for a Sustainable Peterborough?"

