

Minutes

**Sustainable Peterborough Coordinating Committee
Microsoft Teams Meeting
November 28, 2023 from 3:30 p.m. until 4:30 p.m.**

Present: Meredith Carter, Matt Strano, Julie Bromley, Dawn Berry Merriam, Trish O'Connor, Tegan Moss, Wendy Hicks, Sarah Forrest, Anca Pascalau

Regrets: Michael Papadacos, Tracie Bertrand, Jessica Gordon

Guests: Mohammad Azraq, James Byrne

1. Call to order/Opening Remarks

Meeting was called to order by the Ex. Vice-Chair, Meredith Carter, at 3:32 p.m.

2. Land Acknowledgement

We respectfully acknowledge that we are located on the Treaty20 Michi Saagiig and Chippewa Nations, known collectively as the Williams Treaty First Nations which include Hiawatha First Nation and Curve Lake First Nation.

Sustainable Peterborough respectfully acknowledges that the Williams Treaty First Nations are stewards and caretakers of these lands and waters in perpetuity and that they continue to maintain this responsibility to ensure their health and integrity for generations to come.

Sustainable Peterborough recognizes that a healthy, resilient community involves working together with a variety of partners and neighbours including local indigenous communities.

3. Approval of Agenda

Moved by: Matt Strano

Seconded by: Julie Bromley

THAT the Agenda for the November 28th meeting be approved.

MOTION CARRIED

4. Declaration of Pecuniary Interest

None declared.

5. Roundtable Introductions

Roundtable introductions were held.

6. Approval of previous Minutes (March 7th, 2023)

Moved by: Trish O'Connor

Seconded by: Matt Strano

THAT the minutes of the March 7th, 2023, meeting be approved.

MOTION CARRIED

7. Presentation

[SDG Localization Thesis](#) – Mohammad Azraq

Moved by: Tegan Moss

Seconded by: Wendy Hicks

THAT the presentation be received for information

MOTION CARRIED

8. Administration

[SDG Localization Subcommittees update](#) (provided electronically) – Anca Pascalau

Moved by: Tegan Moss

Seconded by: Trish O'Connor

THAT the update be received for information

MOTION CARRIED

[2023 financial statement to date](#) (provided electronically - Anca Pascalau

Julie inquired as to the “website” budget line that still reflects a significant portion of unspent funds. Meredith noted that the funds for the new website have not yet been spent as SP has not yet been able to finalize contract negotiations with IISD for the Tracking Progress Tool (data dashboard/SDG tracking framework) and that we hope to have an update by the end of the year. Anca noted that, should the website work not commence in 2023, the unspent funds will be reallocated to the SP reserve fund/unspent funds account upon 2023 year-end reconciliation and simply be allocated to and spent in 2024 when the new website/data dashboard will be established.

Moved by: Matt Strano

Seconded by: Julie Ingram

THAT the 2023 financial statement to date be received for information

MOTION CARRIED

[2024 draft budget](#) (provided electronically) – Anca Pascalau

A typo was noted in the SP Reserve line (2023 instead of 2024 across all columns - this has now been corrected and the document linked above reflects the correct, updated version). Anca noted that the 2024 draft budget may incur some changes, depending on when the new website work will start, and should the new website expense not occur in 2023, the expense will be allocated to the 2024 budget, with an updated budget to be provided at the first SP CC meeting in 2024.

Moved by: Matt Strano

Seconded by: Wendy Hicks

THAT the 2024 draft budget (with the typo, 2023 changed to 2024, in the SP Reserve line item corrected) be approved

MOTION CARRIED

9. Other Business

Meredith Carter issued a reminder that today is Giving Tuesday.

Moved by: Matt Strano

Seconded by: Wendy Hicks

THAT the “other business” updates be received for information

MOTION CARRIED

Motion to adjourn

Moved by: Julie Bromley