



# Sustainable Severn Sound

Sustainable Severn Sound (SSS) champions the integration of sustainability principles within our partner municipalities and their communities.

## Sustainability Plan Steering Committee (SPSC) Meeting – DRAFT Minutes

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Date	Thursday, October 6, 2016
Time	10am-12pm
Location	Sustainable Severn Sound's Office (c/o North Simcoe Community Futures Development Corporation), 105 Fourth Street, Midland

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### Attendance

Councillor Mike Lauder, Ward 2, Town of Penetanguishene  
Doug Luker, CAO/Clerk, Township of Tiny  
Jonathan Main, Councillor, Ward 1, Town of Midland  
Marina Whelan, Program Manager, Health Protection Service, Simcoe Muskoka District Health Unit  
Patricia File, Councillor, Ward 1, Town of Midland  
Ron Stevens, Councillor, Ward 4, Township of Severn  
Tony Huguenin, Planning Technician, Township of Tay  
Tracy Roxborough, Sustainability Coordinator, Sustainable Severn Sound

### Regrets

Andrea Betty, Director of Planning and Community Development, Town of Penetanguishene  
Chris McLaughlin, General Manager, NSCFDC (Alternate Chair)  
Councillor Barbara Coutanche, Township of Oro-Medonte  
Gail Marchildon, Office Manager, Severn Sound Environmental Association  
Jennifer Schnier, Communications and Economic Development Officer, Township of Georgian Bay  
Jonathan Pauk, Planning Intern, Township of Tay  
Morgan Levison, Public Health Promotor, Simcoe Muskoka District Health Unit  
Nick Popovich, Director of Development Services, Township of Georgian Bay  
Steffen Walma, Deputy Mayor, Township of Tiny, County of Simcoe representative  
Steve Farquharson, Director of Planning and Development, Township of Tay

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### 1.0 Welcome, Introductions and Approval of Agenda

Discussion: Chair requested any additions or changes to the agenda, with SSS indicating no changes requested. Councillor Lauder requested an addition under item 5.0, being 5.1 'SPSC Meeting Schedule'. Chair then requested motion to approve the agenda. Moved by M. Lauder, seconded by M. Whelan. Agenda approved.

### 2.0 Approval of Minutes from the 8-Sept-16 SPSC Meeting

Discussion: Coordinator advised that the DRAFT minutes were provided to the SPSC on 28-Sep-16, with no corrections requested. Chair requested motion to approve the 8-Sep-16 meeting minutes.

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Moved by R. Stevens, seconded by M. Whelan. Minutes of the 8-Sep-16 SPSC meeting approved 7-Jul-16.

Action Item: Coordinator to send the approved minutes to the Clerk of each partner municipality for submission to Council.



SustainabilityPlanSteeringCommittee\_D

## 3.0 2016 SSS Work Plan Items

### 3.1 Sustainability Speaker Series

Discussion: Coordinator provided the SPSC with a review of Event Details, including:

- Date and Time, November 29<sup>th</sup>, 2pm-5pm
- Venue, NSSRC, 527 Len Self Blvd., Midland
- Keynote Speaker
- Karen Farbridge, teleconference on October 13<sup>th</sup> to work out format and set key goals for the talk, being:
  - o Define and provide examples of collective impact models in action,
  - o Identify 2-3 'relevant' municipal success stories, including challenges
  - o Staff engagement strategies (incentives?),
  - o Key words of recommendation/advice for maintaining sustainability program momentum.

Comments from the SPSC included:

- Implementation is key (energy plan) – insider knowledge, 'how they got it done
- Create Photo and Bio page for speaker to include with invitation (action item)
- Talk should help us look at moving forward – how do we move forward with sustainability in a comprehensive way when there is so much push-back (address the disconnect re: local control, provincial directives, capacity
- Speak to her experience with think-tanks (results, benefits)
- Q and A session should be more formatted – develop a feedback mechanism for questions when attendees register

Coordinator overviewed catering selection for the event, being:

1. Mini Georgian Bay Pickerel and Fermar Farms Chip with Caper Remoulade (\$3.00 per Person x 60= \$180.00)
2. Savory Goat Cheese Tarts with Feltis Farms Maple/Apple Chutney (\$2.50 per Person x 60=\$150.00)

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3. Georgian Bay Brewery Braised Beef Short Rib Sliders with Horseradish/Scallion Cream/Arugula

(\$3.00 x 60 = \$180.00)

4. Artisanal Canadian Cheese Board and Local Charcuterie \$350.00

Beverages and coffee will also be available for attendees.

Coordinator spoke to the registration, currently open and available on the SSS website and will also be promoted via social media and through a media release to Mirror, Orillia Packet, Tay Report and through partner websites. Invitations will be sent directly via email to each of the 7 Councils and all municipal staff. SMDHU also requested an invite to Dr. Gardner and the Board of Health.

Action Items: (1) Coordinator to edit registration page to include a 'Submit your Questions' for Karen Farbridge on the page, which will provide the content for the structured Q and A session. Coordinator will also provide to Karen in advance. (2) Create invite with bio page for all invitees and distribute by October 17.

## Budget



AgendaforNovEven  
t\_FINAL.pdf



FINAL\_NOV29.pdf



Microsoft Excel  
Worksheet

### 3.2 Website Redesign Project

Discussion: Coordinator provided a summary of the status of the website and the meeting scheduled for October 26 with the Website Redesign Sub-Committee to review the site. Site will be demoed for the SPSC at the November 3 meeting.

### 3.3 Sustainability Report Card

Discussion: Coordinator provided a summary of the meetings held with each municipality through a short presentation (as below).

- PowerPoint Presentation of DRAFT Report Card



Initial\_Interview\_Re  
sults\_Oct6.pdf

- Project Overview (as approved 6-Jul-16)

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ProjectOverview\_SustainabilityReportCa

### 3.3.1. Municipal Sustainability Leadership Awards

Discussion: Coordinator reviewed nominees per municipality as received:

Midland: Jamie Galloway, Town Engineer

Penetanguishene: Moe Lefaive, Chief Water Operator

Oro-Medonte: Shawn Binns, Director, Operations and Community Services

Georgian Bay: Councillor Paul Wiancko

Tiny: Jamie Wilson, CBO

Severn: Pat Harwood, Manager of Recreation and Facilities

SSS has not yet received a nomination from the Township of Tay at this time.

Action Items: (1) Coordinator to follow-up with S. Farquharson from Tay to complete nomination form. (2) Coordinator to request suggestions for award 'gift' from SPSC members via e-mail and select as appropriate to accompany certificate. (3) Coordinator to complete certificate of recognition for review via e-mail by committee. (4) Coordinator to speak to Councillor Lauder to request an introduction at the November 29<sup>th</sup> event.



SustainabilityLeadershipAwards\_2016\_F

### 3.4 Coordinated Land Use Planning Review



Co-ordinated Review\_Feedback o

Discussion: T. Hugenin noted a meeting for County planners at Simcoe County Museum approximately a month ago, with the perspective from municipalities being opposed to mapping (autonomy is taken away, 'lines are drawn in the sand – lines become difficult to manoeuvre). The combination of that with the position that the policies do not consider local knowledge is leading to lack of support from municipalities. P. File requested that SSS provide a response to the Province in support of enhanced resources, funding and capacity for municipalities, while referencing the Sustainability Plan and the related plan actions and recommendations.

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**Action Item:** P. File and the Coordinator to schedule a meeting to craft a response from SSS to the province regarding the Land Use Planning Review by the deadline of October 31.

## 4.0 SSS Project Budget

**Discussion:** Coordinator provided the SPSC with an overview of the budget, with the project currently under budget by \$16,000,

This is reflected due to:

- \$7,000 in County funding that is still to be used, partially for the November event and another event in 2017,
- \$3,000 in committed funds to website redesign team,
- \$2,000 in printing costs that will be utilized through the report card,
- \$1,500 in unused professional development funds, and
- \$2,500 IN 2015 deferred revenue.



FinancialStatement  
\_31\_Sep-16.pdf

Coordinator also reviewed a copy of 2017 budget request letter as sent to treasurers per municipality on 29-Sep-16, and noted these will be supported through deputations to each council as arranged for October and early November.



SSS\_TownshipofTay  
\_BudgetConsiderati

## 5.0 October 2016 – December 2016 Meeting Schedule

Date	Time	Location	Purpose
Thursday, October 6, 2016	10am-12pm	SSS Office, 105 Fourth Street, Midland	<ul style="list-style-type: none"> <li>• Review of Draft Report Card</li> <li>• Review and Approve Leadership Nominations</li> <li>• Discuss Sustainability Speaker Event Details</li> </ul>
Thursday, November 3, 2016	10am-12pm	SSS Office, 105 Fourth Street, Midland	<ul style="list-style-type: none"> <li>• Review and Final Comment on Report Card</li> <li>• Review New Website</li> </ul>
Tuesday, November 29, 2016	2pm-5pm	NSSRC, 527 Len Self Blvd., Midland	<ul style="list-style-type: none"> <li>• Sustainability Speaker Series event</li> </ul>

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Thursday, December 1, 2016	10am-12pm	SSS Office, 105 Fourth Street, Midland	• Review and Discussion of 2017 SSS Work Plan
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## 5.1 SPSC Meeting Schedule

Discussion: M. Lauder suggested the review of the SPSC meeting schedule for 2017, suggesting a bi-monthly meeting or roundtable discussions instead of monthly meetings, due to most items are FYI only. R. Stevens provided feedback that a monthly meeting can be helpful to increase engagement. Chair directed the Coordinator to add item to the next meeting for further discussion, and to build meeting schedule into work plan for 2017.

Action Item: Coordinator to add item for discussion at November 3 SPSC meeting.

## 6.0 Information Sharing

Transportation Planning and Traffic Management (monthly SSS bulletin focus)

Suggestions Included:

- Bike Friendly Communities – MCC Workshop (Helping people and staff – Share the Road Funding)
- AT and Trails Master Plan – Township of Tiny (Status)
- OP Reviews and Bike Friendly Policy Statements
- Downtown Master Plan – Town of Midland
- Butterscotch – Proposed Bike Parking (Cycle Tourism) Justin Jones
- Complete Streets Proposal – Midland/Penetanguishene

SMDHU: Barrie (Climate Change Action Plan) – Mayor Lehman (Municipal Workshop – Late spring 2017)

P File: P. File is working to organize the Central Ontario Agricultural Conference – Backyard Farmers (Georgian College - March 4, 2017). P. File is looking for Speakers with experience in urban farming. Please contact her directly with any suggestions.

**7.0 Adjournment:** Time: 12:20pm  
**Next Meeting** When: Thursday, November 3, 2016  
Time: 10am-12pm  
Where: SSS Office