



# 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

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Date Thursday, May 5, 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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### Attendees

Chris McLaughlin, General Manager, NSCFDC  
Councillor Mike Lauder, Ward 2, Town of Penetanguishene  
Doug Luker, CAO/Clerk, Township of Tiny  
Jonathan Pauk, Planning Intern, Township of Tay  
Keith Sherman, Executive Director, Severn Sound Environmental Association  
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  
Steffen Walma, Deputy Mayor, Township of Tiny, County of Simcoe representative  
Steve Farquharson, Director of Planning and Development, Township of Tay  
Tracy Roxborough, Sustainability Coordinator, Sustainable Severn Sound

### Regrets

Andrea Betty, Director of Planning and Community Development, Town of Penetanguishene  
Councillor Barbara Coutanche, Township of Oro-Medonte  
Jennifer Schnier, Communications and Economic Development Officer, Township of Georgian Bay  
Morgan Levison, Public Health Promotor, Simcoe Muskoka District Health Unit  
Jonathan Main, Councillor, Ward 1, Town of Midland  
Nick Popovich, Director of Development Services, Township of Georgian Bay

### 1.0 Welcome and Approval of Agenda

Discussion: Chair requested any additions or changes to the agenda, with SSS adding Item 3.6 for discussion (August 2016, Walk for Water event), with updated agenda provided for attendees. Chair then request motion to approve the agenda. Moved by R. Stevens, seconded by C. McLaughlin. Agenda approved.

### 2.0 Approval of Minutes from the 3-Mar-2016 SPSC Meeting



SustainabilityPlanSteeringCommittee\_A1

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## Discussion:

Coordinator advised that the DRAFT minutes were provided to the SPSC on 8-Mar-16, with a request to correct D.Luker's attendance received and completed. Chair requested motion to approve the 3-Mar-16 minutes. Moved by K. Sherman, seconded by M. Whelan. Minutes of the 3-Mar-16 SPSC meeting approved 5-May-16.

## Action Items:

- 1) Coordinator to distribute approved minutes to the SPSC and municipal clerks for distribution to councils.

## **3.0 2016 SSS Work Plan Items (Project Charter #1 and Project Charter #2 Actions)**

### **3.1 Sustainability Speaker Series, March 22 Event**

Discussion: SSS overviewed the Event Summary Report as enclosed.



EventSummary\_Report\_March22.pdf

Action Items: None required.

### **3.2 Sustainability Speaker Series, June 2016 Event**

Discussion: SSS reviewed the documents below, with the committee providing comment on the event agenda, poster, registration page and budget. SSS noted that although funding from the County of Simcoe has not been approved at this time; the event can be covered by deferred revenue from 2015. C. McLaughlin noted an error in the budget document. SSS will append and provide with the draft minutes. Discussion from the committee included a recommendation to directly invite stakeholder organizations/agencies, and to include partner displays as applicable at the event. All documents were received and approved, as moved by M. Whelan, seconded by S. Walma. Motion approved.



15-Jun-16\_SustainableSpeakerSeries\_Ag

- Event Poster



Adobe Acrobat Document

- Registration Link

<http://sustainabilityspeakerseriesnatureandhealth.eventbrite.ca>

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- SPSC to Review Budget



EventBudget\_Projection\_June\_2016\_May

Revised Budget (6-May-16)



EventBudget\_Projection\_June\_2016\_REV

## Action Items:

- 1) SSS to invite stakeholder organizations as discussed to attend the event.
- 2) SPSC members to assist with the distribution of any promotional items, including event poster, registration link, and media releases after shared with them by SSS.
- 3) SSS to revise the event budget, as per the correction recommended by C. McLaughlin and include with the DRAFT minutes (as enclosed above).

### **3.3 Case Study Information Sheet**

Discussion: SSS provided an example of a Case Study developed for the new website, as enclosed below. SSS described the case study and the approach, explaining that the case studies will provide content for the new website, but will also be used in the development of the Sustainability Report Card, and the presentation of Business Case documents to municipalities to encourage the adoption of the featured practices. The following documents were provided for SPSC information:

- Case Study Criteria,



CaseStudyCriteria\_Questions.docx

- Draft Case Study,



GB\_FoodBasket\_Draft(1)\_May-16\_Reduc

- List of Selected Case Studies (chart below).

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Municipality	Project Name	Project Contact
County of Simcoe	Food and Agriculture Charter	Jessica Low, Project Consultant
County of Simcoe	Event Recycling Training Manual	Waste Management Department
Town of Penetanguishene	Community Design Manual	Kris Murphy, Planning and Community Services Administrative Support Person
Town of Penetanguishene	Beautification Program	Andrea Betty, Director of Planning and Community Development
Township of Georgian Bay	Electric Vehicle Charging Station	Nicholas Popovich, Director of Development Services
Township of Georgian Bay	Georgian Bay Fresh Food Basket	Jennifer Whiston, Community Support Worker
Township of Severn	Outdoor Gym Equipment	Patricia J. Harwood, Manager of Recreation and Facilities
Township of Severn	Coldwater Carpool Lot	Andrew Fyfe, Director of Planning
Township of Severn	Washago Community Centre LED Sign	Patricia J. Harwood, Manager of Recreation and Facilities
Township of Tay	Phragmites Project	Bryan Anderson, Manager of Parks and Recreation
Township of Tay	Tay Bike Day	Bryan Anderson, Manager of Parks and Recreation (plus Councillor Root)
Township of Tay	Tree Replacement Program	Steve Farquharson, Director of Planning and Development
Township of Tay	Tay Community Garden and Orchard	Steve Farquharson, Director of Planning and Development (plus Karma staff)
Township of Tay	Tay Shoreline Guide	Keith Sherman, Executive Director, Severn Sound Environmental Association
Township of Tiny	Septic Reinspection Program	Shawn Persaud, Manager of Planning & Development
Township of Tiny	Health and Wellness Day	Bonita Desroches, Community Recreation Coordinator
Township of Tiny	The Township of Tiny Trails and AT Master Plan	Bonita Desroches, Community Recreation Coordinator
Town of Midland	Downtown Recycling Bin Pilot	Jamie Galloway, Town Engineer
Town of Midland	Library Green Roof	Crystal Budgell, CEO/Chief Librarian
Town of Midland	Solar Powered School Zone Signage Assemblies	Jamie Galloway, Town Engineer
Town of Midland	Native Species Landscape List for Development	Wes Crown, Director of Planning and Building
Town of Midland	Anti-Idling Policy	Jim Reichheld, Municipal Law Enforcement
Township of Oro-Medonte	LED Streetlight Conversion	Shawn Binns, Director, Recreation and Community Services
Township of Oro-Medonte	Staff Conversion to Tablets/E-Communication	Shawn Binns, Director, Recreation and Community Services

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## Action Items:

- 1) SSS to continue requesting information from each municipality to develop the case studies as selected.
- 2) SPSC members to assist with the transfer of this information as requested.
- 3) SSS to connect with M. Whelan in reference to applicable case studies by the SMDHU.

### **3.4 Partnership/Collaboration with Georgian College**

Discussion: Item was reviewed by the Website Redesign Sub-Committee. No review needed by the SPSC at this time.

- Sample Survey provided to the SPSC for information only:



SampleSurvey\_2ndR  
EVISION\_Apr8\_2016.

- Sample Survey - Revised 17-May



Survey-Revisions-M  
ay17.docx

### **3.5 Quarterly Project Report Draft**

Discussion: SSS overviewed the First Quarter Report, which will be distributed to Council as a Status/Activity Report.



q1-report-draft-SPS  
C.pdf

## Action Items:

- 1) SSS to submit the report to each partner municipality via the clerk, requesting submission to Council with a motion to receive.

### **3.6 Memo to the SPSC (re: Walk for Water Event, August 2016)**

Discussion: SSS provided background for the submission of the memo to the SPSC, being that SSS was approached by Councillor Root from the Township of Tay to participate in a 'Walk for Water' event in August, 2016, with additional partners Wye Marsh Wildlife Centre and Beausoleil First Nation. Further information was made available in the memo enclosed. The SPSC requested further information on the role for SSS in this event, and recommended another meeting be held with Councillor Root, S. Farquharson and SSS prior to any commitment.

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Memo\_WalkforWater.docx

### Action Items:

- 2) SSS to attend a meeting with Councillor Root and S. Farquharson to further discuss the proposed event, and identify potential role and contributions by each participant.
- 3) SSS to update the SPSC at the next meeting (2-Jun-16) on the status of this request.

## 4.0 Budget

Discussion: SSS provided the Financial Statements as of 31-Mar-2016, and 30-Apr-2016. Advising of a Bank Deposit error with the Asset amount, which has been identified; and will be corrected in the May statement.

- Financial Statement as of 31-Mar-2016



FinancialStatement\_31-Mar-16.pdf

- Financial Statement as of 30-Apr-2016



FinancialStatement\_30-Apr-16\_Balance\_

### Action Items:

- 1) SSS to provide an updated and corrected Financial Statement at the 2-Jun-16 SPSC meeting.

## 5.0 June 2016 – August 2016 Meeting Schedule

Date	Time	Location	Purpose
Thursday, June 2, 2016	10am-12pm	SSS Office, 105 Fourth Street, Midland	- Discuss June 15 Speaker Event, - Discuss SSS participation with the Walk for Water
Thursday, July 7, 2016	10am-12pm	SSS Office, 105 Fourth Street, Midland	Regular Meeting
Thursday, August 4, 2016	10am-12pm	SSS Office, 105 Fourth Street, Midland	Regular Meeting

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## 6.0 Information Sharing

Discussion: SSS discussed the monthly Sustainability Bulletin (E-News), including the links below to the issues produced in 2016.

- May Theme: Waste and Recycling  
<http://www.sustainablesevernound.ca/index.php/blog/article/may-sustainability-bulletin-is-now-available>
- April Theme: Green Building  
<http://www.sustainablesevernound.ca/index.php/blog/article/april-sustainability-bulletin-is-now-available>
- March Theme: Energy Efficiency and Renewables  
<http://www.sustainablesevernound.ca/index.php/blog/article/march-sustainability-bulletin-now-available>
- February Theme: Community Economic Development  
<http://www.sustainablesevernound.ca/index.php/blog/article/february-sustainability-bulletin-now-available>
- January Theme: Climate Change  
<http://www.sustainablesevernound.ca/index.php/blog/article/january-2016-sustainability-bulletin-now-available>

Additional Information was shared, including the following:

- NSCFDC  
Working through introducing a green loan program, supporting small businesses in energy retrofits. NSCFDC is working with Midland PUC to develop a marketing piece with more information available in June or July.
- SSEA  
Tree planting season as part of the SSEA's Tree Planting Program is on-going. A volunteer tree planting event took place at Tiffin Pond on Tuesday, May 3. SSEA's Open House is scheduled for Thursday, June 30, visit [www.severnound.ca](http://www.severnound.ca) for more information as it is available.
- SMDHU  
SMDHU has been completing key informant interviews regarding the public health role in regards to climate change to support SMDHU's Vulnerability Assessment initiative. The project will use projection scenarios with climate projection data, and use that information to determine the areas to focus on for local adaptation. Will be a tool for municipalities in helping them address their climate change planning.
- Town of Midland  
The Town will be considering some additional engagement activities around active transportation and walkability. The Town is also developing a Youth Committee, which is

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currently advertising for members until 18-May-16:

<http://www.midland.ca/Shared%20Documents/Youth%20Committee.pdf>

- **Town of Penetanguishene**  
Completing an official plan review, engaging with key community stakeholders and the North Simcoe municipalities. Further information is available at:  
<http://www.penetanguishene.ca/en/business/official-plan.asp>
- **Township of Severn**  
Severn is planning a new community recreation centre for the Township; to be sited in Westshore area. More information can be found by contacting Councillor Stevens, or the Township at <http://www.townshipofsevern.com/>
- **Township of Tay**  
Tay has recently completed the draft of its Official Plan review, and has been hosting public engagement sessions with the community. Tay is also the lead organization now hosting the fundraising dinner for the Wye Marsh Wildlife Centre. That event is scheduled for 12-May-16 and will be held at the Oakwood Community Centre.
- **Township of Tiny**  
The Township is hosting a community Health and Wellness Day on June 4. Additional information is available at: <http://www.tinyhealthandfitnessday.com/>  
The Township has been approached by the North Simcoe Anglers and Hunters to consider partnership on a Tree Heritage Park to possibly be located in the Township. More information on the proposal can be found by contacting NSAH at <http://nsahcc.ca/index.html>
- **County of Simcoe**  
Received funding to install three electric vehicle charging stations. More information can be found at: <https://news.ontario.ca/mto/en/2016/04/funding-for-electric-vehicle-charging-stations.html>  
Discussions have been happening around the diminishing participation in the County’s Green Bin program, with 50% of the average resident’s garbage containing materials which can be diverted through the Green Bin program. Different options have been offered, such as clear bags, bi-weekly collection, or a non-sorting options which would see households pay \$120 per year, with a processing facility being developed which could possibly result in 100% diversion. More information on the Waste Management Program, and the awarding winning recyclables diversion rate can be found here:  
<http://www.simcoe.ca/CorporateCommunications/Pages/wdo-report-2016-04-25.aspx>

## 7.0 Adjournment

**Time:** 1:12pm

**Next Meeting**

When: Thursday, June 2, 2016

Time: 10am-12pm

Where: SSS Office

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