



ATTENDING

Councillor David Mangle, Mayor Jeff Cantwell, Bill Zimmerman, Janet Eaton, Hayden McKee-Godry, Grace Hamilton-Burge, Director Community Development Chrystal Fuller, and Recording Secretary Dan Stovel

ALSO ATTENDING

Councillor Hugh Simpson, Councillor Mercedes Brian, Director Corporate Services Jen Boyd, and Manager Economic Development Ericka Wicks

ABSENT WITH REGRET

Chief Administrative Officer Erin Beaudin, and Sustainability Coordinator Acadia University Jodie Noiles

CALL TO ORDER

Chair, Councillor Mangle, called the meeting to order at 2:32 pm

- Chair outlined the reasoning behind the development of the Environmental Sustainability Committee and welcomed Committee members

1. APPROVAL OF THE AGENDA

The agenda was approved as presented

2. COMMITTEE INTRODUCTIONS / ORIENTATION

- Chair conducted a roundtable of introductions as this was the inaugural meeting of the Environmental Sustainability Committee
- The Committee was provided an Orientation briefing highlighting the following issues:
 - i. Review of the governing Policies
 - a. The Committee will operate by consensus – there will be no need for Motions
 - b. Subject to the principles set out in the Nova Scotia Municipal Government Act (MGA), all committee members present, including the person presiding, shall vote on a question
 - c. Subject to Section 22 of the MGA, meetings of the Committee are open to the public
 - d. The Committee may receive presentations from the public upon approval of the Chair
 - ii. Rules of Order
 - a. Role of the Chair
 - b. Obtaining the floor
 - c. Rules of Discussion
 - iii. In-Camera requirements
 - a. Section 22(2) of the Nova Scotia Municipal Government Act (MGA) outlines those reasons for which a Committee meeting would be closed to the public and go to an In Camera session
 - iv. Conflict of Interest
 - a. There is a conflict of Interest if a result of the decision results in a pecuniary benefit to the member of the Committee

3. POLICY REVIEW

- The Committee reviewed the following relevant Policies:
 - [110-001 Committees Policy](#)
 - The role of the Committee is limited to advising Council
 - Unless specifically granted, no Committee has the power to commit the Town to either spend money or take any particular action
 - No member of the Committee shall give specific direction to any staff member at any Committee meeting
 - [110-003 Committees Procedure Policy](#)
 - [120-015 Environmental Sustainability Committee Policy](#)
 - All members of Council are eligible to participate in the Committee; however, with the exception of the Council appointed Chair, other Councillors are not required or used for calculation of a quorum
 - Committees review and provide advice to Council on the broader, policy related issues; they do not act as a decision-making forum for departments
 - **Mandate of Committee:**
 - The mandate of the Committee is to provide advice to staff and Council on sustainability issues and impacts related to Town Projects, information reports, Request for Decisions, Project Charters, etc.
 - The Committee will serve in an ambassador role for promoting sustainability issues and initiatives
 - The Committee will advise and promote communication of the policy to the community

Chair agreed to amend Agenda and discuss the 2016/17 Operations Plan ahead of the Draft Framework

4. REVIEW OF OPERATIONS PLAN

- The 2016/17 Operational Plan was prepared to:
 - (1) ensure that key projects and activities of the Town properly align with the strategic priorities of Council, and
 - (2) that priority projects and activities are appropriately resourced and reflected in the Annual Budget
- The intent is that the 2016/17 Operational Plan will build on the successes and initiatives of the previous fiscal year and will ensure continued accountability and transparency related to operational activities
- Strategic Priorities for the Town reviewed with the Committee:
 - (1) Well maintained and sustainable public infrastructure;
 - (2) A diverse, prosperous and sustainable local economy;
 - (3) A growing population encompassing all ages and stages who live in safe, attractive, and cohesive neighbourhoods;



- (4) A robust active living and cultural community; and
- (5) Efficient and effective leadership from a committed and responsive executive and administrative team

- The focus of the Committee will be to identify key work areas as the workplan is developed for 2017, keeping in mind action items identified within the 2016/17 Operational Plan

5. DRAFT FRAMEWORK

- The Committee will guide the development of projects and initiatives in an environmentally-sustainable manner
- Issues identified within the Draft Framework for consideration by the Committee:
 - Ecosystem health and functioning
 - Climate change adaptation
 - Climate change mitigation
 - Reduction of dependence on fossil fuels
 - Energy Efficiency
 - Food Systems
 - Active Transportation
 - Ecological goods and services
- Put forward to the Committee that each of the above issues should be applied to future projects that come before the Committee
- The Committee will provide input on the following documents:
 - Request for Decisions (RFDs) that have a strong environmental component, or RFDs or issues that are referred to the Committee by another Committee of Council
 - Project Charters
 - Information Reports
 - Planning Documents, and
 - Staff can go to Committee to seek feedback or comment as required

6. COMMITTEE WORKPLAN DEVELOPMENT

a. Discussion of Priorities for 2017 and beyond

- Setting of priorities moved to the next meeting of the Environmental Sustainability Committee



7. MEETING SCHEDULE

- Proposed by Staff that the Environmental Sustainability Committee meet the first Tuesday of the month (08:30am – 09:30am) in advance of the Committee of the Whole meeting
- No set date/time scheduled for future meetings
 - A poll will be sent to Committee members by Manager Economic Development to determine the date/time of the next meeting, with an option to include a meeting in August
 - Meetings should be set for a minimum of one and a half hours and up to two hours in duration

The meeting adjourned at 4:15 pm

Approved at the August 15, 2016 Environmental Sustainability Committee Meeting

As recorded by Dan Stovel, AA Corporate Service