



Agenda Green Committee

May 26, 2021

5:30 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEl8OG-dOYKteFQ>

Pages

1. **CALL TO ORDER**
2. **DECLARATION OF PECUNIARY INTEREST**
3. **AMENDMENTS AND APPROVAL OF AGENDA**

RECOMMENDATION

THAT the May 26, 2021 Green Committee agenda be accepted as presented.

4. **DELEGATIONS**

None.

5. **ACCEPTANCE OF MINUTES**

3

RECOMMENDATION

THAT the April 28, 2021 Green Committee minutes be approved and signed by the Chair and committee Secretary.

6. **STRATEGIC ITEMS - PROGRESS UPDATE**

7

RECOMMENDATION

THAT the May Green Committee Strategic Priorities Table be received for information.

7. **REPORTS**

7.1. PW 43-2021 Administering a Green Recognition Program

9

RECOMMENDATION

THAT PW 43-2021 Administering a Green Recognition Program report be received for information.

8. OTHER BUSINESS

9. UPCOMING MEETINGS

June 23, 2021 at 5:30 p.m. (Virtual)

September 22, 2021 at 5:30 p.m. (Virtual)

10. ADJOURNMENT

RECOMMENDATION

THAT this meeting of the Green Committee adjourn at p.m.



Minutes

Green Committee

April 28, 2021

5:30 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

| | |
|-----------------|--|
| Members Present | Lynette Geddes, Chair Councillor Pridham Fred Stam John Stevens |
| Members Absent | David Vermeire |
| Staff Present | Jed Kelly, Director of Public works Morgan Dykstra, Committee Secretary |

1. CALL TO ORDER

The Chair called the meeting to order at 5:31 PM.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution: GC-2021-04-01

Moved By Fred Stam

Seconded By Councillor Pridham

THAT the April 28, 2021 Green Committee agenda be accepted as presented.

Carried

4. DELEGATIONS

None.

5. ACCEPTANCE OF MINUTES

Resolution: GC-2021-04-02

Moved By John Stevens

Seconded By Fred Stam

THAT the March 24, 2021 Green Committee minutes be approved and signed by the Chair and Committee Secretary.

Carried

6. STRATEGIC ITEMS - PROGRESS UPDATE

Morgan Dykstra and Jed Kelly presented the April Progress Update and responded to the Committee.

The Committee advised that the request to CN for tunnel painting should be removed from the task list and considered during the Active Transportation Master Plan process.

Resolution: GC-2021-04-03

Moved By Fred Stam

Seconded By John Stevens

THAT the April Green Committee Strategic Priorities Table be received for information.

Carried

7. REPORTS

7.1 PW 39-2021 Proposing Timelines and Characteristics of a Green Initiative Recognition Program

Morgan Dykstra presented the staff report, highlighting the items for consideration.

The Committee discussed the questions posed in the staff report and determined that there is no consensus related to those questions.

The Committee was of the consensus that Committee Members should further review the staff report questions and provide comments to the

Committee Secretary no later than May 14, 2021, those comments shall be included in a follow up report at the May Green Committee meeting.

Resolution: GC-2021-04-04

Moved By Councillor Pridham

Seconded By John Stevens

THAT PW 39-2021 Proposing Timelines and Characteristics of a Green Recognition Program report be received;

THAT the matter be deferred to the Green Committee's May meeting; and,

THAT Committee Members shall provide written comments to the Committee Secretary by May 14, 2021.

Carried

7.2 PW 29-2021 Request to Amend the Tree Donation Policy

Morgan Dykstra and Jed Kelly presented the staff report and responded to questions from the Committee.

The Committee concurred that the policy be amended to direct all tree donations to the Meadowridge Park Naturalization Project.

The Committee further agreed that the Town should consider providing infrastructure near the donation area to acknowledge donations, and that prior to presenting the amendment to Council, Town staff consider options like a donation board or benches with plaques.

The Committee requested the bench acknowledgement in the proposed policy be removed, and that it include a blanket statement that donations will be physically acknowledged near the donation area.

The Committee made the following recommendation:

Resolution: GC-2021-04-05

Moved By Fred Stam

Seconded By Councillor Pridham

THAT PW 29-2021 Request to Amend the Tree Donation Policy report be received; and

THAT the Committee endorse the amended Tree Donation Policy; and,

THAT the Green Committee recommend to Council:

THAT Council amends the Tree Donation Policy as per the changes specified in Attachment A: Amended Tree Donation Policy.

Carried

8. OTHER BUSINESS

None.

9. UPCOMING MEETINGS

May 26, 2021 at 5:30 p.m. (Virtual)

June 23, 2021 at 5:30 p.m. (Virtual)

10. ADJOURNMENT

Resolution: GC-2021-04-06

Moved By Fred Stam

Seconded By John Stevens

THAT this meeting of the Green Committee adjourn at 6:34 p.m.

Carried

Lynette Geddes, Chair

Morgan Dykstra, Committee Secretary

Green Committee Strategic Priorities Status (May 2021)

| Priority | Item | Status | |
|-----------------------------------|---|--|--------------|
| Forestry Management | Revise tree species list | | Complete |
| | Engagement and education opportunities | Ongoing Website content has been forwarded to the Communications Department for posting on the Town's website. | Implementing |
| | Tree donation policy | Policy to be presented to Council on June 8/2021. | Implementing |
| | Seedlings transplant area | Council approved the Committee's recommendation. The Town will not establish a seedlings transplant area. | Complete |
| | Gypsy Moth Infestation | Information campaign completed. | Implementing |
| Naturalization | Public Engagement re: naturalization | The Town is implementing the Sparling Bush Management Plan. Sparling Bush Management Plan items for 2021 have been incorporated into the 2021 Capital Budget. 15 trees, and 130 bushes planted in May to encourage internal growth, collaboration between Town, UTRCA and Rotary. | Implementing |
| | Recommend areas for naturalization | | |
| | Recommend policies to establish natural areas and how to maintain areas | | |
| | Investigate the feasibility of creating a wildflower meadow | Council approved the Committee's recommendation to create a wildflower meadow. Flowers ordered. Grant application to TD FEF has been approved. Planting to take place on June 4, 2021. | Implementing |
| Active Transportation Master Plan | Review existing active transportation network | Town Staff are collecting data. Due to recent public feedback additional signage is being ordered for along the Grand Trunk Trail. Grant application for GTT staircase has been denied, reviewing next steps. | Implementing |
| | Seek public feedback re: active transportation network | Public Survey | Complete |
| | Recommend an Active Transportation Master Plan | Due to delays because of COVID-19 and the re-prioritization of staff's task, a draft plan is anticipated in 2021. | Research |
| | Review Solid Waste Management By-law | | Complete |

| | | | |
|--|--------------------------------------|---|--------------|
| Waste Reduction & Diversion (Following the Waste Reduction and Diversion Assessment) | Textile recycling program | RFP in spring 2019 deemed incomplete. This project has been deferred until the Environmental Assessment Process for the landfill site. | Pause |
| | Mattress and box spring diversion | Green Committee recommended (June 2019) Incorporated in Solid Waste Management By-law (Fall 2019) Develop policy and review other municipal programs. Might be a component of the Environmental Assessment Process once the Town has received approval for expansion. | Pause |
| | All other recommendations from WRDA | Awaiting approvals from the Ministry of Environment for the Town of St. Marys Landfill Site. Once approvals have been completed the review of existing program at the site can be reviewed. | Pause |
| | Green Initiative Recognition Program | Report to determine the purpose and administration of a Green Initiative Recognition Program at May meeting. | Implementing |
| | Waste Reduction Week | | Complete |
| | Municipal Hazardous Waste Program | Municipal Hazardous Waste Program has transitioned to depot event delivery model. When dates are available, they will be circulated to the public. | Complete |

FORMAL REPORT

| | |
|-------------------------|---|
| To: | Chair and Members of the Advisory Committee |
| Prepared by: | Morgan Dykstra, Public Works and Planning Coordinator |
| Date of Meeting: | 26 May 2021 |
| Subject: | PW 43-2021 Administering a Green Recognition Program |

PURPOSE

The purpose of this report is to facilitate a working session to determine the intended purpose and outcomes of a green recognition program, and how that program should be administered.

RECOMMENDATION

THAT PW 43-2021 Administering a Green Recognition Program report be received for information.

BACKGROUND

The Green Committee has been discussing the creation and implementation of a recognition program for green initiatives since its term started in early 2019.

At the April Green Committee meeting, Staff posed several questions to the Committee with respect to the purpose and administration of the program. At the time, there was no consensus among Committee Members. The Committee Members decided that before the May meeting, each Committee Member should review the questions posed in the staff report and provide their comments to the Committee Secretary, to be included in a follow up report at the May meeting.

REPORT

The purpose of this report is to outline the comments made by Committee Members in relation to a green recognition program, and to create a consensus among Committee Members related to the framework of the recognition program.

Comments have been broken into four topics for discussion purposes. In addition, two Committee Members submitted draft proposal, which has been appended to the report and can be used as a guide.

This portion of the meeting will operate like a working session to generate consensus among the Committee – Town staff will prepare a policy outline and edit that outline as consensus has been reached.

The key topics, and the Committee's comments are as follows¹:

Topic 1: What is the purpose of the recognition program?

- Encourage the community to embrace green approaches.
- Purpose is education and awareness, not creating awards.

¹ ** means that multiple Committee Members made a comment to this effect.

- Strengthen the sense of community in regard to environmental issues.

Topic 2: Who are being recognized?

- Focus should be narrow, reach out to businesses (recognize and applaud their efforts)
 - Small efforts that are similar could be grouped together, for example, restaurants that use recyclable takeaway containers and paper straws or grouping retail using paper bags instead of plastic.
 - Larger businesses with a more significant green impact could be featured separately.
- Individuals or businesses

Topic 3: How will the Committee choose which submissions to feature?

- Prefer to not discount efforts by choosing one over the other – to manage number of nominations group similar initiatives together **
- Recognize initiatives that have some impact on the environment in that it reduces non-recyclable waste, effluent, or the size of their carbon footprint.
- The initiative must involve either an investment of time or money.
- Mandated changes are excluded (simple compliance with new regulations are not recognized).
- Nominees cannot be recognized for the same thing more than once.
- Nominees can submit again for new green initiatives.
- The Committee always has the right to decide if a submission is accepted or denied and give the Nominee the reason for not qualifying.

Topic 4: How will they be featured?

- Timed schedule to align with the seasons (spring, summer, fall and winter).
- Reviewed monthly as need be with a Subcommittee.
- Stickers and awards are not needed – purely recognition in some manner.
- Simpler the better – a list in the Independent, website, and formal recognition by the Green Committee at a meeting and recognition certificate**
- Concern that a video program could be onerous and/or non-compliant with AODA Standards.
- Create videos for social media and articles for the Independent

If the Committee creates a draft policy framework at this meeting, Town Staff can finalize that policy and bring it forward at the next meeting for a recommendation to Council.

FINANCIAL IMPLICATIONS

None at this time.

SUMMARY

The Green Committee is creating a green recognition program, this report discusses Green Committee Member's comments related to the purpose and administration of the program. At the May 26, 2021 Green Committee meeting, the Committee will discuss the comments in working session.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

None.

ATTACHMENTS

Attachment: Committee Members' Draft Proposal

REVIEWED BY

Recommended by the Department

Morgan Dykstra
Public Works and Planning Coordinator

Jed Kelly
Director of Public Works

St. Marys Green Initiatives Award

Draft Proposal May 14, 2021

Purpose

- To recognize initiatives taken by local businesses and individuals that lessen their environmental impact.
- To help create awareness of environmentally responsible change possibilities for others in the community
- To strengthen the sense of community in regards to environmental issues

Criteria

- The award would be presented for changes that have some impact on the environment in that it reduces non-recyclable waste, effluent or the size of their carbon foot print
- The initiative must involve either an investment of time or money
- Mandated changes are excluded (simple compliance with new regulations are not recognized)

Nominations and Awards

- Can be nominated by individuals, the business, or the members of the committee
- These recognition awards are provided by the Green Committee and are not necessarily recognized by the corporation of the town of St. Marys or council.

Requirements for the initiative award program

- Town-hosted webpage for award paragraphs including one picture. Downloadable nomination form
- No hosting of videos (AODA concerns?) but a link can be included in the award paragraph to the company's website and/or YouTube video.
- Nomination form questionnaire
- Green committee dedicated email address

Process

- Reviewed monthly as need be by the Green Committee after submission by the subcommittee
- The subcommittee will visit or phone to verify the nomination facts
- The awards will be evaluated by the subcommittee on a first-come-first-served basis as time permits
- Correspondence with nominator & nominee through dedicated Green Committee email address

Some possible initiatives that could be awarded

- Sale of composters at cost by the town or other organization
- Installation of FIT or micro-FIT solar panels
- Improved scrubbers on smoke stacks
- Innovative programs that reduce effluent or carbon such as naturalized drainage or algae catchment
- Elimination of plastic products by local restaurants and fast-food stores
- Composting programs by local businesses
- Green burial program
- Any cradle-to-grave program for products produced or distributed locally

Below:

- Nomination application form questions
- Rudimentary Green Award poster mock-up

Nomination Form Questionnaire

Date:

Nominator: name, address, contact information

Nominee: name, address, contact information

Criteria met:

- ☐ Reduce non-recyclable waste
- ☐ Reduce effluent
- ☐ Reduce carbon footprint
- ☐ Other

Please describe (one paragraph)

Date of completion of improvement

Briefly explain why you (nominator) feel this business warrants an award (one paragraph)

Green Initiative Award

The Green Committee for the town of St. Marys congratulates the ABC Company in recognition of their efforts to improve the environment and help promote a greener community.



Awarded to:

ABC Company
123 Main Street, St Marys

Presented by the Green Committee of St. Marys

July 2021

*For information about the Green Initiative Award please refer to
www.townofstmarys.com/en/Green*