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**ATTENDING**

Councillor Mercedes Brian, Mayor Jeff Cantwell, Chief Administrative Officer Erin Beaudin, Director Public Works & Parks Kevin Kerr, Sustainability Coordinator Acadia University Jodie Noiles, Bill Zimmerman, Janet Eaton, Grace Hamilton-Burge, and Recording Secretary Dan Stovel

**ABSENT WITH REGRETS**

Hayden McKee-Godry

**CALL TO ORDER**

Chair, Councillor Brian, called the meeting to order at 10:36 am

**1. APPROVAL OF THE AGENDA**

**MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED**

**CARRIED**

- Chair noted that the Committee will follow a more formal structure with Motions being put forward for discussion/approval, and tracking of Action items
- Chair highlighted that there is great potential with the Environmental Sustainability Committee

**2. APPROVAL OF MINUTES OF THE REGULAR MEETING OF SEPTEMBER 7, 2016**

**MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE SEPTEMBER 7, 2016 MEETING BE APPROVED AS CIRCULATED**

**CARRIED**

**3. NEW BUSINESS**

**a. Committee Workplan – CAO / Director Public Works**

- Director Public Works identified as the Committee's staff resource moving forward, replacing the Director of Community Development
- The Environmental Sustainability Committee got underway last summer and then there has been an hiatus with the 2016 Election in October and a turnover of Councillors
- Part of the Operations Plan in moving forward is to maximize the Committee and further develop the Committee's Work Plan to support this role
- As part of moving forward, the Committee's staff support was moved from Director Community Development to Director Public Works, although resources will still be brought in to the Committee from Community Development as needed
- Public Works is the Department that is seen to have a lot of the projects that will require input from the Committee in the future – a better alignment of staff resources

**Strategic Planning / Operations Plan**

- Council held a Strategic Planning session in December 2016, the result of which was a one-page strategic direction document
- Traditionally, as part of the Strategic Planning process, Council would approve a 10-year Capital Plan every year, really only looking year-to-year. In moving forward, staff have prepared a four-year



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Operations Plan which will be refined as a living document in the future. This Plan will give a sense to Council as to where things are going over their term of office

- CAO shared Wolfville's Vision Statement: "We are a green town where all can feel part of and celebrate our spirited community fabric"
- Environmental Sustainability is one of the key guiding principles of Council, outlining that all "decisions will be applied through the principles of environmental sustainability"
- Council has set three areas of Strategic Direction within which there are key areas of focus for environmental sustainability:
  - Improving quality of life for all
    - To support energy efficiency opportunities throughout the community
  - Maximizing our infrastructure investments
    - To create efficiencies and utilization of the Town owned buildings
  - Leveraging our economic opportunities
- Environmental Sustainability is front and foremost in the minds of this Council and has been identified as being a priority

#### **Operations Plan – Year One**

- The Operations Plan highlights several things happening this year:
  - The Structure of the Committee - there is value in meeting regularly in a formal setting, but there is just as much value that can be achieved in meeting informally while not stifled under a formal meeting setting
    - Seeking a balance over the next year whereby the Committee formally comes together quarterly but comes together informally more often, taking on the tasks and initiatives that have been identified as being important
  - Condition Assessment of municipal buildings – the Committee can provide feedback as Director of Public Works develops the Plan
  - Staff wants to conduct an Energy Efficiency Audit of municipal buildings
  - Need to make sure that we are aligning the Committee properly with objectives
  - Looking for opportunities for alternative energy projects.
    - There are other municipalities that Wolfville can partner with and this is not just partnering with communities in Kings County

#### **Operations Plan – Year Two**

- Considering year two – there are several specific issues which would require some work be put forward this year:
  - Water Conservation Plan – Committee feedback will be required
  - Electric Car charging station – coming up with a plan for Wolfville and what are the best practices
  - Fair Trade designation – Committee support in rejuvenating the designation for the Town



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- There is a lot of opportunity for promotion and community engagement as part of the work

#### **Committee Work Plan Development**

- Looking for a Committee Work Plan especially out to years three and four and improve operational efficiencies for the Committee
- Make sure that items that fit into the third and fourth year meet the actual statistics of not becoming an issue that needs input into years one and two
- One of the problems is that a lot of the issues are moving very fast – both the actual problem and the solution (Technology)
  - The Committee has the opportunity to examine potential problems and potential solutions

#### **Capital Investment Plan (CIP) Projects**

- Committee reviewed Projects identified as part of the Capital Investment Plan (CIP) looking at projects that may benefit from Committee's review/feedback:
- A lot of the design work for Year 1 has already been done, therefore the focus of the Committee was looking into Year 2 projects that may have Environmental Sustainability Committee input into the design work for future projects:
  - Asset protection
  - Shoreline Protection issues in Waterfront Park
  - Wharf/Waterfront Park repairs
  - Street Reconstruction – rebuilding of infrastructure and looking at issues of how to deal with storm water
  - Sewage Treatment Plant expansion
  - Rail Trail development (East) – the whole issue of Rail Trail development - does this make sense from infill development through a sustainability point of view
  - Nature Preserve – turned over to the Nature Trust and two dams are in need of repair. Council made a Motion to decommission and part of the decommission process is the investigation into what can be done and its impact on the environment
  - Decorative Lights – replacing older decoration lights with LED lights in those areas that have yet to be replaced
  - Installation of Traffic Lights – examining the option of installing traffic lights at the corner of Gaspereau Ave and Main St

#### **ACTION:**

- **Committee to identify projects from the CIP and ideas for further discussion**
  - Looking for the Committee to put forward creative ideas from a sustainability point of view



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**b. Impact of Climate Change – Janet Eaton**

- The [Ecology Action Centre](#) has a Special Project on Climate Change and how it impacts sea-level rising and they are working with the Department of Fisheries and Oceans (DFO) to come up with databases, learning tools and action tools for small communities that have harbourfronts
- Samantha Page as the Coastal Adaptation Coordinator at the Ecology Action Centre is working on Workshops that include the latest information, including sources for ongoing learning – for communities to identify specific impacts and vulnerabilities
- An opportunity to educate the whole community with regards to Climate Change
- Overall the project is designed to help communities learn about sea-level rising and how it affects them, and to provide access to tools that have been developed locally with the latest climate change information available and to show the requirement for incorporating sea-level rise into the latest plans
- Proposal put forward was to have one of the [Ecology Action Centre](#) Workshops conducted in Wolfville
- This would also be an important issue for Emergency Management involvement

**ACTIONS:**

- Janet Eaton to provide a report to staff for follow-up to identify this Workshop as either being a Committee or a Council initiative
- The Department of Community Development at Acadia has a course in group facilitation and there is a practical component of the course during which students help organize and facilitate Workshops. Jodie Noiles will follow-up with Acadia to see about any partnership opportunity for a future Workshop

**4. ROUNDTABLE DISCUSSION**

**a. [The Natural Step](#) (TNS)**

- Some of the discussion around decision-making revolves around [The Natural Step](#) (TNS) as a tool and framework – is this a tool that the Committee wishes to use in the future

**ACTION:**

- Staff to establish a Natural Step information session for the Committee & Council
- Janet Eaton will provide link for distribution to the Committee with regards to The Natural Step

**b. Committee Workplan**

- Next Steps (CAO)
  - Discuss setting the Work Plan for the coming year based on staff input from the Operations Plan

**c. Committee ASU Representation**

- Grace Hamilton-Burge will be appointed ASU President and George Phillip will be her replacement as the ASU Sustainability Officer



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**d. Fluorescent Light Bulbs**

- Is there a place in Wolfville for the disposal of fluorescent bulbs?
  - Director Public Works indicated that this will be an issue that staff will consider

**5. QUESTION PERIOD**

- No questions put forward to the Committee

**6. NEXT MEETING**

- The next meeting of the Environmental Sustainability Committee will be set as an informal meeting on Monday, April 3, 2017 at 12:00pm

**7. ADJOURNMENT**

**MOTION: IT WAS REGULARLY MOVED AND SECONDED THAT THE ENVIRONMENTAL SUSTAINABILITY COMMITTEE MEETING BE ADJOURNED AT 11:48 AM**

**CARRIED**

**Approved at the May 1, 2017 Environmental Sustainability Committee Meeting**

**As recorded by Dan Stovel, AA Corporate Services**