

Energy and Environment Minutes, 2023 - 2024

THIS IS A ROUGH COPY, intended to give a **keyword-searchable** history of the committee's conversations. Some portions of minutes are omitted. There may be errors; links to minutes are provided.

THESE RECORDS ARE NOT COMPLETE. If you wish to cite passages, please use the provided links to refer to the City website.

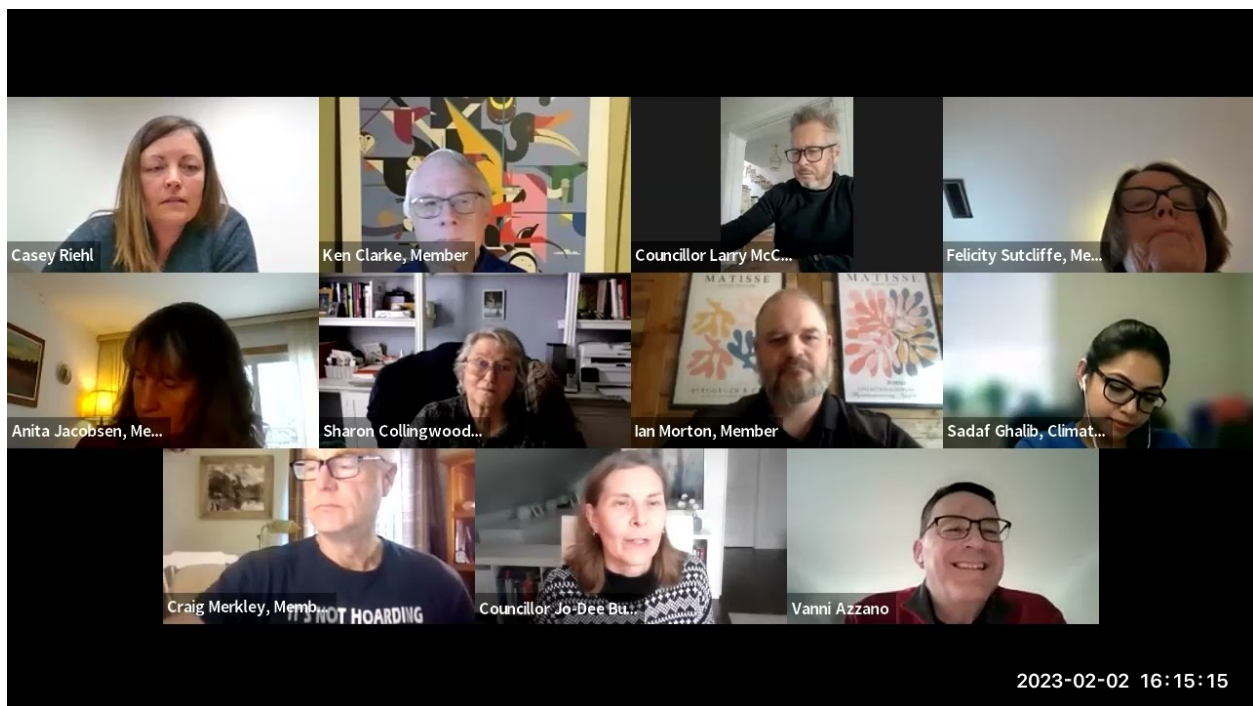
2023 January

CANCELLED

2023 February

<https://calendar.stratford.ca/meetings/Detail/2023-02-02-1600-Energy-amp-Environment-Advisory-Committee/7816a189-e150-4c5f-8d8e-afc700ea14e9>

Ian Morton, chair. Sharon Collingwood vice-chair



Working group updates

Ecological

Craig Merkley reported that the Invasive Species Council of Canada grant that the Committee received is for the TJ Dolan and the Old Grove areas and is an ongoing 2-year project, possibly a 3-year project. The project will mainly target the three patches

of phragmites located on the far side of the Avon River and are quickly expanding into the wetlands.

The native grasses planted at the end of Centre Street, along the TJ Dolan pathway last year is doing well. They would like to continue with additional plantings in this area with the support of the E&E Committee and close the gap along the pathway and have the entire boulevard planted in native grasses. Possibly adding signage can also be discussed.

The work around Lake Victoria erosion control and habitat enhancement has been ongoing over the last few years. They have plans to work on this further this year in partnership with the UTRCA on the engineering and design plans. Weather conditions are going to make the project complicated and not being able to get equipment down to do the work. In consultation with Quin Malott, Manager of Parks, Forestry and Cemetery for the City of Stratford, the area at the top end of Lake Victoria is being looked at as the project this year. A "hawk stick" with a nest on top for osprey may be proposed as part of the design. Some pruning of the past vegetation planted years ago will also be addressed.

Craig Merkley and Felicity Sutcliffe have been working with ReLeaf Stratford working on additional plantings along TJ Dolan.

Motion by Craig Merkley

Seconded by Felicity Sutcliffe

THAT the Energy & Environment Advisory Committee requests Stratford City Council consider carrying over the unspent \$10,000.00 from the 2022 Energy & Environment Budget line for Avon River Naturalization Projects to be included in the 2023 budget for erosion control and habitat enhancement on Lake Victoria. Carried

Sharon Collingwood inquired if the black boxes located around the Festival are dead-fall or chemical traps for rodents. Anita Jacobson advised she believes they are chemical traps and the Festival has hired a licensed pest control company to look after them.

Sharon Collingwood also inquired about a beaver who has inhabited the river and has subsequently been trapped. Craig Merkley stated that the location that the beaver is living in is actually outside the City limits. There is a network of stream gauges around the province, run by Environment Canada. They provide water quantity information to the local Conservation Authority so they can predict flooding better. In order to get proper data, they need the area of the creek to be functioning in a normal way. If there is a dam going across, it becomes a pond and the data cannot be used as a prediction tool for the function of the watershed. A pond leveler would not work well in this situation, as it is necessary for the water to go up and down to develop a rating curve. Likewise, he is unsure a beaver baffle would be more for use in a pond, as opposed to a river situation. Members are unsure of where the beaver was located and believe it may have been within the City limits.

Mr. Merkley stated that regardless of where the beaver was located, if it is ruining the Federal gauge, it is Environment Canada's jurisdiction to come in and remove it. Sharon Collingwood inquired if the gauge could be relocated. Mr. Merkley stated that it is historical data from approximately 50 years, moving its location would defeat the purpose.

Sharon Collingwood inquired what the E&E Committee's approach and philosophy is regarding wildlife. Vanni Azzano stated that in this instance, it is a Federal worksite and it supersedes any other municipal jurisdiction.

Ken Clarke inquired if the additional tree plantings in the TJ Dolan area have been successful in deterring people from straying off the marked paths. Felicity Sutcliffe stated that ReLeaf planted the trees, as requested by the Manager of Parks, Forestry and Cemetery, and it appears that it is working.

Craig Merkley, Vanni Azzano, Felicity Sutcliffe and Ken Clarke volunteered to serve as members for this working group.

Carbon Reduction

Geoff Krauter reported that the working group is looking for a new chair. Currently Mr. Krauter and Felicity Sutcliffe are in the group. As a past member, Emily Skelding explained that in the past the working group has focused on projects such as low energy efficient buildings, doing community outreach, public events, and webinars about the topic. There had been talks in the past about combining the Carbon Reduction and I.C.I. Waste Reduction working groups. Geoff Krauter added that they have also looked into both the structural building emissions and transportation emissions.

Geoff Krauter, Felicity Sutcliffe and Sharon Collingwood volunteered to serve as members for this working group.

I.C.I. Waste Reduction

Felicity Sutcliffe reported that this working group has a large group of citizen volunteers that participate. The working group has assisted in creating the new Green Recognition Program that is going to be run by the City. They will also need to set up a review committee to assist staff with the submissions for the Green Recognition Program. The ICI Waste Reduction group has also researched eliminating single-use plastics and joining the Canada Plastics Pact. A motion was passed by E&E in June 2022 requesting that Council consider joining the Canada Plastics Pact. This group is also looking for a chair.

Felicity Sutcliffe, Sharon Collingwood and Councillor Larry McCabe volunteered to serve as members for this working group.

Update from Active Transportation Advisory Committee – Felicity Sutcliffe

Felicity Sutcliffe updated the E&E Committee on the last ATAC meeting discussions. ATAC is working on a “Report Card” regarding active transportation. The goal is to have the report card updated every two years to measure progress. Staff provided an update on transportation projects at the meeting. Unfortunately, they were unsuccessful on three project proposals on Douro Street, Erie Street and McCarthy Road.

At the ATAC meeting, The Project Manager provided an update on the Transportation Master Plan, integrating the transportation plan and the bike and pedestrian plan. There have been two stakeholder consultations and then a summary report will be completed in February and posted on Engage Stratford. Once it goes back to Council with a 30-day review period it comes back to ATAC. Ms. Sutcliffe stated it is encouraging to see staff using the transportation master plan and noted that work is going to be done on Albert Street and they will be looking at traffic calming measures and share the road options. At the meeting, Nathan Bottema, Project Engineer, shared with the committee a speed management presentation that addresses the ongoing issue of speeding in areas. He noted that staff has requested an annual budget of \$25,000.00 for traffic calming projects. He shared results of a speed study they conducted, and it showed that in the 40 km/hour zones, drivers are actually travelling faster than in the 50 km/hour zones. They have also chosen Shakespeare Ward as a pilot area for traffic calming. ATAC members are also beginning to work on Bike Month activities, which is in June.

Councillor Burbach inquired with the Climate Change Programs Manager if a reduction in speed limits would be a carbon-reduction strategy as well. The Climate Change Programs Manager stated that while reducing speed limits would encourage active transportation and make roads safer, she is not aware if there are any measures that can be taken to actually calculate the emissions that are reduced from slower moving vehicles.

Business Arising from Previous Minutes

8.1 Land Acknowledgement Update – Councillor Burbach

Councillor Burbach reported that Kevin Bonnell, Manager of Equity, Inclusion and Indigenous Initiatives, is working on finalizing the land acknowledgement.

8.2 Update on Climate Action Plan/Tax Deferral Program to Encourage Green Development in Stratford – Councillor Burbach

Councillor Burbach reported that this item would now most likely be handled by the Climate Change Programs Manager. Staff will include a section in the agenda moving forward to allow the Manager to provide updates on the projects she is working on.

8.3 Update from Council on Trow Avenue Development

Councillor Burbach reported that this project at the corner of Ontario and Trow has now been approved. Neighbours took the application to the Ontario Land Tribunal; however the development plan was approved. The province has since changed the regulations and site plans no longer come back to Councils for approval, the workplan remains with staff.

8.4 Recommendation for **Municipal Green Development Standards**

Councillor Burbach reported that this is being looked at by the new Climate Change Programs Manager who will be able to provide an update at the next E&E meeting. Sharon Collingwood inquired if **electric charging stations** will be included in this. Councillor Burbach stated that the City has received a grant to install charging stations in various locations. The Climate Change Programs Manager advised that Stratford has received funding from Natural Resources Canada and the City is also required to top up the funding to install 23 charging stations within downtown City parking lots. 22 ports would be Level 2 charging stations and one would be a Level 3 charging station. She anticipates that the project will receive funding in the next coming months and all stations would be installed by the end of 2024 to be functional by the beginning of 2025. Felicity Sutcliffe inquired if there has been any consideration given to installing some of the charging station at the Rotary Complex and questioned whether they have to be located in the downtown core. The Climate Change Programs Manager stated that there has previously been a detailed site analysis done for available locations with the capacity for the electric chargers. She noted with possible future funding, expanding out to the Rotary Complex lots could be a consideration

New Business

9.1 Green Recognition Program – Sadaf Ghalib, Climate Change Programs Manager

The Climate Change Programs Manager reported that the program is underway and the City is now accepting applications from all citizens, businesses and organizations that are making considerable effort towards integrating sustainability in their daily activities. There are three categories for participation:

- waste diversion,
- energy management and electrification, and
- energy efficient buildings.

The application form is available through the City's website. Staff has also been creating posts for social media and the program has also garnered coverage from the local newspaper. The Climate Change Programs Manager encouraged members of the E&E Committee to promote the program further and spread the word ahead of Earth Day.

Felicity Sutcliffe advised she has a list of people they would like to encourage to put their names forward and have begun contacting them. The deadline for applications is March 17, 2023. For clarification, staff is accepting applications, not nominations of other people.

9.2 Passive House Canada Webinar

Staff will follow up on this webinar ++ to see if this webinar has already been held or if it is an event that can still be arranged for E&E Committee members.

9.3 Nomination of 2023 E&E Representative for the Active Transportation Advisory Committee

Felicity Sutcliffe expressed an interest to continue to be the E&E representative on ATAC

Motion by Councillor Burbach

Seconded by Vanni Azzano

THAT the Energy and Environment Committee recommend Stratford City Council consider re-appointing Felicity Sutcliffe as the E&E representative on the Active Transportation Advisory Committee for a one-year term to December 31, 2023 or until another successor is appointed. Carried

9.4 Solar Power Program (London) – Councillor Burbach

Councillor Burbach will forward some information regarding a new program from London Hydro encouraging people to capture solar energy. ++ There is an online tool designed for homeowners to decide if solar panels are a viable option for their power needs.

9.5 UTRCA Watershed Report Card – Vanni Azzano

The Upper Thames River Conservation Authority (UTRCA) puts out a watershed report card every five years. The 2023 report cards will be coming out the end of February. Mr. Azzano inquired if the Committee would like to have a representative come to E&E and do a presentation about surface water quality and forest conditions. The Committee expressed an interest in receiving this presentation and Mr. Azzano advised he would contact staff at UTRCA

2023 March

<https://calendar.stratford.ca/meetings/Detail/2023-03-02-1600-Energy-amp-Environment-Advisory-Committee/c8adeece-c758-47c3-8dbc-aff014dafed>

UPDATES

Ecological

Craig Merkley provided the following updates on projects the ecological working group

would like to focus on in 2023

- **Invasive species** – the working group met with the Parks, Forestry and Cemetery Manager to discuss how best to deal with invasive species. Some of the largest problem species are Japanese knotweed, phragmites and buckthorn. The City has contracted a local company to tackle the giant hogweed. E&E still has the \$5,000.00 grant they received from the Invasive Species Council of Canada to use towards phragmites. The working group suggests that in the future the City needs to create a management plan for eradicating invasive species to address issues early before it becomes a larger problem. There are mapping resources available from the Invasive Species Council of Canada. Municipalities can also refer to the Weed Control Act as a tool. The working group will continue to work with the Manager to move this issue forward. Sharon Collingwood noted that the financial impact of not addressing the invasive species will only increase the longer it is left. Anita Jacobsen suggested that the City could be pro-active with inventory, work on creating a long-term invasive species management plan and look at amending the Noxious Weed Control By-law to include some of the invasive species that are problematic.

Councillor Larry McCabe left the meeting at 4:18 p.m.

Motion by Craig Merkley
Seconded by Ken Clarke

THAT the Energy & Environment Advisory Committee recognizes the value and recommends the development of an Invasive Species Management Plan for the City and as a first step towards the goal of reducing invasive species in the City;
AND THAT Stratford City Council consider amending the current Lot Maintenance By-law 94-2008 to include Japanese Knotweed and Phragmites in the list of noxious weeds. Carried

- Craig Merkley reported that the issue of **side trails** being created in the TJ Dolan Area is being reviewed by Community Services staff.

- **Biodiversity** was also discussed and how to promote this issue. Mr. Merkley suggested that there is opportunity in the future to promote more meadow features in the City, such as the Devon Street hydro corridor.

- Mr. Merkley reported that for the ongoing **native grass planting** project along the TJ Dolan Area near Centre Street, there will be additional grass plugs available for planting if the E&E Committee wishes to continue.

Motion by Anita Jacobsen
Seconded by Ken Clarke

THAT the Energy & Environment Advisory Committee spends up to a maximum of \$1,000.00 to purchase 200 native grass plugs for the Energy & Environment Advisory Committee continuation of the planting project along the TJ Dolan multi-use trail. - Carried

- Craig Merkley reported that they are temporarily putting **shoreline work** on hold due to weather and not being able to access the shoreline with equipment.

I.C.I. Waste Reduction

- Sharon Collingwood inquired what stage the E&E Committee's previous request to be included in the Ontario Plastics Act is currently at. Felicity Sutcliffe provided an overview of the program for members. Staff will inquire with the City Clerk on the status of the recommendation.++

- The working group would like to see the youth position filled on the Committee, as well as find other opportunities for youth to get involved with Energy & Environment Committee events and initiatives.

Carbon Reduction

- Sharon Collingwood reported that they are actively seeking additional people to join the carbon reduction working group.

- Dr. Collingwood provided information on grant opportunities that might be suitable for the City of Stratford, such as:

- Deep Retrofit Accelerator Initiative (Deadline: April 28, 2023)
- Greener Neighbourhoods Pilot Program (Deadline: April 5, 2023)

Sadaf Ghalib, Climate Change Programs Manager, reported that the City seeks funding opportunities on an ongoing basis for City facilities. Ms. Ghalib confirmed that the City has not applied to either of these grants. However, if directed, she could explore the details to see if these grants are applicable for the City. Due to the short timeline, application to these two specifically may not be possible.

Motion by Sharon Collingwood

Seconded by Geoff Krauter

THAT the Energy & Environment Advisory Committee requests that Stratford City Council consider and investigate potential applications for Federal Government funding for the Deep Retrofit Accelerator Initiative and the Greener Neighbourhoods Pilot Program. Carried

- Dr. Collingwood stated that the working group received a position paper from Save Avoncrest regarding a request to look at the carbon reduction element of demolishing the Avoncrest building. The working group is proposing that the

E&E Committee request documentation from the current owners regarding preparing a carbon audit as it relates to demolishing the building and building a new one. They would like to see a delay in the demolition approval until the carbon costs are known.

Geoff Krauter stated that this information would be helpful public information. Vanni Azzano inquired if E&E passes this recommendation for a specific property, the precedent will be set to require similar information for every property being demolished in the City. Sadaf Ghalib, Climate Change Programs Manager, stated that at this time, she has not been directed by Council to look at the implications of carbon impacts of demolition in the City as a whole. The City will be looking at developing a Community Emissions Action Plan, with action items derived from the Greenhouse Gas Reduction Action Plan endorsed by Council in October 2021. Currently, staff reviews municipal development through a climate lens that includes such items as materials, where materials are sourced from and elements of passive design.

Felicity Sutcliffe noted that all Council members also received a copy of this position paper.

Ian Morton suggested a well thought out measured approach of steps the Committee could take for how they could introduce to Council that there needs to be more staff devoted to these types of issues, realizing this is a huge undertaking to ask of staff. Mr. Morton inquired if the carbon audit is useful for staff. The Climate Change Programs Manager noted that while the report is informational, the property is not owned by the City, thus no action would be taken relating to it.

Motion by Sharon Collingwood

Seconded by Geoff Krauter

THAT the Energy & Environment Advisory Committee recommends Stratford City Council requests the Huron Perth Healthcare Alliance provide any carbon audit that has been completed for the Avoncrest property for the information of the City of Stratford Climate Change Programs Manager for reference for future carbon reduction strategies. Carried

5. Climate Change Program Manager's Update – Sadaf Ghalib

Sadaf Ghalib, Climate Change Program Manager, provided the following updates:

- Ms. Ghalib is receiving applications online from both community members and businesses for the **Green Recognition Program**. She will institute a working group with E&E members to ensure that the applications are reviewed. The plan is to hold the recognition on Earth Day or Earth Week at a Council meeting.

- The **Earth Day Tree Planting Event** will be held on Saturday, April 22, 2023. The City is receiving approximately 250 tree/shrub saplings from the Upper Thames River Conservation Authority (UTRCA). This event was approved by Council and staff will now proceed with organizing with partner organizations and businesses and advertising on the City website.

- A corporate focused **emissions reduction plan** is underway, which will support the City advancing towards its emissions reduction goals. It will also span climate action across its operations, including City owned facilities, buildings, transportation, outdoor lighting, solid waste, water, and wastewater infrastructure. Once the plan is complete, it will be shared with staff and City Council.

- A similar approach for the community will be undertaken, primarily focusing on mitigation or reducing **greenhouse gas emissions** with a gradual shift towards adaptation and resilience. The largest emitters are buildings, followed by transportation and solid waste. At this time, staff are reviewing previous studies conducted for the City, including the County-wide greenhouse gas reduction plan. Staff are also identifying strategic actions for each asset class, based on the requirements of the community. Ms. Ghalib anticipates there will be both in-person and online public engagement to provide feedback. The first in-person session is planned for Earth Day, during the Climate Momentum Earth Day Street Party.

Update from Active Transportation Advisory Committee – Felicity Sutcliffe

- The Active Transportation Advisory Committee (**ATAC**) **Report Card** was published to the City's website and will be updated every two (2) years.

- ATAC will be organizing various events for Bike Month which will be held in June.

Business Arising from Previous Minutes

City of London – **Solar Panel Program** (MyHEAT Solar) – Councillor Burbach
Deferred to next meeting.++

UTRCA Watershed Report Card – Vanni Azzano

Vanni Azzano reported that an UTRCA representative will be attending the April 6, 2023 E&E meeting to do a presentation on the report card and focus on the Avon watershed. The report card has now been published on the UTRCA website.

Green Bins – Anita Jacobsen

Anita Jacobson inquired if the large green bins for community events were ordered. Emily Skelding, Waste Reduction Coordinator, will research what was

previously organized by the former Waste Reduction Coordinator and update the Committee.

New Business

Climate Momentum Representative on E&E – Ian Morton

Ian Morton proposed a suggestion from Councillor Burbach to consider adding a voting position for a representative from Climate Momentum to the E&E Committee. Members were receptive to the addition of a representative from this community group.

Motion by Felicity Sutcliffe

Seconded by Sharon Collingwood

THAT the Energy & Environment Advisory Committee requests that Stratford City Council consider amending the current Terms of Reference for the E&E Committee to add a voting representative from Climate Momentum as a permanent position on the Committee. - Carried

2023 April

<https://calendar.stratford.ca/meetings/Detail/2023-04-06-1600-Energy-amp-Environment-Advisory-Committee/d06962e5-c1d5-4c96-932e-afff014e0a5b>

Delegate: Cathy Quinlan, Terrestrial Ecologist, UTRCA – 2022 Upper Thames River Watershed Report Cards

Cathy Quinlan, Terrestrial Ecologist from the Upper Thames River Conservation Authority (UTRCA) presented the 2022 Upper Thames River Watershed Report Cards. Information was provided on:

- surface water quality results;
- environmental indicators;
- groundwater information;
- watershed features;
- spills reported;
- great lakes connections;
- local actions for improvement;
- highlights of progress since 2017;
- tree planting programs; and
- tips on how to turn information into action

Ms. Quinlan noted that the Watershed Report Cards are all posted on the UTRCA website.

Anita Jacobson inquired if forest cover is affected by the emerald ash borer. Ms. Quinlan stated that when the emerald ash borer arrived 20 years ago, in some cases there was so much ash in a woodlot, it no longer qualified to be called a forest and was called a thicket with all the shrub growth. However, now, 20 years later, the

plants have come back up and re-foliated and now are back to being called forests. These are temporary setbacks and the woodlots are not gone, they are just going through a change.

Geoff Krauter inquired if the UTRCA has any strategies or plans for municipalities that want to encourage more sustainable practices. Ms. Quinlan stated that municipalities have plans and processes, with Bill 23 they are still learning what the implications are surrounding it.

Ken Clarke inquired if the building of new houses affects the study of the land in terms of watersheds. It was questioned whether it remains a viable concept. Ms. Quinlan stated that, yes, it will remain an important concept, especially for flooding. Sharon Collingwood inquired if the City of Stratford measures tree cover within the City boundary or if it includes a larger radius surrounding the City. Dr. Collingwood expressed concerns about heat domes and would like to know where she can find this information. Ms. Quinlan stated that the City will have a tree inventory for their urban canopy that would outline the specific area.

Ken Clarke inquired if the UTRCA has any studies on invasive species. Ms. Quinlan stated that they do studies on their own lands and around London. It is very time consuming and costly to eradicate invasive species, however they do their best to work away at them little by little. The UTRCA does not have funds to tackle projects such as giant hogweed removal, as it requires specialized equipment, etc.

Updates;

Working Group Updates:

Ecological

Craig Merkley provided the following updates on projects the ecological working group is focusing on:

- Members are researching outside sources that would assist in preparing an invasive species master plan for Stratford.
- The working group is preparing for the E&E booth at the upcoming Earth Day event on Saturday, April 22, 2023. They have some information the UTRCA has provided regarding invasive species.
- The working group would like to host a kids tour in the Old Grove. Having the kids walk around and learn about invasive species and if the timing is right, possibly assisting in removing some of the garlic mustard.
- They would also like to do an invasive species presentation to Council, possibly in June.
- There have been some requests to hold a walk-around with E&E members to tour around the river and lake. The working group will confirm arrangements.

- Some bioengineering and ongoing maintenance work has been completed by trimming the dogwood bushes around the lake.

I.C.I. Waste Reduction

- Sharon Collingwood has reached out online to local businesses with a survey. There has not been much response and she may look into printing a survey and delivering them to businesses. As the notice of collection is not posted on the survey, it will be taken down and Sharon Collingwood will work with the City Clerk to have the survey reviewed prior to distributing it to the public.
- The working group has been researching the “ugly food program” that runs in London as well as “flash food,” which is an app.
- The I.C.I. Waste Reduction working group had a table at the Home Show. Sharon Collingwood suggested a calendar to track upcoming events. Councillor Burbach suggested notifying staff of all upcoming events that can be added to a running list on the agenda each month.++

Carbon Reduction

- Sharon Collingwood will share the Climate Caucus Councillors Handbook with E&E members as a resource.
- Geoff Krauter reported that the working group is looking for volunteers to review sections of the Official Plan to identify areas that could be updated for carbon reduction. Sharon Collingwood noted that on Engage Stratford there is a process for the Official Plan and is interested to know how the E&E Committee fits into the process. Councillor McCabe stated that it is on an upcoming Council agenda and the process will be laid out, most likely including the E&E Committee and other stakeholders to provide input.
- There was discussion on how to more effectively communicate items that relate to carbon reduction.
- Sharon Collingwood received a letter from the United Way regarding the Quality of Life Report, which was forwarded to the Climate Change Programs Manager.
- Climate Momentum is requesting that City Council take a position on Bill 23. Ian Morton will keep the E&E Committee up to date.++

Sadaf Ghalib, Climate Change Programs Manager, provided the following updates:

- Ms. Ghalib reported that there are events planned for Earth Day such as tree

planting in the TJ Dolan Natural Area, with local businesses showing interest in participating this year. Staff has shared public communication about the event on different media channels. The City will be also participating in the Earth Day Street Party on Saturday, April 22nd. They will be seeking feedback on the upcoming Community Emissions Action Plan and identifying key priorities.

- The intent for the Community Emissions Action plan is to develop a strategy to proceed toward a collective goal. Staff will be kicking off online engagement in the upcoming weeks. Online participation would ideally take place over four weeks. Additional in-person engagements will also be planned to provide feedback. Ms. Ghalib encouraged all E&E members to provide their feedback either online or in-person.

- There have been a number of applications received for the Green Recognition Program in each category. The review committee has met to review the applications to prepare for a presentation at an upcoming Council meeting.

Update from Active Transportation Advisory Committee (ATAC) – Felicity Sutcliffe

- ATAC is organizing a bike event on Saturday, June 3rd as part of Bike Month. It will be held at Upper Queen's Park and will include a family bike ride. Stratford Police Services and Cycle Stratford will be participating. They are hoping to also hold a bike rodeo and are working on the Car-Free Fridays initiative again this year.

- ATAC is compiling a list of areas with issues related to sidewalks and would appreciate feedback from citizens with any areas they are concerned about. They would also like to invite Public Works to attend an upcoming meeting to discuss the sidewalk snow clearing process and scheduling. You can access a form online under "Report an Issue" and submit any areas of concern to City staff.

- The bike valet will be at the Earth Day event in Market Square on April 22nd for anyone riding their bikes to use.

- ATAC is proposing a bike rack inventory. This way the Committee and staff will know where they are all located and can add bike racks in areas that could use one.

Business Arising from Previous Minutes

Green Recognition Program – Submissions and Recommendations from Review Sub-Committee – Sadaf Ghalib, Climate Change Programs Manager

The Climate Change Programs Manager reported that many applications were received and they were very pleased with the response to the program. Felicity Sutcliffe stated that they received 15 applications in total, with two of them being historical, and one was a double, therefore the sub-committee has 12 site visits. Members have visited 10 sites so far. The sub-committee was impressed with all the site visits, from small residential projects to large commercial locations.

All applicants will be recognized with certificates which will be handed out at the Earth Day Event in Market Square on April 22 nd. A few of the applicants will be invited to the April 24 th Council meeting to highlight the great efforts being taken. Ms. Sutcliffe briefly reviewed the submissions for members and the sub-committee will finalize the list of participants to be invited to the Council meeting, perhaps highlighting an applicant from each of the three categories. Ms. Sutcliffe will also draft summaries of each of the applicants to share in the media. The Climate Change Programs Manager will share the submissions with the E&E Committee for their information.

Community Emissions Action Plan – Action Items Identified for E&E Feedback – Sadaf Ghalib, Climate Change Programs Manager

The Climate Change Programs Manager reported that she has identified action items requiring feedback from E&E. The plan will focus on mitigation and adaptation strategies for the community. According to the 2017 baseline of emissions and the previous greenhouse reduction plan for the county, the largest emitters were identified as buildings (47%), transportation (39%) and waste (14%). These three areas will be the main focus of the action plan. Ms. Ghalib is seeking feedback from E&E members and if they have any ideas for consideration.

Anita Jacobsen suggested a possible incentive to convert from gas-powered or two-stroke engine garden equipment to electric equipment. Felicity Sutcliffe suggested that the Federal subsidy programs that are posted on the City's website could also be emphasized in the Action Plan.++

City of London – **Solar Panel Program** (MyHEAT Solar) – Councillor Burbach
Councillor Burbach stated that this solar panel program would be an excellent addition to the Community Emissions Action Plan. Councillor Burbach has contacted the City of London for further information.++

Large Green Bins for Community Events – Emily Skelding
Emily Skelding, Waste Reduction Coordinator, reported that the large green bins that the E&E Committee purchased last year to use for community events have arrived. They are currently being decalated with the City's logo.

City Wide Green Bin Program for the I.C.I. Sector – Emily Skelding, Waste

Reduction Coordinator

Stratford has recently launched the **green bin program for industrial, commercial, and institutional locations** to participate in the organic's collections. She has received feedback from the contractor who picks up the bins that they can be very heavy and difficult to lift by hand to dump, as well she has heard from business owners that they require a large amount of the small green bins to accommodate the amount they are producing. She inquired if the E&E Committee would like to purchase a quantity of large green bins to offer to commercial businesses, such as restaurants, who have large quantities of organics. The larger bins would be able to be lifted and dumped mechanically into the truck. These bins would be approximately twice the size of the current green bins. Ms. Skelding will gather some cost estimates for discussion at the next E&E meeting.

2023 May

<https://calendar.stratford.ca/meetings/Detail/2023-05-04-1600-Energy-amp-Environment-Advisory-Committee/4fa138cf-9414-4b54-9cd7-b01b0136666f>

Working Group Updates:

Sharon Collingwood provided the following updates on projects the I.C.I Waste Reduction working group is focusing on:

- Sharon Collingwood thanked Felicity Sutcliffe and Sadaf Ghalib for all their work on the Green Recognition Program and the Earth Day and Council presentations to all the recipients.
- The E&E Committee previously passed a motion requesting Council consider joining the Canada Plastic Act and a review of the by-laws currently in place. The working group would like to re-visit these requests to keep it moving forward. Councillor Burbach stated that there is not currently a plastics reduction by-law in place for Stratford, therefore researching other by-laws that municipalities have in place would be beneficial.++ She suggested that Emily Skelding, Waste Reduction Coordinator, could give the Committee some advice on the best plan to move forward on this. Sadaf Ghalib, Climate Change Program Manager, stated that there are Provincial and Federal regulations that will commence in May 2024 that would put the onus on the producers. Councillors Burbach and McCabe noted that changing by-laws at this stage may be redundant if Provincial and Federal changes will be made to address plastic reduction in 2024.
- The working group has had two opportunities to have a table to distribute information at the Home Show and the Earth Day Street Party Event. The

working group would like to do one more event in the Fall.

- They would like to inquire if the Finance Department would consider including information from E&E in the property tax mailings they send out to property owners. Emily Skelding, Waste Reduction Coordinator, will inquire if there are restrictions to having information included.
- The working group is still researching food waste apps. They intend to contact the Local to inquire about food waste initiatives. St. Paul's Church would be another good contact for information on food waste as they do many food events. Councillor McCabe will contact local restaurants to inquire about practices and using the larger green bins.

Ecological

Craig Merkley provided the following updates on projects the Ecological working group is focusing on:

- The working group set up a table at the **Earth Day** Street Party Event showing the native grass planting projects, information on the issue of side trails from bikes in the TJ Dolan area and information on phragmites and the work being done on eradicating invasive species. Anita Jacobsen noted that many of the invasive species, such as phragmites, are brought in on dirty equipment that has been used on other sites.
- They were part of an **organized weed-pull** in partnership with ReLeaf Stratford and the UTRCA along the crib walls and river shoreline. They are considering doing a similar event in TJ Dolan for garlic mustard later in May. Felicity Sutcliffe added that it was a great opportunity to work alongside the Community Services summer students and teach them about the weeds and invasive species.
- The **native grass plugs** that E&E purchased will be arriving this month for planting.
- Researching planting a native oak tree demonstration site with the ability to host birds, insects, and bees.
- Sharon Collingwood noted **the beaver** has re-appeared in the river and is close to a monitoring station. Vanni Azzano stated that it will be addressed by the Ministry.

Carbon Reduction

Sharon Collingwood provided the following updates on projects the Carbon Reduction working group is focusing on:

- E&E previously passed a motion requesting Council undertake **a formal review of the secondary plans and make recommendations on revisions** based on a climate lens. Councillor Burbach stated that the Planners in the Development Services Division would review the secondary plans, however they are currently extremely short-staffed to undertake this project. She suggested that the working group could review the secondary plans and provide feedback on certain ones. These suggestions could also be submitted on Engage Stratford as individual citizens as part of the public engagement portion of the Official Plan review.
- There have been previous discussions on retrofit programs and possibly holding a passive house webinar. There is a one-hour introductory webinar available. Councillor Burbach suggested that the information on the webinar would be a great recommendation to make to SABA for their members. Councillor McCabe suggested that it might also be of interest to local realtors. Sharon Collingwood will inquire on the cost of the introductory webinar.
- Now that the Official Plan review has begun, Sharon Collingwood suggested that E&E could possibly meet with who has been contracted to do the review to provide input. Councillor Burbach noted that E&E representative would likely be part of a focus group or stakeholder meeting during the process. Councillor Burbach will inquire with staff.

Climate Change Programs Manager's Update – Sadaf Ghalib

- Ms. Ghalib reported that this years' **Green Recognition Program** was a success. All recipients were presented certificates at the Earth Day Street Party or the April 24, 2023, Council meeting. She is anticipating even more interest in the program next year and would like to see an increase in the time period that people can submit their applications.
- **The Earth Day tree planting** event was cancelled on April 22, 2023, due to inclement weather. Grade 9 students from SDSS planted over 100 trees on April 27, 2023 in TJ Dolan. She thanked Vanni Azzano for all his help with this event.
- The Earth Day Street Party was great in terms of getting feedback from the public with in-person sessions that will be incorporated into the staff report along with the online public engagement developing the Community Emissions Action Plan

Update from Active Transportation Advisory Committee (ATAC) – Felicity Sutcliffe

- ATAC is organizing a kickoff event for **Bike Month** on Saturday, June 3, 2023, from 9-12 p.m. The event is being held at Upper Queen's Park. The Park Patrol will be there to talk about bike safety, Cycle Stratford is doing a family ride and providing gift bags. Please let Felicity Sutcliffe know if you are available to volunteer, which will most likely be manning barricades at street closures.

- Staff attended their meeting to discuss absent **sidewalks** in the City. They provided maps of the absent sidewalks and explained how staff decides the priority areas and what budget funds are available. Some of the high priority areas that have been identified were areas near the intermediate and secondary schools, the area around the hospital, as well as Oak Street and Willow Street.

Sharon Collingwood inquired about sidewalks being removed on certain streets. Councillor Burbach explained that if a residential road that has two smaller sidewalks is being redone, they will redo the new road with one wider accessible sidewalk

Business Arising from Previous Minutes

Earth Day Activities Update – Sadaf Ghalib, Climate Change Programs Manager
As noted above.

Community Emissions Action Plan – Online Public Engagement –

Sadaf Ghalib, Climate Change Programs Manager, reminded E&E Committee members that the online public engagement for the Community Emissions Action Plan is now available and will be open until May 12, 2023. She has reached out to many organizations to ensure that many people participate. She has also sent out some kitchen table kits to some individuals and students to complete to gain additional feedback. She encouraged E&E members to also participate. Once the survey closes, staff will review all the information and proceed with the development of the plan. She will also be able to report on how many participants there were once the survey closes

Purchase of Large Green Bins for ICI Sector – Emily Skelding
Deferred to next meeting

New Business

Accessibility Training

Staff informed Committee members that City of Stratford volunteers, including members of advisory committees, are required to complete training related to accessibility in accordance with the Accessibility for Ontarians with Disabilities Act, 2005. To meet this requirement, the Clerk will be circulating training materials to review and then you will be asked to complete a form stating you completed the training.

The Clerk will be circulating materials in different formats such as reading a brochure or watching a video so that all volunteers can complete the training. This training is mandatory and there will be strict deadlines for completion. Members were advised to contact the Clerk with any questions or if they required assistance.

Climate Momentum Presentation to Council

Sharon Collingwood reported that the Climate Momentum Group is planning an upcoming presentation to Council. She inquired if E&E should review the information and provide input. Members noted that they are directly proposing many recommendations to Council and that E&E would not necessarily be part of this process.

2023 June

<https://calendar.stratford.ca/meetings/Detail/2023-06-01-1600-Energy-amp-Environment-Advisory-Committee/238e391b-93f5-4f7c-83e3-b08b011e6d44>

Working Group Updates:

Craig Merkley provided the following updates on projects the Ecological working group is focusing on:

- They are prepping the site for the **native grass plantings** at T.J. Dolan. The plugs will arrive the week of June 5, 2023. Councillor Burbach suggested they could request Community Services come by and water the area with the water truck to make planting the plugs easier.
- Felicity Sutcliffe planted **black-eyed Susan's** today in a section along T.J. Dolan.

Motion by Craig Merkley, Seconded by Councillor Burbach
THAT The Energy & Environment Advisory Committee spends \$61.02
to purchase compost for the plantings along T.J. Dolan. Carried.

- Anita Jacobsen is organizing **weed pulls** along the north shore to allow for plantings to get established. She expects they will do at least one more this summer.
- There is a **funding opportunity** through the Invasive Species Centre with the

Invasive Species Action Fund. The deadline for the application is June 7, 2023 and is for \$2,000.00-\$10,000.00. Councillor Burbach will contact the Manager of Parks, Forestry and Cemetery to inform him of the opportunity. Ms. Jacobsen suggested that the funding could be used to develop the City-wide invasive species management plan.++

- They have done a **walk-through of the Old Grove** with UTRCA and ReLeaf to identify some areas to focus on invasive species.

I.C.I. Waste Reduction

Sharon Collingwood provided the following updates on projects the I.C.I. Waste Reduction working group is focusing on:

- The working group will continue to work on a mailing to possibly be included with an upcoming tax statement mail out. Information on the Green Recognition Program could also be included.
- Other promotional ideas for the Green Recognition Program.
- Ongoing plans to join the Plastics Pact.
- Food digester ideas.

Emily Skelding, Waste Reduction Coordinator, stated that they have four large green bins available for use at future events.

Sharon Collingwood met with representatives at the Local to discuss food waste apps and also discussed closed loop systems as an option. The working group would like to possibly tour the **Stratford Landfill** site to see their composting practices. Emily Skelding, Waste Reduction Coordinator, will inquire about setting up a tour for them.

Sharon Collingwood shared information regarding a climate change seminar

Carbon Reduction

Sharon Collingwood provided the following updates on projects the Carbon Reduction working group is focusing on:

- the working group would like the opportunity to be a part of the Official Plan consultation, preferably early on in the process.
- The working group would like direction on the review of the secondary plans and if the citizen group does a review, would staff take it into consideration. Councillor Burbach noted that a new Director of Planning will be hired and this type of review will fall under their purview.

Sharon Collingwood inquired about holding a general seminar regarding a retrofit program and how you go about retrofitting your house.

She received a quote from Passive House Canada that was much higher than this committee would fund.

PerthCounty Sustainability Hub is going to fund an upcoming seminar that members can attend.

Sharon Collingwood spoke with David Suzuki at a meeting she recently attended. At the meeting they discussed a summer project of creating a listing of resources for people who would like to retrofit their homes. However, the City cannot endorse businesses or contractors on their website. They will recommend this project to another local group to take on

Climate Change Programs Manager's Update – Sadaf Ghalib

- the online and in-person public engagement process for the **Community Emissions Action Plan** has now ended;
- the next step will be to identify priority action areas from the engagement process and consider these actions for modelling and inclusion within the plan itself;
- a technical analysis, including a short list of low-carbon actions that will be developed for future scenario modelling for 2030, 2040 and 2050, will be completed;
- a final scenario modelling and its actions will also be developed into a draft plan that will be presented to Council for approval;
- it is estimated the final scenario modelling will be completed by the end of 2023 or early 2024;
- the Climate Change management report was shared with all Committee members, dated December 12, 2022;
- all information relating to the City's climate change actions are found in this report and it is available for viewing on the regular Council agenda package from December 12, 2022; and
- In addition to the update provided monthly at E&E meetings, the Director of Infrastructure & Development Services also provides a department update at every Infrastructure, Transportation and Safety Sub-committee meeting;
- Sub-committee meetings are open to the public and are held the last Wednesday of each month at 4:30 p.m. and are also streamed online.

Update from Active Transportation Advisory Committee (ATAC) – Felicity Sutcliffe

- ATAC is working on getting two additional **bike racks** for behind City Hall;
- there is going to be a **bike event** on Saturday, June 3, 2023 from 9-11:30 a.m. at Upper Queen's Park and there will be lots of activities and groups involved;
- the adult bike ride begins at 9:30 a.m. and the bike parade for kids will be ongoing throughout the morning during the bike event;
- they have created a list of sidewalk gaps in the City and will share the list with the Accessibility Advisory Committee at an upcoming meeting; and
- Inspector Clarke attended the meeting and discussed safety, enforcement, collision statistics, bike lanes and e-scooters

Business Arising from Previous Minutes

Purchase of Large Green Bins for ICI Sector – Emily Skelding

Emily Skelding, Waste Reduction Coordinator, reported that 60 large green bins have been purchased to service business in the ICI sector. Staff will be distributing the bins to the organic-heavy businesses in the next few weeks. She has confirmed that the contractor will be able to lift these bins into the truck. Each business is being offered one large bin to start. Councillor Burbach inquired if there was any additional funding to help expand the program that E&E could assist with. Ms. Skelding will report back if there is any assistance that E&E can provide.

Businesses can turn in their small green bins once they receive a large one and the City will wash and re-distribute them if someone needs a replacement one due to damage during collection for example.

In the fall, Ms. Skelding will look into the logistics of offering large green bins for multi-residential units.

Stratford Skate Park – Low-Impact Development Project – Vanni Azzano

Vanni Azzano reported that the LID project at the skate park is now complete. Last week, SDSS students planted two large rain gardens, one small rain garden within the track and graded by the tennis courts to bring the water down into a low spot. There are approximately 125 square meters in total of rain gardens now. The funding for this project was provided by the E&E Committee, the Civic Beautification and Environmental Awareness Committee and the Ministry of Environment. Community Services staff will be maintaining the new rain gardens.

2023 September

<https://calendar.stratford.ca/meetings/Detail/2023-09-07-1600-Energy-amp-Environment-Advisory-Committee/9289ac38-9091-4998-a3be-b09f0145d332>

Working Group Updates:

Ecological

Craig Merkley provided the following report from the Ecological Working Group:

- Anita Jacobsen has been leading the project with the assistance from volunteers and City of Stratford summer students, **weeding the north shore** of the Avon River at the crib walls. The work has made a big difference in the shoreline and made room for the native plants to continue to grow. They will leave the weeding now for this year and continue in the spring.
- **Native grass plantings** along the TJ Dolan boulevard (between the railroad tracks and Centre Street) have been completed. Approximately 200 big blue stem and little blue stem blue plugs were planted and are growing well. They would like to investigate the cost of adding signage to this area in 2024.
- **E&E received funding to knock out the phragmites** in the Old Grove area in August. They also worked on eradicating the knotweed in June/July. They are considering working on the buckthorn this fall, as it will be easier to see once the leaves fall. The invasive species work will need to continue in 2024 to keep on top of the spread throughout the dense area. They continue to support the creation of a master plan to control invasive species. The working group had previously submitted a recommendation for staff to consider a master plan for invasive plant management and were asked for further details. Councillor Burbach reviewed the specific details she will submit to staff regarding the original request. Councillor Burbach will share the document with members via e-mail.
- **Turtles have been released back into the river.** There were over 100 turtles released. A resident of John Street has suggested that turtle crossing signs could be installed, as they have previously witnessed many turtles being run over. Mr. Merkley will investigate options for this request.
- Members are continuing to work on previous issues in TJ Dolan, such as **side trail spread, invasive periwinkle and teepees** being erected by using fallen wood which aids in decomposition and soil heath. He has been notified that there may be a rare American Chestnut tree in TJ Dolan. The Chestnut Council of Ontario is investigating if it is a pure American Chestnut

.C.I. Waste Reduction:

Sharon Collingwood provided the following update from the I.C.I Waste Reduction Working Group:

- The working group visited the Stratford Landfill site for a tour with Emily Skelding, Supervisor of Waste Operations, to learn more about their composting program. The group was very impressed with their processes.
- The working group is continuing to review the plastics pact, as it is a work in progress.

Carbon Reduction

Sharon Collingwood provided the following update from the Carbon Reduction Working Group:

- E&E members received an updated copy of the carbon reduction working group's proposal for motions for actions to reduce greenhouse gas emissions. This is a document that previous E&E members have worked to put together in 2021. The working group would like to know if E&E members would like to continue working on this document moving forward. Vanni Azzano suggested that this document may be replaced by recent work, such as the community feedback on the Community Emissions Action Plan and the work the Climate Change Programs Manager has been preparing. Sadaf Ghalib, Climate Change Programs Manager, reported that she has reviewed the document regarding the proposal of motions, as she has followed a similar approach, most of the actions and strategies in the previous document are now included in the Climate Action Plan based on community feedback and feasibility for Stratford as a community. They will be developed in the form of a proposed plan and will be presented to Council in early 2024.
- The working group would like further guidance with regard to strategy and the prioritization of the Climate Plan moving forward with recommendations and setting goals to provide valuable input and support to the Climate Change Programs Manager.

Climate Change Programs Manager's Update – Sadaf Ghalib

- The second round of the public engagement process for the Community Emissions Action Plan has now concluded. They identified a list of strategies and actions, as outlined on the "What we Heard" page, available on the Engage Stratford website. Staff sent e-mails to various citizen groups, businesses, industry and the public, as well as through various social media channels in order to gather a range of feedback that would form the next phase of development. Staff will perform a technical analysis of City wide energy and emissions, as well as creating an accurate baseline for the purpose of tracking

and reporting yearly. They have recently started this data collection exercise for the baseline model for emissions. It is expected that the first iteration of modelling will be complete by the end of October 2023. After which, staff can use all the feedback that was collected and develop a draft plan for Council's consideration in early 2024. The Manager also anticipates actionable strategies will be incorporated within the draft plan. Once the draft plan is complete, it will be open for an additional round of public consultation, including the E&E Committee as an important stakeholder. This public feedback may be online or it may be an in-person engagement.

- Staff has developed a fulsome strategy for the **Corporate Energy & Emissions Plan** to advance efforts towards corporate generated emissions. The report is expected to be presented to the Infrastructure, Transportation, and Safety Subcommittee later in September. Based on this timeline, staff expects the management report and the plan to be brought to Council in October 2023. Several implementation strategies that are recommended in the plan are already underway, such as integrating a climate lens into decision making for City-led projects, as well as plans. Most recently, the Transportation Master Plan was reviewed through this lens, and it is expected this same process will occur for the Official Plan Review. The plan has been developed by staff as a guiding document to ensure that the City is on track in reaching its collective climate action objectives. The Manager anticipates there to be public monitoring, as well as annual reporting of corporate emissions starting from 2022. As staff is still creating the reporting process, she expects there will be changes as they streamline and refine outputs. She expects to have a process in place by the end of the year.

- Energy reporting to the province under Ontario Regulation 25/23 is now complete. This is a regulatory requirement for all public sector organizations, including municipalities, to report on all energy usage including buildings, facilities and operations and have management plans in place. This requirement has now been completed for 2019-2024. A copy of the plan is available on the City's climate change web page for viewing.

Update from Active Transportation Advisory Committee (ATAC) – Felicity Sutcliffe

- ATAC has been encouraging members and the public to visit the Engage Stratford website to participate in the Transportation Master Plan review and provide feedback by September 17, 2023.

- ATAC prepared a proposal to have red light cameras installed at problem intersections. The proposal was approved by the Finance and Labour Relations Committee and will move on to 2024 budget deliberations

New Business

One Planet Living Implementation – Sharon Collingwood

Sharon Collingwood shared ideas with members on how the One Planet Living approach could be more successful in Stratford, with some changes to its implementation by staff.

The Community Hub Campaign Planning Study of May 23, 2023 offers an example for the successful application of OPL principles. This report describes the initial stages of the Community Hub Fundraising project and agrees that the project aligns with the first three principles of OPL

- (1) health and happiness,
- (2) equity and local economy, and
- (3) culture and community.

Had the report considered principles 4-10 as well, there might have been an opportunity for some creative thinking and be mindful about the environment. Principles such as sustainable water and food, travel and transport, materials and products, zero waste and zero carbon energy. Encouraging staff to prepare reports and apply all ten principles the way the One Planet organization meant them to be used would be beneficial.

Councillor Burbach and Councillor McCabe noted that staff has been asked to use all principles that are applicable to the projects and feels that staff are using all the principles as a lens. Emily Skelding, Supervisor of Waste Operations, explained that as an example, if she were drafting a report for a contract renewal, she would look at all the principles available and use the ones that are relevant to a contract renewal. They use them as a way of supporting the report and in some instances many of the principles do not apply. Sadaf Ghalib, Climate Change Programs Manager, added that if there is a building project being brought to Council for consideration, buildings may not necessarily apply to all ten principles. It would be more relevant for energy, water, waste, etc. Not all projects will have all ten principles embedded and that would depend on the project. Staff reviews all 10 principles for each management report and deletes what is not applicable to the report and strategic priorities. Members noted the importance to trust staff and their decisions. It is a lot of work for staff to review the ten principles and apply them to each project, when it is likely that only a few may be applicable. Councillor Burbach stated that she appreciates that staff only includes in their report the principles that are applicable, as it is a tremendous amount of paperwork to read and review.

Motion by Sharon Collingwood

Seconded by Geoff Krauter

THAT the Energy & Environment Advisory Committee recommends to

Stratford Council that staff demonstrate consideration of all ten principles in the One Planet Living document when submitting reports and presentations. - Defeated

2024 E&E Budget Request – Ian Morton
Motion by Vanni Azzano
Seconded by Councillor Larry McCabe

THAT the Energy & Environment Advisory Committee requests a 2024 budgetary figure of \$17,500.00 from the City of Stratford as follows:

- Native Grass Plantings: \$2,500.00
- Community Projects & Initiatives – TJ Dolan, Boardwalks (materials, construction, placement): \$5,000.00
- Shoreline & Naturalization Projects – plantings, invasive species removal, consultant, maintenance, etc.: \$10,000.00

Carried

Reminder of Upcoming Membership Terms Ending on November 30, 2023

2023 October

<https://calendar.stratford.ca/meetings/Detail/2023-10-05-1600-Energy-amp-Environment-Advisory-Committee/7f0a19d2-74d1-4099-b0f2-b0b30158b07e>

Working Group Updates:

Ecological

Craig Merkley provided the following report from the Ecological Working Group:

- The working group re-iterated the need for a master plan that can be used as an umbrella for issues such as invasive species, the ecological health of the TJ Dolan area, etc. They will make arrangements to meet with the Manager of Parks, Forestry and Cemetery to discuss how to move the creation of a master plan forward and possible funding options. Geoff Krauter suggested an “Ecological Master Plan” to encompass all issues. The working group has been working on collecting examples of master plans from other municipalities.
- They have identified the need for signage on some of the projects that have been completed recently, such as the native grass plantings. They are also investigating a sandwich board sign that the group can take with them to use while they are working on projects or doing a planting so that citizens know what they are doing and who they are. Sharon Collingwood suggested a QR code could be added with further information and links.
- He has been keeping track of volunteer hours this year and so far there have

been 140 total volunteer hours.

- The increased pressure on the TJ Dolan Area due to human activity has greatly impacted the area. They have suggested a “Friends of” group could possibly be formed to assist with the work and become a community champion. Felicity Sutcliffe suggested “Friends of Our Natural Areas”, to assist with educating citizens.
- Councillor Burbach reported that she received a thank you today for the great work that E&E did planting the native grasses and their efforts are appreciated.

Carbon Reduction:

Sharon Collingwood provided the following update

- The September 17, 2023 fossil fuels march was a success and she estimates that there were approximately 100 people participating.
- They are continuing to work on suggestions of local vendors and inspectors to help assist citizens find businesses that can help them navigate environmental changes, such as upgrading to heat pumps.
- Councillor Burbach suggested researching Stratford’s current by-laws and identifying any barriers regarding geothermal heating, heat pumps, etc. Sadaf Ghalib, Climate Change Programs Manager, clarified that there are parameters regarding geothermal installations within the City of Stratford, as the depth of them could possibly affect aquifers. There is not a specific by-law regarding heat pumps and geothermal, however there are by-laws regarding how deep you can dig. Members will research parameters and various options on geothermal.
- Sharon Collingwood will share a link to a podcast on the “Pocket” neighbourhood in Toronto. The entire neighbourhood has been retrofitted.

I.C.I. Waste Reduction: Sharon Collingwood

- It was questioned whether the Plastics Pact went to Committee in 2022. Staff advised they will review and provide an update. She suggested that with legislation coming, the working group could prepare and have their research ready for when the time comes. She will reach out to the Office of the Minister of the Environment and the Retail Council of Canada to assist with their research.

Climate Change Program Manager's Update – Sadaf Ghalib

- The Corporate Energy & Emissions Plan (CEEP) will be listed for consideration at the October 10, 2023 Infrastructure, Transportation and Safety Sub-committee meeting. It will be listed on the agenda for public viewing, and because it is a corporate focused plan, it does not have a public comment component associated with it. The final plan will be brought to Council for consideration and will be a great opportunity for the City to take a lead on climate action and carbon reduction. CEEP has been recognized by the Federation of Canadian Municipalities Partner for Climate Protection Program. The plan has achieved three milestones that pertain to corporate generated emissions:

1. Creating a baseline emissions inventory;
 2. Setting emissions reduction targets;
 3. Developing a local climate action plan;
- Moving forward, staff will be working on the remaining milestones:
4. Implementing the plan once it has been approved by Council;
 5. Monitoring and recording results.

Staff has received approval from Council to proceed with the procurement of (14) hybrid vehicles and (1) electric van. The electric van is anticipated to be in use in November. Staff is also working on a charger to be installed for the van. All power tools and equipment, where feasible, will be battery operated. For example, a chainsaw, blower and hole saw that are all battery powered, have recently been purchased for City staff use.

- The development of the Community Climate Action Plan is underway and items have been identified using the baseline and the emissions profile. Staff are working on these deficiencies. It is anticipated that a comprehensive measurement of emissions will bring up the baseline. She will provide a progress update in the future. The public will be able to provide additional feedback once the next draft is complete, she anticipates during the first quarter of 2024. She will provide a presentation to E&E for members to provide feedback.

- The City has recently provided notice to agencies and other stakeholders of the City's Official Plan review. There is a public meeting on October 30, 2023 and is being held in pursuant to Subsection 26.3 of the Planning Act to formally initiate the process of reviewing and updating the Official Plan. The meeting will be held in-person at Stratford City Hall in the Council Chamber at 6:00 p.m. Further information may be obtained by contacting the Building and Planning Services Department.

- Staff have been following up on the Plastics Pact and it is still in the process to be delegated. She will bring it to the Committee's attention as soon as there is an update.

Ian Morton stated he feels that E&E could lend their support to the Corporate Energy & Emissions Plan at the October 11th meeting and will inquire about being a delegate. Sharon Collingwood offered to help plan for the meeting and Felicity Sutcliffe volunteered to attend the meeting.

Video of the October 11, 2023 ATAC meeting (E&E contribution to the proceedings begins at 2:10)

https://pub-stratford.escribemeetings.com/Players/ISISStandAlonePlayer.aspx?ClientId=stratford&FileName=New%20Encoder_Regular%20Council_2023-10-10-07-01.mp4

Minutes from the October 11, 2023 ATAC meeting

<https://calendar.stratford.ca/meetings/Detail/2023-10-10-1905-Infrastructure-Transportation-and-Safety-Committee/cf6e57e0-e156-43df-a73a-b0e5014d9ffb>

Update from Active Transportation Advisory Committee (ATAC) – Felicity Sutcliffe

- A guest speaker from Cycle Stratford attended their meeting to report on their priorities for 2024. Priorities included completing an update on the report card to be able to track progress, signage along the Festival route and getting started on the quick-start projects.
- ATAC set their budget for 2024 and looking ahead at additional and upgraded signage for trails.
- There is a move to lower speed limits on some streets in Stratford. Britannia Street now has 40 km/hour signs and City staff are adding bollards along the centre of streets to discourage speeding.
- ATAC's recommendations for sidewalk priorities were accepted for budget consideration in 2024.

New Business

New Green Dog Waste Bags – Anita Jacobsen

Anita Jacobsen inquired about the new dog waste bags and receptacles that are now in Stratford. Councillor Burbach stated that the RNG facility that the waste is being sent to is a different location than the rest of the green bin program.

The facility that accepts the dog waste, accepts both the waste and the bags to be processed.

Climate Action Incentive Payments – Councillor Burbach

At the October 10, 2023 Infrastructure, Transportation and Safety Committee meeting, Councillor Burbach intends to put forth a motion regarding Climate Action Incentive Payments and suggests that the Federal Government earmark 10% of the funding collected to go towards municipal climate action incentives. The Climate Change Programs Manager will assist Councillor Burbach with some additional facts from other Provinces that could be emulated here in Ontario, such as the successful model used in British Columbia. Municipalities will need to have a plan and strategy in place to receive funding.++

2023 November

<https://calendar.stratford.ca/meetings/Detail/2023-11-02-1600-Energy-amp-Environment-Advisory-Committee/b0607e9a-0b2a-47ec-9243-b0d8016166c4>

Working Group Updates:

Ecological:

Craig Merkley shared with E&E the draft slide presentation that the working group has been working on. The plan is to present it to Council as an update on what projects and initiatives the E&E Committee has been working on. Committee members shared some feedback and felt that the presentation was very well done and would be informative to share at an upcoming Council meeting.

I.C.I. Waste Reduction:

Sharon Collingwood provided the following update from the I.C.I. Waste Reduction Working Group:

- The Rotary Club has shared with the working group their list of event procedures. It would be helpful to review their list and compare it to what the City's event procedures are and work towards updating it.

Carbon Reduction:

Sharon Collingwood provided the following update from the Carbon Reduction Working Group:

- Sharon Collingwood shared with E&E a document that the working group has been working on. The purpose of the document is to reduce carbon with items

such as retrofits, EV chargers, funding opportunities, inspectors and issues other people have encountered doing retrofits.

5. Climate Change Program Manager's Update – Sadaf Ghalib

The Climate Change Program Manager provided a written update that was shared with E&E. Highlights of the update included:

- **Corporate Energy and Emissions Plan (CEEP) Update**
 - o The Corporate Energy and Emissions Plan (CEEP) was presented to the Infrastructure, Transportation and Safety Committee on October 10, 2023. Three delegations spoke and 15 written submissions in support of the Plan were received.
 - o The Plan was formally endorsed by Council at the Regular Council meeting on October 23, 2023.
 - o The CEEP will now be available on the 'Climate Change' webpage for public viewing. Per Council's direction Staff will also have a mechanism in place to report annual corporate emissions, commencing from year 2022.
- **Community Climate Action Plan (CCAP) Update**
 - o Plan development is underway. Draft plan anticipated to be presented to Council in Q1, 2024 (timeline to be determined).
 - Under O. Reg 25/23, annual energy reporting to the province for 2021 is complete. 2022 and 2023 reporting is expected to be completed by mid-2024, as per provincial guidelines.
 - Climate considerations have been a key part of the 2024 budget. Staff developed a tool to calculate greenhouse gas emissions of proposed upgrades and expansions for the City, in accordance with CEEP recommendations, and the intent is to embed a climate lens into corporate operations.
 - Climate Action Division continues to provide cross-departmental support to all City departments, investStratford and Destination Stratford to embed a climate lens into projects and initiatives.

Update from Active Transportation Advisory Committee (ATAC) - Felicity Sutcliffe

- They are working on additional signage for the Avon trail to help mark the trail through town, along the multi-use trail, along the south side of the river to behind Devon Street to Road 112.

- They are also working on two large signs that will indicate the entrances to the trail. The entrance on Devon Street and the entrance near Gallery Stratford are the two proposed locations.

Business Arising from Previous Minutes

Climate Action Incentive Payments Update - Councillor Jo-Dee Burbach
Councillor Burbach advised the climate action incentive payments motion that she made was referred to staff. Staff will review and determine the best ask for using the outstanding 10% of the carbon tax (if anything). This will allow the ask to be more specific and hopefully successful.

E&E Signs - Native Grasses and Committee Information - Felicity Sutcliffe
The Ecological Working Group has submitted sizes and wording for two signs to the Manager of Parks, Forestry and Cemetery, By-law Enforcement and the City Clerk for review. They will proceed with one informational sign (12" X 24") to be placed in the native grass planting and another sign 18" x 24" (sandwich-board style), that E&E members can take with them while they are working on projects to explain about the E&E Committee. This sign will be placed out at the location where members are working and then taken down when they leave.

Motion by Felicity Sutcliffe

Seconded by Ken Clarke

THAT the Energy & Environment Advisory Committee spends up to a maximum of \$300.00 to have two informational signs printed for the native grass plantings and E&E Committee information. Carried.

New Business

Stratford District Secondary School Urban Garden - Vanni Azzano
Vanni Azzano reported that the SDSS Eco Club is working on a community garden on a parcel of City owned land located near Smith Street and O'Loane Avenue. They are encountering an issue of having to purchase insurance to be permitted to use the land, however the Eco Club has received quotes for insurance between \$2,000.00 - \$3,000.00. The Eco Club is looking to partner with other local groups to ease the burden of the cost of insurance. E&E members suggested that the Eco Club could possibly inquire about partnering with the Civic Beautification & Environmental Awareness Committee or the Horticultural Society, who may both already carry adequate insurance. The Eco Club is also working with the Local Community Food Centre on this project.

2023 December

<https://calendar.stratford.ca/meetings/Detail/2023-12-07-1600-Energy-amp-Environment-Advisory-Committee-Meeting/2b3635f5-260e-4998-9944-b11c01006c7b>

Working Group Updates:

Ecological:

Craig Merkley advised de followed up on turtle crossing signs with the City's Engineering Department regarding the installation of a sign on John Street and this would be an issue they would be open to addressing.

Motion by Craig Merkley

Seconded by Ken Clarke

THAT the Energy & Environment Advisory Committee, in recognizing the mortality rate of turtles crossing John Street near the Avon River Bridge, requests City Council consider the installation of turtle crossing signs in appropriate locations near the bridge on John Street to raise driver awareness and in keeping with other municipalities. Carried

Craig Merkley inquired if a white line could be painted along the bed where the native grass plantings are to deter drivers from parking or driving too close to the bed.

Motion by Craig Merkley, Seconded by Ken Clarke

THAT the Energy & Environment Advisory Committee, recommends a line be painted to delineate the parking areas between St. David Street and Centre Street due to damage caused by vehicle tire tracks to the native grass plantings along TJ Dolan Drive. Carried

The working group met and discussed with the Manager of Parks, Forestry and Cemetery the process to move forward with the development of an **Invasive Species Management Plan**. The Parks & Forestry Manager has contacted the Invasive Species Centre in Sault Ste. Marie, as they have been assisting other municipalities with their plans. They provided a lot of technical expertise and have produced substantial supporting material for invasive species plans. The Invasive Species Centre has provided a proposal for a three-step plan for the City of Stratford. This would include areas across the City, including along the Avon River, to develop a strategy for staff and volunteers to manage invasive species. The E&E Committee has funds remaining

in their 2023 budget to cover the cost of the plan using their Avon River Naturalization

Projects budget line (\$10,000.00) and the Community Projects & Initiative budget line (\$3,750.00).

Motion by Craig Merkley, Seconded by Vanni Azzano

THAT the Energy & Environment Advisory Committee spends \$13,842.50 (HST Included) from their 2023 Budget for a proposed Master Plan for Invasive Species as presented by the Invasive Species Centre, to continue their work by creating an Invasive Species Management Strategy for the City of Stratford. Carried

The following update was then provided by Craig Merkley:

- The working group is continuing to work on additional signage.
- He has pre-ordered grass plugs for 2024 plantings.
- Have identified encroaching issues on the north side of TJ Dolan and will move forward with some educational information.
- Parks staff is concerned about bike traffic in TJ Dolan and the damage it is causing. He was informed that staff will be assessing future bike traffic in the TJ Dolan area.
- The working group will plan on presenting their Power Point presentation to the I.T.S. Sub-committee early next year.

I.C.I. Waste Reduction:

Sharon Collingwood advised the working group is working on a proposal for an updated and improved events guide for waste reduction for the City of Stratford. Sharon Collingwood will reach out to Community Services to inquire about the current events guide the City is using.

Carbon Reduction:

Sharon Collingwood provided the following update from the Carbon Reduction Working Group:

- The working group is continuing work on their retrofit information.
- Sharon Collingwood contacted Chris Bantock, Deputy Clerk, with information regarding a grant opportunity for installing electric vehicle chargers with a maximum amount that could be received of \$125,000.00.

Update from the Climate Change Program Manager - Sadaf Ghalib

- The Community Climate Action Plan is now in development and funds have been allocated to support the retention of a data expert to help with inventory. The timeline of complete development is to be determined; they must also comply with the province's guidelines. She will provide an update in early 2024. She thanked E&E members for their support and community members in delegating to Council to assist in retaining the consultant to carry out this work.
- The 2024 Green Recognition Program will commence in early January and would conclude mid-March. A Council presentation will be scheduled for April 2024. The program will also include a separate tourism category in 2024.
- She presented the Management Report for the Annual Greenhouse Gas Emissions 2022 to the I.T.S. Sub-committee and now the report will proceed to the next Council meeting on December 11, 2023.
- Earth Day plans for 2024 are underway. Staff will be facilitating another tree planting event with UTRCA, Community Services and local students. There will be various other events happening that the City will be participating in such as the Tree Power event with Festival Hydro and a possible booth at the Climate Momentum event. Members suggested a community weed pull, guided tours around TJ Dolan as well as possibly an educational piece on invasive species.

Update from Active Transportation Advisory Committee (ATAC) - Felicity Sutcliffe

- They made a motion requesting that Avon Trail reps blaze a trail through town starting from TJ Dolan and at all the decision points. They are also working on information signs for the trail.
- The committee is continuing work on the Report Card.
- They have received feedback from City staff that the Transportation Master Plan is helpful. It is helping them complete smaller budget items in a timely manner and larger projects are easier to tackle, as most of the consultation was already completed when the plan was created. For example, there were a lot of crosswalks identified in the plan. City staff has begun installing crosswalks that are outlined in the plan.
- The proposal for 40 km/hour within the City was voted down by Council.
- They discussed a possible partnership for entrance way signage at TJ Dolan

between E&E and ATAC. The signage would provide information regarding TJDolan, such as bike usage. Vanni Azzano added that Civic Beautification would also be interested in partnering for this project.

2024 January
(03 March 2024 - minutes not yet approved)