



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

MINUTES

ENVIRONMENTAL ADVISORY COMMITTEE

Thursday, January 27, 2011

7:00 p.m.

Council Chambers, Municipal Hall

PRESENT: Councillor Randall Garrison
Councillor Don Linge
Mark Salter
Larry Dill
Chris Zegger-Murphy
Carole Witter
Michael Hill
Donald Kramer
Blair Irwin
Annie Do (Arrived 7:08 p.m.)

STAFF: Marlene Lagoa – Sustainability Coordinator (Staff Liaison)
Deborah Liske – Recording Secretary

1. CALL TO ORDER

Larry Dill called the meeting to order at 7:01 p.m.

2. LATE ITEMS

The following late items were introduced:

1. Add to Agenda item **5. MINUTES (2) Business Arising (a) Royal Roads University Project Update**
2. Add to Agenda item **5. MINUTES (2) Business Arising (b) Lifecycle Pilot Project Update**
3. Add to Agenda item **5. MINUTES (2) Business Arising (c) Pesticide Reduction Awareness News Item for Community Newsletter**

3. APPROVAL OF THE AGENDA

Moved by Mark Salter, seconded by Michael Hill that the agenda of the Environmental Advisory Committee meeting of January 27, 2011 be approved as amended with the inclusion of the late agenda items.

The motion **CARRIED**.

4. INTRODUCTIONS

Committee members provided brief introductions.

Annie Do arrived at 7:08 p.m.

5. MINUTES

- (1) Minutes of the Environmental Advisory Committee meeting, November 25, 2010

Moved by Mark Salter, seconded by Blair Irwin that the minutes of the Environmental Advisory Committee meeting of November 25, 2010 be approved with the following noted amendment:

8. WORK PLAN ITEMS / REPORTS FROM SUB-COMMITTEES (4) Solid Waste (a) Possible Banning of **All Plastic Bottled Beverages** – Follow-up by Marlene Lagoa, Staff Liaison

The motion **CARRIED**.

(2) Business Arising (**Late Item**)

(a) Royal Roads University Project Update

Marlene Lagoa, Staff Liaison provided the Committee with an overview of the Royal Roads University Project for the development and implementation of a social marketing campaign for plastic shopping bags and the development of a framework for community engagement in climate action. Ms. Lagoa noted she has been in contact with the faculty advisor and students working on the initiatives and will continually update the committee as the projects move forward.

(b) Lifecycles Pilot Project Update

Mark Salter reported he has met with members of Lifecycles and was provided with a draft management plan for the Esquimalt Community Gardens. Mr. Salter noted fundraising initiatives are needed in order to continue and expand community gardens in Esquimalt. Mr. Salter also provided an overview of the activities Lifecycles participates in.

Committee members discussed the participation of Lifecycles in Esquimalt Community Gardens.

Mr. Salter further reported Seedy Saturday (seed exchange) will not be taking place on February 12th as previously noted, a revised date will be announced.

(c) Pesticide Reduction Awareness News Item for Community Newsletter

Mark Salter reported he has met with the Canadian Cancer Society to assist in writing an educational piece on pesticide awareness for the municipal community newsletter.

6. NEW BUSINESS

(1) Committee Orientation

- (a) PowerPoint Presentation
- (b) Environmental Advisory Committee Terms of Reference
- (c) Role of Youth Representative Appointment to Council Committees

Marlene Lagoa, Staff Liaison, provided the committee with a PowerPoint presentation which included an overview of the following:

- Current committees of Council
- Electronic minute circulation
- Environmental Advisory Committee Terms of Reference; including:
 - Purpose
 - Mandate
 - Membership
 - Quorum
 - Terms
 - Meetings
 - Orientation / training
- Role of Youth Representative
- Agendas
- Attendance
- Basic meeting rules, including:
 - Duties of Chair
 - Voting

- Conflict of Interest
- Robert's Rule of Order
- Reporting to Council, including:
 - Committee minutes
 - Recommendations
 - Presentations
- Strategic Plan excerpts as they pertain to environmental initiatives
- Past committee initiatives

Ms. Lagoa will distribute copies of the updated Strategic Plan to committee members upon adoption by Council.

(2) Membership List Contact Information

A confidential membership contact list was distributed to committee members with the request that any revisions be provided to the Recording Secretary for updating prior to redistribution.

(3) Meeting Schedule Dates and Times

The Environmental Advisory Committee will meet on the fourth Thursday of the month with meetings schedule for 2011 as follows:

- February 24th
- March 24th
- April 28th
- May 26th
- June 23rd
- September 22nd
- October 27th and
- November 24th

Meetings will start at 7:00 p.m. and will be held in the Council Chambers. As per the committee terms of reference, the committee will not meet in the months of July, August and December.

(4) Agenda Items and Distribution

Larry Dill reviewed the processes for submitting agenda items and agenda distribution.

(5) 2010 Year End Report

Larry Dill noted the requirement to submit to Council a final report at the end of each year describing the committees' activities and accomplishments of the previous year. Larry Dill and Mark Salter will draft the report to present to the committee for review at the March meeting prior to being presented to Council.

(6) Work Plan Discussion

Committee members were provided with an overview of 2010 work plan items.

Larry Dill requested committee members review the list of work plan items from 2010 and proposed items for 2011 for further discussion at the February and March meetings.

7. REPORT FROM STAFF LIAISON

Marlene Lagoa, Staff Liaison reported the Township of Esquimalt's solar community program funding has been extended to February 2012. The Township will again examine offering grants to offset the cost of installing permitted residential solar hot water heaters. Ms. Lagoa also provided CRD transportation tune-up packets for interested committee members.

8. COMMUNICATIONS

- (1) Letter from the Victoria Master Gardener Association, dated December 30, 2010, Re: Mixing It Up in the Urban Garden Conference

Larry Dill reviewed the letter from the Victoria Master Gardener Association noting the committee could sponsor interested committee members attendance.

- (2) Email from City Green Solutions, dated January 17, 2011, Re: Breakfast Seminar: Energy Saving Assistance for Low-Income Households

Marlene Lagoa, Staff Liaison reviewed the letter from City Green Solutions and noted she will be attending the meeting on February 17, 2011.

- (3) Invitation to the Esquimalt Centennial Celebrations Open House, February 8, 2011

Councillor Linge noted committee members could consider including a project or idea in their 2011 work plan to celebrate Esquimalt's centennial.

9. COMMITTEE MEMBER ANNOUNCEMENTS

Larry Dill reported he is continuing to attend CRD Marine Monitoring Advisory Group meetings and the group is discussing a new monitoring plan for Clover Point and Macaulay outfalls.

10. NEXT MEETING

The next meeting of the Environmental Advisory Committee will take place on February 24, 2011.

11. ELECTIONS

- (1) Election of Chair and Vice-Chair

Larry Dill opened the floor to nominations for Chair. All nominations submitted were declined.

Moved by Councillor Garrison, seconded by Councillor Linge that Mark Salter preside as Chair of the February meeting of the Environmental Advisory Committee and the election of Chair and Vice Chair be deferred for further discussion at the February meeting.

The motion **CARRIED**.

12. ADJOURNMENT

The meeting adjourned at 9:11 p.m.

Mark Salter, Acting Chair

This 24th day of February, 2011