



CORPORATION OF THE TOWNSHIP OF ESQUIMALT

A G E N D A

ENVIRONMENTAL ADVISORY COMMITTEE MEETING

June 23, 2011

7:00 p.m.

Council Chambers, Esquimalt Municipal Hall

1. **CALL TO ORDER**

2. **LATE ITEMS**

3. **APPROVAL OF THE AGENDA**

4. **MINUTES**

- (1) Minutes of the Environmental Advisory Committee meeting, May 26, 2011 Pg. 1 – 4

5. **PRESENTATIONS**

- (1) Ethos Sustainability Solutions, Royal Roads University, Social Marketing Campaign to Reduce the Distribution of Single-Use Plastic Shopping Bags
- (2) Island Horizon Group, Royal Roads University, Framework for Community Engagement in Climate Action

6. **OLD BUSINESS**

- (1) Green Initiatives for Buccaneer Days – Report on Composting Initiative

7. **WORK PLAN ITEMS**

- (1) RRU Project Partnership – Plastic Shopping Bags
- (2) RRU Project Partnership – Community Engagement Framework
- (3) 2012 Royal Roads University Environmental Science Program – Student Project Partnership Opportunity Proposals
- (a) Phase 2 – Community Engagement in Climate Action Pg. 5 – 6
- (b) Marine Shoreline Project Pg. 7 – 8
- (4) Centennial Celebrations Project

8. **REPORT FROM STAFF LIAISON**

9. **COMMITTEE MEMBER ANNOUNCEMENTS / REPORTS**

10. **NEXT MEETING**

11. **ADJOURNMENT**



CORPORATION OF THE TOWNSHIP OF ESQUIMALT
MINUTES
ENVIRONMENTAL ADVISORY COMMITTEE

Thursday, May 26, 2011

7:00 p.m.

Council Chambers, Municipal Hall

PRESENT: Michael Hill, Chair
Mark Salter, Vice Chair
Councillor Don Linge
Blair Irwin
Donald Kramer
Carole Witter
Chris Zegger-Murphy (Arrived 7:09 p.m.)
Larry Dill (Arrived 7:11 p.m.)

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

REGRETS: Councillor Alison Gaul
Annie Do

1. CALL TO ORDER

Chair Hill called the meeting to order at 7:01 p.m.

2. LATE ITEMS

The following late item was introduced:

1. Add to Agenda item **9. COMMITTEE MEMBER ANNOUNCEMENTS** (1) Urban Hens

3. APPROVAL OF THE AGENDA

Moved by Vice Chair Salter, seconded by Councillor Linge that the agenda of the Environmental Advisory Committee meeting of May 26, 2011 be approved as amended with the inclusion of the late agenda item.

The motion **CARRIED**.

4. MINUTES

- (1) Minutes of the Environmental Advisory Committee meeting, April 28, 2011

Moved by Blair Irwin, seconded by Carole Witter that the minutes of the Environmental Advisory Committee meeting of April 28, 2011 be approved with the following amendments:

Under Agenda item **5. Work Plan Items** (2) 2012 Royal Roads University Environmental Science Program – Student Project Partnership Opportunity add the following after the last paragraph:

The committee decided that second proposal for a 2012 RRU project should be a follow-up from one of the climate change awareness project currently underway. The current RRU group may have some suggestions.

Under Agenda item **6. Report From Staff Liaison** (1) Memorandum from Marlene Lagoa, Staff Liaison, dated March 17, 2011, Re: 2011 Solar Community Program – For Input include the word “**positively**” in the following sentence:

Committee members noted their approval of the use of the term “plastic bag-free” to **positively** reflect the desire to implement a voluntary ban of single use plastic bags.

Under Agenda item **7. Communications** (1) Article from Municipal World, Going Green – Planning and Implementing a Greener Event include the words “**up to**” in the following motion:
Moved by Vice Chair Salter, seconded by Blair Irwin that **up to** \$500 from the Environmental Advisory Committee budget be utilized for the implementation of a green initiatives program for the 2011 Buccaneer Days celebration.

The motion **CARRIED**.

5. OLD BUSINESS

(1) Green Initiatives for Buccaneer Days

Vice Chair Salter reported he met with the Buccaneer Days committee to suggest incorporating green event initiatives into the celebrations. The concept of increasing recycling and introducing composting was well received by both the Buccaneer Days committee and vendors. Composting bins will be distributed to vendors for food scraps and soiled paper products. A re-sort station will be set-up to sort compostables, tin, glass, plastics, paper and cardboard. A representative from the Compost Education Centre will also be on hand to provide education. Bins for the compostable food scraps and paper products will be rented and picked up by the composting contractor. There will be a fee to rent the bins and have the contractor pick up the compostable materials.

Vice Chair Salter further noted organizers of the pancake breakfast and the beer gardens showed interest in participating in the composting of food scraps and paper products. The beer gardens requested a bin to recycle plastic glasses.

Chris Zegger-Murphy arrived at 7:09 p.m.

It was noted the Capital Regional District has an event recycling program which supplies bins for the collection of refundable beverage containers and waste reduction education.

Larry Dill arrived at 7:11 p.m.

Vice Chair Salter noted the trash receptacles were full by 10:00 a.m. last year at Buccaneer Days and need to be emptied on a more frequent basis. Marlene Lagoa will enquire as to which municipal department is responsible for this task and pass along the message.

Marlene Lagoa, Staff Liaison noted in past years at Buccaneer Days, recycling was limited to refundable beverage containers.

Vice Chair Salter noted Pacific Mobile Depot has shown interest in holding their regular drop-off day on Buccaneer Days. Vice Chair Salter further noted this type of idea could be the next level of recycling and would like to see this happen in 2012.

Committee members discussed the necessity for the Township of Esquimalt to ensure events that take place in the municipality are more sustainable and green. Committee members discussed additional ideas to include in the green event sustainability guideline.

Marlene Lagoa, Staff Liaison noted the Capital Regional District is in the process of purchasing a portable water station. Committee members requested Ms. Lagoa provide additional information about the portable water station as it becomes available.

Committee members discussed the need for a secure bike lock-up for events and requested it be considered for Buccaneer Days for next year. Blair Irwin will discuss with the Cycling Coalition to solicit any input and / or participation.

6. WORK PLAN ITEMS

(1) RRU Project Partnership – Plastic Shopping Bags

Marlene Lagoa, Staff Liaison reported the students have completed their survey of consumers in Esquimalt. The Wholesale Club location was not surveyed as the location was limited to one supplier. The Esquimalt Plaza and shopping plaza at Head Street and Esquimalt Road were surveyed. The students collected results for over 200 surveys with respondents noting they did not want paper bags and preferred reusable bags. Business owners in the survey areas were sent a letter advising them that students would be onsite conducting surveys.

Ms. Lagoa advised committee members the students would be hosting a local business input session on June 2nd to provide education and receive feedback. The presentation and input form will be available on the municipal website after June 3rd for businesses who can not attend.

(2) RRU Project Partnership – Community Engagement Framework

Marlene Lagoa, Staff Liaison reported the students are continuing to complete research and case studies. The students reported they have been surprised by the initial positive response to participate in the study when soliciting information from other local governments.

Ms. Lagoa noted both student groups will be making their third semester projects presentation on June 10th at Royal Roads University. It was further noted both student groups would be making presentations to the committee at the June meeting.

(3) 2012 Royal Roads University Environmental Science Program – Student Project Partnership Opportunity Proposals
(a) Phase 2 – Community Engagement in Climate Action

Committee members reviewed the recommendations for phase 2 for community engagement in climate action as submitted by Royal Roads University students, team 6, Island Horizon Group.

It was noted the terms of reference for this project would need to be refined. Marlene Lagoa, Staff Liaison will draft the application for review by the committee at the June meeting.

Committee discussed recognizing the students who participated in the 2011 projects. It was determined each student would receive a personal letter of appreciation.

(b) Marine Shoreline Project

Committee members reviewed, discussed and provided feedback on the proposal outline. Marlene Lagoa, Staff Liaison will make the noted amendments and distribute to the group for further input. The final document will be brought back to the June meeting for approval.

(4) Centennial Celebrations Project

Committee members discussed ideas for a centennial project.

Marlene Lagoa, Staff Liaison reported the centennial banners have been ordered and will be up for more than one year.

Chair Hill asked if any old municipal banners could be made in to reusable bags. It was noted that existing municipal banners are utilized until they are worn out and would probably not be suitable.

Councillor Linge noted Sandy Rozon of the Centennial Celebrations Select Committee should be contacted regarding reusable shopping bags.

A committee members noted there is an abundance of reusable shopping bags available on the market and therefore may not be a valued commemorative project.

Councillor Linge further suggested the committee consider in the spirit of the centennial, to put together a historical timeline comparison to highlight the changes to environmental thinking over the last 100 years.

Vice Chair Salter suggested the committee develop a green event policy and assist in making a centennial event into a zero waste event.

Blair Irwin departed the meeting at 9:09 p.m.

7. REPORT FROM STAFF LIAISON

Marlene Lagoa, Staff Liaison noted Bike to Work Week starts next week and a celebration station will be located in Esquimalt at Memorial park.

8. COMMUNICATIONS

(1) Email from Brian Andrew, dated March 27, 2011, Re: Clean-up Esquimalt Day

Marlene Lagoa, Staff Liaison reported she has communicated with Mr. Andrew and advised the Esquimalt Chamber of Commerce hosts a clean-up of the industrial area of Esquimalt.

Councillor Linge noted past clean-up initiatives have taken place in the municipality and were discontinued due to the high costs associated with running them.

Chair Hill noted the specific site identified by Mr. Andrew suggested a concern with property maintenance more than a genuine environmental issue.

9. COMMITTEE MEMBER ANNOUNCEMENTS

(1) Urban Hens (**Late Item**)

Vice Chair Salter reported the District of Saanich bylaw allows for the keeping of up to five urban hens and suggested the Township of Esquimalt amend its bylaw to allow up to five urban hens. The current Township of Esquimalt bylaw only allows up to four urban hens.

Moved by Vice Chair Salter, seconded by Chris Zegger-Murphy that the Township of Esquimalt Animal Bylaw be amended to increase the number of allowable urban hens from four to five to match the number of allowable urban hens in neighbouring municipalities.
The motion was **DEFEATED**.

10. NEXT MEETING

The next meeting of the Environmental Advisory Committee will take place on June 23, 2011.

11. ADJOURNMENT

The meeting adjourned at 9:23 p.m.

Michael Hill, Chair

This 23rd day of June, 2011



**ROYAL ROADS
UNIVERSITY**

**MAJOR PROJECT-FOR BSC IN ENVIRONMENTAL SCIENCE
ROYAL ROADS UNIVERSITY
2011/2012**

Name of Sponsor: Marlene Lagoa, Sustainability Coordinator; Township of Esquimalt
Tel: 250-414-7114
Fax: 250-414-7111
Email: marlene.lagoa@esquimalt.ca

Title of Project Community Engagement in Climate Action – Phase 2

Background

The Township of Esquimalt's Environmental Advisory Committee was established to:

- advise Council and recommend implementation strategies for environmental stewardship, sustainability, and restoration activities;
- encourage participation of residents and businesses of Esquimalt in the environmental initiatives of the Township and the Capital Regional District;
- foster public awareness, recognition and support for a healthy and sustainable natural environment;
- identify and work with relevant citizen, business, municipal and regional government and industry groups to achieve collaborative solutions to environmental issues; and
- review and provide feedback to Council on ways to increase participation and compliance rates related to CRD prescribed environmental initiatives.

The Township of Esquimalt's Environmental Advisory Committee sponsored a 2010/2011 Royal Roads University student team in Environmental Science to develop a framework for how the Municipality can engage the community in climate action initiatives. The goal of the community engagement framework is to help achieve the Township's targets of reducing community-wide greenhouse gas emissions by at least 38% by 2020 and 83% by 2050 (compared to 2007 levels). **The major project report was completed in August 2011 and is attached for reference.**

Requirement

The Environmental Advisory Committee would like a student team to develop an action plan that targets one of the three sectors identified in the 2011 major project report.

The following factors should be considered when selecting a targeted action:

- Within the scope of the Province of BC's Community Energy and Emissions Inventory;
- Greenhouse gas emission intensity compared to other actions; and
- Action plan may be implemented by the Environmental Advisory Committee and/or the Township of Esquimalt.

The major project team and sponsor are to discuss and narrow the scope of targeted actions before signing of the project agreement in early 2012.

Objectives

- Choose a sector to target (building/transportation/waste);
 - Select a specified audience and specified behaviours/actions from the 2010/2011 Major Project Report;
 - Develop plan using the resources from 2010/2011 Major Project research;
 - Ensure that chosen audience and their background is understood and reflected in the messaging used to communicate with them;
 - Conduct a focus group with the specified audience to discuss three actions to reduce greenhouse gas emissions and identify the barriers to those actions;
 - Create a plan for **one** of the three actions from focus group;
 - Ensure that the action is easily accepted by the target audience (eliminate the barriers identified); and
 - Action must be measurable and that participation can be monitored.
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Anticipated Costs/Budget:

- General Administration **\$500.00**
 - This is an administrative fee paid to the university to help offset the costs of running the major projects. This is not money that is part of the overall cost of the project.
 - Direct costs **??**
 - This is to be determined through a negotiation between sponsor and major project team. Usual items associated with this are: travel (mileage, food, transportation), printing (two interim reports and a final report), lab analysis, supplies, etc.
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Project Advisor: (this will be determined by the university – a professor is assigned with expertise in the field of study of the project)



**ROYAL ROADS
UNIVERSITY**

**MAJOR PROJECT-FOR BSC IN ENVIRONMENTAL SCIENCE
ROYAL ROADS UNIVERSITY
2011/2012**

Name of Sponsor: Marlene Lagoa, Sustainability Coordinator, Township of Esquimalt
Tel: 250-414-7114
Fax: 250-414-7111
Email: marlene.lagoa@esquimalt.ca

Title of Project Marine/Shoreline Project

Background

The Township of Esquimalt's Environmental Advisory Committee was established to:

- advise Council and recommend implementation strategies for environmental stewardship, sustainability, and restoration activities;
- encourage participation of residents and businesses of Esquimalt in the environmental initiatives of the Township and the Capital Regional District;
- foster public awareness, recognition and support for a healthy and sustainable natural environment;
- identify and work with relevant citizen, business, municipal and regional government and industry groups to achieve collaborative solutions to environmental issues; and
- review and provide feedback to Council on ways to increase participation and compliance rates related to CRD prescribed environmental initiatives.

The Environmental Advisory Committee (EAC) considers an initiative relating to our shoreline and marine environment a priority. The EAC would like to identify projects that would be achievable and yield tangible results over a relatively short period of time (e.g. promotion of higher environmental standards at marinas; consideration of rising ocean levels and potential areas of impact in Esquimalt). In order to do this, the EAC requires assistance in identifying the range of most significant issues affecting our marine and shoreline environment and corresponding projects where we may both engage Esquimalt's citizenry and have a positive impact on our environment.

Requirement

The EAC would like a student team to identify future projects that may be pursued by the EAC and/or municipality to improve the quality of the marine and shoreline environment surrounding Esquimalt.

The project will have three components:

- 1) complete a high level overview of the state of Esquimalt's shoreline and marine environment;
- 2) recommend initiatives that would help address problem areas; and
- 3) propose opportunities to involve the community – engage them, inform them and motivate them to take action.

Given the range of demands on municipal resources, sources of funding and human resources available for the recommended projects are limited and therefore should be carefully considered and identified for each proposed initiative.

Objectives

- Consider all areas within the municipality affecting the Strait of Juan de Fuca and the Gorge Waterway;
- Review conditions and identify the range of issues and those who are active in addressing them;
- Research information sources and develop an overview describing the quality of the marine environment and factors contributing to its current state;
- Prepare maps portraying findings;
- Identify issues and the actions and initiatives that are required to address them; and
- Of these, recommend the best opportunities for a community-based initiative(s).

Anticipated Costs/Budget:

- General Administration **\$500.00**
 - This is an administrative fee paid to the university to help offset the costs of running the major projects. This is not money that is part of the overall cost of the project.
- Direct costs **??**
 - This is to be determined through a negotiation between sponsor and major project team. Usual items associated with this are: travel (mileage, food, transportation), printing (two interim reports and a final report), lab analysis, supplies, etc.

Project Advisor: (this will be determined by the university – a professor is assigned with expertise in the field of study of the project)