



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**MINUTES**

**ENVIRONMENTAL ADVISORY COMMITTEE**

Thursday, September 27, 2018

7:00 p.m.

Wurtele Room, Municipal Hall

**PRESENT:** Lorne Argyle  
Paul Helston  
Ronn Stevenson  
Waheema Asghar  
Louise Blight  
Councillor Lynda Hundleby (Council Liaison)

**STAFF:** Tricia deMacedo, Planner 2 (Staff Liaison)  
Bill Brown, Director of Development Services  
Deborah Liske, Recording Secretary

**GUEST:** Zoe Melanie Minnaard, Co-Vice Chair, Surfrider Foundation, Vancouver Island Chapter

**REGRETS:** Susan Low  
Brenda Bolton  
Councillor Olga Liberchuk (Council Liaison)

**1. CALL TO ORDER**

Tricia deMacedo, Staff Liaison called the meeting to order at 7:00 p.m.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

Moved by Lorne Argyle, seconded by Louise Blight that the agenda of the Environmental Advisory Committee meeting of September 27, 2018 be approved as presented.  
The motion **CARRIED**.

**4. INTRODUCTIONS**

Committee members provided brief introductions.

**5. ELECTIONS**

(1) Election of Chair and Vice-Chair

The Director of Development Services opened the floor to nominations for Chair.

Waheema Asghar was the only nomination for the position of Chair of the Environmental Advisory Committee and was appointed to the position of Chair of the Environmental Advisory Committee by acclamation.

Chair Asghar assumed the roll of Chair.

Chair Asghar opened the floor to nominations for Vice Chair.

Ronn Stevenson was the only nomination for the position of Vice-Chair. Mr. Stevenson was appointed to the position of Vice-Chair of the Environmental Advisory Committee by acclamation.

**6. MINUTES**

- (1) Minutes of the Environmental Advisory Committee meeting, October 26, 2017

Moved by Lorne Argyle, seconded by Paul Helston that the minutes of the Environmental Advisory Committee meeting of October 26, 2017 be approved as presented.  
The motion **CARRIED**.

**7. NEW BUSINESS**

- (1) Council Policies  
    (a) Operational Guidelines for Council Committees  
    (b) Environmental Advisory Committee Terms of Reference

Ms. deMacedo provided an overview of the committee orientation session, reviewed the Operational Guidelines for Council Committees and the Environmental Advisory Committee Terms of Reference.

- (2) Council Strategic Priorities 2015 – 2019  
    a) Updated Strategic Priorities Chart (September 2018)  
    b) Strategic Priorities Report (2018)

Ms. deMacedo outlined the 2015 – 2019 strategic priorities of Council.

- (3) Membership List Contact Information

A confidential membership contact list was circulated for review by committee members. It was requested any revisions be provided to the Recording Secretary.

- (4) Agenda Items and Distribution

Items for the agenda must be provided to the Chair and Staff Liaison for review and approval. Council and staff will also refer items to the agenda. Committee members will be advised via email once agendas are posted on municipal website. For those that require, a paper copy of the agenda will be made available at the meeting.

- (5) Meeting Schedule Dates and Times

The committee will meet as required, at the call of the Chair on the fourth Thursday of the month at 7:00 p.m. in the Wurtele Room or on an alternate date as deemed necessary to complete the business of the committee.

- (6) Zoe Minnaard, Surfrider Presentation, Re: Single Use Plastic Bags

Ms. Minnaard presented a Powerpoint presentation on the work the Surfrider Foundation has done to reduce the use of single use plastic bags, cigarette butts, their effects on wildlife and the environment and why the use of single use plastic bags and cigarette butts should be regulated.

Ms. Minnaard responded to questions from the committee.

- (7) Memorandum from Tricia deMacedo, dated September 17, 2018, Re: Options for Single Use Plastic Bag Reduction in the Township

Committee members discussed a recommendation on the regulation of single use plastic checkout bags.

Moved by Louise Blight, seconded by Paul Helston that the Environmental Advisory Committee recommend to Council to direct staff to draft a bylaw to regulate the use of plastic checkout bags in the Township of Esquimalt in combination with engagement of the public, retailers and stakeholders.  
The motion **CARRIED**.

Moved by Paul Helston, seconded by Ronn Stevenson that the Environmental Advisory Committee recommend to Council to direct staff to develop a public engagement program that includes providing information and consultation.  
The motion **CARRIED**.

Moved by Ronn Stevenson, seconded by Paul Helston that the Environmental Advisory Committee recommend to Council that the Township of Esquimalt bylaw be based on the City of Victoria single use checkout bag regulation bylaw and / or a combination of other existing bylaws pertaining to single use plastic check out bags.  
The motion **CARRIED**.

- (8) Memorandum from Tricia deMacedo, dated September 17, 2018, Re: Environmental Options for Cigarette Butt Disposal

Moved by Lorne Argyle, seconded by Louise Blight that item (8) Memorandum from Tricia deMacedo, dated September 17, 2018, Re: Environmental Options for Cigarette Butt Disposal be deferred to the November 22, 2018 meeting of the Environmental Advisory Committee.  
The motion **CARRIED**.

**8. ADJOURNMENT**

The meeting adjourned at 9:28 p.m.

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Waheema Asghar, Chair  
This 22<sup>nd</sup> day of November, 2018

Certified Correct:  
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Anja Nurvo, Corporate Officer