



**CORPORATION OF THE TOWNSHIP OF ESQUIMALT**

**MINUTES**

**ENVIRONMENTAL ADVISORY COMMITTEE**

Thursday, September 26, 2019

7:00 p.m.

Wurtele Room, Municipal Hall

**PRESENT:** Waheema Asghar – Chair  
Lorne Argyle  
Paul Helston  
Susan Low  
Shona Redman  
Rebecca Wolf Gage – Vice Chair  
Louise Blight (Arrived at 7:12 pm)  
Councillor Lynda Hundleby (Council Liaison)

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

**REGRETS:** Brenda Bolton  
Councillor Ken Armour (Council Liaison)

**1. CALL TO ORDER**

Tricia deMacedo, Staff Liaison called the meeting to order at 7:01 p.m.

**2. LATE ITEMS**

There were no late items.

**3. APPROVAL OF THE AGENDA**

Moved by Lorne Argyle, seconded by Paul Helston that the agenda of the Environmental Advisory Committee meeting of September 26, 2019 be approved as presented.

**CARRIED UNANIMOUSLY.**

**4. INTRODUCTIONS**

Committee members provided brief introductions.

**5. ELECTIONS**

(1) Election of Chair and Vice-Chair

Ms. deMacedo, Staff Liaison opened the floor to nominations for Chair. Waheema Asghar and Paul Helston were nominated for the role of Chair. Waheema Asghar was elected to the position of Chair by majority ballot vote.

Chair Asghar assumed the roll of Chair and opened the floor to nominations for Vice Chair. Paul Helston, Shona Redman and Rebecca Wolf Gage were nominated for the role of Vice Chair. Rebecca Wolf Gage was elected to the role of Vice Chair by majority ballot vote.

The ballots were securely destroyed by the Recording Secretary at the conclusion of the meeting.

**6. MINUTES**

(1) Minutes of the Environmental Advisory Committee meeting, May 23, 2019

Moved by Lorne Argyle, seconded by Susan low that the minutes of the Environmental Advisory Committee meeting of May 23, 2019 be approved as presented.

**CARRIED UNANIMOUSLY.**

**7. NEW BUSINESS**

- (1) Council Policies
  - a) Operational Guidelines for Council Committees ADMIN-45
  - b) Environmental Advisory Committee Terms of Reference ADMIN-47
  - c) Role of Youth Representative ADMIN-60
  - d) Role of Staff Liaison ADMIN-61

Ms. deMacedo reviewed highlights of Council Policies ADMIN-45, ADMIN-47, ADMIN 60 and ADMIN-61.

- (2) Council Strategic Priorities and Goals 2019 – 2023
  - a) Updated Operational Strategies Chart (September 2019)

Ms. deMacedo provided a brief overview of the 2019 – 2023 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 from 7:00 – 9:00 p.m. in the Wurtele Room or on an alternate date as deemed necessary to complete the business of the committee. If committee members would like to meet on an alternate date and time a recommendation can be brought forward at the next meeting.

- (6) Together for Climate Risk Assessment Summary Report – For Information and Discussion

Ms. deMacedo provided an overview of the workshops held to identify and analyze the most significant climate risks and impacts to Esquimalt. Ms. deMacedo invited committee members to the next workshop on October 8, 2019 from 1:00 – 4:00 p.m. Ms. deMacedo responded to questions. Comments included:

- Stakeholder engagement / participation and Council's role – Ms. deMacedo and Bill Brown, the Director of Development Services provided clarification on the process and Council's involvement

- (7) 2019 CARIP Report – For Information

Ms. deMacedo provided an overview of the Climate Action Revenue Incentive Program (CARIP) report noting the actions the Township of Esquimalt has taken to reduce energy consumption and greenhouse (GHG) emissions, progress in achieving carbon neutrality and the total amount of GHG reductions achieved by the Township of Esquimalt. Ms. deMacedo responded to questions.

- (8) Draft Climate Progress Report – For Information and Discussion

Ms. deMacedo provided an overview of the draft Climate Progress Report noting the report provides a summary of the climate action initiatives the Township of Esquimalt is undertaking to reach the goals of the Official Community Plan and the BC Climate Action Charter. The report includes initiatives, actions and progress for both the Township of Esquimalt as an organization and the community. It was also noted that Council has requested the development of a climate action plan. Ms. deMacedo responded to questions noting the following:

- Reporting is to the end of 2018
- Climate Action Plan terms of reference anticipates the projects to be completed by Fall 2020
- Progress reports will be provided

- Inclusion of non-built environment will be done through spin-off initiatives of the plan
- Not aware of any monetary financial rewards for achieving actions

(9) Draft Climate Planning Terms of Reference – For Information and Discussion

Ms. deMacedo provided an overview of the draft climate planning terms of reference and noted the terms of reference would provide the direction for the project to develop a climate action plan. Ms. deMacedo responded to questions noting the following:

- Consultant would be hired to develop plan
- Climate action plan is about reducing use of fossil fuels specific to within the boundary of the Township of Esquimalt
- Need to eliminate use of fossil fuels to meet targets
- CRD climate neutrality goal is 2030; Township of Esquimalt goal is 2050
- Purchasing carbon tax credits is an option but not recommended by staff
- Will include stakeholder engagement, input, feedback, educational and information sharing components
- Youth involvement – include student groups, youth ambassadors, engagement / feedback opportunities, liaise with committee youth representative

Moved by Louise Blight, seconded by Rebecca Wolf Gage that the Environmental Advisory Committee recommends that Council adopt the Township of Esquimalt Climate Action Project Terms of Reference as presented to the Committee at its September 26, 2019 meeting.

**CARRIED UNANIMOUSLY.**

(10) Single Use Plastic Reduction

- a) Checkout Bag Regulation Bylaw Update – For Information
- b) Letter from Ministry of Environment and Climate Change Re: Action on Plastics – For Information, Discussion and Recommendation

Ms. deMacedo reported on the status of the Township of Esquimalt Checkout Bag Regulation bylaw and what other municipalities are doing with respect to plastics. Ms. deMacedo responded to questions. Comments included:

- Reduce plastics overall, prevent plastic waste, re-use recycled plastic
- Clarification of local government authority
- Further consultation – phased approach
- Consult with Ministry of Health
- Letter is a good step
- Stricter timeline
- Incremental steps – stepwise adoption process

Moved by Louise Blight, seconded by Shona Redman that the Environmental Advisory Committee recommends that Council support and sign the letter from the Mayors of Squamish and Tofino to the Minister of the Environment and Climate Change Strategy, dated September 3, 2019 regarding the Joint Local Government Response to Provincial Plastic Action Plan.

**CARRIED UNANIMOUSLY.**

Moved by Louise Blight, seconded by Shona Redman that the Environmental Advisory Committee recommends that Council request of the Minister of Environment and Climate Change Strategy the ministerial approval for the Township's Checkout Bag Regulation Bylaw No. 2953, in the absence of imminent implementation of provincial regulations for plastic checkout bags.

**CARRIED UNANIMOUSLY.**

**8. REPORT FROM STAFF LIAISON**

(1) Residential Retrofit Acceleration Program

Ms. deMacedo provided an overview of the workshops that have taken place for the residential retrofit acceleration program.

9. ADJOURNMENT

The meeting adjourned at 9:07 p.m.

\_\_\_\_\_  
Lorne Argyle, Acting Chair  
This 28<sup>th</sup> day of May, 2020

Certified Correct:  
\_\_\_\_\_  
Rachel Dumas, Corporate Officer