



**SUSTAINABILITY ADVISORY COMMITTEE
AGENDA**

Date and Time Wednesday, June 6, 2012 at 1:30 p.m.
Place County of Frontenac Administrative Boardroom 2069 Battersea Road, Glenburnie

Members:

Geoff Sandiford, Chair	Don Ross, Community Member
Ron Hipfner, Vice Chair	John Kittle, Community Member
John McDougall, County Councillor	Warden Janet Gutowski, Ex-Officio

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1. Call to order
2. Adoption of the agenda
3. Disclosure of pecuniary interest and general nature thereof
4. Closed meeting
5. Adoption of minutes
 - April 4, 2012 Minutes
6. Business arising from the minutes
 - April 4, 2012 Minutes
 - ICSP Breakfast Satisfaction Survey Results
 - Chair's Visit to Wolfe Island
 - Indicators Review update
 - New Leaf Link update
 - Green House Gas Workshop follow up
 - Calendar of Community Events
 - Discussion Forum Tool
7. Deputations and/or presentations
8. Communications
9. Reports/Topics for Discussion
10. Other business
 - Social Media update
 - FCM Conference update
 - Support for Small Scale Community Sustainability Initiatives update

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11. Next meeting date

- August 1, 2012 at 1:30 p.m.

12. Adjournment



Minutes of the Sustainability Advisory Committee Meeting

April 4, 2012

A meeting of the Sustainability Advisory Committee was held in the Frontenac Boardroom of the County Administrative Office, 2069 Battersea Road, Glenburnie, on Wednesday, April 4, 2012 at 1:30 p.m.

In attendance:

- Geoff Sandiford, Chair
- Ron Hipfner, Vice Chair
- Warden Janet Gutowski
- Councillor John McDougall
- Don Ross

Regrets:

- John Kittle

Staff: Elizabeth Savill, CAO/Clerk; Alison Vandervelde, Communications Officer; Jenny Liu, Municipal Intern; Lisa Goodberry, Executive Assistant Temp (Recording Secretary)

1. Call to order

The Chair called the meeting to order at 1:38 p.m.

2. Adoption of the agenda

The agenda was amended to include Greenhouse Gas Workshop under #9 Reports/Topics for Discussion.

CARRIED

3. Disclosure of pecuniary interest and general nature thereof

The Chair requested that it be noted that no member of the Committee declared a pecuniary interest.

4. Closed meeting – nil

5. Adoption of minutes

Committee Recommendation:

THAT the minutes of the meeting of March 1, 2012 be adopted as presented.

CARRIED

6. Business arising from the minutes

Chair's Meeting with Deputy Warden Doyle

Geoff shared details of his meeting with the Deputy Warden. A number of project ideas were discussed:

- Opening the old canal: This significant project could provide a link to the Frontenac K&P Trail
- Big Sandy Bay area: 200 feet of boardwalk is required to connect two areas and it is anticipated this addition would create more attraction
- Bike lanes: All agreed the development of a bike plan should be promoted (Janet suggested purchasing bikes or implementing a bike rental program for the Townships)
- Solar hot water project: Halifax's program involves the installation of rooftop solar panels with the costs are added to the property owners' taxes. The payback is between 3-5 years with the costs offset by savings. Kingston is offering a similar program.

Liz asked if all Townships would be included in these discussions. Geoff advised he would touch base with all. He is looking for ways to engage the entire County in initiatives. He reiterated that Marysville is set to be the next community to start a CIP.

There was some discussion around the possibility of adding another councillor to the committee, but John M advised that perhaps there should be more community members rather than councillors on this committee and all agreed.

Geoff is planning to meet with the Deputy Warden for a tour around Wolfe Island. The suggestion was made that a future SAC meeting could be held on the Island.

Action Items:

- Liz will share the Big Sandy Bay discussion with Anne Marie Young, Manager of Economic Sustainability
- Geoff will follow up with the Deputy Warden informally and express the committee's interest in continuing the conservation around Frontenac Islands' increased involvement in sustainability.

Indicators Review Update

Ron read through his Sustainability Pillars document that was circulated with the agenda. Janet expressed appreciation of the work completed by Ron. Liz reminded the committee that indicators are identified in *Directions for Our Future*. Rather than move to amend that document at this time, the committee might consider establishing a list of priority indicators for this year. All will look over Ron's document and discuss further.

In the discussion forum, Don posted a link to work done by Queen's University students. By reviewing those projects, committee members will get a good understanding of the type of work the students can do.

Alison, John M John K have had some discussion on the presentation of projects – perhaps projects could be linked more directly to the pillars of sustainability, allowing County Council to better understand how projects support the big picture. A sophisticated communications tool

may be required. All agreed we need to start at a Township level. Janet advised we need to be visible in communities with projects from start to finish. Communities need to be a part of the accomplishments.

Action Item:

- John K, John M and Alison will work on indicator reorganization by pillar/communication vehicle for easy presentation of priority projects.

New Leaf Link Update

Members discussed the Alison's draft response to the correspondence received. Liz advised that the delivery of social programs within the County's is provided by Kingston.

Action Items:

- Geoff and Janet will arrange a meeting with Howard Smith, President of New Leaf Link, to discuss collaboration opportunities in lieu of a response to his letter
- Liz will contact the City of Kingston on possible connections for New Leaf Link
- Alison will connect Frontenac Transportation Services with New Leaf Link

Partners for Climate Protection Update/Greenhouse Gas Workshop

Don and Ron attended Dr. Adam Fenech's Greenhouse Gas Workshop on March 29, 2012 at Queen's University. The group at the workshop discussed a framework for the project that will involve the Brockville, Gananoque, Perth, Kingston, and the Counties of Frontenac and Lennox & Addington, the universities of PEI and Queen's, and St. Lawrence College. The goal of the project is to quantify greenhouse gas productions from every source, create a baseline of information and then a model for remediation. This is a huge opportunity for the County because: (1) it is one of the first of its kind in Canada; (2) the County will incur very minimal cost for the completion of the project, which would normally cost hundreds of thousands of dollars; and (3) once carbon trading comes on the market, this could become an income stream for the County. Funding opportunities continue to be explored.

Don discussed preliminary expectations for the County's involvement – i.e. covering the cost of a vehicle rental and providing students with access to data they require. Liz advised we need to share this with Council.

Action Items:

- Staff will schedule a presentation on the GHG Workshop at a future County Council meeting (May will be attempted). Don will organize, Ron will attend also and a Queen's University representative will be invited.

2012 Sustainability Advisory Committee Work Plan

Action Items:

- Lisa will post the work plan to the agenda's web page
- Staff will put together a working calendar of community events and post to the forum and members will be asked to sign up for events they are able to attend

2012 Sustainability Budget Update

Liz confirmed that the 2012 County Budget was passed this morning. Opportunities will continue to be explored to address strategic issues.

7. Deputations and/or presentations: nil

8. Communications: nil

9. Reports/Topics for Discussion

Discussion Forum Tool

Alison opened the floor for discussion on the forum and asked members if they had encountered any problems or concerns.

Action Items:

- Alison will:
 - Adjust the settings in the forum to highlight new posts and send email alerts of new posts
 - Explore options for organizing attachments in a single location
 - Upload the following documents:
 - Ron's indicators document
 - New Leaf Link letter
 - Committee's work plan
 - Townships' strategic plans
 - AMO award application forms

ICSP Breakfast

The Committee agreed to the following:

- Date – May 11, 2012
- Food – “local food”
- Format – Basic format of previous years
- Focus – Smaller Scale Sustainability Projects
- Suggested projects – A short presentation on the Verona CIP with comment an applicant's viewpoint; Seniors Housing project; Natural Heritage project; EORN

Action Items:

- Liz will send out an email to all County Councillors for suggestions for the invitee list with last year's invitee list provided for reference
- Lisa will book caterers

Township Strategic Plans

Action Item:

- Alison will post these to the forum.

AMO Gas Tax Award Opportunity

AMO provides 3 awards annually for infrastructure projects and 1 for capacity building. Staff will explore a submission based on the Sydenham Land Ambulance Base.

10. Other business

- Alison shared a brief update on online communications efforts: Twitter account has 89 followers; e-newsletter distribution lists reach (to date) 433; Facebook page liked by 19
- A summary of the Regional Trails Strategy will be given on the morning of May 3, 2012 at the Elgin Community Hall
- Monieson Centre's Economic Revitalization Conference is being held on April 11, 2012 at the Radisson Hotel Kingston Harbourfront

11. Next meeting date

Wednesday, June 6, 2012, 1:30 p.m.

12. Adjournment

Committee Recommendation:

THAT the meeting be adjourned at 3:41 p.m.

CARRIED



ICSP Breakfast Feedback



1. Please rate how you felt about the following.




	disappointed	somewhat satisfied	satisfied	delighted	Rating Average	Response Count
Meal	0.0% (0)	10.0% (2)	45.0% (9)	45.0% (9)	3.35	20
Comments						3
Hall Setup	0.0% (0)	0.0% (0)	45.0% (9)	55.0% (11)	3.55	20
Comments						1
RSVP Process	0.0% (0)	5.0% (1)	55.0% (11)	40.0% (8)	3.35	20
Comments						1
Registration Process	0.0% (0)	0.0% (0)	55.0% (11)	45.0% (9)	3.45	20
Comments						0
answered question						20
skipped question						0

2. Were you happy with the length of the morning's session?




		Response Percent	Response Count
Yes, it was just right		75.0%	15
No, it was too long		25.0%	5
No, it was too short		0.0%	0
Comments			3
answered question			20
skipped question			0

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3. The session started at 7:30 a.m. and wrapped up by 10:00 a.m. Does that time frame work well for you?




		Response Percent	Response Count
Yes, the timing is great		75.0%	15
No, I'd prefer to start earlier		10.0%	2
No, I'd prefer to start later		15.0%	3
Comments			2
answered question			20
skipped question			0

4. Does Friday work well for you, or would you prefer a different day of the week?


		Response Percent	Response Count
Yes, usually Friday is a good day for me to be out of the office for a bit		40.0%	8
As long as I have about a month's notice the day of the week doesn't really matter		50.0%	10
Fridays are tough for me and I would prefer a different day of the week		10.0%	2
If you said Fridays are tough, which day works better for you?			2
answered question			20
skipped question			0

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5. Is Verona the best place to host the annual breakfast session?

		Response Percent	Response Count
Yes, it's easy to get to and fairly central for most people		85.0%	17
No, I would prefer a location farther north		10.0%	2
No, I would prefer a location farther south		5.0%	1
If you said no, please suggest a more suitable location			3
answered question			20
skipped question			0

6. How does the Lion's Hall rate as a venue for this gathering?

		Response Percent	Response Count
It's a great space and seems to suit our needs well		100.0%	20
I think another hall would work better for the breakfast		0.0%	0
If you said another hall would work better, please make a suggestion			1
answered question			20
skipped question			0

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7. We heard updates from almost a dozen community members, with some pre-arranged presentations (those with PowerPoint slides) and some impromptu sharing throughout the morning. Did we allow enough time for updates from the community?

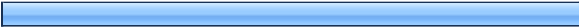
	Not enough time	Right on the mark	Too much time	Rating Average	Response Count
Pre-arranged presentations from community members	0.0% (0)	80.0% (16)	20.0% (4)	2.20	20
Impromptu sharing	30.0% (6)	70.0% (14)	0.0% (0)	1.70	20
Time for networking	25.0% (5)	75.0% (15)	0.0% (0)	1.75	20

Comments 2

answered question **20**

skipped question **0**

8. In addition to community news, we heard from a number of County staff. Did you get enough of this information?

		Response Percent	Response Count
Yes, the brief update was great - it's always good to know what's happening at the County		100.0%	20
No, I would like more information on projects being led by the County		0.0%	0

Comments 0

answered question **20**

skipped question **0**

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9. Is there anyone in particular that you would like to hear from next year?

	Response Count
	5
answered question	5
skipped question	15

10. If there is anything else you would like to share with us, we welcome all comments and suggestions.

	Response Count
	7
answered question	7
skipped question	13

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Page 2, Q1. Please rate how you felt about the following.

Comments		
1	great but could have had a bit more bacon	May 23, 2012 10:50 AM
2	like the local aspect... keep doing this!	May 23, 2012 8:31 AM
3	Great local food	May 23, 2012 4:45 AM
Comments		
2	Good that the chairs all faced the front; it's amazing how often people forget this!!!	May 23, 2012 8:31 AM
Comments		
2	Not sure it was necessary to hold the agenda back until confirmation; not sure I have ever had that experience before!	May 23, 2012 8:31 AM
Comments		

Page 3, Q2. Were you happy with the length of the morning's session?

1	ending by 9 would be preferable	May 23, 2012 10:51 AM
2	Followed the agenda nicely	May 23, 2012 4:46 AM
3	introductions of individuals	May 23, 2012 3:10 AM

Page 3, Q3. The session started at 7:30 a.m. and wrapped up by 10:00 a.m. Does that time frame work well for you?

1	8:00AM	May 24, 2012 6:45 PM
2	should start 7:30 sharp until 9AM	May 23, 2012 10:51 AM

Page 3, Q4. Does Friday work well for you, or would you prefer a different day of the week?

1	Mon, Wed	May 28, 2012 5:51 AM
2	Tuesday	May 23, 2012 4:25 AM

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Page 4, Q5. Is Verona the best place to host the annual breakfast session?

1	could you move the hall to Sharbot Lake?	May 28, 2012 5:52 AM
2	Should go North at least once	May 23, 2012 10:52 AM
3	The Grace Hall, SFCSC in Sydenham	May 23, 2012 7:10 AM

Page 4, Q6. How does the Lion's Hall rate as a venue for this gathering?

1	It was quite full this year	May 23, 2012 4:56 AM
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Page 5, Q7. We heard updates from almost a dozen community members, with some pre-arranged presentations (those with PowerPoint slides) and some impromptu sharing throughout the morning. Did we allow enough time for updates from the community?

1	the broadban was to long	May 28, 2012 3:32 AM
2	Many were perfect in time, a couple were lengthy.	May 23, 2012 4:58 AM

Page 5, Q9. Is there anyone in particular that you would like to hear from next year?

1	more from North Frontenac	May 23, 2012 10:52 AM
2	Anne Marie Young on local initiatives re: economic development Local food sector; interested in whether there is any more infrastructure likely to be put in place Seeds to Sausage... I think Mike has a great attitude and is market-savvy... would love a little profile on his business and "lessons learned" from his perspective	May 23, 2012 8:34 AM
3	Nope	May 23, 2012 4:58 AM
4	KFL&A Food Charter	May 23, 2012 3:39 AM
5	Update on what is happening with Municipal websites - it appears that it take too long to get changes made.	May 22, 2012 7:08 PM

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Page 6, Q10. If there is anything else you would like to share with us, we welcome all comments and suggestions.

1	I was engaged from start to finish	May 23, 2012 10:53 AM
2	It was good to hear from the many public sector initiatives and it would be nice if there were a few more reports from private businesses and what they are doing to make our products and our communities more sustainable. For instance, I think there is someone using environmentally-friendly paints and stains. And someone who could talk about energy conservation and environmentally-friendly insulation would be good. I seem to recall that the hardware/building supply store in Sharbot Lake put on a training program for about 50 builders on new/more energy conscious building materials. I would be very interested in hearing their stories --- might encourage other local businesses to look for opportunities to green their businesses and their products.	May 23, 2012 8:38 AM
3	All around great job. Venue, food, presenters were all great.	May 23, 2012 4:59 AM
4	thank you, great updates	May 23, 2012 4:56 AM
5	Thank you for the great breakfast!	May 23, 2012 3:40 AM
6	When asking folks to introduce themselves - give them some guides. name, township, position (paid or volunteer) and current interest/project. I was the first person asked to introduce myself and I was unsure of what was expected. The responses from the attendees seemed to grow organically - which was good and interesting.	May 22, 2012 7:11 PM
7	This is Alison	May 22, 2012 1:24 PM