

# Environmental Task Force Agenda

9:30 AM - Tuesday, September 24, 2024

Council Chambers

[Zoom Meeting Registration](#)

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## 1. Call to Order

## 2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

## 3. Disclosure of Pecuniary Interest and General Nature Thereof

## 4. Environmental Task Force Notes

- a) August 28, 2024 2 - 5  
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## 5. Business Arising

- a) Draft Terms of Reference 6 - 8  
[Draft Terms of Reference](#)

## 6. New Business

- a) Review of Draft Proposed Energy Reduction Projects 9 - 10  
[Proposed Energy Reduction Projects](#)

## 7. Adjournment

- a) Meeting adjourned at \_\_\_\_\_ a.m.



# Environmental Task Force Minutes

9:30 AM - Wednesday, August 28, 2024

Council Chambers

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**Present:** Councillor Roy Huetl (Chair); Councillor Fred Fowler; Deputy Mayor John Inglis (Electronic Participation); Paul Asselin, Mike Ward, Katie Surra, Marlene Spruyt, Bruce Moore (Electronic Participation), and Ange Defosse (Electronic Participation)

**Also Present:** Darwyn Sproule, Public Works Manager, P. Eng. and Tara Mieske, Clerk/Planning Manager, Dipl.M.A. Dipl.M.M., (Secretary)

## 1. Call to Order of the Inaugural Meeting

### a) *Introduction of Members and staff.*

The Chair called the meeting at 9:30 a.m. All members introduced themselves.

## 2. Traditional Land Acknowledgement

We begin this gathering by acknowledging and celebrating these traditional lands as a gathering place of the first peoples and their ancestors who are entrusted to care for Mother Earth since time immemorial. We do so respecting both the land and the Indigenous People who continue to walk with us through this world. Today, the Township of North Frontenac is committed to working with Indigenous Peoples and all residents to pursue a united path of reconciliation.

## 3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

## 4. Environmental Task Force Notes

### a) *None.*

## 5. Business Arising

### a) *None.*

## 6. New Business

### a) *Chair - Procedural Policy and Process*

The Chair advised the applicable sections of the Procedural Policy were included in the Agenda. He also advised the Task Force will follow Robert's Rules. Members should be

acknowledged by the Chair and only one Member should speak at a time. The meetings will not be formal but a level of decorum is required.

The Task Force was also advised they will receive the Meeting Notes by email following the meeting and if they have any comments, questions or concerns they should advise the Secretary. The Notes will be provided to Council and include any recommendations from the Task Force.

**b) *Draft Terms of Reference***

The Task Force reviewed the draft Terms of Reference and brainstormed some ideas for the proposed Mission, Vision, Mandate and Milestones and Tasks including:

**Mission:** To assess and provide recommendations regarding policies and programs in regards to environmental protection; building localized adaptation, mitigation, resiliency in the face of climate change; educate local citizenship and community.

**Vision:** Health of residents and local wild spaces.

**Mandate:** To provide recommendations to Council on policies and programs to protect the environment and to provide recommendations on an action plan to manage/mitigate climate change impacts.

Topics of Discussion included:

1. Education and leadership: newsletters included with tax bills, website, social media.
2. Investigate the FCM – Green Municipal Fund: Requires a local group to implement an Environmental Action Plan. It was noted there is a Frontenac area based group starting.
3. Energy reduction, including municipal energy use being more efficient: considering electric vehicles, solar panels, etc. The Township is required to prepare an Energy Conservation and Demand Management Plan every five years and report annually.
4. Identify existing initiatives: how we can expand/support them (i.e. community gardens, litter pick-up events, etc.). The community garden concept was discussed. A community garden allows people to grow food, encourages sharing knowledge and increases social interactions. The Township could support this by providing space for the garden(s) similar to the Indigenous & Healing Garden at the Barrie Hall and the Butterfly Garden at the Clar-Mill Hall.
5. Invasive species.
6. Septic inspections.
7. Short-term accommodations.
8. Waste reduction (free give away days, policy against plastic bottles, re-use centre).

9. Adaptation: infrastructure changes, lake level modeling difficult, increased weather events and severity, less snow/more rain, a lot of variability
10. Emergency planning: extreme events – cooling centres/warming centres.
11. Green energy: solar farms, battery storage, IESO accepting proposals from private proponents for solar farms/wind turbines.

The Task Force noted that any initiatives have to be cost effective and or show a savings in order to motivate people and be supported.

The Task Force would like to further explore these ideas before completing the draft Terms of Reference for Council's consideration. The ideas brainstormed were incorporated into the draft Terms of Reference and will be discussed at the next meeting.

During this discussion some information was shared from other sources to provide information to focus the discussions including:

Tay Valley Township's mandate purpose: <https://www.tayvalleytwp.ca/en/municipal-government/green-energy-and-climate-change-working-group.aspx#Additional-Information>

Graph showing CO2 emissions globally:

<https://www.visualcapitalist.com/global-co2-emissions-through-time-1950-2022/>

IESO information on Distributed Energy Resources:

<https://www.ieso.ca/Learn/Ontario-Electricity-Grid/Distributed-Energy-Resources>

Hydro One Low Rate Plan:

<https://www.hydroone.com/rates-and-billing/rates-and-charges/electricity-pricing-and-costs>

Township of North Frontenac's Energy Conservation and Demand Management Plan:

<https://www.northfrontenac.com/en/township-services/resources/Documents/Energy-Conservation-and-Demand-Management-Plan---2019-2023-Final.pdf>

Deputy Mayor Inglis has a collection of books he is willing to share if you contact him by email at [john@lwl.ca](mailto:john@lwl.ca) including:

- 1- 'Carbon Shift'; multiple authors, edited by Thomas Homer-Dickson; 2010
- 2- 'Fire Weather- The Making of a Beast'; John Vaillant; 2023
- 3- 'Canada And Climate Change'; William Leiss; 2022
- 4- 'Between Doom and Denial- Facing Facts About Climate Change'; Andrew Leach; 2023
- 5- 'Our Final Warning- Six Degrees of Climate Emergency'; Mark Lynas; 2020
- 6- 'Angry Weather'; Freidrike Otto; 2019
- 7- 'Hothouse Earth- An Inhabitant's Guide'; Bill McGuire; 2022
- 8- 'Novacene'; James Lovelock; 2019
- 9- 'The Uninhabitable Earth- Life After Warming'; David Wallace-Wells; 2019
- 10- 'The Sixth Extinction- an Unnatural History'; Elizabeth Kolbert; 2014
- 11- 'The Great Displacement'; Jake Bittle; 2023
- 12- 'The Rare Metals War'; Guillaume Pitron; 2018

13-'Cobalt Red'; Siddharth Kara; 2023

14-'Before The Collapse- A Guide to the Other Side of Growth'; Ugo Bardi; 2020

15-'How the World Really Works'; Vacalv Smil; 2022

**c) Meeting Date Schedule**

It was the consensus of the Task Force to meet on the last Tuesday of each month at 9:00 am. The Secretary will circulate a schedule for the remainder of 2024 and 2025 to the members.

**7. Adjournment**

**a) Meeting adjourned 10:56 a.m. until September 24, 2024.**

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Chair

## Environmental Task Force

### Terms of Reference September 2024

#### **Mission**

To assess and provide recommendations regarding policies and programs in regard to environmental protection; building localized adaptation, mitigation, resiliency in the face of climate change; educate local citizenship and community.

#### **Vision**

Health of residents and local wild spaces.

#### **Mandate**

To provide recommendations to Council on policies and programs to protect the environment such as:

- Energy reduction
- Identification of Existing Initiatives and Ways to Support Community Groups
- Septic Inspection Programs
- Invasive Species
- Effects of Short-Term Accommodations
- Waste Reduction
- Emergency Planning
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To provide recommendations on an Environmental Action Plan to manage/mitigate climate change impacts such as:

- Education for the Community
- Adaptation
- Green Energy

#### **Membership:**

As appointed by Council on April 5, 2024, the composition of the Task Force shall include:

- Councillor Roy Huetl, Chair
- Deputy Mayor John Inglis
- Councillor Fred Fowler

and the following Staff:

- Darwyn Sproule, Public Works Manager
- Tara Mieske, Clerk/Planning Manager (Secretary)

Also, as appointed by Council on July 25, 2024, the composition of the Task Force shall include members of the public as follows:

- Paul Asselin

- Ange Defosse
- Bruce Moore
- Marlene Spruyt
- Katie Surra
- Mike Ward

**Tasks and Milestones:**

Inaugural Task Force meeting to a draft Terms of Reference for Council’s consideration. (Meeting was at the call of the Chair and held on August 28, 2024, at 9:00 a.m. in the Council Chambers).

**Accountability:**

Council Members and Township employees are accountable for their participation on the Environmental Task Force through the normal reporting structure to Council.

**Conflict of Interest Guidelines:**

Council Members and Township employees are responsible for complying with the Township’s policies and guidelines on conflict of interest, outside activities, gifts and hospitality.

The Voluntary Sector Members shall:

- Be accountable for their accessibility and responsiveness, and to each other, as Members of a team, for participating, collaborating and doing their best to advance the joint process in good faith.
- act with honesty, integrity and openness in advancing the joint process.
- not use their position on the Task Force to benefit materially from the process or the outcomes.
- not be eligible on an individual basis for contracts or other paid work commissioned by the Task Force or Council, unless the Procurement By-law requirements are met.

**Time Frame and Meetings:**

The Environmental Task Force is constituted for approximately two years, commencing on August 28, 2024, and ending November 15, 2026, with the option of continuing meetings at the discretion of Council. Ongoing reports and recommendations will be provided to Council throughout the term of the Task Force/Council. The Task Force will meet monthly or at a frequency determined by the Chair, using in-person or electronic meetings.

**Operating Principles for Task Force Meetings:**

- Quorum  
Although Task Force membership is non-substituted, Council agrees that it is not necessary to establish the number of Members necessary for a Quorum; however, at least one (1) Member of Council and the CAO or Manager shall be present and careful consideration will be taken to ensure good representation

from the voluntary sector when discussions on key issues take place or recommendations are formulated.

b. Reaching Agreement

Task Force Members will seek to reach consensus wherever possible. If for whatever reason, consensus cannot be achieved, the Task Force Members may agree to a recommendation, through another process, such as voting or permitting dissenting reports.

c. Expert Members and Invited Guests

The Task Force may require experts, academics or other government/voluntary sector representatives to attend meetings as presenters, advisers or observers because of their knowledge of the subject, of the sector or as part of another existing Committee or Task Force of Council. Such invitations shall be agreed to in advance by the Task Force and the Chair or CAO shall make the requests.

d. Expenses Incurred by Task Force Members

Task Force Members' travel expenses to attend Task Force meetings and related business will be reimbursed by the Township. The Task Force Members shall be paid mileage expenses at the per kilometer rate as determined by Council.

e. Indemnification of Voluntary Sector Members

Voluntary Sector Members are extended the same risk management principles as Members of Council/Committees and employees when it comes to matters of liability and insurance; and would therefore be considered "volunteers" under this policy.

**Note:** This Terms of Reference is worded in accordance with the Township's current Procedural By-law #26-23. The Chair will advise the Task Force of any amendments made by Council to the Township's Procedural By-law in regard to Task Forces.

**Energy Conservation and Demand Management Plan  
Township of North Frontenac  
From: 2024-01-01 to: 2028-12-31**

**Appendix C - Proposed Energy Reduction Projects**

**D R A F T (for ETF Sept. 24, 2024)**

Township of North Frontenac  
Energy Conservation and Demand Management Plan  
2024-2028

Description	Facility	Contact	Status	Cost	Save (ekWh/yr)	Save (\$)	ROI
Upgrades/repairs to windows, doors, insulation, caulking, exterior work, etc. To address needs identified by the Building Condition Assessment.	Various Facilities	Department Managers	Ongoing	tbd	0	0.00	
<b>Details</b>							
Replace out of service appliances etc. with energy star devices.	All Departments	Department Managers	Ongoing	tbd	0	0.00	
<b>Details</b>							
Consider use of cold climate heat pumps, when existing heating / cooling source requires replacement	Facilities	Appropriate Department Manager	Ongoing	tbd			
<b>Details</b>							

**Energy Conservation and Demand Management Plan  
Township of North Frontenac  
From: 2024-01-01 to: 2028-12-31**

Continued transition to LED lighting with photocel switching	Facilities	Appropriate Department Manager	Ongoing	tbd			
<b>Details</b>							
Support EV charging station initiatives	-	Manager of Community Development	Ongoing	tbd			
<b>Details</b>							
Assess potential use of EV for light duty vehicles when scheduled for replacement	Fleet	Appropriate Department Manager	Ongoing	tbd			
<b>Details</b>							
Consider use of battery powered maintenance tools when scheduled for replacement ie chain saws, lawn mowers etc	-	Appropriate Department Head	Ongoing	tbd			