

**ENVIRONMENTAL STRATEGIC PLAN ADVISORY COMMITTEE**

**MINUTES**

**WEDNESDAY, SEPTEMBER 22, 2010**

**TRAFALGAR ROOM  
OAKVILLE MUNICIPAL BUILDING  
1225 TRAFALGAR ROAD**

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A meeting of the Environmental Strategic Plan Advisory Committee was held on Wednesday, September 22, 2010, in the Trafalgar Room of the Oakville Municipal Building, commencing at 7:00 p.m.

Present: Robert Adcock, Chair  
Harvey Shear, Vice-Chair  
Councillor Allan Elgar  
Jodie Peacock  
Diane Burton  
Lisa Seiler  
Dawn McKinnon  
Catherine Marshall

Regrets: Councillor Alan Johnston  
Maura Dales  
Rami Hindieh  
Bill Smith

Staff: Cindy Toth, Director of Environmental Policy  
Donna Doyle, Senior Environmental Policy Analyst  
Nancy Fiorentino, Committee Co-ordinator

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**The items in these minutes are not necessarily in the order discussed.**

**1. Call to Order**

Chair Robert Adcock called the meeting to order at 7:00 p.m.

2. **Regrets**

As noted above.

3. **Confirmation of Minutes of Previous Meeting(s)**

**Meeting of August 25, 2010**

Moved by Jodie Peacock

That the minutes from the Environmental Strategic Plan Advisory Committee meeting of August 25, 2010, be approved.

CARRIED

4. **Business Arising from the Minutes**

There was no business arising from the minutes.

5. **Discussion Item(s)**

a. **Ecological Footprint Program**

Jeffrey Wilson, ASM Consulting/Dalhousie University, provided a PowerPoint presentation regarding 'Ecological Footprint Analysis'. Mr. Wilson noted that:

- the ecological footprint model is widely used at the national and international level. It is also used at the local level but is more difficult to measure at the local level as the ecological footprints are much smaller in scale;
- the ecological footprint is a biophysical model and accounts for measures in consumption of land for biodiversity, built land, energy derived from land, and the bio-productive sea and land;
- the ecological footprint program at the national level is calculated by adding Gross Domestic Product (GDP) to imports, and subtracting exports;

- at the local municipal level, proxies are used to measure the ecological footprint of a community. Some proxies include: goods and services, shelter with energy which is a direct calculation of electricity and natural gas data, shelter without energy which is a calculation of only dwelling space occupied per person with no correlation to energy uses, mobility, food consumption, and government services including expenditure on provincial government services offered in the area;
- Oakville's ecological footprint per resident is 9 global hectares (gha) compared to the world average of 2.7 gha and Canada's average of 7.1 gha;
- both electricity and natural gas ecological footprints for Oakville have increased by 7% and 12% respectively between 2006-2008;
- the transportation ecological footprint is measured by mode or type of transportation with light truck, SUV, and minivan's being the majority of the types of vehicles in Oakville with a carbon footprint of 1,836 (kg CO<sub>2</sub>e);
- the ecological footprint framework can be used for policy and planning development in a municipality as is the case with the City of Calgary;
- ecological footprint reduction targets are made incrementally with help from all levels of governments;
- changing urban form, infrastructure, and resource use patterns are critical for large scale ecological footprint reductions;
- the current ecological footprint of a city is influenced by major infrastructure and planning decisions made in the past. Future footprint parameters will be influenced by major infrastructure and planning decisions made today;
- communities need to understand what capacities they have to support footprint reductions and target their efforts accordingly. Critical areas under municipal jurisdiction include development regulations and approvals, building codes, transportation planning decisions, community infrastructure, waste removal, and the residential tax structure. Municipalities also control the allocation of substantial budgets and have the closest link with households and, along with the citizenry, define the cultural tone of the community;

- some general limitations of the theory of ecological footprints are:
  - the sensitivity of the ecological footprint is limited
  - the understanding and application needs of sustainability from a city planning perspective often differ from the macro understanding of sustainability built into the ecological footprint model
  - the ecological footprint is an additive model compiling complex information into a single functional unit
  - many factors influencing a community's ecological footprint fall outside of their jurisdictional authority;
- Future research opportunities/activities include:

Longterm

- conduct a survey targeting high and low footprint households
- data collection: track mobility using portable GIS devices, consumption diary, time use diary
- review plans, policies, and by-laws to reflect low footprint commitment
- make a commitment that all new development, capital investment, and budget decisions consider footprint implications;

Short term

- present results by self identifying neighbourhood (Bronte, Old Oakville, Eastlake)
- introduce EcoAction Team programming to high footprint neighbourhoods
- conduct a survey targeting high and low footprint households soliciting more information regarding consumption, environmental behaviours, etc.
- develop web based map – present neighbourhood profiles: integrate biophysical data with other data sets: demographic data, time use, lifestyle attribute, and environmental behaviour data.

**Moved by Lisa Seiler**

**That the presentation regarding the ecological footprint program be received.**

**CARRIED**

b. **Process Update - Environmental Strategic Plan (ESP)/  
Integrated Community Sustainability Plan (ICSP)/  
Community Local Action Plan**

Cindy Toth, Director of Environmental Policy, provided a PowerPoint presentation regarding Oakville's sustainability plans 2010/2011. Ms. Toth noted the following:

- the Environmental Strategic Plan (ESP) was approved by Town Council in December 2005;
- the ESP outlines policy, actions, and an implementation strategy;
- the ESP was developed through broad community-based public engagement supporting the definition of the vision, guiding principles, goals and strategic priorities;
- the ESP guiding principles include:
  - 1) creating partnerships and fostering cooperation
  - 2) building awareness and encouraging community participation
  - 3) planning proactively
  - 4) achieving balance
  - 5) promoting openness and accessibility
  - 6) behaving responsibly and accountability
  - 7) advocating
  - 8) thinking globally, acting locally;
- the ESP has six goals:
  - natural resources
  - waste management
  - transportation
  - healthy neighbourhoods
  - outreach, education and community engagement
  - advancing best and risk minimization practices;
- Engagement for the ESP was undertaken as follows:
  - community task force of 13
  - 2 open houses and 5 workshops involved 200 residents
  - community attitude survey of 500+ residents
  - community newsletters
  - email and phone communications
  - comment cards
  - work books
  - internal environmental management team

- consultations with Town staff and over 15 organizations including the regional government, local utilities, conservation authority, school boards, health care services, etc.
- community group briefing sessions
- Council involvement
- 'What's going on in Oakville?' fact sheets;
- Oakville's ESP in Action:
  - first ESP progress report to Council in 2006
  - as of end of 2009, 94% of actions complete or underway (almost 100% as of end of 2010)
  - 'Let's Go Green Together' developed as highlight piece for the community
  - increasing requirement to report out on sustainability initiatives and results;
- Integrated Community Sustainability Plan (ICSP) is tied to federal gas tax funds. It is defined in Ontario's Municipal Funding Agreement as 'a long term plan, developed in consultation with community members that provides direction for the community to realize sustainability objectives, including environmental, cultural, social, and economic objectives';
- Community Local Action Plan (LAP):
  - part of Milestone 3 of the Partners for Climate Protection (PC) program through International Council for Local Environmental Initiatives (ICLEI)
  - consists of plan to reduce greenhouse gas (GHG) emissions – targets and actions
  - corporate plan endorsed by Council on May 17, 2010
  - need to develop community plan as well;
- Process overview:
  - consultant to be hired
  - several initiatives overlap and are being rolled into a single process integrated with the ESP to enable more efficient use of resources and prevent 'consultation burnout' and to ensure a cohesive plan
  - there are two phases, corporate and community;

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- Corporate Phase:
    - to review the ESP and all town master plans
    - to update ESP framework and goals
    - to update corporate initiatives
    - to initiate framework for Phase 2 Community portion through these reviews;
  - Community Phase:
    - framework from phase 1 to be used
    - primary focus is on community
    - public consultation will form significant portion of work
    - footprint work to help target areas and actions
    - to be tied into new Council strategic plan
    - outcomes to provide sustainability actions for implementation for and by the community;
  - Role of ESP Advisory Committee:
    - to play key role by establishing working group to review and make recommendations to process and be the primary source of public input during phase 1 and play a leadership role during consultation process in phase 2
    - moving forward, input from the ESPAC is important along with the creation of a working group. The terms of reference to be finalized and consultant hired. Phase 1 to be completed in 2011 and phase 2 targeted for initiation in early to mid-2011.

**Moved by Harvey Shear**

**That the process update regarding the Environmental Strategic Plan, Integrated Community Sustainability Plan, and Community Local Action Plan, be received.**

**CARRIED**

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**Moved by Lisa Seiler**

**That an ESP Advisory Committee working group be formed to review and provide feedback on the Environmental Strategic Plan over the course of the last quarter of 2010.**

**CARRIED**

**Moved by Catherine Marshall**

**That ESP Committee Chair Bob Adcock be appointed to participate, on behalf of the ESP Advisory Committee, as a liaison member for review of project proposals and meetings with the consultant regarding the Environmental Strategic Plan update.**

**CARRIED**

**c. Committee Membership Extensions**

Nancy Fiorentino, Committee Coordinator, advised the members that, on August 30, 2010, Oakville Town Council approved the extension of the current advisory committee appointments into the new year. She indicated that the Town Clerk had sent each member a letter providing more details with respect to the extension and application for reappointment.

The Committee Coordinator reported that advertisements were placed on the Town website on September 13, 2010, and in the local newspapers beginning September 15, 2010. She indicated that members could apply for a committee appointment either on line or in person at the Clerk's Department and that applications for committee appointments would be accepted until October 8, 2010.

**Moved by Catherine Marshall**

**That the information regarding the extension of advisory committee appointments, be received.**

**CARRIED**



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**6. Information Item(s)**

- a. Fire Prevention Safety Week Kick-Off –  
Saturday, September 25, 2010 - 11 a.m. to 4 p.m.
- b. Halton Children's Water Festival - Call for Volunteers –  
Tuesday, September 28, 2010 to Friday, October 1, 2010
- c. Green Building Summit - Town Hall –  
Thursday, November 25, 2010

**Moved by Lisa Seiler**

- 1. That the information items be received; and
- 2. That Harvey Shear be thanked for all his contributions to the ESP Advisory Committee.

**CARRIED**

**7. Items to be Discussed at Next/Future Meetings**

- Environmental Strategic Plan

**8. Date and Time of Next Meeting**

Wednesday, January 26, 2011  
Oakville Municipal Building  
7:00 p.m. - Room To Be Determined

**9. Adjournment**

**Moved by Catherine Marshall**

**That this meeting now adjourn.**

**CARRIED**

**The meeting adjourned at 9:00 p.m.**