



Committee Report

Sustainability Advisory Committee Report

Meeting Date: May 12, 2021
Meeting Time: 9:00 a.m.
Location: Town Hall, Council Chambers
32 Mill Street, Thornbury, ON

Sustainability Advisory Committee Recommendations

NOTE: The following are recommendations from the Sustainability Advisory Committee to be considered for adoption by Council

- [Receive Minutes \(May 12, 2021\)](#)

Recommended (Move, second)

THAT Council of The Town of The Blue Mountains receives Sustainability Advisory Committee minutes dated May 12, 2021, as attached, for information purposes.

NOTE: That item B.1.1 was received by Committee of the Whole on June 8, 2021 due to its time-sensitive nature.



Minutes

The Blue Mountains, Sustainability Advisory Committee

Date: May 12, 2021
Time: 9:00 a.m.
Location: Town Hall, Council Chambers - Virtual Meeting
32 Mill Street, Thornbury, ON
Prepared by:
Sarah Merrifield, Executive Assistant Committees of Council

Members Present: Deputy Mayor Potter, Councillor Matrosovs, Andrew Siegwart, Pamela Spence, Elora Tarlo, Steven Troster, Kim Harris

Staff Present: Director of Operations Shawn Carey, Master Transportation Project Plan Coordinator Adam Fraser, Manager of Sustainability and Solid Water Jeff Fletcher, Sustainability Coordinator Nicholas Cloet, Director of Planning and Development Services Nathan Westendorp, Executive Assistant Committees of Council Sarah Merrifield and Administrative Assistant Committees of Council Kyra Dunlop

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

A.2 Committee Member Attendance

Introduction of Kyra Dunlop, Administrative Assistant Committees of Council

Executive Assistant Sarah Merrifield confirmed all members were in attendance save Andrew Siegwart who joined the meeting at 9:02 a.m.

A.3 Approval of Agenda

Moved by: Pamela Spence

Seconded by: Kim Harris

THAT the Agenda of May 12, 2021 be approved as circulated, including any additions to the Agenda.

Yay (7): Deputy Mayor Potter, Councillor Matrosovs, Andrew Siegwart, Pamela Spence, Elora Tarlo, Steven Troster, Kim Harris

The motion is Carried (7 to 0)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2019-56, Sustainability Advisory Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None.

A.5 Previous Minutes

Moved by: Kim Harris

Seconded by: Steven Troster

THAT the Minutes of April 14, 2021 be approved as circulated, including any revisions to be made.

Yay (7): Deputy Mayor Potter, Councillor Matrosovs, Andrew Siegwart, Pamela Spence, Elora Tarlo, Steven Troster, Kim Harris

The motion is Carried (7 to 0)

B. Staff Reports and Deputations

B.1 Deputations, if any

B.1.1 John Lewis, President and Founder, Intelligent Futures Re Community Sustainability Plan-Current State Report

Councillor Matrosovs welcomed Intelligent Futures Founder John Lewis and Helen Loghrin to the meeting.

John provided a presentation which included Project Overview, Phase 1 Progress, Challenge Questions, and Next Steps.

Councillor Matrosovs thanked John for his presentation. Councillor Matrosovs noted that one of the items listed in the presentation under Context Report Snapshots was Local Business and inquired as to whether Local Business should be an isolated section from Tourism given the very

unique lens that the Town of The Blue Mountains has. Councillor Matrosovs asked whether the plan intended to utilize the local expertise and country-wide expertise to ensure that the focus on tourism is present in forthcoming phases. John advised that the visioning phase purpose was to use the challenge questions to move the plan forward, and that they could revise the plan to separate topics and do a deep-dive into sub-topics. John advised such revisions would create minor delays to moving forward to the next phase.

Councillor Matrosovs inquired as to what members of the public can expect to see in Phase 2 with respect to engagement opportunities. John advised that he has been working with staff in the communications department to maximize community awareness. John advised several initiatives have been discussed, including exploring the option of physical installations in the community, which would require input from public health authorities. John advised that they are also looking at website surveys and workshops relating to topic specific conversations.

Councillor Matrosovs noted that the Ambassador program from Phase 1 was a great way to include the youth voice, and requested confirmation as to whether the program would continue from Phase 1 to Phase 2, which John confirmed.

Councillor Matrosovs noted that the Committee has received correspondence from members of the public regarding the Community Sustainability Plan and inquired as to how feedback from the public will be factored into the plan. John advised that he would discuss the best way to include such information with Manager of Sustainability and Solid Water Jeffery Fletcher and with Sustainability Coordinator Nicholas Cloet. John advised that the information gained through Phase 2 would be added to the action items in Phase 3.

Committee member Kim Harris noted that there was a tension between what is affordable and what is sustainable and asked whether developers will be included in the next phases going forward. John advised that infrastructure is likely to be an area of discussion in the Phase 2 and Phase 3 and that they can ensure they will connect with developers.

Committee member Pamela Spence noted that the presentation had been updated to reflect changes proposed from the previous meeting and thanked John for the presentation. Pamela noted that the Current State Report was 143 pages and that it might be better to have a more user-friendly summary provided. John advised that it may be possible to capture some of the information in a short document to ensure a user friendly report.

Pamela noted that they had hoped to have more engagement from the Committees and that it would be a good idea for John to hold a special meeting with the various committees so that those members can provide feedback through the Sustainability Plan process.

Committee Member Andrew Siegwart noted his concerns that the presentation did not address the gaps in the consultation process and advised of the importance of ensuring that that gap in consultation be identified and of the importance regarding stakeholder engagement with the Sustainability Plan process.

John advised of the importance of capturing that information, of being explicit and intentional about outreach within the community to understand various points of view as the Committee moves forward with Phase 2, and of framing an explanatory note to indicate steps to be taken to identify groups. John advised that COVID-19 and budget may have impacted the draw from community engagement and expressed importance of Committee connections.

Committee member Pamela Spence noted that it has been hard to reach visitors and part-time residents, and that the response during Phase 1 outreach was not forthcoming from these groups, possibly as a result from COVID-19. Pamela noted that by way of explanatory note the Committee could advise through the Community Sustainability Plan that there is a weakness to connecting with visitors, but that there should not be with businesses.

Committee member Steven Troster noted his concern that the study conducted may have been rushed and whether the time-line for completion needed to be stretched so that information gathering could be more complete and candid. John confirmed that if more resourcing and time were to be allocated, that Intelligent Futures could conduct a deeper dive into information gathering. John advised that budget and timelines will always be a factor in plan development.

Andrew noted the importance of including an explanatory note highlighting the gaps at this time with respect to the missing cohort, and that the Committee may need to leverage resources and networks to gain that engagement.

Pamela requested clarification from John on the next steps during Phase 2. John advised that he would be meeting with staff to discuss Phase 2 steps and a May 19, 2021 sub-committee meeting.

Intelligent Futures Planner Helen Loghrin advised that the internal staff's intention for the next Committee meeting on June 9, 2021 is to provide additional detailed information and clarification, and to have methods planned out in terms of larger outreach.

Councillor Matrosovs thanked John and Helen for their presentation.

Moved by: Deputy Mayor Rob Potter

Seconded by: Andrew Siegwart

THAT the Sustainability Advisory Committee receives and approves item B.1.1. John Lewis, President and Founder, Intelligent Futures Re Community Sustainability Plan-Current State Report and requests staff to provide the same to Council for information, with the addition of an executive summary and explanatory notes which identify consultation, data gaps and the areas of engagement which require enhancement and additional focus for the balance of the project.

Yay (7): Deputy Mayor Potter, Councillor Matrosovs, Andrew Siegwart, Pamela Spence, Elora Tarlo, Steven Troster, Kim Harris

The motion is Carried (7 to 0)

B.1.2 Adam Fraser, Transportation Master Plan Project Coordinator Re Transportation Master Plan Project Introduction and Engagement Opportunities

Councillor Matrosovs welcomed Master Transportation Plan Coordinator Adam Fraser.

Prior to commencing his presentation to the Committee, Adam provided opportunity for comment from Director of Operations Shawn Carey.

Shawn advised the Committee of the importance of Transportation Master Plan Project with respect to creating awareness and community engagement in the process. Shawn advised of the importance of receiving feedback and comments from Committee on the transportation plan.

Adam provided a presentation on the Transportation Master Plan Project Introduction and Engagement Opportunities.

Adam provided an overview on the presentation objectives, what the Transportation Master Plan Project is, coordination with other town strategies and departments, and the process of the Transportation Master Plan Project.

Adam provided an overview on the process of the Transportation Master Plan Project including Notices and Public Information Centres (PIC), stakeholder and community engagement and group meetings, virtual engagement tools, First Nations engagement, technical advisory group meetings, the Transportation Advisory Committee, presentations to Council and additional outreach plans.

Adam noted the connection between the Transportation Committee and the Sustainability Advisory Committee with respect to their common interests moving forward. Adam requested feedback from the Committee with respect to how the Transportation Master Plan Project can support the interests of the Sustainability Advisory Committee.

Deputy Mayor Potter asked to what degree are we consulting with regional partners. Adam confirmed that the Technical Advisory Group has connected with and invited staff at the Grey-Bruce County, Simcoe County, Town of Meaford and Town of Collingwood. Adam advised that the Town of Meaford and Simcoe County are currently undergoing reviews and development, and that the Town of Collingwood is currently conducting a public transit study. Adam advised that as the conclusion of these external developments and studies occur that staff can review where it may be opportunistic to partner.

Pamela Spence noted that she had participated in the Region of Simcoe's transportation master plan and found that their graphics were user-friendly and engaging. Pamela asked whether staff would be able to coordinate the engagement tools being used in the Master Transportation Plan Project and the Sustainability Committee Plan. Adam confirmed that Google Jamboard is being used and it is similar to the display tools Pamela had noted. Adam advised that he has provided some consultation details to staff.

Shawn Carey advised that they are attending the Community Communications Advisory Committee to share this presentation. Shawn noted that they are aware there are currently lots of feedback content in the community and are exercising caution to prevent content fatigue. Shawn advised that they are being sequential and strategic in the communication plan.

Councillor Matrosovs thanked Adam and Shawn for the presentation. Adam exited the Committee meeting at 10:39 a.m.

Moved by: Andrew Siegwart
Seconded by: Pamela Spence

THAT the Sustainability Advisory Committee receives item B.1.2. Adam Fraser Transportation Master Plan Project Coordinator Re Transportation Master Plan Project Introduction and Engagement Opportunities for information.

Yay (7): Deputy Mayor Potter, Councillor Matrosovs, Andrew Siegwart, Pamela Spence, Elora Tarlo, Steven Troster, Kim Harris

The motion is Carried (7 to 0)

B.2 Public Comment Period (each speaker is allotted three minutes)

NOTE: In accordance with the Town Procedural By-law 2019-56 fifteen minutes is allotted at the Meeting to receive public comments regarding Sustainability Advisory Committee matters included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation or potential litigation matters, or matters that are a follow-up to a Public Meeting.

NOTE: Committee meetings are currently being held virtually to assist with social distancing with respect to COVID-19. Comments received from the public that have not been included on the Agenda will be read at the meeting by the Executive Assistant.

None.

B.3 Staff reports, if any

None.

C. Matters for Discussion

C.1 Community Improvement Plan Update - Director of Planning and Development Services Nathan Westendorp

Councillor Matrosovs welcomed Director of Planning and Development Services Nathan Westendorp.

Nathan provided an overview of the two Community Improvement Plan (CIP) projects adopted at Council at the May 3, 2021 meeting. The approved CIPs included the Housing Within Reach CIP, which encourages attainable housing, and the Town-wide Revitalization CIP, which encourages revitalization and re-tools the existing CIP premises.

Nathan advised that Town staff prepared report PDS.21.034 to identify the main tools, and which report was presented to Council on May 3, 2021, and which report Nathan advised such staff report can be made available to Committee members. Nathan provided an overview of the 3 programs which Council approved, being the Development Charges Grant Equivalent Program, the Additional Dwelling Unit Program, and the Building Façade and Signage Program.

Andrew Siegwart requested information on whether levers were in place to ensure the Development Charges Grant Equivalent Program and Additional Dwelling Unit Programs maintain attainability in those units going forward, to which Nathan advised that there are agreements on title for this purpose.

Andrew requested clarity regarding where in the Town the Building Facade and Signage Grant Program would apply, to which Nathan advised that the areas eligible for the program are driven by official plan designation and the CIP would enforce the official direction of the plan itself.

Committee Member Elora Tarlo thanked Nathan for his update and requested information as to what grants would be allowable for affordable housing. Nathan advised that the agreements on title have requirements that are tied to receipt of a grant and that this is used to ensure funds are not used for house flipping. Nathan advised that Elora's question may be best proposed to the Chair or the Board of the Blue Mountains Attainable Housing Corporation.

Pamela thanked Nathan for his effort and noted that the Additional Dwelling Unit Program should be monitored to ensure the program does not become funding for bed and breakfast or short-term rental accommodations.

Councillor Matrosovs thanked Nathan for his update to the Committee.

Moved by: Andrew Siegwart

Seconded by: Steven Troster

THAT the Sustainability Advisory Committee receives Item C.1 Community Improvement Plan for information and, due to time constraints, defers Items C.2, C.3, C.4, D.1, and D.2 to the June 9, 2021 agenda.

Yay (7): Deputy Mayor Potter, Councillor Matrosovs, Andrew Siegwart, Pamela Spence, Elora Tarlo, Steven Troster, Kim Harris

The motion is Carried (7 to 0)

Nathan exited the meeting.

C.2 Attainable Housing Corporation Gateway Site Design Guidelines Task Force Update - Kim Harris

Item deferred.

Link to April 22, 2021 Task Force Minutes:

https://www.thebluemountainshousing.ca/sites/thebluemountainshousing.ca/files/2021-04/Design%20Guidelines%20Task%20Force%20Meeting%20Notes_0.pdf

C.3 Sub-committee Updates

Item deferred.

- Tree Preservation Sub-committee
- Renewable Energy Sub-committee
- ICSP Sub-committee to support ICSP Development

C.4 Action Items

Item deferred.

- Integrated Community Sustainability Plan
- Sub-Committee Work
- Policy for Development Charges - Attainable Housing
- Seabin Presentation
- Polystyrene Recycling Options
- Knowledge Series
- 15-17 Arthur Street Parking Lot Design Considerations
- Library for Committee Resources
- Green Development Standards Update, once available

D. Correspondence

Item deferred.

D.1 Alex Maxwell, Resident Re Climate Action in The Blue Mountains

For Committee information.

D.2 Lorraine Sutton, Resident Re Trees in The Blue Mountains

For Committee information.

E. New and Unfinished Business

E.1 Additions to Agenda

E.2 Items Identified for Discussion at the Next Meeting

- Item C.2, C.3, C.4, D.1. and D.2

F. Notice of Meeting Dates

June 9, 2021

Town Hall, Council Chambers (virtual)

G. Adjournment

Moved by: Steven Troster

Seconded by: Pamela Spence

THAT the Sustainability Advisory Committee does now adjourn at 10:57 a.m. to meet again at the call of the Chair.

Yay (7): Deputy Mayor Potter, Councillor Matrosovs, Andrew Siegwart, Pamela Spence, Elora Tarlo, Steven Troster, Kim Harris

The motion is Carried (7 to 0)