

**Meeting Chair – John Birchall**

**Additions & Corrections to the Agenda**

**Declarations of Pecuniary Interest**

**Approval of Minutes**

1. Environmental Advisory Committee Minutes of September 10, 2014. p. 1

Recommendation:

THAT the Environmental Advisory Committee Minutes of September 10, 2014 be approved.

**Correspondence**

2. Recommendation:

THAT the correspondence items, previously distributed by e-mail, be received.

**Items**

3. Ian Gray Award Review. (J. Birchall/Geoff Shore) p. 6

Recommendations:

a) THAT the Ian Gray Award brochure, Grant Application Form and Annual Prize Application Form be approved;

b) AND THAT the Ian Gray Award brochure, Grant Application Form and Annual Prize Application Form be posted on the Town's website at [www.newmarket.ca](http://www.newmarket.ca)

4. Discussion regarding Recommendations to 2015 Newmarket Environmental Advisory Committee. (J. Birchall) p. 13
5. E-Waste Event Post Event Review. (J. Birchall)

6. Discussion regarding Review of the 2010 - 2014 NEAC Accomplishments and Final Meeting Commentary.

## **New Business**

## **Adjournment**

The meeting of the Newmarket Environmental Advisory Committee was held on Wednesday, September 10, 2014 in the Mulock Room, 395 Mulock Drive, Newmarket.

Members Present: John Birchall  
Philip Breault  
Doug Jagger  
Dayna Laxton  
Geoff Shore

Members Absent: Councillor Twinney  
Jill King  
Joanna Parsons

Staff Present: C. Kalimootoo, Director of Public Works Services  
C. Schritt, Traffic Technician  
C. Finnerty, Council/Committee Coordinator

The meeting was called to order at 6:35 p.m.

John Birchall in the Chair.

### **Additions & Corrections to the Agenda**

None.

### **Declarations of Pecuniary Interest**

- a) John Birchall declared an interest in Item 1 of the agenda being a Presentation by Mr. Robert Shirkey, Executive Director, Our Horizon regarding climate change and air pollution warning labels on gas pumps as he was employed by and receives a pension from a large petroleum company. He advised that he would take no part in the discussion of the foregoing matter.

Dayna Laxton assumed the Chair.

### **Presentations**

1. Mr. Robert Shirkey, Executive Director, Our Horizon regarding climate change and air pollution warning labels on gas pumps.

Mr. Robert Shirkey, Executive Director, Our Horizon provided an overview of the gas pump warning label program. He summarized the program endorsements, fundamentals of the program and gasoline consumption impacts on the global climate. Discussion ensued regarding timelines for the initiative being made law in other areas, including British Columbia and California, costs to the municipality and retailer, feedback from the fuel industry and corporate partnership opportunities.

Moved by: Doug Jagger  
Seconded by: Phillip Breault

THAT the presentation by Mr. Robert Shirkey, Executive Director, Our Horizon regarding climate change and air pollution warning labels on gas pumps be received;

AND THAT Mr. Robert Shirkey be invited to provide an update to the Newmarket Environmental Advisory Committee on the Climate Change and Air Pollution warning labels initiative at a later date.

### **Carried**

John Birchall took no part in the discussion of the foregoing matter.

John Birchall assumed the Chair.

## **Approval of Minutes**

2. Environmental Advisory Committee Minutes of June 4, 2014.

Moved by: Dayna Laxton  
Seconded by: Geoff Shore

THAT the Environmental Advisory Committee Minutes of June 4, 2014 be approved.

### **Carried**

## **Correspondence**

3. Moved by: Dayna Laxton  
Seconded by: Geoff Shore

THAT the correspondence items, previously distributed by e-mail, be received.

**Carried**

## **Items**

4. Review of the Ian Gray Award Review and related Action Items.

G. Shore provided an overview of the revised Ian Gray Award documents. The application and informational brochure have been simplified. Discussion ensued regarding the program name in recognition of two separate programs, awards brochure, electronic distribution methods and timing of the applications. Communications staff to be approached to assist in the creation of forms that can be completed electronically and brochure design.

Moved by: Phillip Breault

Seconded by: Doug Jagger

THAT the Ian Gray Award Review be received;

AND THAT the Award information be forwarded to Communications staff for their design and format review.

**Carried**

5. 2014 E-Waste Event.

John Birchall provided an update on the E-Waste Event which is taking place at Upper Canada Mall on Saturday, September 27. Tim Hortons locations in Newmarket will be circulating information about the event in advance of the date. Public Works Services will provide support by supplying safety vests, traffic cones, blue bins and green bins. John Birchall advised that volunteers are still required for assistance at the event.

6. Discussion of NEAC Priorities to the end of November, 2014.

John Birchall advised that the following matters remain outstanding and suggested that they be noted as action items for the next Committee:

- appointment of a dedicated staff resource to coordinate environmental matters and priorities for the Town;
- expansion of the existing Community Garden and review of opportunities for new Community Gardens within the Town;
- preparation of a draft Community Environmental Plan

## New Business

- a) The Director of Public Works Services advised that the Town is currently recruiting for a Solid Waste Coordinator contract position. The role will be shared between other York Region municipalities and the role includes performing a general review of the solid waste contractor's performance levels, ensuring that solid waste is appropriately sorted and education on waste sorting and collection.
- b) The Director of Public Works Services advised through the Feed-in Tariff (FIT) program, solar panels have been installed at the Ray Twinney Recreation Complex and an additional installation for the Magna Centre was approved by Council on September 8, 2014.
- c) The Director of Public Works Services provided an update on street lighting retrofit program. Approximately 1100 LED lights have been installed to date, saving the Town approximately 30,000 kilowatt hours. Discussion ensued regarding the retrofit process and payback period.
- d) The Director of Public Works Services provided an update on the Town's Emerald Ash Borer treatment and eradication initiatives.
- e) The Director of Public Works Services provided an update on the Community Gardens. Staff in Recreation and Culture has circulated throughout the community to obtain feedback regarding construction of additional Community Gardens. A report will be circulated to NEAC on the feedback received through the survey. Town Staff and representatives from the York Region Food Network met on site at the existing Community Garden to review the request for the construction of two additional rows. As water servicing will be required, the Town is willing to donate resources and equipment to complete the installation. Staff has requested that the York Region Food Network cover the cost of materials for water servicing. A grant application for Healthy Living has been submitted by the Recreation and Culture Department with the York Region Food Network as a partner.
- f) The Director of Public Works Services advised that complaints have been received regarding Tim Hortons waste, specifically at two restaurants in Newmarket. With NEAC endorsement, it is being suggested that additional refuse containers be placed in the areas where the most complaints have been received at Tim Hortons expense. Staff will prepare a letter to Tim Hortons and circulate to NEAC for comment.
- g) The Director of Public Works Services advised that the Town has implemented a pilot e-bike share project that provides e-bikes for staff use to attend off-site

meetings and conduct errands in Town.

- h) The Traffic Technician advised that the Lake Simcoe Region Conservation Authority is providing a grant of up to 75% to eligible homeowners through the Landowner Environmental Assistance Program (LEAP) for the installation of rain gardens.
- i) The Director of Public Works Services advised that the Public Works Services staff is reviewing their practices in order to implement low impact designs, particularly for stormwater management.
- j) Doug Jagger requested an update on the Silken Laumann development. Planning staff to provide a written update to the Committee on the status of the application.
- k) John Birchall advised that the Regional Environmental Advisory Committee meeting will be held on Thursday, October 2, 2014.
- l) John Birchall advised that the Town is currently undertaking a Committee review. He will be meeting with the staff member responsible for the review and has prepared a feedback document for the Committee's review.

## Adjournment

Moved by: Dayna Laxton

Seconded by: Doug Jagger

THAT the meeting adjourn.

There being no further business, the meeting adjourned at 8:49 p.m.

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Date

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John Birchall, Chair









## IAN GRAY ENVIRONMENT GRANT 2014 Application Form



Primary Contact Name and Title:

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Secondary contact: \_\_\_\_\_

School:

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Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email address for primary contact \_\_\_\_\_

### **Project Overview**

Project Name:

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Project Category: \_\_\_\_\_

- ☐ Cleaner Air/Reducing Greenhouse Gas Emissions
- ☐ Water Conservation
- ☐ Managing waste through recycling/composting/reduction of waste
- ☐ Sustainable Energy Use
- ☐ Biodiversity Improvements – wetlands/groundwater/rivers

Tell us about your project and what you intend to accomplish.

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Tell us how many people –students and staff will participate in this project\_\_\_\_\_

How much of a grant do you need (max. \$500) and what will it be used for?

What is your project budget?

Timeline to complete project: \_\_\_\_\_

How will you measure success and what goals do you want to achieve?

Potential long term benefits of the project:

**NOTE:** Please attach any relevant photographs, designs or plans.

**Applicant Declaration (To be completed by the Head of the project)**

I acknowledge that I have read understood and complied with the terms and conditions of participation in the **Ian Gray Environmental Award –Grant Programme** and certify that the information provided is true and complete to the best of my knowledge. I authorize the posting of this entry material on the internet via the Town of Newmarket’s website and in any other public release made by the Town of Newmarket.

Name: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

School: \_\_\_\_\_

Email \_\_\_\_\_

**All submissions must be made by November 7, 2014 to [NEAC@newmarket.ca](mailto:NEAC@newmarket.ca)**



# IAN GRAY ANNUAL ENVIRONMENT PRIZE 2014 Application Form



Primary Contact Name and Title: \_\_\_\_\_

Secondary contact: \_\_\_\_\_

School: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email address for primary contact \_\_\_\_\_

## **Project Overview**

Project Name: \_\_\_\_\_

Project Category (ies): \_\_\_\_\_

- ☐ Cleaner Air/Reducing Greenhouse Gas Emissions
- ☐ Water Conservation
- ☐ Managing waste through recycling/composting/reduction of waste
- ☐ Sustainable Energy Use
- ☐ Biodiversity Improvements – wetlands/groundwater/rivers

Project  
Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Project Cost \_\_\_\_\_

**Environmental Outcomes**

A) Which of the program's environmental objectives does this project meet? Fill out all that apply:

- ☐ 1. Cleaner Air/Reducing Greenhouse Gas Emissions  
How does project achieve this objective?
- ☐ 2. Water Conservation  
How does project achieve this objective?
- ☐ 3. Managing waste through recycling/composting/reduction of waste  
How does project achieve this objective?
- ☐ 4. Sustainable Energy Use  
How does project achieve this objective?
- ☐ 5. Biodiversity Improvements – wetlands/groundwater/rivers  
How does project achieve this objective?

**Community Benefits**

1. How would you describe the benefits of this project to your community?

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## **Photographs**

While photographic quality will not be accessed as part of the Award evaluation process, good pictures help communicate the benefits of your project.

### **Tips**

- Include people in the scene where appropriate
- Include action
- Include a mix of long shot and close up views in your submission
- Include pictures that focus on an interesting project detail

Please describe each photograph in your submission in 15 words or less.

### **Applicant Declaration (To be completed by the Head of the project)**

I acknowledge that I have read understood and complied with the terms and conditions of participation in the **Ian Gray Environmental Award** and certify that the information provided is true and complete to the best of my knowledge. I authorize the posting of this entry material on the internet via the Town of Newmarket's website and in any other public release made by the Town of Newmarket.

Name: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

School: \_\_\_\_\_

Email \_\_\_\_\_

**All submissions must be made by June 1, 2015 to [NEAC@newmarket.ca](mailto:NEAC@newmarket.ca)**

## **Recommended NEAC Priorities 2015**

1. Getting staff person focused on the environment
2. Ensuring community plan deferred for four plus years happens and determine NEAC role in this.
3. Community garden review promised in 2014 happens early in new term and additional two rows at current garden are completed before planting in 2015
4. Establish plans and dates for community outreach events and ensure Deana Smith aware of these.
5. Ensure recommendation for Garbage reduction goes to Council for a decision early in 2015
6. Revised Ian Gray awards plan implemented.

## **NEAC Recommendations for 2015**

1. Overall Managing chair with rotating meeting chairs for experience
2. Decision on what public events and need for volunteers. One responsible for volunteers- list and liaison with the library and Neighbourhood Network. Current focus on Community Garage Sale and E waste collection.
3. Continue with email list or integrate with town's social media. Establish relations with Amanda Lee.
4. One designate to manage finances and work with Dave Ruggle.
5. One individual to manage Ian Gray awards
6. Focus on developing staff relationships and setting priorities- a four year plan that is ambitious but achievable. You cannot be everything to everyone.
7. You are Council's advisory body on environmental issues. Meet with them every six to nine months.
8. Terms- Current challenges are 4/8 years and majority new members.  
Recommend terms of 2-3 years with reconfirmation for balance of term. Need to ensure continuity for new incoming NEAC.



## **NEAC Review**

### **Committee Structure**

9 members, one Council member, and Director of Public Works and Senior Planner(staff attend once every quarter or more if desired). Chosen by Council on application every Council term for a period of four years.

### **Simplified Responsibilities Description**

- Recommend to Council and staff recommendations on the environment as qualified/semi qualified/interested citizens
- Undertake Public events and promotion to demonstrate environmental responsibility such as Community Garage sales, farmers market displays, e-waste collection events, Earth Hour.

### **Desired State:**

- Committee highly motivated, eager to plan, having fun and making a difference
- Appreciated

### **Current State:**

- Tired, frustrated, but still dedicated to environment
- Not feeling appreciated although don't do volunteering for appreciation

### **What is Working Well:**

- Co-operation with Planning particularly with the secondary plan work,
- Communications assistance
- Co-operative committees like Earth Hour, E-Waste collection

### **What is Improving:**

- Communications with Operations
- Potential Dialogue with Council

### **What Needs Improvement:**

- Co- Ordination of Environment with the whole municipality to set overall goals, determine priorities, set best principles and ensure best financial decisions. Currently all departments have best desires for the environment and decisions are made in silos, without an overall prioritization, and because it seems like a good idea. We are also missing opportunities to learn from other municipalities and potential financial grants.
- Decisions on environmental initiatives need a spokesperson
- We should be benchmarking our progress on environmental issues against comparable municipalities and having environmental accountability reports as a way of post auditing initiatives.
- Having such a co-ordinator will enable the committee to fully help, support and make recommendations through the co-ordinator that are meaningful to both the town and the committee members.
- Two way Communication- Today, NEAC sets it priorities and makes recommendations to Council and staff but rarely ever finds out what happens to these, unless it asks. Examples would be community gardens where in 2013/14, it dropped off staff priorities when Council members and NEAC were waiting for a reply. Suggest a section be added to the committee agenda to list all things forwarded to Council, these to remain on agenda each month until finalized.
- If Council only wants a feel good but not meaningful committee it should discontinue NEAC
- Community Environment plan-part of PCP should be funded and completed during the next term of Council
- Focus on climate change and potential impacts/need for plans as a result of increasing swings with wilder storms resulting from climate change. 50 and 100 year stroms will become more prevalent.
- See also NEAC priorities and Recommendations