



Town of Strathmore  
**Sustainability Committee Meeting**  
 Conference Room, Town Administration Office  
 March 18, 2019 at 4:30 pm

## AGENDA

### ITEM

**1.0 CALL TO ORDER**

**2.0 CONFIRMATION OF AGENDA**

**3.0 ADOPTION OF MINUTES**

3.1 Adoption of the February 25, 2019 Sustainability Meeting Minutes

**4.0 UNFINISHED BUSINESS**

- |     |  |  |                          |
|-----|--|--|--------------------------|
| 4.1 | Project Updates  | <ul style="list-style-type: none"> <li>• Splash Park Water Recycle Program - update</li> <li>• Grants, Energy Efficient Initiatives</li> </ul> | Ongoing<br>Oksana Treacy |
| 4.2 | Plastic Bag Use in Strathmore Retail Outlets:                |  |                          |
|     | - Information Sheet  |  | Christine Huxted         |
|     | - Reusable Bags (promotional campaign)                       |  | Ryan Roycroft            |
| 4.3 | Youth Committee Member                                       |  | Christine Huxted         |
| 4.4 | Idling Vehicles - Education and Awareness Initiative, update |  | Ryan Roycroft            |

**5.0 ITEMS FROM ADMINISTRATION**

5.1 Action Log Review

**6.0 NEW BUSINESS**

6.1 Sustainability Committee Strategic Planning Session Ryan Roycroft

**7.0 URGENT BUSINESS**

**8.0 IN CAMERA ITEMS**

**9.0 ADJOURNMENT**

9.1 Next meeting – Monday, April 15, 2019 at 4:30 pm



Town of Strathmore

**Sustainability Committee Meeting**

Tuesday, February 25, 2019 at 4:30 pm  
Conference Room

**UNAPPROVED MINUTES**

**IN ATTENDANCE:**

**BOARD MEMBERS**

CHRISTINE HUXTED	Public Member
OKSANA TREACY	Public Member
COLIN HUXTED	Public Member
BOB SOBOL	Councillor
JASON MONTGOMERY	Councillor

**STAFF**

RYAN ROYCROFT	Director, Infrastructure, Operations and Development Services
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**RECORDING SECRETARY**

Lisa Brown	Legislative Clerk
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**REGRETS**

None

**1.0 CALL TO ORDER**

Christine Huxted called the meeting to order at 4:50 pm

**2.0 CONFIRMATION OF AGENDA**

**Resolution No. 006.02.19**

Moved by Oksana Treacy  
THAT the Committee adopts the February 25, 2019 Sustainability Committee Agenda as presented.  
CARRIED

**3.0 CONFIRMATION OF MINUTES**

**Resolution No. 007.02.19**

Moved by Colin Huxted  
THAT the Committee adopts the Sustainability Committee Meeting Minutes for January 14, 2019, as presented.  
CARRIED

**4.0 UNFINISHED BUSINESS**

4.1 Project Updates

Splash Park Water Recycle Program

Colin Huxted said he has received information from other communities and explained what they are doing.

**Action: Colin Huxted will provide information from Curtis at PlayQuest regarding upgrades for the Spray Park for the next Committee meeting on March 18, 2019.**

Grants - Energy Efficient Initiatives

Ms. Treacy said there are no new grants currently available.

Ryan Roycroft explained the facilities assessment grant regarding energy audit for Town facilities.

- 4.2 Plastic Bag Use in Strathmore Retail Outlets
- The Committee discussed options to initiate a program to reduce the use of plastic bags in Town. The Committee decided that the program include:
- Fact Sheet
  - Video
  - Committee members meet with local businesses to speak about reducing/charging for plastic bags
  - Provide reusable plastic bags to promote plastic bag reduction

**Action: Lisa Brown to provide plastic bag information from Councillor Sobol to Christine Huxted.**

**Action: Christine Huxted draft an information sheet regarding plastic bag use for the Committee to review at the next Committee meeting on March 18, 2019.**

**Action: Ryan Roycroft will investigate costs to purchase reusable bags for promotion of reducing plastic bag use and will provide information at the next Committee meeting on March 18, 2019.**

- 4.3 Youth Committee Member
- Lisa Brown explained no applications have been received from the local high schools for student representatives on the Committee.

**Action: Christine Huxted will contact the high schools to follow up on the invitation for a student representative on the Committee.**

- 4.4 Idling Vehicles - Education and Awareness Initiative
- Ryan Roycroft gave a brief presentation on how the Town tracks vehicles and monitors idling time. The Committee discussed initiating an awareness and education project and placement of signage in strategic locations around town.

**Action: Ryan Roycroft will provide information regarding a draft policy for Town vehicle use/idling at the next Committee meeting on March 18, 2019.**

**Action: Ryan Roycroft will investigate and provide suggestions for strategic locations of anti-idling signs around town at the next Committee meeting on March 18, 2019.**

**5.0 ITEMS FROM ADMINISTRATION**

- 5.1 Action Log Review      The Committee reviewed the Action Log.

**6.0 NEW BUSINESS**

None

**7.0 URGENT BUSINESS**

None

**8.0 IN CAMERA ITEMS**

None

**9.0 ADJOURNMENT**

**Resolution No. 008.02.19**

Moved by Oksana Treacy

THAT the Committee adjourns the February 25, 2019 Sustainability Committee Meeting at 5:34 pm.

CARRIED

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Recording Secretary

DRAFT



Town of Strathmore  
**Sustainability Committee**  
 Action Log

February 26, 2019

	Meeting Date	Resolution No./Action	Description	Assigned to	Due Date	Status
1	January 14/19	Action	Councillor Montgomery will work with the Town to produce a video regarding education and awareness regarding the reduction of idling vehicles in Town.	Councillor Montgomery	Ongoing	
2	"	Action	Mr. Ryan Roycroft will submit a request to Council to fund the costs for anti-idling signs.	Ryan Roycroft, Director of IOD		
3	"	Action	Administration to invite Doug Lagore, Special Projects, to speak to the Committee regarding energy efficiencies for the new Town Hall at the next Committee meeting on February 25/19	Ryan Roycroft, Director of IOD	March 18/19	
4	"	004.01.19	THAT the Committee initiate a program to reduce the use of plastic bags in Town.		Ongoing	
5	"	Action	Administration to conduct a strategic planning session, the date to be determined at the Committee meeting on March 18/19.	Ryan Roycroft, Director of IOD	March 18/19	
6	February 25/19	"	Provide information from Curtis at PlayQuest regarding upgrades for the Spray Park for the next Committee meeting on March 18/19	Colin Huxted	"	
7	"	"	Provide plastic bag information to Christine Huxted	Lisa Brown		Done
8	"	"	Draft an information sheet regarding plastic bag use for the Committee to review at the next Committee meeting on March 18/19	Christine Huxted	"	
9	"	"	Investigate costs to purchase reusable bags for promotion of reducing plastic bag use and will provide information at the next Committee meeting on March 18/19	Ryan Roycroft	"	
10	"	"	Provide information regarding a draft policy for Town vehicle use/idling at the next Committee meeting on March 18/19	Ryan Roycroft	"	
11	"	"	Ryan Roycroft will investigate and provide suggestions for strategic locations of anti-idling signs around town at the next Committee meeting on March 18/19	Ryan Roycroft	"	
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