



Town of Strathmore

Sustainability Committee Meeting

April 15, 2019 at 4:30 pm

Conference Room, Town Administration Office

AGENDA

ITEM

1.0 CALL TO ORDER

2.0 CONFIRMATION OF AGENDA

3.0 ADOPTION OF MINUTES

3.1 Adoption of the Sustainability Meeting Minutes for March 18, 2019

4.0 UNFINISHED BUSINESS

- | | | | |
|-----|--|--|-----------------------------------|
| 4.1 | Project Updates | <ul style="list-style-type: none"> • Splash Park Water Recycle Program - update • Grants, Energy Efficient Initiatives | Ongoing
Oksana Treacy |
| 4.2 | Plastic Bag Use in Strathmore Retail Outlets:
- Information Sheet
- Reusable Bags (promotional campaign) | | Christine Huxted
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, May 27, 2019 at 4:30 pm



Town of Strathmore

Sustainability Committee Meeting

**Tuesday, March 18, 2019 at 4:30 pm
Conference Room, Town Office**

APPROVED MINUTES

IN ATTENDANCE:

BOARD MEMBERS

CHRISTINE HUXTED	Chair, Public Member
COLIN HUXTED	Public Member
CARLEE MCISAAC	Public Member
BOB SOBOL	Councillor
JASON MONTGOMERY	Councillor

STAFF

RYAN ROYCROFT	Director, Infrastructure, Operations and Development Services
---------------	--

RECORDING SECRETARY

Lisa Brown	Legislative Clerk
------------	-------------------

REGRETS

OKSANA TREACY	Public Member
---------------	---------------

1.0 CALL TO ORDER

Christine Huxted called the meeting to order at 4:33 pm

Introductions of the Committee and staff for the new public member, Carlee McIssac.

2.0 CONFIRMATION OF AGENDA

Councillor Sobol requested to add two items to the agenda.

Resolution No. 009.03.19

Moved by Colin Huxted

THAT the Committee adopts the March 18, 2019 Sustainability Committee Agenda as amended with the following additions:

4.5 - School Organics Program

6.2 - Wetaskiwin Single Use Items Reduction Workshop, March 26

CARRIED

3.0 CONFIRMATION OF MINUTES

Resolution No. 010.03.19

Moved by Colin Huxted

THAT the Committee adopts the Sustainability Committee Meeting Minutes for February 25, 2019, as presented.

CARRIED

4.0 UNFINISHED BUSINESS

4.1 Project Updates

Splash Park Water Recycle Program

Colin Huxted gave a verbal overview of the information provided to upgrade the Splash Park to recycle water. The Committee reviewed and discussed the information.

Action: Infrastructure, Operations and Development Services to draft a report regarding the logistics and costs to install a water recycling unit for the Splash Park for the Committee to review at the next meeting on April 15.

Grants - Energy Efficient Initiatives

Ms. Treacy was not in attendance at the meeting to speak to this item.

4.2 Plastic Bag Use in Strathmore Retail Outlets

Christine Huxted drafted an information sheet to encourage the reduction of single use plastic bags in the community.

Councillor Sobol said he drafted a cover letter to go with the information sheet and a list of retail businesses for the Committee to contact.

Action: Christine Huxted to send Lisa Brown a copy of the draft information sheet regarding plastic bag use.

Action: Councillor Sobol to send Lisa Brown the draft letter and list of businesses to contact regarding the plastic bag reduction initiative.

Action: Lisa Brown will compile the information from Christine Huxted and Councillor Sobol and send to the Committee members to review prior to printing the packages.

Ryan Roycroft provided information regarding costs for the purchase of reusable bags.

4.3 Youth Committee Member

Christine Huxted said she contacted the schools but received no response. Lisa Brown said she has received no response for student representation either.

4.4 Idling Vehicles - Education and Awareness Initiative

Ryan Roycroft provided information for anti-idling signage. The Committee chose a sign.

Action: Infrastructure, Operations and Development Services to contact the local schools to ensure they want anti-idling signage on their property.

Resolution No. 011.03.19

Moved by Colin Huxted

THAT the Committee recommends to Council that 30 anti-idling signs be purchased and placed in strategic locations around town.

CARRIED

Action: Ryan Roycroft will contact Christine Huxted to draft a report to present a request for funding from Council for the reusable bags and anti-idling signs at the Regular Council Meeting on April 17.

4.5 School Organics Program

Councillor Sobol explained this program was incorporated a few years ago to the schools at no charge. He said invoices have been issued for the collection of organic matter from the schools and is concerned with the new management handling waste removal charging for this program, the schools may not continue with this program.

Action: Colin Huxted will contact Waste Management to work out a solution and provide an update to the Committee at the next meeting on April 15.

5.0 ITEMS FROM ADMINISTRATION

5.1 Action Log Review The Committee reviewed the Action Log.

6.0 NEW BUSINESS

6.1 Sustainability Committee Strategic Planning Session The Committee discussed a date and time to hold a 1 ½ hour Strategic Planning Session to review the existing Plan and determine new initiatives and projects.

Action: Ryan Roycroft will organize the Sustainability Committee Strategic Planning Session for April 1.

Action: Lisa Brown will send out a meeting invite for the Sustainability Committee Strategic Planning Session on April 1 at 4:30 pm and provide the Committee members with a copy of the current Committee Strategic Plan.

6.2 Single Use Items Reduction Strategies Workshop

Councillor Sobol said he, Christine and Colin are registered to attend this workshop on March 26 in Wetaskiwin.

7.0 URGENT BUSINESS

None

8.0 IN CAMERA ITEMS

None

9.0 ADJOURNMENT

Resolution No. 012.03.19

Moved by Colin Huxted

THAT the Committee adjourns the March 18, 2019 Sustainability
Committee Meeting at 5:28 pm.

CARRIED

Chairperson

Recording Secretary

DRAFT



Town of Strathmore
Sustainability Committee
 Action Log

March 19, 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	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	"	
3	February 25/19	"	Provide information regarding a draft policy for Town vehicle use/idling at the next Committee meeting on March 18/19	Ryan Roycroft	"	
4	"	"	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	"	
5	March 18/19	"	Infrastructure, Operations and Development Services to draft a report regarding the logistics and costs to install a water recycling unit for the Splash Park for the Committee to review at the next meeting on April 15	Doug Lagore	April 15/19	
6	"	"	Christine Huxted to send Lisa Brown a copy of the draft information sheet regarding plastic bag use	Christine Huxted	March/19	Done
7	"	"	Councillor Sobol to send Lisa Brown the draft letter and list of businesses to contact regarding the plastic bag reduction initiative	Councillor Sobol	"	"
8	"	"	Lisa Brown will compile the information from Christine Huxted and Councillor Sobol and send to the Committee members to review prior to printing the packages	Legislative Services	"	"
9	"	"	Infrastructure, Operations and Development Services to contact the local schools to ensure they want anti-idling signage on their property	Ryan Roycroft	"	
10	"	"	Ryan Roycroft will contact Christine Huxted to draft a report to present a request for funding from Council for the reusable bags and anti-idling signs at the Regular Council Meeting on April 17.	"	"	
11	"	"	Colin Huxted will contact Waste Management to work out a solution and provide an update to the Committee at the next meeting on April 15.	Colin Huxted	April 15/19	
12	March 18/19	Action	Ryan Roycroft will organize the Sustainability Committee Strategic Planning Session for April 1.	Ryan Roycroft	April 1/19	Done
13	"	"	Lisa Brown will send out a meeting invite for the Sustainability Committee Strategic Planning Session on April 1 at 4:30 pm and provide the Committee members with a copy of the current Committee Strategic Plan.	Legislative Services	March/19	"