



Minutes of Sustainable Orangeville

April 18, 2023, 7:00 p.m.

Electronic and In-Person Participation - Sustainable Orangeville
The Corporation of the Town of Orangeville
(Chair and Secretary at Town Hall - 87 Broadway)
Orangeville, Ontario

Members Present: Councillor Prendergast
M. Whitcombe
M. Rowley
A. Waugh
G. Bryan
W. Speirs
G. Spence
M. O'Connor
M. Smith

Staff Present: C. Cosgrove, Manager, Facilities and Parks
K. Thomson, Sustainability Co-ordinator
T. Barry, Executive Assistant, Community Services
H. Savage, General Manager, Community Services

1. Call to Order

The meeting was called to order at 7:02 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None

3. Adoption of Minutes of Previous Meeting

None

4. Presentations

4.1 Introductions

Introduction of committee members.

4.2 Committee Function and Participation - T. Prendergast

T. Prendergast discussed the Terms of Reference and Mandate and explained what the committee function is. One function is that the committee has the ability to approve grant applications without going to Council. In order to better understand what the committee's workplan will be for the upcoming term, the previous workplans will be circulated to members to review and get a better idea as to where funds have gone in the past and if the committee will follow that same allocation or make modification. In addition to the workplan being circulated to members, a

copy of the SNAP (Sustainable Neighbourhood Action Plan) and progress report will also be provided.

5. Items for Discussion and Reports

5.1 Election of Chair

Recommendation: 2023-001

Moved by M. Rowley

That the Committee elect T. Prendergast as Chair of the Sustainable Orangeville Committee.

Carried

5.2 Election of Vice Chair

Recommendation: 2023-002

Moved by Councillor Prendergast

That the Committee elect M. Whitcombe as the Vice Chair of the Sustainable Orangeville Committee.

Carried

5.3 Committee Training

A presentation was made by T. MacDonald explaining the role of a committee member. Usually committees are to advise Council; however, this committee is to make decisions to fulfill the function of grants and determining funds toward projects and grants and allocate the amount of grant per applicant.

At the meeting prior to the summer break, the committee should be discussing the budget for 2024. In October 2023 the committee should present its workplan and annual report. Council encourages the Chair or Vice Chair to attend as a delegation at the October 2023 Council meeting to present these documents.

With respect to the conduct of members, the Chair and Vice Chair's biggest role is to make sure committee members are respectful to not only members but to delegates. Members are here to advance initiatives and have conversations around the mandate.

Prior to any meeting, a committee member must disclose any pecuniary interests. The committee member will review the agenda prior to the meeting to see if any pecuniary interests are present at which time the member must disclose and notify the secretary.

Anyone who would like to speak at the meeting must register as a formal delegate.

Committee cannot decide quorum on its own and needs to be a recommendation to Council. Clerks will reach out to Chair and Vice Chair about how quorum is working and the clerks will take a report to Council in the Fall with recommendations on quorum.

Everyone gets one vote except staff. The Subject Matter Expert for this committee is K. Thomson.

Committee members must return the Declaration of Office/Consent Form/Photo forms by May 1, 2023.

If a committee member has an agenda item, please forward these items to T. Barry one week prior to the release date of the agenda. The release date for the agenda is the Friday before the scheduled meeting.

With respect to confidentiality, the Town will not provide any email addresses of the committee members and email addresses will only be used for business.

5.4 Committee Meeting Dates and Time

The committee will meet the third Tuesday of every month at 7:00 p.m. There will be no meetings in July and August.

5.5 Other Business

5.5.1 Review of Quorum Requirements

Currently, the Town’s Procedural By-law states that “a physical quorum (a majority of the members) at a meeting of Council or committee shall be achieved at the commencement of the meeting and maintained throughout the meeting.” With the goals of better accommodating member preferences and needs, having higher likelihood of achieving quorum, and modernizing the Town’s approach to meeting formats and the technology available to us, a motion could be made at the first meeting

Recommendation: 2023-003

Moved by M. Rowley

That Council direct appropriate staff to amend the Procedural By-law regarding committee quorum to “a quorum (a majority of the members) at a meeting of Council or committee shall be achieved at the commencement of the meeting and maintained throughout the meeting” and that references to physical presence be removed.

Carried

5.5.2 Sub-Committees

T. Barry to circulate the workplan from previous year and members will review and return to the next meeting with a list of the sub-committees (working groups).

M. Rowley did express her interest in keeping the Urban Harvest sub-committee and Active Transportation.

Recommendation: 2023-004

Moved by M. Smith

That the Sustainable Orangeville Committee not register for the Communities in Bloom program for 2023.

Carried

5.5.3 Allocation of Budget

There was a brief conversation about some funding and whether or not Sustainable Orangeville can tap into the Tree Canopy Budget. This can be discussed or confirmed at the next scheduled meeting.

It was confirmed that Sustainable Orangeville can help others receive grants as long as the Town of Orangeville is deemed a partner.

A more fulsome budget discussion will occur at the next meeting.

5.5.4 Marketing/Promoting

Committee will require more promoting/marketing, and will invite the Communications Manager (M. Cunningham and J. McGibbon) to the next meeting (first on agenda).

6. Appointments - Official Plan Review Steering Committee

Recommendation: 2023-005

Moved by Councillor Prendergast

That the Committee appoint A. Waugh to the Official Plan Review Steering Committee.

Carried

7. Correspondence

None

8. New Business

The Sustainable Living panel will take place from 7:00 to 8:30 p.m. April 27 at the Alder library branch.

Panellists will share practical strategies for living a more eco-conscious lifestyle, including the best places to shop, easy ways to reduce your waste, and why doing these things matters. The link to register is:

<https://forms.orangevillelibrary.ca/Sustainable-Living-Panel>

M. Smith would like the backyard garden program to be discussed at the next meeting and allocation of funds.

9. Date of Next Meeting

The next meeting is scheduled for May 16 at 7:00 p.m. at Town Hall.

10. Adjournment

The meeting adjourned at 8:54 p.m.