# Integrated Community Energy & Climate Action Plans (ICECAP) Stakeholder Committee Meeting Minutes

## held on Thursday, September 21st, 2023 at 10:00 am via Zoom

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**ICECAP Corporate (Voting) Stakeholders Present:**

A. Barton, Councillor (ICECAP co-chair), Township of the Archipelago
J. Badger, Director of Public Works, Township of the Archipelago
P. Borneman, Councillor, Town of Parry Sound
M. Kearns, Director of Public Works, Town of Parry Sound
F. Pengra, Director of Strategic Initiatives (ICECAP co-chair), Township of Seguin
T. Macleod, Director of Public Works, Township of Seguin
J. Schnier, Director of Sustainability, Township of Georgian Bay
R. Johnson, Board Member, Georgian Bay Biosphere
P. Wing, Councillor, Township of Carling
M. Taylor, Records Clerk/ Deputy Clerk, Township of Carling

**ICECAP (Non-Voting) Partners Present:**

M. MacDonald, Lakeland Solutions
P. Boot, Business Development Specialist, VCT Group
L. Vallière, Climate Initiatives Coordinator, District Municipality of Muskoka

**Georgian Bay Biosphere Staff:**

B. John, Climate and Energy Programs Manager
E. Berton, Climate and Youth Outreach Coordinator
B. Pollock, Executive Director

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## 1. Welcome

Forrest Pengra welcomed Alice Barton as the new Co-chair. Meeting participants were welcomed and noted that attendance would be taken by Georgian Bay Biosphere (GBB) staff and recorded in the Minutes. An overview of voting procedures and a current list of voting members was provided.

The meeting had Quorum, with 6 of 10 voting members present.

## 2. Adopt Agenda

Motion to adopt the agenda, as presented, for September 21, 2023.

**Resolution No. 2023-18**
Moved by: R. Johnson
Seconded by: J. Badger

**CARRIED**

## 3. Adopt Minutes

Motion to adopt the minutes from ICECAP Corporate Stakeholder Committee Meeting held on May 30, 2023.

**Resolution No. 2023-19**
Moved by: P. Borneman
Seconded by: P. Wing

**CARRIED**

## 4. Project Reports

Motion to adopt the Q2 report (2023), as circulated.

**Resolution No. 2023-20**
Moved by: P. Wing
Seconded by: J. Schnier

**CARRIED**

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## 5. Celebrations

B. John shared a progress of ICECAP members since May and congratulated many on completing key milestones in the Federation of Canadian Municipalities' Partners for Climate Protection Program.

**Township of Carling** – Corporate Climate Action Plan
Council adopted on August 17th, 2023

**Township of The Archipelago** – Corporate Climate Action Plan
Council adopted on August 18th, 2023

**Municipality of McDougall** – Community Milestone 1: Baseline GHGs and Forecast
FCM Approved: September 5th, 2023

**Township of Seguin** – Corporate and Community Climate Action Plan
Council adopted on September 18th, 2023

**Town of Parry Sound** – Corporate Climate Action Plan
Council adopted on September 19th, 2023

## 6. Upcoming Workshop

The Georgian Bay Biosphere (GBB) is planning a free Zero-Emission Vehicle workshop for ICECAP members in January 2024. A survey will be circulated by GBB to ask ICECAP members for input on event dates and topics of interest, to provide maximum value to members.

## 7. Project Management

7.1 GBB Climate Team Staffing Changes

B. John introduced Emma Berton as GBB's Climate & Youth Outreach Coordinator.

7.2 Community Action Groups (CAG) Update

B. John provided a progress update on the Climate Action Groups (CAGs):

- Membership currently consists of 18 local volunteers
- Three CAGs created (Green Buildings, Sustainable Transportation, Waste)
- Each group is developing educational resources for ICECAP communities
- Coordinating events and hands-on-activities for ICECAP members and public

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7.3 DRAFT 2024 Work Plan and Budget

B. John provided an overview of the DRAFT 2024 ICECAP work plan:

- Coordination and governance of ICECAP
- Administrative services and communications
- Building ICECAP brand and communications awareness
- Adaptation planning and support
- Community climate action implementation
- Individual progression through M2, M3, M4, and M5 for members

B. John provided an overview of the DRAFT 2024 budget:

- Total draft 2024 ICECAP budget approximately $175,000
- Draft budget is a 36%, 61%, 3% split across the Georgian Bay Biosphere, Municipalities, and First Nations respectively
- Membership and work plan fee adjusted for inflation

B. John noted that meetings will take place with members individually over the coming months to discuss the 2024 DRAFT work plan and budget proposed. After these discussions, a 2024 FINAL work plan and budget will be brought for ICECAP's consideration at the upcoming Q4 meeting.

## 8. Roundtable

**Township of Georgian Bay**

- Subsidizing 1000 FoodCyclers to reduce community waste
- Completed first milestone in building's project/grant15 and will use the data from this milestone in their upcoming Corporate Climate Action Plan

**Town of Parry Sound**

- First EV in Parks Department a success
- Ordered a new all-electric ice-resurfacer
- Completed HVAC unit upgrade
- Investigating energy efficient capital projects
- Exploring ways to measure and reduce contractor emissions
- Exploring options to reduce energy consumption from waste water system

**Township of Carling**

- Looking to develop policy on energy efficiency
- Looking to develop community waste policies

**Township of the Archipelago**

- Recently adopted their Corporate Climate Action Plan
- Looking at making additional orders for more FoodCyclers
- Acquired new replacement vehicles to reduce emissions

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**Township of Seguin**

- Developing a Waste Strategy that is aligned with Climate Action Plans
- Integrating a climate lens into decision making and will soon explore ways to apply this to their procurement bylaw with the Treasury Department
- Welcomed Preston Nielson as Seguin's Climate Change Intern

**Lakeland Solutions**

- Looking for partners for EV charger funding offered by Natural Resources Canada's Zero Emission Vehicle Infrastructure Program. Interested ICECAP members are encouraged to reach out to learn more about this funding

**District Municipality of Muskoka**

- Currently implementing their community GHG reduction plan
- Developing a Corporate Climate Action Plan
- FCM funding application for fleet decarbonization to be finalized by year end
- Working on flood plain mapping with goal of building adaptive resilience

## 9. Guest Presentation

Patrick Boot from VCT Group/ CED Co-op gave a presentation about Power Purchasing Agreements as a capital-free option for solar installations. Slides have been circulated and additional details are available upon request.

Patrick Boot
Business Development Specialist
VCT Group/ CED Co-op
pboot@vctgroup.com

## 10. Adjournment

Motion to adjourn.

**Resolution No. 2023-21**
Moved by: P. Wing
Seconded by: P. Borneman

**CARRIED**

Meeting adjourned at 11:26 AM on September 21, 2023.

No date has been set for the next meeting.

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