



CLIMATE PROTECTION WORKING GROUP MINUTES

Tuesday, April 8, 2025 – 2:00 p.m.
Council Chambers – 77 Beckwith Street North, Smiths Falls

ATTENDANCE:

Members Present: J. Desormeaux
L. Bradford (remote)
Councilor P. McKenna
S. Brandum
Mayor S. Pankow
S. Gauthier (remote)
N. Morris

Regrets: P. Au (Tech issues)

Staff Present: R. Grant, Planner I
M. Elmsley, Planning Clerk

1. CALL TO ORDER & LAND ACKNOWLEDGMENT

P. McKenna called the meeting to order at 2:03 p.m. and read the Land Acknowledgement. A quorum was present.

2. APPROVAL OF AGENDA

The agenda was approved as presented.

Moved: S. Brandum

Seconded: J. Desormeaux

CARRIED: (7-0)

3. ADOPTION OF MINUTES

The minutes of the Climate Protection Working Group meeting from February 11, 2025, were approved as presented.

Moved: S. Pankow

Seconded: L. Bradford

Carried: (7-0)

4. DISCLOSURE OF MONETARY INTERESTS

None.

5. PRIORITY ISSUES

i.) CPWG Report No. 2025-02 Draft Sustainability Goals

R. Grant gave his report. A general discussion included a review of what the consultants' deliverables will be, and what information the committee could supply in order to either negate the need for a consultant or greatly reduce the scope of the RFP. It was determined that this report is the first draft and that it is subject to change depending on the committee's input as well as Senior Management. It was agreed that the document should reflect the guiding principles of what it is the group is trying to achieve. Documents from Lanark County or Tay Valley can provide a base document for ours – we substitute information that pertains to Smiths Falls into the base document. S. Brandum is well versed with those. It is thought that we have a significant amount of information required regarding where we are for emissions (corporately) that can help define our baseline, so that we can set goals for reduction (Honeywell audit, should have a presentation to this group). This would include identifying co-benefits and the education components as integral to goals. The group has indicated the federal target for reductions should suit our purposes. There is a need to apply a consistent formula to demonstrate where the biggest value for the Town is when investing in GHG emissions reduction (KPI's) – a balanced approach that shows adaptation and resilience. N. Morris cited the town's fleet of vehicles as an example: establish what the GHG emissions are currently and assign a dollar value. Once established we can determine how much money it will take to reduce, and clearly and consistently apply this to all the target areas to gauge our return on investment. J. Desormeaux advised that KPI's would look different on community emissions. The group discussed the need to create a Climate Reserve Fund like the funding of the library project. The group would like the targets set, and the budget determined in time for Council to consider the request in the fall of this year.

ACTION: R. Grant to create a SharePoint file for circulating documents, search out a Corporate Action Plan from municipalities that are ahead of us. Use that document to show our principles, framework, goals, and an interpretation summary – enough to get us to Council.

ACTION: Honeywell Audit presentation to be coordinated

6. Project Updates

Discussed in #5 above.

7. ROUNDTABLE

L. Bradford – The group discussed our participation in Old Home Week and how to promote CPWG. The group decided that they will participate as follows:

- have a table set up for 5 hours during the Wellness Fair using the Health Unit resources including a pop-up tent (it is mid-week of OHW beside the curling club)
- the Concierge Program through S. Brandum
- pamphlet about the CPWG
- the survey
- 4 people needed
 - L. Bradford and S. Brandum volunteered to take the first 2.5 hours

R. Grant advised the budget for Climate Action is \$20,000, which represents the consultant fee.

S. Pankow advised that there is approximately six months left to come up with a budget expectation for Council as budget deliberations start in November. The group discussed past targets for getting to Council with committee updates on what has been achieved and how that has not happened yet. M1 is complete, for M2 we need to set targets and goals so that Council can approve it. The group decided that a report including the following should be a priority. This report can also form the basis of what we use as “grant ready” information:

ACTION (All committee members and R. Grant):

- Explore what available grants are out there and whether more are likely to come
- Identify the guiding principles
- Revised framework to get to GHG emissions reduction
- Include background information with references used
- Using 45% as a reduction target by 2030 (Federal target), IPCC’s target of net zero by 2050, identify what this means in terms of money that needs to be spent to achieve it, and where we are now
- Focus on Corporate emitters
- Council report will include a brief introduction of the PCP 5-Step Milestone Framework
- Go to Senior Staff first with the current draft, then to Council
- Target CPWG June 10th meeting for the final draft report to be approved

Timeframe:

April 27th – take a draft report to Senior Management

Week of May 5th – circulate via email a draft report to CPWG

May 13 – CPWG meeting, present the revised draft report for any further comments

June 10th CPWG meeting – circulate the final draft for approval

June 16th or 23rd – present report to Council

S. Brandum circulated a flyer on the Concierge Program that includes funding opportunities for homeowners. To date, the program has helped over 50 homeowners retrofit their homes. The County Climate meeting is Thursday April 17th, R. Grant to attend.

N. Morris left the meeting at 3:11pm

8. Next Meeting

Tuesday May 13, 2025, at 2:00 p.m.

9. ADJOURNMENT

THAT, the Climate Protection Working Group adjourns its proceedings at 3:32 p.m. and stand so adjourned until the next duly called Committee meeting.

Moved: S. Brandum

Seconded: J. Desormeau

Carried: (7-0)