

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

held on Tuesday, February 4th, 2020 at 10:00 AM in the
Township of The Archipelago Council Chambers, 9 James Street
Parry Sound ON P2A 1T4

ICECAP Corporate Stakeholder Present:

Susan Murphy, Councillor, Carling Township
Ryan Snowball, Planner, Carling Township
Steven Kell, Species at Risk Biologist & Project Coordinator, Shawanaga First Nation
Dalton Newman, Community Energy Champion, Shawanaga First Nation
Peter Koetsier, Mayor, Township of Georgian Bay
Dana Suddaby, Planner, Township of Georgian Bay
Anthony Laforge, Director of Lands & Resources, Magnetawan First Nation
Cory Kozmik, Species at Risk Biologist, Magnetawan First Nation
Peter Hopkins, Mayor, Township of McKellar
Tammy Wylie, Clerk Administrator, Township of McKellar
Daryle Moffatt, Councillor, Seguin Township
Dominique O'Brien, Director of Community Services, Seguin Township
Forrest Pengra, Manager of Infrastructure and Technology, Town of Parry Sound
Vanessa Backman, Councillor, Town of Parry Sound
Alice Barton, Councillor, Township of the Archipelago
Cale Henderson, Manager of Development and Environmental Services, Township of the Archipelago
Randy Restoule, Dokis First Nation
Monica Moore, Georgian Bay Biosphere Reserve

ICECAP Partners Present:

Brian Elliott, Lakeland Power
Marjorie MacDonald, Lakeland Holding
Jennifer Monpetit, Advanced Planning and Communications, Lakeland Holding
Joe Villeneuve, GIS Coordinator, West Parry Sound Geography Network
Scott McCrindle, Georgian College
Teryl Faulkner, North Bay Parry Sound District Health Unit



Georgian Bay Biosphere Staff & Volunteers Present:

Rebecca Pollock, Executive Director
David Bywater, Conservation Program Manager
Benjamin John, Climate Change & Energy Specialist
Laura Peddie, Office Manager
Ron Chase, Chair
Erika Kramer, Director
Jack Tynan, Director

Members of the Public Present:

AJ Mueller, Otter Lake Ratepayers' Association
Kerry Mueller, Otter Lake Ratepayers' Association
Brad Chittick, Otter Lake Ratepayers' Association
Judy Christenson, Climate Action Parry Sound
Mary Bridges, Climate Action Parry Sound

1. Welcome & Introductions

Participants were welcomed and introduced themselves. Noted that all future meetings will be paperless.

2. Appointment of Chair

Becky P. clarified Chair roles & eligibility. Noted that ICECAP should consider an Indigenous co-Chair, should someone express interest in this position.

Resolution No. 2020-01

Moved by: S. Murphy

Seconded by: P. Koetsier

Motion to appoint Daryle Moffatt & Forrest Pengra as co-Chairs.

CARRIED



3. Approve Minutes

Resolution No. 2020-02

Moved by: V. Backman

Seconded by: P. Hopkins

Motion to accept November 7th meeting minutes.

CARRIED

4. ICECAP MOU

Daryle M. & Forrest P. confirmed current signatories are the Town of Parry Sound and the Townships of the Archipelago, Carling, McKellar and Seguin. MOU on Township of Georgian Bay's Council Agenda next week. Shawanaga & Magnetawan First Nations anticipate signing in next few months. Outreach will continue to municipalities and First Nations who are not currently formally part of ICECAP.

5. Integrated Model

Benjamin J. reviewed the model, Municipal PCP & First Nation ICEP alignment, and that it is a phased program. It is a unique, made in the GBBR model that does not exist anywhere else in Canada.

6. Terms of Reference

Resolution No. 2020-03

Moved by: P. Koetsier

Seconded by: P. Hopkins

Motion to change annual membership fee due date from January 31st to February 28th in Schedule A, Section 2 of the Terms of Reference.

CARRIED

Stakeholders discussed and further agreed that the remaining payment for the work plan component is due within 30-days of budget approval.

Resolution No. 2020-04

Moved by: V. Backman

Seconded by: A. Barton

Motion to adopt the annual membership fee services & support entitlements as presented in Schedule A, Section 3 with the addition of one voting seat per member and support for communications.

CARRIED



Suggested edits to Schedule B of the Terms of Reference were reviewed:

1. Replace Section 5 with Integrated Approach Model
2. Insert diagram of PCP & ICEP
3. Add climate@gbbr.ca to Section 7
4. Amend Section 16 to reference ICEP
5. Update Appendix A to current contracts
6. Add Appendix D outlining ICEP

Resolution No. 2020-05

Moved by: M. Moore

Seconded by: A. Barton

Motion to bring forward a final Terms of Reference draft for adoption at the next ICECAP meeting.

CARRIED

7. Community Partners

Discussion regarding the process for engaging community partners and the public.

Forrest P. suggested that GBBR could facilitate deputations to the Committee if a group wished to present.

With further project funding and staff ICECAP's role may also be to mobilize community action and help community groups. Becky P. suggested a Communications Plan & Committee could advise on engagement. Groups can invite GBBR staff to present ICECAP.

8. Project Management

David B. presented the 2020 ICECAP work plan with information provided on each milestone and status. All members have completed corporate milestone one.



9. Communications

Becky P. suggested that a volunteer working Communications Committee could draft Communications Plan and advise on media, brand and logo, print materials, website, etc.

Resolution No. 2020-06

Moved by: P. Koetsier

Seconded by: D. Moffatt

Motion to create Communications Committee.

CARRIED

Vanessa B., Alice B., Cory K., and Monica M. volunteered as Communications Committee Members. The committee will create terms to bring to Corporate Committee for approval. Communications Sub-Committee to be inserted in Schedule B Terms of Reference as section 9.3.

10. ICECAP Logo

Three logo options were presented for consideration and ballots provided to each member to vote for their favourite. Due to timelines major logo changes or other designer involvement is not an option.

Resolution No. 2020-07

Moved by: D. Moffatt

Seconded by: V. Backman

Motion to task Communications Committee with ICECAP logo choice.

CARRIED

Communications Committee will consider Corporate Committee members' vote when deciding.

11. Meetings in 2020

Stakeholders agreed that 10 am start worked well, and that a Spring draft budget meeting and September final budget meeting were necessary for 2020.



12. Roundtable

Updates shared from Stakeholders and Partners.

13. Adjournment

Resolution No. 2020-08

Moved by: F. Pengra

Seconded by: V. Backman

Motion to adjourn.

CARRIED

