



Minutes

Of a Meeting of the Sustainability Advisory Committee Of the City of Kenora Tuesday, February 7th, 2023 – In Person Attendance 1:00p.m.

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**With:** Ashley Nordlund      Craig Debbo      Ethan Amyotee      Keith Loucks  
 Laura Loohuizen      C. Lisa Moncrief      Rory McMillan      Teika Newton

**Staff:** Danica Farion – Executive Assistant      Heather Pihulak – City Clerk

### Regrets:

#### 1. Call to Order

Danica called the meeting to order at 1:00pm.

#### 2. Roundtable Introductions

Danica is the Executive Assistant to the CAO at the City and will be the City Staff resource for the Sustainability Advisory Committee.

Laura Loohuizen owns the Kenora Bed n’ Bale and strongly believes in self sustainably. With her little acreage within the city she shows her guests how they can sustain themselves on a small amount of land. She has an experience working with Ontario Courts.

Rory is a former City Councillor, and a member of the Sustainability Advisory Committee (SAC) over previous Terms, he was involved in the development of the Sustainability Action Plan (SAP).

Teika was also a member of SAC previously and prior to that the Environmental Advisory Committee. She has a long history of environmental advocacy work and is currently private contractor working towards International Watershed Initiatives.

Ethan moved to Kenora about one year ago. He is a Geologist by trade and sees sustainability opportunities with green energy.



Keith was an as engineer at paper mill for 18 years and then formed Northwest Energy which focused on commercial energy, then formed LBE, he is retired and now wants to give back to the community.

Lisa is a newly appointed city Councillor. She worked in Community Development Advisory for many ministries and worked with non-profit groups to help them get funding for various initiatives; she is a librarian by trade.

*Arrived at 1:05pm* - Ashley works for Weyerhaeuser as the Environmental Coordinator and holds an education in the environmental field.

Craig has lived in Kenora for approximately 14 years and currently works at WNHAC in IT; he is excited to be involved in this Committee.

Heather has worked with the City of Kenora for 29 years, amongst other duties she oversees Boards and Committees for the organization. She shared that the selection process is a very rigorous for these committees and on behalf of Council shared her appreciation for the table's interest in Sustainability and being a part of this for the next four (4) years.

### **3. Committee Orientation**

Heather provided an overview of the Code and Conduct Policy. She shared that as these are committees with diverse membership, members may not always agree with one another however this provides a robust perspective, and all members are to be respected.

Conflict of Interest was explained, she instructed members to ensure they remain impartial as a Committee member. A more in depth presentation on Conflict of Interest will be scheduled with a Third Party presenter at a future date.

Heather elaborated on receiving gifts and benefits, members need to be mindful of direct and perceived benefits that comes with offerings that may come their way.

Members need to be aware of diversity and accessibility, Danica will be able to provide clarity on this when it comes into question throughout Committee work.

If members are provided confidential information it needs to remain confidential. If members are seeking additional information that is not being provided to them as part of the Committee, they would need to act as any member of the public and request this through an FOI. No information can be used as personal gain. The use of the City Staff member is related to the role of the Committee only, and not to be utilized as a resource outside of Committee resources.



When members step away from the Committee table, they need to be mindful that they are still one member of the whole committee, there will be ideas that not all members agree on, however, members need to support the direction of the committee.

Media requests are not to be addressed by committee members, please direct these to the City Staff resource for appropriate dissemination. Social Media should be considered the same, be mindful of how you are portraying work of the committee.

Heather elaborated on attendance and the importance of communication, and reminded the Table that they ensure they are representing themselves professionally.

#### **4. Election of Chair and Co-Chair**

**Moved by Craig Debbo seconded by Rory McMillan, and Carried –**

That Teika Newton be elected as Chair of the Sustainability Advisory Committee for a one (1) year term effective February 07, 2023 through to February 05, 2024; and That Keith Loucks be elected as Co-Chair of the Sustainability Advisory Committee for a one (1) year term effective February 07, 2023 through to February 05, 2024.

#### **5. Confirmation of Future Meeting Dates for 2023**

**Moved by Laura Loohuizen, seconded by Ashley Nordlund and Carried –**

That the Sustainability Advisory Committee will meet the first Tuesday of every second month at 1:00pm CST, unless otherwise noted, for the duration of the 2023 term.

#### **6. Roundtable Next Steps**

Danica shared the City of Kenora sold out of the second round of FoodCycler units within eight (8) hours, and dependent on what the data shows from this program, the City may look to explore a more comprehensive program in the future. Fulsome discussions from the table regarding what that comprehensive program would look like and how other communities are modeling similar initiatives. Rory raised concerns that arose previously regarding Ministry of Environment regulations and possible restrictions surrounding community composting. Danica will do some research on these discussion items and provide findings at the next meeting.

SAC Terms of Reference - Teika has asked that each member review the current Terms of Reference and send any suggested edits via email to both Teika and Danica to compile and bring back for the next meeting.

Teika shared it is SAC's responsibility to oversee the implementation of the SAP; there are 14 proposed projects within the Plan. The idea behind the Plan was to diversify ownership



of sustainability throughout the Community. She stated that this is an advisory Committee of Council, however need to be champions and advocate for champions of sustainability. She further provided direction to review the SAP and come back with any thoughts on this for the next meeting, asking further for members to identify one or two priority items they feel strongly about. If there are other items that members feel they can bring forward under the mandate section of the Terms of Reference (section 2.1 f, g, & h) please bring them forward to the next meeting.

Laura shared that she would like to advocate for Food Security and the importance of small scale agriculture through this Committee. Adding that Covid really shed a light on the fragility of food security within our Community in particular. She also wants to see advocating for different means of transportation such as pedestrian and cycling accommodations.

Rory shared he has a lot of excitement about being at this table and that there are many opportunities for reconciliation through water conservation.

Discussions ensued regarding meeting schedule, the table is in consensus that the next meeting date will be as motioned under item 5, but made note that there may be a need for additional meetings as things progress.

**7. Next Meeting** – April 4<sup>th</sup>, 2023 at 1:00pm – Operations Centre, Training Room 2<sup>nd</sup> Floor

**Adjourn Meeting** – The meeting adjourned at 2:02pm.