



A G E N D A

Sustainability Advisory Committee Meeting

Monday, February 2, 2026

4:00 p.m.

City Hall Council Chambers

- 1. Call Meeting to Order and Land Acknowledgment**
 - Chair Ashley Nordlund
- 2. Declaration of Pecuniary Interest**
 - All members to declare any pecuniary interest
- 3. Adopt Minutes of Previous Meetings**

Motion#1 -
That the Minutes of the Regular Sustainability Advisory Committee meeting held December 1, 2025 be confirmed as written and filed.
- 4. Election of Chair / Vice Chair**
- 5. Previous Action Items**
 - 2026 Reuse Area Trial
 - City Idling Policy
- 6. Current Action Items**
 - 2026 Budget Priorities
- 7. New Business**
- 8. Next Meeting Date**

Monday, March 2 @ 4:00 p.m.
- 9. Adjournment**



MINUTES

Sustainability Advisory Committee Meeting

Monday, December 1, 2025
City Hall Council Chambers
4:00 p.m.

Present : Ashley Nordlund, Chair
Councillor Lisa Moncrief
Kim Mowrey
Peter Kirby
Ashley Shouldice
Lisa Devlin
Craig Debbo
Rory McMillan

Regrets: Brie McCardle, Stephanie Charles

City Staff: Greg Breen, Director of Infrastructure & Operations, Heather Pihulak,
Director of Corporate Services/City Clerk

1. Call Meeting to Order and Land Acknowledgment

Ashley Nordlund called the meeting to order at 4:00 p.m. and read a Land Acknowledgment.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest by any members present.

3. Adopt Minutes of Previous Meetings

Motion #1 - Moved by R. McMillan, Seconded by K. Mowrey & Carried:-

That the Minutes of the Regular Sustainability Advisory Committee meeting held November 3, 2025 be confirmed as written and filed.

4. Presentations

None

Previous Action Items

LittaTraps Cost Report

Greg Breen reported that the City team went back a few times to take specific measurements and ended up with exact models that we need to purchase and shared with the group which is \$1,000 per unit to get 6 of the units. Greg has moved forward with getting them purchased. City staff will manage emptying them and they have selected 6 locations including the Harbourfront and Main Street where they empty out into the Harbourfront. There are two locations in front of Scotia Bank and four locations on Harbourfront.

Annual report to Council

Ashley shared the 2024 report to Council that was presented. We will update the report and what we plan to focus on in 2026.

The Committee reviewed the Action areas and discussed what to include in the report to Council.

2026 Work Plan Includes:

1. Continue to recruit vacancies
2. Complete 2nd round of backyard composting project and share survey results
3. Implement and evaluate success of Litta traps
4. Continue to increase communications regarding Sustainability Action Plan and initiatives (i.e. composting, community gardening, energy conservation, and water filling stations
5. Support the City in establishing Energy Reduction Targets
6. Continue to reach out to community members/organizations/non-profits and businesses to learn about and support their sustainability projects that ultimately support the City's Sustainability Action Plan
7. Support implementation of re-use centre

Donation to the Watershed Forum

It was questioned why the Committee could not sponsor the Watershed Forum as previously motioned by the Committee.

Heather advised that the funding from Council is specifically to advance actions in the plan and sponsoring conferences does not directly advance the actions of the Plan.

Under the Sustainability Action Theme 4: Water Stewardship: There are four themes/goals of this area.

1. Provide water bottle filling stations for the community in Kenora's downtown.
2. Build relationships with Anishinaabe and other Treaty Partners through a joint program focused on local water security
3. Develop and implement a Healthy Shorelines Program.
4. Identify, monitor and manage flood risk areas in the City of Kenora, building on work done outside the City by local First Nations.

The Committee had a lengthy discussion regarding the mandate of the Committee and Heather explained why she could not advance the payment of \$1,000 to sponsor the conference. Should members of the Committee attend the conference to bring education back from the conference to the Committee, we could use some of the Committee's funding for this purpose. Sponsoring conferences is not something Council would support for this funding set aside to advance the Sustainability Action Plan.

Member Peter Kirby requested that his disappointment go on the record that he strongly disagrees with this position of staff.

6. Current Action Items

- Work Plan Projects Review by Committee

The committee reviewed this as part of the annual report discussion.

7. New Business

Terracycle Discussion

Our Solid Waste & Recycling Manager provided feedback to the program. Progressive Waste Solutions (aka BFI Canada) invested and it was not successful.

What they offered was “we can recycle anything and everything”, including cigarette butts, however it’s about volumes and cost. The price to recycle some items was astronomical.

On their web site they are basically what we now refer to as PRO, a company working on behalf of manufacturers’ responsible for funding the residential similar to the basis of what our 2026 residential recycling has become.

The producers of materials are responsible for recycling in Ontario now and Circular Materials have been divided into several catchment areas. GFL is in our catchment area and that gave GFL the power to come in and take over our recycling services. Greg has been working with Circular Materials to retain the contract to deliver the recycling program and we are direct contractor for the depot piece. We will then be moving to the roll out bins in January. The carts will come with pamphlets with all the materials that are allowable. This is for curbside and depot collection.

Home Run Gardens funding report

The committee received a letter from the Home Run Gardens Group outlining the following report for the 202 funding support:

On behalf of Harvest Kenora, we are pleased to report on the purchases we’ve made with your generous donation of \$3,500 in 2024. You offered us this money to support the general operations of Homerun Gardens and help us expand our impact. To this end, we allocated the money to a diversity of purchases that allow us to garden in an ecologically-respectful manner and help us engage a greater diversity of people within the community.

The most significant purchase made with these funds was 14 cubic yards of spent-mushroom compost (\$1,000), which was brought in for us by Sunrise Earthworks. By bringing in such a large quantity of compost, we will be able to age and mature it at the gardens, and draw from it over the course of the next 5 seasons. This compost will ensure that our soil remains nutrient-rich, which in turn means happy, healthy plants that grow nutrient-dense food for consumption.

Furthermore, \$600 was invested in different trellis systems around the garden. We invested in 3 Hog Panel Archways, that we colonized with different vining plants this past season. One was dedicated to cherry tomatoes, another to squash, and the third to vining flowers. These archways demonstrate vertical growing techniques that allow one to maximize the potential for growing in a small space (in our case, allowing us to grow crops right across our walking paths). Also, due to efficient air-flow and maximal sun-exposure, we found that the crops grown on this style of trellis were not as vulnerable to succumbing to a fungal infection called powdery mildew. This being the case, the crops grown on these archway trellises looked healthier for longer and produced a better yield of squash, in particular, over the course of the growing season. In addition to the 3 archways, we also constructed another in-bed trellis to support our peas and replace an older one that was falling apart.

In the spirit of making Homerun Gardens more accessible, we also invested \$500 in umbrellas and umbrella bases that can be moved around the garden to provide shade on demand. We have members with heightened sensitivity to the sun and also work through hot conditions in the middle of the summer that can feel challenging to anyone. Before having these umbrellas, those who needed a reprieve from the sun and the heat would simply have to leave. Now these same members are more inclined to come and get involved, knowing that they can create shade and shelter from the sun whenever they want or need to.

Moreover, \$200 was spent on a new composter, to give us somewhere within the garden space itself to compost plant material. This addition to the garden space will increase efficiency of actions and flow around the garden, and also serve as a demonstration of one way that community members could go about establishing a boxed in compost for themselves.

Another \$200 was spent on folding tables to support our Market Stand as well as social events that are hosted in the garden. Up until now, we had been borrowing folding tables from different community members to fill this need, which was not sustainable. Having our own tables has removed a whole element of coordination to make social events and Market Stands happen on a weekly basis, making all of these events more efficient to orchestrate by the volunteers that make them happen. While it may seem like a small thing, these sorts of purchases help us manage volunteer burn-out and keep these important gatherings going.

An additional \$400 was allocated to purchases that supported the gardens operations, such as increasing our supply of harvest baskets, organizational & cleaning supplies, irrigation fittings, eye & ear protection, flagging tape, whipper wire, mallets and measuring tapes. These are all items that are critical for running a fun, safe & engaging gardening party. Some of them were acquired to replace items that had broken with use and others were purchased to meet the needs of our growing membership. Finally, some of the above items we have a history of borrowing them from community members. Being able to invest in these items for ourselves was an important step towards self-sufficiency as an organization and relieving reliance on a select few volunteers.

An additional \$500 was spent on tulip bulbs for our fall plantings, allowing us to not only put on a beautiful display for the community in the spring, but also attracting many people to the garden who may have never visited the space before. We were able to sell the resulting tulips as a fundraiser, bring joy to many Mothers receiving locally grown blooms for Mother's Day, and engage some new members of the community in our work with that one initiative.

Finally, \$100 was spent on a metal sign that is affixed to the garden fence, recognizing and thanking all of the groups who have supported us and donated to our cause over the years - your committee included! In the past, we have recognized our sponsors with a laminated poster which would slowly fade over the course of the season. This upgrade gives our sponsors enduring recognition that is not so vulnerable to the elements.

In summary, here is an overview of how the \$3,500 was spent:

- \$1,000 - Compost (14 cubic yards, delivered)
- \$600 - Trellises
- \$500 - Umbrellas & moveable/weighted bases

\$200 - Composter
\$200 - Folding Tables
\$400 - Garden operation supplies
\$500 - Fall bulbs
\$100 - Metal sign recognizing and thanking sponsors

We thank you for your incredible generosity and support in making all of the purchases laid out above. Homerun Gardens is a more beautiful, inclusive and accessible space, and Harvest Kenora is a more self-sustaining organization for having received your support.

8. Next Meeting Date

Monday, January 5, 2026 @ 4:00 p.m.

9. Adjournment

Meeting adjourned at 5:33 p.m.



January 18, 2026

City Council Committee Report

To: Sustainability Advisory Committee

**Fr: Bruce Graham, Acting Human Resources Manager & Risk
Management Loss Prevention Officer**

Re: City Idling Policy

Background:

The Sustainability Advisory Committee has raised suggestions regarding the City having an idling policy in place for City vehicles operated by City employees.

The Human Resources and Health & Safety team have looked at idling of vehicles under the current existing policies and internal operating procedures.

We have several guiding documents that address vehicle idling:

1. Driver Safety Handbook; and
2. Vehicle Operation Policy

Both documents include appropriate sections highlighted for your reference:

- a) The Driver Safety Handbook has a section that states unnecessary idling is not permitted.
- b) The Vehicle Operation Policy refers to the Driver Safety Handbook saying that vehicles must be operated in compliance with the Handbook.

Additionally, our Fleet Services Manager ensures that when he orders large trucks and heavy equipment, he specifies that they must have auto shut off if the vehicle idles for more than five minutes. In addition, the new GPS system that we are implementing will provide alerts when vehicles are idling and we will be able to run reports that show how much our vehicles are idling. We can use this to monitor if our program is effective or not.

Upon review of these guiding documents and internal policy and procedures, Human Resources and Health & Safety believe we have the tools in place to control unnecessary idling.

There are of course going to be times when vehicles will idle and those times are evaluated by both staff and supervisors.

As we start our 2026 leadership policy and procedure review we will be holding training/information sessions with staff to continue to educate them about the expectations around vehicle idling, along with all other health and safety/employee policies.