



**ARNPRIOR**

**Town of Arnprior  
Environmental Advisory Committee Meeting**

**Date: Monday, March 18<sup>th</sup>, 2024**

**Time: 6:30 PM**

**Location: Council Chambers – 105 Elgin Street West, Arnprior**

- 1. Call to Order**
  - a) Introduction of Members
  - b) Election of Chair and Vice Chair
- 2. Roll Call**
- 3. Land Acknowledgement**
- 4. Adoption of Agenda**
- 5. Disclosures of Pecuniary Interest**
- 6. Adoption of Previous Minutes**
- 7. Presentations / Delegations**
  - a) **Environmental Advisory Committee Terms of Reference**, Oliver Jacob, CSC
  - b) **Environmental Advisory Committees**, Amy Dean, Environmental Engineering Officer
- 8. Matters Tabled / Deferred / Unfinished Business**
- 9. Staff Reports (by Department)**
- 10. New Business**
  - a) Roundtable Discussion
- 11. Adjournment**

Please note: Town Hall is following social distancing protocols that have been recommended by the federal and provincial governments to help protect the health and well-being of our community. Please see the Town's [Website](#) to view the live stream. The meeting will be uploaded to YouTube for future viewing.

The agenda is made available in the Clerk's Office at the Town Hall, 105 Elgin Street West, Arnprior and on the Town's [Website](#). Persons wishing to receive a print item on the agenda by email, fax, or picked up by hand may request a copy by contacting the Clerk's Office at 613-623-4231 ext. 1818. The Agenda and Agenda items will be prepared in an accessible format upon request.

**Full Distribution:** Council, CAO, Town Staff, Committee Members

**E-mail to:** Metroland Media; Oldies 107.7/My Broadcasting Corporation; Valley Heritage Radio



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# **Environmental Advisory Committee Terms of Reference**

Oliver Jacob  
Client Services Coordinator  
March 18<sup>th</sup>, 2024



# Background

- Council adopted its [2024-2027 Strategic Plan](#) in November 2023 to provide its priorities and to guide the municipality over the next three years.
- Key Priorities:
  1. Community Wellbeing
  2. Corporate Efficiencies & Financial Sustainability
  3. Economic Development
  - 4. Environment**
  5. Growth & Asset Management



# Mandate

- The Environmental Advisory Committee provides advice and guidance to Town Council and staff with respect to environmental issues including sustainable practices, conservation, alternative energy solutions and environmental regulations.



# Goals

The Advisory Committee's goals and objectives are to provide advice and make recommendations to Council on:

- Developing ways to further conserve and protect the natural environment, including improvements to existing and future Town programs, services, policies and planning.
- To request, where necessary, input from the public and community partners concerning areas of improvement and future protection of the natural environment.
- To ensure that the community engages in action-oriented strategies that are aligned with the principles of relevant Town and Regional strategies.
- Assist the Town in the preparation of a community energy plan, designed to improve energy efficiency, reduce greenhouse gas emissions and foster local sustainable energy solutions.
- The committee will work in alignment with other committees of Council.



# Composition

- Each Advisory Committee is comprised of up to seven (7) members including:
  - Two (2) Members of Council
  - Five (5) Community Members
- As completed at the beginning of this meeting, each advisory committee must:
  1. Select a Chair from among its members. The Chair can be any member of the advisory committee.
  2. Select a Vice Chair who must be a Member of Council.



# Meeting Schedule

- Meetings are held monthly on the 3<sup>rd</sup> Monday of each month at 6:30 PM in Council Chambers.
  - The Advisory Committee does not meet in the months of July, August, January, and February.
  - If the regular meeting date falls on a holiday, the meeting is shifted to the next business day (usually a Tuesday).
- Annually, Council adopts a Calendar of Meetings that outlines the Council and Committee meetings for the upcoming year.
  - Provided electronically and available in paper form (by request)





# Meeting Dates

Meeting dates for the 2024 calendar year are as follows:

- Monday, March 18<sup>th</sup>, 2024
- Monday, April 15<sup>th</sup>, 2024
- Tuesday, May 21<sup>st</sup>, 2024
- Monday, June 17<sup>th</sup>, 2024
- Monday, September 16<sup>th</sup>, 2024
- Monday, October 21<sup>st</sup>, 2024
- Monday, November 18<sup>th</sup>, 2024



# Role of the Chair

- Preside over committee meetings to ensure that everyone has a fair opportunity to share about items on the agenda.
- Provide guidance and leadership to the committee in the completion of its mandate.
- Ensure that conduct is respectful, and the rules of procedure are followed in consultation with the Vice Chair and Recording Secretary (as needed).



# Role of the Vice Chair

- Preside over meetings in the absence of the Committee Chair.
- Provide support to the Chair (as needed).
- Provide reports back to Council on committee business, in conjunction with the second member of Council.



# Committee Members

- Attend and actively participate in all advisory committee meetings.
  - Contribute time, knowledge, skill and expertise to fulfill the Committee mandate, goals and objectives and responsibilities.
  - Contribute to the development of the committee's workplan, agendas and discussions during meetings and outside of meetings.
- Attend Town of Arnprior and other community events and initiatives where appropriate and available.
- Conform to all Municipal policies and procedures, including the Council Code of Conduct (i.e. respectful conduct, conflict of interest, principle of committee solidarity, etc.).



# Terms of Reference

The full [Terms of Reference document](#) for all Advisory Committees is publicly available on the Town's website.

# Questions?



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# Environmental Advisory Committees

Amy Dean, Environmental  
Engineering Officer

March 18, 2024



# Background

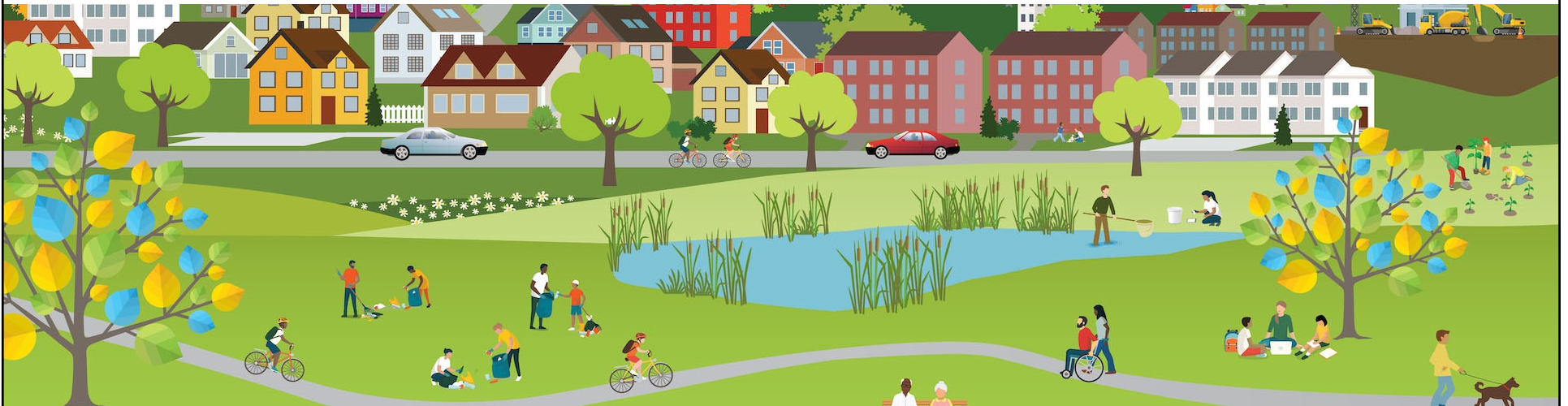
## Goals and Objectives:

1. Develop ways to further conserve and protect the natural environment, including improvements to existing and future Town programs, services, policies and planning.
2. To request, where necessary, input from the public and community partners concerning areas of improvement and future protection of the natural environment.
3. To ensure that the community engages in action-oriented strategies that are aligned with the principles of relevant Town and Regional strategies.
4. Assist the Town in the preparation of a community energy plan, designed to improve energy efficiency, reduce greenhouse gas emissions and foster local sustainable energy solutions.



# Master Plans

- Our current Master Plan Assignments consider climate, energy, and active lifestyle factors in the draft documents:
  - Water and Wastewater Master Plan
    - Considers climate change impacts
  - Transportation Master Plan
    - Includes a review of active transportation
  - Recreation Master Plan
    - Goals to promote a climate conscious approach, conservation & biodiversity, incorporate energy efficiency upgrades, upgrade the tree canopy policy to include retention & a planting strategy.





# By-Laws / Policies

- **Tree Canopy By-Law**
  - Strives to enhance and protect the Town's tree canopy and natural vegetation
- **Corporate Idling Policy**
  - Limits idling for all Town-owned vehicles/ equipment to minimize the negative effects of idling including air pollution and fuel expense
- **New Subdivision Agreement**
  - Required one (1) native tree planted per building lot
- **Consolidated Water Use By-Law**
  - Outdoor water use restrictions in place from May - Sept
- **Backyard Chicken By-Law**
  - Sustainable food production



# Current Programs



- **Battery Recycling**
  - Collection boxes are at the front doors of the Arnprior Library, Nick Smith Centre and Town Hall, and accept most consumer sizes of batteries for recycling through the Call2Recycle program
- **Tea/Coffee Pod Recycling**
  - Internal use – Town staff collect and return tea/coffee pods using the Zero Waste Box through TerraCycle
- **FoodCycler Pilot Program**
  - 100 residents have purchased a FoodCycler unit and are tracking their use, which will provide us with an estimate of the amount of organic waste diverted from our landfill
  - Potential options to help our community to significantly reduce household emissions of CO<sub>2</sub>e that contribute to Climate Change and also can extend the life of our landfill



# Current Programs



- Annual Energy Reporting
  - Reviews natural gas and electricity consumed at all town-owned facilities, targets reducing energy consumption, GHG emissions and overall energy related costs
- Household Hazardous Waste Depot in Renfrew
  - Arnprior has an agreement with the Town of Renfrew to share costs associated with operating the HHWD which gives free access to all Arnprior residents to use, making proper disposal of paint, propane tanks, oil, household cleaners ect. available to the residents.



# Projects



- Energy Efficiency Projects
  - LED Lighting upgrades
    - all streetlights have been upgraded since 2013
    - majority of fixtures in all other Town-owned facilities have been converted to LED or T8 style fixtures
  - Multiple HVAC upgrades to current, more efficient units once they reach their end-of-life
  - WFP & WPCCC Building Condition Assessments
    - Opportunities for efficiencies will be assessed in capital project planning
  - Methane from the WPCCC digester is used to heat the building through two dual-fuel (methane and natural gas) boilers



# Projects



- Energy Efficiency Projects Con't
  - 2025 Rink Replacement Project
    - Replacement of doors which will provide some efficiencies to climate control equipment
    - The under-slab cooling loop product is being switched from brine to glycol - a more environmentally safe product which corrodes equipment at a much slower rate
- Environmental Benefit Projects
  - Separating combined sewers (sewage and surface runoff) and installing Inlet Control Devices in catch basins
    - Reduces the risk of backups or bypass of a pump station during storm surges.



# Neighbouring EAC

- Carleton Place EAC – CPEAC
  - Share information through their Facebook page
  - Host events/workshops to educate and engage the public:
    - Greening Your Home (Envirocentre Presentation)
    - Waste NOT – waste reduction & composting in your business & community
    - Learn How to Grow Your Own Pollinator Garden - with a master gardener presenting
    - Climate Concierge – home retrofitting/ guidance to cut greenhouse gases
    - Green Waste & Recycling Depot
    - Earthfest Annual Event





# Financial Considerations

- Currently there is no set budget for this advisory committee, but potential for use of minor funds from municipal operating budget, if warranted.





# Next Steps

- Host discussions on how we can engage and educate the public
  - Pitch-in Week (April 29-May 5)
  - Earth Day (April 22) [Earth Day Workshops](#)
  - Encourage and facilitate green economy initiatives
  - Encourage water and energy conservation measures
  - Foster waste reduction, reuse and recycling programs
  - Encourage conservation or restoration of natural features and habitats which support the community's unique ecology and character and environmental assets

# Questions?



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