



**The Corporation of The Town of Cobourg**  
**Sustainability and Climate Change Advisory Committee**  
**MINUTES**

**November 3, 2021, 2:00 p.m.**  
**Electronic Participation**

Members Present: Minnie de Jong, Chair  
Anthony Pitts, Vice-Chair  
Councillor Adam Bureau  
Marius Marsh  
Freya Fernandes

Members Absent: John Vickers  
Therese Hutchinson

Staff Present: Krystal Christopher, Deputy Clerk  
Linda Gregg, Sustainable Cobourg Representative

Staff Absent: Pam Lancaster, Ganaraska Region Conservation Authority  
Representative

---

**1. CALL TO ORDER**

Chair, M. de Jong, called the Meeting to Order at 2:05 P.M.

**2. APPROVAL/ADDITIONS TO THE AGENDA**

**Moved by** Anthony Pitts, Vice-Chair

THAT the Agenda dated November 3, 2021, be approved as presented

**Carried**

**3. DECLARATIONS OF INTEREST BY MEMBERS**

There were no Declarations of Interest Declared by Committee Members.

**4. ADOPTION OF MINUTES**

**Moved by** Marius Marsh

THAT the minutes dated October 6, 2021, be adopted as presented

**Carried**

**5. DELEGATIONS/PRESENTATIONS**

**6. COMMUNICATIONS/CORRESPONDENCE**

**7. REPORTS**

**8. NEW BUSINESS**

**8.1 Carbon Footprint Calculator**

Linda Gregg, Sustainable Cobourg Representative, provided an overview of the draft presentation to be made to Council regarding the carbon footprint calculators. Committee members discussed the request of Council and agreed to make a delegation at the November 22 Regular Council meeting.

**8.2 Cobourg's Draft 2022 Budget**

Chair, M. de Jong, provided comments on Cobourg's draft 2022 budget and spoke to providing a motion in support of employing a full-time environmental expert in 2022 to ensure a climate emergency mitigation and adaptation lens is applied to all the Town's initiatives. Committee Members engaged in a discussion regarding the drafting of a motion and the Cobourg's budget. Members agreed that the committee would support the hiring of two new full-time positions (Manager of Long-Range Planning and the Manager of Infrastructure Planning) as outlined in the budget if environmental sustainability is emphasized in the responsibilities of both positions. Members agreed to provide a motion in support to Council with edits to be made by M. de Jong

**Moved by** Freya Fernandes

WHEREAS the Sustainability and Climate Change Advisory Committee (SCEAC) submitted a motion to the Committee of the Whole meeting of Sept 13, 2021, that Council provide funds in its 2022 budget to hire a full-time Environmental Staff Expert (see attached Motion); and

WHEREAS Council at their September 20, 2021, meeting referred the hiring of a full-time environmental staff person to the 2022 Budget deliberations (See attached Council's Resolution); and

WHEREAS in their Operational Review Report KPMG found "The Town lacks a dedicated capability for environmental and energy efficiency strategies and as a result, may be exposed to increased utility and operating costs, as well as higher environmental emissions, due to the absence of sufficient capacity to identify and implement energy efficiency and other conservation projects"; and

WHEREAS KPMG recommended that Cobourg add to their staff complement a Manager of Infrastructure Planning and an Infrastructure Policy Analyst whose 'Responsibilities would include but not be limited to master planning, updating of development standards, assess management planning, GHG emission reduction and energy efficiency projects, active transportation planning and transit planning (SCEAC's bold); and

WHEREAS the SCEAC understands that Council will consider in the 2022 Budget discussions hiring a number of positions recommended by KPMG, including the Manager of Long-Range Planning and the Manager of Infrastructure Planning; and

WHEREAS all Cobourg departments would benefit from having an Environmental Expert work with them to ensure that a climate emergency mitigation and adaptation lens is applied to all their initiatives; and

WHEREAS Cobourg would benefit from having an environmental expert to work with the County to partner in climate emergency mitigation and adaptation initiatives to improve effectiveness and to maximize cost and staff resources;

NOW THEREFORE THE SCEAC strongly recommends that Council fund an environmental staff person in 2022, however, if Council decides against that position, then the SCEAC urges Council to ensure that environmental sustainability be emphasized in the roles and responsibilities of both the Manager of Long-Range Planning and the Manager of Infrastructure Planning.

**Carried**

### **8.3 Climate Emergency Adaptation**

Committee Members provided comments on the Town adopting a climate adaptation strategy similar to Durham Region. Member, M. Marsh, agreed to prepare a draft motion for consideration at the next meeting.

### **8.4 Future Activities**

Chair, M. de Jong noted the RFP for the ICSP/GDS has closed and the consultant will be hired towards the end of December, with the work beginning in January. M. de Jong provided comments on receiving clarity on the committee's role in the ICSP/GDS process moving forward.

Chair, M. de Jong spoke to the November 26 Public Meeting for the Sustainability of the Tannery district. Members discussed attending the Public Meeting, with suggested changes to the plan to be discussed at the next committee meeting.

Member, T. Pitts, provided information on the Northumberland Learning Connection series on Climate Change.

## **9. UNFINISHED BUSINESS**

## **10. ADJOURNMENT**

**Moved by** Anthony Pitts, Vice-Chair

THAT the meeting be adjourned (3:16 PM)

**Carried**

## **11. NEXT MEETING**

December 1, 2021