



Attendees: Doug Dickerson, City Councillor, Ward 2 (Chair)
 Jennifer O’Connell, City Councillor, Ward 1 (Vice-Chair)
 David Pickles, City Councillor, Ward 3
 Tom Melymuk, Director, Office of Sustainability
 Lynn Winterstein, Manager, Marketing & Business Development
 Catherine Rose, Manager, Policy
 Kristy Kilbourne, (Acting) Coordinator, Sustainability
 Marla Shim, Executive Assistant, Council (Recording Secretary)

Absent: Jack McGinnis - Durham Sustain Ability

Item/ Ref #	Details & Discussion & Conclusion (summary of discussion)	Action Items/Status (include deadline as appropriate)
1.	Sustainable Pickering Day/Earth Hour Event	
	<p>L. Winterstein reported that Sustainable Pickering Day/Earth Hour was a great success and partnering with Pickering Town Centre resulted in good cost savings for the City.</p> <p>Councillor Dickerson requested that a banner with a photograph of the Committee members be displayed at next year’s event to assist the public in identifying members.</p> <p>K. Kilbourne advised that to date, a total of 422 people have registered for the Earth Hour Challenge, and a significant number of people were added to the Sustainable Pickering e-mail distribution list.</p> <p>Seventy-three City staff members registered to “Take the Challenge”. A draw was held and the winner received an Earth Hour cake.</p> <p>On average, the Sustainable Pickering website receives 1,600 hits, but increased to 2,300 in March.</p> <p>The event was also posted on Facebook, Flickr and YouTube.</p> <p>Councillor O’Connell suggested developing a Sustainable Pickering application for Smart phones.</p>	Staff to action.

	Councillor Pickles recommended checking with Durham College or University of Ontario Institute of Technology (UOIT) to ask if they might be able to do an application for us as a school project.	Staff to action.
2.	Measuring Sustainability Report	
	<p>T. Melymuk and L. Winterstein advised that the Measuring Sustainability Report will be distributed mid-May, pending Committee Members' approval.</p> <p>Committee Members are asked to provide their comments by Friday, May 7, 2010.</p> <p>Councillor Dickerson requested that hard copies be provided to the Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO).</p> <p>To be more sustainable, it was agreed that the report would be made available on USB sticks and that hard copies only be provided upon request.</p> <p>Discussion ensued and it was decided that a FAQ sheet (e.g. recycling facilities - drop-off for batteries, paint cans, etc.) will be added as a link to the Sustainable Pickering website.</p>	<p>Staff will look into the cost of purchasing 100 USB sticks.</p> <p>Staff to action.</p>
3.	Marketing of the Report	
	<p>L. Winterstein informed Committee Members that once a date is confirmed, the Measuring Sustainability Report will be posted on the Sustainable Pickering website.</p> <p>The report will be promoted through the following:</p> <ul style="list-style-type: none"> ○ Place an executive summary on the Sustainable Pickering website and mention in the City's Fall tax insert ○ Advertise in a variety of newsletters, including Municipal Matters and the new Economic Development newsletter ○ Send e-post card to Ajax-Pickering Board of Trade, Altona Forest Stewardship Committee, etc. ○ Place community page ads in local newspapers ○ Engage schools by providing the report to encourage their participation ○ Encourage staff to distribute through email ○ Send to Sustainable Pickering contributors and ask that they distribute to their staff ○ Place notice of website on banners in the Civic Complex, Recreation Complex and libraries <p>The indicators will be monitored approximately every two years in order to keep track of progress beyond the benchmark base.</p>	

4.	Community Survey	
	<p>T. Melymuk advised that the pre-test of the Community Survey is complete. The feedback received from pre-test participants is that the survey is too detailed and contains too many questions.</p> <p>The survey will be amended accordingly.</p>	
5.	Partners for Climate Protection Report	
	<p>T. Melymuk informed Committee Members that a report providing an update on the City's Partners for Climate Protection program will be forwarded to the June 14th Executive Committee meeting.</p>	
6.	Sustainable Development Guidelines	
	<p>T. Melymuk advised that staff from Planning & Development and the Office of Sustainability are starting work on Version 2 of the City's Sustainable Development Guidelines. Staff will be examining the merits of using LEED-ND as a basis for the new version of the Guidelines. Consultants currently working for the City on the Seaton Neighbourhood Planning review are extremely familiar with the LEED-ND program and may be able to provide some assistance in this regard. (Dan Leeming of The Planning Partnership).</p> <p>Staff will provide Dan Leeming's bio to Committee Members and try to arrange for Dan to attend the next Committee meeting in order to provide information on LEED-ND.</p>	C. Rose to action.
7.	Other Business	
	<p>K. Kilbourne informed members that the City will be participating in Energy Conservation Week being held towards the end of May. It is being organized by the Ontario Power Authority (OPA) and the theme is "The Power Pledge".</p> <p>Staff will approach IT with regards to having a laptop for the Challenge as part of the display.</p>	
8.	Next Meeting	
	To be determined.	

Meeting Adjourned: 3:25 pm

Copy: City Clerk