

Mayor's Task Force on Climate Change (MTFCC)

Minutes

Date:	Nov 15 /17	Time:	1:34 pm	Location:	Council Chambers
Chair:	Mayor Fortin	Note taker:	MB	Type of meeting	Regular
Attendees:	Cindy Fortin (CF) - Mayor		Terry Condon (TC) - Councilor		
	Michael Healey (MH)		Wayne Power (WP)		
	Rick Ingram (RI)		Marjorie Brims (MB)		
	Matt Faucher (MF) -Staff				
Absent:	Debbie Cox - regrets		Bert Put		
Agenda Topics					
Approval of Agenda:	Approval of Nov 15 /17 agenda as circulated. WP				
Adoption of Minutes:	Adoption of Oct /17 minutes as circulated. MH				
Topic:	<i>Report Library Sub committee</i>			Presenter:	WP, RI and MB
Discussion:	<p>RI circulated the proposed schedule of rotating education themes. Agreed January, May and September displays. Discussion re minor changes and agreed that schedule can change if emerging topics appear. Green Citizen award to be highlighted in January display.</p> <p>MF reported that funding already approved is: \$1,000 for print materials and \$2,000 for general display costs. Fiscal year ends Dec 31 so would need to request carryover if not spent. Send any invoices to MF for reimbursement. RI will approach Library about what they might buy and what we need to purchase</p>				
Conclusion:	Library sub-committee to prepare display board for Jan launch, even if all reference and print materials not in place.				
Moved by:	MH				
Action Items					
		Responsible		Timeline	
1.	Get display board ready for January	RI, WP and MB		Jan 8 /2018	
2.	Finalize bibliography and purchase requests	RI		Dec 31 /17	
Topic:	<i>Report: Green Citizen Award</i>			Presenter:	MH and MB
Discussion:	<p>MH circulated proposed nomination form. (attached) Discussion and suggested changes. Need to discuss deadlines and usual award type with C Wiebe. Suggested prize— certificate and seedling trees. Elementary school not yet contacted but WP suggested the Boys and Girls Clubs as an alternative if the award doesn't fit with their curriculum scheduling. CF suggested that we present this idea to Council at the Dec 12th meeting. (Need to get info to Polly Palmer by Dec 6th.) Develop a communication strategy and online nomination form. MF reported he can put it on our webpage.</p>				

Conclusion:	Discuss with C Wiebe at Round Table re ways to get the award information out to the community.
Moved by:	CF

	Action Items	Responsible	Timeline
•	Nominate at least one resident for the award	All	Mar 6 /2018
•	Finalize nomination form(s)	MH, MF and MB	Nov 30 /17
•	Meet with school principle to discuss award.	MB	Dec 15 /17

Topic:	<i>2018 Meeting dates.</i>	Presenter:	MB
Discussion:	Agreed to existing schedule therefore MTFCC meetings to be held: January 17, March 21, May 16, September 19, November 21, 2018		

Topic:	<i>Plans and Goals for 2018.</i>	Presenter:	
Discussion:	CF circulated info on the OBWB upcoming grant availability. (attached) Discussion of our readiness to apply as deadline is Feb 16/18. Possibility that the Library project could be applicable as we will cover many of the topics they propose to fund, including education. MH agreed to look into grant requirements. In addition, discussion that MTFCC should work on a significant project idea and grant application during 2018 to be ready for 2019 deadline. TC agreed to complete the Budget and year-end report of our activities –to be completed by February. Agreed that we would participate in the Electric Vehicle Charging station launch—to be held in conjunction with World of Wheels May 20/ 18. Green Citizen award—want to be ready for May 2018		

Conclusion:	Activities planned for 2018 will highlight MTFCC's work in the community.
Moved by:	TC

	Action Items	Responsible	Timeline
1.	Finalize, communicate and administer the Green Citizen Award	MH, MB and All	
2.	Launch and maintain the Library Display and x 3 rotating themes.	RI, WP and MB	
3.	Possible application for a small OBWB grant for the Library project	MH, RI and MB	
4.	Beginning in March, work on a more major project for OBWB funding in 2019	All	
5.	Develop a launch event for the EV charging stations at WOW in May.	All	
6.	Complete the 2017 activities report and develop 2018 budget.	TC	
7.	Communicate the importance of the 'Make Water Work' campaign –try to win in 2018	CF	

8.	Communicate the Green Citizen Award and other MTFCC initiatives through the Mayor's Desk articles	CF	
Topic:	<i>New Business: Charging Station Use</i>	Presenter:	TC
Discussion:	West Kelowna—record keeping not helpful. Summerland has 3 Level II stations and used 4,200 minutes to date - 339 charging events. Cost to maintain- \$150 per station plus power. Cost to date to municipality -\$30,000. The supplier we chose is now a BC govt. 'preferred supplier' so, no need to go to tender. Original quote now less. TC provided ' Accelerate Kootenays ', document which includes an online map of the available charging stations in southern BC. Supported by Fortis, the Columbia Basin Trust, all municipalities and others.		
Conclusion:	Technology changing rapidly- good that we decided to go with a low-cost option at this time. But good to be part of the growing network.		
Moved by:	?		
Action Items		Responsible	Timeline
1.	Continue to monitor	TC	
Next meeting	Date	Time	Place
	January 17 /18	1:30	Council Chambers
Meeting Adjourned	Time		
	2:55 pm		
Chair, Mayor Cindy Fortin		Corporate Officer	
Adopted on this		Day of	2016