

**MUNICIPALITY OF CENTRAL MANITOULIN**  
**Climate Action Committee**  
**MINUTES**

February 24, 2021 4:00 p.m.

Electronic

**PRESENT:** Cori Davy (Chair), Mayor R. Stephens, Councillor Scott, Councillor Tribinevicius, Mike Wilton, Katie Gilchrist, Kim Neale (Climate Change Coordinator (CCC))

**REGRETS:** None

Members of the public - none

**1. Opening of Meeting**

Motion by R. Stephens, K. Gilchrist

The meeting was called to order at 7:00 p.m. by the Chair.

....Carried

**2. Approval of Agenda**

Motion by A. Tribinevicius, D. Scott ....carried

That the agenda for the February 24, 2021, meeting be accepted as amended.

**3. Delegations**

None.

**4. Disclosure of Pecuniary Interest**

None.

**5. Adoption of Minutes**

Motion by R. Stephens, K. Gilchrist ....carried

That the minutes of the January 12, 2021 and January 18, 2021 CAC meetings be accepted.

...Carried

**6. Council Update Report**

See item 9. New Business a) 2021 Council Budget Update for climate change

**7. Old Business**

**a) Survey Update:**

- Participation currently at 300
- If we extend survey and accept results until February 28<sup>th</sup> it will not cost any more money and we will receive report on results March 10-12 regardless of extension
- Mail-outs were sent on Monday
- Committee notes that if we extend the survey, we ought to ensure that it is advertised

Since there are not contractual or financial implications on this decision – CAC agrees to extend survey for public participation until Sunday February 28<sup>th</sup>, 2021. No motion is required – CAC will advertise change Thursday/Friday.

**b) Draft CEEP – release date scheduled Monday March 15<sup>th</sup>**

Motion by D. Scott and M. Wilton ....carried

That Climate Action Committee recommends that Council approve the submission of FCM and MEP climate change planning grant extension forms that will be prepared by CCC and signed by required officers of the municipality

Discussion and information:

The draft CEEP is still being worked on and needs review from municipal staff, mainly CAO's.

Ideally, once the draft CEEP is released to committee members on March 15<sup>th</sup> it will:

- Have some survey results applied – with a suggestion on prioritization of actions
- Identify what municipal committees, staff and or other resources will be required for each action
- Timing means that committee members will have about 10 days to review survey results and the draft CEEP before our next CAC meeting on Wednesday March 24<sup>th</sup>
- Following the March 24<sup>th</sup> CAC meeting it may be recommended that the draft CEEP be reviewed by other relevant Council committees for comment.
- If edits and more consultation is required, the draft CEEP may need to come back to the CAC for revisions before going to Council which may take us into April before the final draft can be approved

**Timeline and grant funding implications for consideration as we move from the draft CEEP to a final approved CEEP at Council and draw an end to this project.**

FCM grant update:

- A reminder - FCM currently provide 80% coverage of the CCC salary until March 31, 2021
- FCM has provided Central Manitoulin/Billings with the opportunity to sign a Conditional Agreement which details that FCM will continue to disburse remaining funds in the grant past March 31<sup>st</sup>, 2021 – conditional to Infrastructure Canada approval
- This is a Conditional Agreement with FCM because Infrastructure Canada has yet to give FCM permission to continue disbursing unused grant funds past March 31, 2021
- It is possible that Infrastructure Canada may not allow FCM to disburse these funds past March 31, 2021 – this is why FCM can only offer a Conditional Agreement, at this time, for this extension
- Central Manitoulin/Billings were granted \$72,000 total for this grant – at this time we have \$24,836.54 remaining on the grant
- The remaining grant funds are estimated to provide 80% salary coverage for the CCC from our last FCM payment (received Jan 31, 2021) until May 5, 2021
- If we submit the Conditional Agreement paperwork to FCM and if Infrastructure Canada agrees to allow FCM to continue disbursing funds past March 31, 2021 – the municipality/township can continue to submit claims to FCM until the grant funds are exhausted
- Central Manitoulin CAO would need to sign Conditional Agreement to proceed with this request
- The submission of the Conditional Agreement does not guarantee that we will receive the extension as Infrastructure Canada must still provide confirmation that FCM can disburse any unused grant funds post March 31, 2021

MEP grant update:

- A reminder – the MEP currently provides 20% coverage of the CCC salary until March 31, 2021
- On Tuesday February 23 2021 the CCC spoke with MEP to advise them that we had received a Conditional Agreement opportunity with FCM that is conditional on Infrastructure Canada allowing them to disperse unused grant funds
- The CCC noted to MEP that as of March 31, 2021 – Central and Billings are expected to have unused funds and we may require more time to take draft CEEP to a final CEEP
- CCC advised MEP that it is estimated that FCM grant funds are expected to continue covering 80% of CCC salary until approximately May 5, 2021 if we sign Conditional Agreement and Infrastructure Canada approves extension
- MEP provided the CCC with an email outlining process for applying for an extension should Central/Billings determine that they will sign the FCM Conditional Agreement

Both extensions are not guaranteed – it is possible that neither will be approved.

If we do not submit the paperwork there will be unused grants funds as of March 31, 2021 and it is likely that the project will be unfinished as the draft CEEP is not expected to be approved by Council by March 31, 2021.

The extensions currently being offered will provide the municipality/township with a pathway to continue using unspent grant funds past March 31, 2021 if the draft CEEP has not yet been approved by Council and if FCM/MEP accept documentation for extension.

Will the CCC be available to complete the contract if the extension is granted until May 2021?

The CCC has committed to staying with the project until it is complete and a CEEP is approved at Council – regardless of whether the grant ends on March 31, 2021 or May 5, 2021. Once the grant has completed – it is expected that a new job description will be drafted, the role will be advertised, new candidates can apply. The current CCC is undecided on employment plans once the grant has concluded.

## **8. New Business**

### **a) 2021 Council Budget**

- D. Scott provides update on Council budget decision to continue funding climate change planning and implementation post grant with a budget allocation of \$46,000 for 2021
- Remarks that this is an increase from previous 2yrs
- This budget will provide for partial coverage of a share staff resource and contributions to any grants that we might apply to in 2021 once the CEEP has been approved

### **b) Central/Billings continued partnership on climate change planning and implementation**

Motion by D. Scott and K. Gilchrist.....carried

That Council approve the continuation of the Central Manitoulin/Billings climate change planning and implementation partnership, once the current FCM/MEP grant has concluded and

Further that Council approve the continuation of Central Manitoulin/Billings climate change partnership resources, including but not limited to sharing a staff resource (job title, salary, hours etc. to be determined) and maintaining Council Climate Action Committee(s) once the current FCM/MEP grant has concluded

Discussion:

- The purpose of this motion is to help the CCC draft the CEEP and assign actions, projects or goals in the CEEP to the climate change staff resource that Central/Billings will share
- This is the beginning of what the Central/Billings partnership will look like going forward
- In the next 2 weeks, municipal staff and CCC will work improving specifics in the draft CEEP and how resources can be shared post grant
- The CCC begun discussions with municipal staff on potentially combining CAC meetings for Central/Billings quarterly to reduce the number of CAC meeting post grant so that the staff resource has time to participate on other relevant Council committees on implementation projects
- CAC members provide remarks supporting his partnership and general resource haring structure moving forward

**9. Correspondence**

None.

**10. Next Meeting:** Wednesday March 24<sup>th</sup>, 2021 at 4pm via Zoom

**11. Adjournment:** The meeting was adjourned at 4:44pm by R. Stephens