

Climate Action Advisory Committee Meeting Minutes

The Climate Action Advisory Committee met in-person and through zoom on September 3, 2025, at 5:01 p.m.

Those in attendance were:

Chair	Chair, Jerry Sampson
Members:	Jim Campbell Allison Fachnie
Council Rep:	Councillor Beelen
Staff:	Community Economic Development Officer, Briar Kelly Legislative Coordinator – Committee & Boards, Shannon Peart
Regrets:	Christopher Millar Owen Gray Kim Pickett

Chair, Jerry Sampson called the meeting to order and read the Indigenous Land Acknowledgement.

1. Approval of Agenda

Resolution:

Moved by Jim Campbell, Seconded by Councillor Beelen, Be It Resolved that the Climate Action Advisory Committee hereby approve the agenda dated September 3, 2025, as presented. Motion Carried.

2. Declarations of Interest

None.

3. Approval of Previous Minutes

Resolution:

Moved by Councillor Beelen, Seconded by Jim Campbell, Be It Resolved that the Climate Action Advisory Committee hereby approve the minutes dated August 6, 2025, as presented. Motion Carried.

4. Business Arising from the Minutes

4.1 Emergency Preparedness Report

- Status Report

Various departments will be requested to compile existing emergency preparedness plans and identify gaps where the Climate Action Advisory Committee can provide support. Input will be collected over the coming weeks.

- Gaps and Challenges

The Committee discussed who maintains overarching responsibility for emergency preparedness information, whether communication with residents is sufficient during different types of events, and whether there is a consolidated plan or if departments are working independently.

- Future Planning

The Committee considered the scope of preparedness, including climate-related events and broader emergencies. Each department (Fire, Library, Parks & Recreation, Clerks, Public Works, and Administration) will identify vulnerabilities, outline existing plans, and contribute to a communication strategy. The goal is to develop a blueprint that could serve as a public-facing document.

Resolution:

Moved by Jim Campbell, Seconded by Councillor Beelen, Be It Resolved That the staff liaison prepare a report to Council on developing an Emergency Preparedness Report that outlines the current status, identifies gaps and challenges, provides recommendations for future planning, and includes departmental CO₂ reduction plans for future implementation, to be presented to Council for endorsement. Motion Carried.

5. New Business

5.1 Fire Events

The Committee discussed the increasing prevalence of wildfires and the importance of monitoring changing environmental conditions in Ontario.

5.2 Environmental Management Plans

Discussion took place regarding the use of environmental management plans in the tendering process, including potential benefits, costs, and policy implications. It was noted that such plans could be considered for future tendering of municipal projects.

6. Future Projects

The Committee discussed the importance of reducing CO₂ emissions and identifying opportunities for the Township to lead by example, such as through future vehicle purchases and operational practices. Public education and departmental planning were noted as key elements to support emission reduction efforts.

7. Next Meeting

Wednesday, October 1, 2025, at 5:00 p.m.

8. Adjournment

Resolution:

Moved by Allison Fachnie, Seconded by Jim Campbell, Be It Resolved that the Climate Action Advisory Committee meeting hereby be adjourned at 6:09 p.m. Motion Carried.

Original Signed By:

Jerry Sampson, Chair

Original Signed By:

Shannon Peart, Legislative Coordinator – Committee & Boards