

**West Hants Municipal Climate Change Action Committee
Meeting Minutes
December 2, 2014**

Present: Councillor Victor Swinamer
Councillor Randy Matheson
Paul Maynard, REMO Coordinator
Jeanne Bourque, Planner
Rick Sherrard, Director of Public Works

Staff: Karen Dempsey, Director of Planning
Laura Weatherbee, Admin Assistant

Guest: Anne Warburton, Elemental Sustainability Consulting Ltd

Regrets: Councillor Jennifer Daniels

Ms. Bourque called the meeting to order at 9:10 am.

ELECTION OF CHAIR AND VICE CHAIR

Ms. Bourque called for nominations for the position of Chair of the West Hants Municipal Climate Change Adaptation Committee.

Moved by Councillor Matheson and seconded by Mr. Sherrard that Councillor Swinamer be nominated as Chair.

Motion carried.

Chair Swinamer called for nominations for the position of Vice Chair of the West Hants Municipal Climate Change Action Committee.

Moved by Councillor Matheson and Mr. Sherrard that Councillor Daniels be nominated *in absentia* as Vice Chair.

Motion carried.

APPROVAL OF THE AGENDA AND ADDITIONS

Moved by Mr. Sherrard and seconded by Mr. Maynard that the agenda be approved as presented.

Motion carried.

APPROVAL OF THE MINUTES

There was discussion of a housekeeping matter relating to how movers and seconders of motions are recorded in committee minutes. The committee agreed that the motion to approve the October 28 agenda would indicate Councillor Daniels as mover and Mr. Sherrard as seconder. The motion to approve the minutes of September 9 would indicate Mr. Maynard as mover and Ms. Bourque as seconder.

Moved by Ms. Bourque and Mr. Maynard to approve the minutes of October 28, 2014 as circulated noting any errors or omissions.

Motion carried

BUSINESS ARISING FROM THE MINUTES

Chair Swinamer turned over discussion to consultant Anne Warburton.

Progress Report - MCCAP Work Plan

Ms. Warburton has closely reviewed many of the action items in the MCCAP, and sent out a "To Do List" from the last meeting. She led detailed discussion of each action status and implementation. Highlights of the discussion were:

- Drought Preparedness Plan –Anne is working out the details from an outline for staff review.
- Storm Water Master Plan – budget for this has been approved, holdup was staff time to prepare a RFP to undertake the work. Anne has a draft RFP ready for Public Works review.
- GIS – Planning staff will prepare an inventory of what human and data resources we have, and what we need to carry out MCCAP action items, as well as REMO support and the upcoming work on the MPS review.
- Karst terrain – Anne will be investigating further with DNR and TIR to determine what mapping in relationship to sinkhole susceptibility has been done to date.
- Hydrodynamic modelling of flood risk – project funding for creation of al Elderkin Marsh flood model to be included in upcoming budget process.
- Coastal erosion - Staff will investigate the feasibility of having coastal geologist Phillip Finck come in and do an information workshop geared for contractors and landowners, perhaps in the spring.
- Public education – Anne will work with Paul Maynard on developing concise education pieces that can be used for the REMO articles and also posted on our website, on a variety of climate change topics such as flood preparedness.

Ms. Warburton will develop a Mid Term Report similar to the document that was produced for the Adaptation Committee. This will be brought to the next MCCAP meeting for review prior to being posted on the municipal website.

Update – Coordination with REMO

Ms. Bourque informed the committee that she has been appointed as Planning representative on the REMO Committee, and is now part of a training regime that a number of staff are undergoing. She will report more details to the MCCAP committee as they unfold.

NEW BUSINESS

No new business was heard.

MISCELLANEOUS

No miscellaneous business was heard.

NEXT MEETING

The next meeting is scheduled for Thursday January 29, 2015 at 9:00 am

ADJOURNMENT

Moved by Mr. Maynard and Ms. Bourque that the meeting adjourn.

Motion Carried

The meeting adjourned at 11:18 am

Chair