

**West Hants Municipal Climate Change Action Plan (MCCAP) Committee
Meeting Minutes
October 28, 2014**

Present: Councillor Victor Swinamer, Chair
Councillor Randy Matheson
Councillor Jennifer Daniels
Kathy Kehoe, Director of Recreation
Rick Sherrard, Director of Public Works
Paul Maynard, REMO Coordinator
Jeanne Bourque, Planner

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

Guests: Anne Warburton, Elemental Sustainability Consulting Ltd
Mike Oulton, Chair, Lake Pisaquid Water Level Committee

Regrets: None received

Chair Swinamer called the meeting to order at 10.06am.

APPROVAL OF THE AGENDA & ADDITIONS

Moved by Councillor Daniels and seconded by the group that the agenda be approved, noting any amendments as presented.

APPROVAL OF MINUTES

Moved by the group that the minutes of the Municipal Climate Change Action Plan Committee of September 9, 2014 be approved as circulated.

Motion Carried.

BUSINESS ARISING FROM THE MINUTES

Development of MCCAP Work Plan

Ms. Bourque indicated that Anne Warburton, who worked with the former Climate Change Adaptation Committee (CCAC) to develop the MCCAP, has agreed to continue working on an as-needed basis with the MCCAP committee as it moves forward with implementation of the MCCAP. Ms. Bourque then turned the floor over to Ms. Warburton.

**West Hants Municipal Climate Change Action Plan Committee
Meeting Minutes
October 28, 2014**

Ms. Warburton gave a brief review of the work done by the CCAC, pointing out that a list of action items had been developed as part of the MCCAP. There were twenty action items listed as high priority, twelve listed as medium priority, and seventeen as low priority. (See attached) A work plan will be developed by reviewing these action items, assessing them and determining the best way to implement the actions.

Discussion on the twenty high priority action items took place. Ms. Walburton has divided them into three categories:

1. Action items underway;
2. Action items scheduled;
3. Actions items needing a game plan.

Discussion took place on the first category of action items – those that are underway. Ms. Warburton queried staff on their status, if the timeline was acceptable, and what was needed to move them forward– i.e. staff resources, finances, co-ordination with other agencies or departments, etc. Those needs were noted, such as the need for additional staff resources to prepare an RFP for a Storm Water Master Plan.

The group then discussed the remainder of the action items. Many of the items are scheduled to occur as part of the Municipal Planning Strategy review, to begin in 2016. A preliminary “gameplan” was discussed on the implementation of the other items, again looking at the constraints of staff resources as well as financial requirements. The EPP has been approved by the province and indicates hazards. Preparation work has started on the MPS review. It was determined that redrafting the wording of action item number seven needs to happen to move forward. The Tregothic Creek flood model will be brought to the next MCCAP meeting. Mr. Maynard indicated that item thirteen would need to have a drafted protocol in place. In order to move forward with item sixteen the group has to confirm the dykes that have been removed reflect the atlas. With item seventeen on the list it was determined that in order to push forward Mr. Sherrard will communicate with CAO Cathie Osborne about policies going into place and will revisit at the next meeting. REMO is working on item nineteen and twenty there will be upcoming ECC training scheduled, going forward both items need human resources and software to move forward.

NEW BUSINESS

No new business was heard.

MISCELLANEOUS

Discussion took place on the best way to get the information that was presented to this committee by Craig Bauchman of Department of Agriculture at the September meeting, to all Councillors. It was decided that staff would ask him to present to a Planning Advisory Committee meeting at his earliest convenience.

**West Hants Municipal Climate Change Action Plan Committee
Meeting Minutes
October 28, 2014**

Avon River Causeway

Ms. Bourque introduced Mike Oulton, Chair of the Lake Pesaquid Water Level Committee. Mr. Oulton gave a brief history of the Water Level committee which was struck in the mid 1980s. At that time conflict arose when agricultural use was negatively impacted by fluctuating water levels in the newly formed Lake Pesaquid. It was determined that clear communication amongst stakeholders was needed, and Mr. Oulton said that it has always been a challenge to get information out about water levels to people in a timely fashion.

When the causeway was first built, farm use and highways were the primary concern, but other users are now impacted by fluctuating water levels, such as the Canoe Club, Ski Martock, downtown Windsor merchants, and special event coordinators. It is important to note that the primary function of Lake Pesaquid is as a storm water management structure, and flood prevention is the first priority. Mr. Maynard clarified that as REMO coordinator, he carries out a great deal of public notification when preparing for a storm event, using a multimedia approach and an extensive contact list. However, this notification process would not be triggered by water level fluctuations brought about by regular maintenance of the sluice gates.

During discussions it was determined that there is no appointed municipal representation sitting on the water level committee. Mr. Sherrard indicated that Interim CAO Cathie Osborne has suggested there should be a municipal staff member appointed to sit on the committee. At this time it was determined that staff will come up with who would be the best fit for the committee and revisit it.

(It was clarified after the meeting adjourned that there are five members of the Lake Pesaquid Water Level Committee – Mike Oulton, David Coombes, Craig Bauchman and Karen Wong-Petrie, and Jim Bremner. The Water Level committee is not seeking to expand their membership, rather, it is seeking an effective way to inform multiple stakeholders about changing water levels. The Water Level committee has been inviting stakeholders to their meetings, but it was not clear to some of these stakeholders that the Water Level Committee wished them to share information from those meetings with a broader group.)

NEXT MEETING

The next meeting will be scheduled for Thursday, November 27, 2014 at 9:00 am.

**West Hants Municipal Climate Change Action Plan Committee
Meeting Minutes
October 28, 2014**

ADJOURNMENT

**Moved by Kathy Kehoe and Karen Dempsey that the meeting adjourn.
Motion Carried.**

The meeting adjourned at 12:16pm.

Chair