



The Corporation of the City of Sault Ste. Marie
Environmental Sustainability Committee
Agenda

Monday, January 20, 2025

12:00 pm - 1:30 pm

Thompson Room, Civic Centre

Meetings may be viewed live on the City's YouTube channel
<https://www.youtube.com/c/saultstemarieca>

Pages

1. **Call to Order**

2. **Land Acknowledgement**

I acknowledge, with respect that we are on Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation, the Historic Sault Ste. Marie Metis Council.

3. **Adoption of Minutes**

3 - 5

Mover _____

Seconder _____

Resolved that Minutes of Environmental Sustainability Committee meeting of ____ be approved.

4. **Declaration of Pecuniary Interest**

5. **Adoption of Agenda**

Mover _____

Seconder _____

Resolved that the Agenda for Environmental Sustainability Committee meeting for ____ as presented be approved.

6. **2025 ESC Chair & Vice Chair Selection**

Mover _____
Seconded _____

Resolved that _____ be appointed as the Chair for the 2025 Environmental Sustainability Committee.

Mover: _____

Seconded: _____

Resolved that _____ be appointed as the Vice Chair for the 2025 Environmental Sustainability Committee.

7. Terms of Reference Task Force Update 6 - 15

Mover _____
Seconded _____
Mover _____
Seconded _____

Resolved that the Environmental Sustainability Committee supports the request to approve the revised Green Initiatives Fund application, and that Council approve the request.

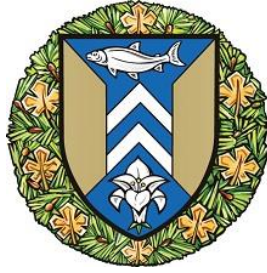
8. Staff Update 16 - 26

9. Next Meeting

Tuesday April 8 2025, 12:00 – 1:30 PM – Regular Meeting – Hybrid (In-personal and virtual)

10. Adjournment

Mover _____
Seconded _____
Resolved that this Committee now adjourn.



**The Corporation of the City of Sault Ste. Marie
Environmental Sustainability Committee Minutes**

Monday November 18, 2024
4:00 pm
Hybrid – Zoom and In-Person

Present: D. Hilsinger, C. Gardi, E. Emilson, V. Prouse, M. Britton, A. Judge

Absent: T. Kern, N. Roubal, A. Riopel

Officials: E. Cormier

1. Call to Order

Meeting was called to order at 4:00 p.m

2. Land Acknowledgement

3. Adoption of Minutes

Moved by: V. Prouse

Seconded by: E. Emilson

Resolved that Minutes of the Environmental Sustainability Committee meeting of October 10, 2024, be approved.

Carried

4. Declaration of Pecuniary Interest

5. Adoption of Agenda

Moved by: M. Britton
Seconded by: C. Gardi

Resolved that the Agenda for the Environmental Sustainability Committee meeting for November 18, 2024, as presented be approved.

Carried

6. CDF Green Initiatives Fund Application Review

6.1 Algoma University Invasive Species Sign Project

6.2 Sault Climate Hub White Pines Little Forest & Eastview PS Outdoor Laboratory

6.3 City of Sault Ste. Marie Fire Services Electric Snow Blower Project 2.0

6.4 City of Sault Ste. Marie Recreation & Culture Electric Lawn Mower Project

Mover: N. Roubal
Seconder: A. Riopel

Resolved that the Environmental Sustainability Committee supports the request for funding from the CDF Green Initiatives Program for the following Q3 projects and amounts and recommends that Council approves the requests.

1. Algoma University Invasive Species Sign Project \$2,476.23
2. Sault Climate Hub White Pines Little Forest & Eastview PS Outdoor Laboratory \$11,233.97

Carried

7. Terms of Reference Task Force Update

8. Staff Update

9. Next Meeting

Monday January 14, 4:00 – 5:30 PM – Regular Meeting – Hybrid (In-person and virtual)

10. Adjournment

Moved by: A. Riopel
Seconded by: T. Prouse

Resolved that this Committee now adjourn.

Carried

CDF – Green Initiatives Program Fund Terms of Reference

1.0 Purpose

The purpose of the Green Initiatives Program of the Community Development Fund (CDF) is to support green initiatives that result in improved environmental sustainability in Sault Ste. Marie.

2.0 Policy

The City of Sault Ste. Marie's ~~(the City)~~ Environmental Sustainability Committee (ESC) may recommend the allocation of funds for eligible projects or programs that support of the City's environmental plans and practices, in particular the reduction of greenhouse gas (GHG) emissions and other community environmental sustainability activities.

Funding applications will be reviewed by the ESC in accordance with the CDF – Green Initiatives Program Fund (GIPF) guidelines and will be recommended to Council for approval.

Total funds available for all projects under the CDF – Green Initiatives Program is \$50,000. This amount will be reviewed on an annual basis.

3.0 Definitions

~~3.1 "Environmental sustainability" means: projects that support reducing our community GHG emissions and reducing pollution, maintaining our natural environment and managing the use of natural resources in a way that ensures their availability for future generations.~~

3.1 "Sustainability" means: a broad, interconnected understanding of environmental stewardship. It is not just about preserving resources for future generations but it is also about ensuring that all life forms continue to thrive in balance.

The City of Sault Ste. Marie (the City), whose municipality is in the heart Of Robinson Huron/Superior Treaty Territory, unsundered lands of the Anishinaabeg peoples, known to them as Bawating - the place of the rapids. The City was historically a centre for trade and knowledge sharing, which the City acknowledges at the start of each of its public meetings. Anishinaabe perspectives are included in the CDF Green Initiatives Program Fund terms of reference. Anishinaabeg peoples emphasize that sustainability decisions must consider the importance of the interconnectedness of all life forms, which they refer to as "relatives" the following nine (9) essential "relatives", including but not limited to: minerals, weather, plants and trees, fungi, birds, mammals, reptiles, and amphibians; and arthropods¹. This total view of seeing the environment can ensureing that projects aiming towards sustainability consider that their health, survival, wellbeing of all life forms and the ways they are interconnectedness are taken care of and maintained for present and future generations.

The nine "relatives" outline a whole and circular/cyclical approach to sustainability. All applicants are encouraged to consider the interconnectedness of the ecosystems and the cyclical aspects of sustainability as part of their assessment of the environmental impacts of their proposed project(s). The well-being of all beings/species and the elements that effect them are areis

¹ <https://ir.lib.uwo.ca/etd/5520/>

essential for maintaining a balanced and sustainable ecosystem, on Earth, with an understanding that the health of one affects the health of all.

3.2 “Eligible Applicant” means either a:

- i. Incorporated Not-for-profit organization
- ii. Unincorporated organization/collective – must be composed of at least 2 members and have been active as a group for at least 1 year
- iii. Local School or School Group / Committee
- iv. City of Sault Ste. Marie Department

- “Eligible Project” means any project or activity that demonstrates environmental benefits or improvements and is consistent with City policies, and may include, but is not limited to greenhouse gas (GHG) reductions, improving water quality / aquatic habitat rehabilitation, increases to energy efficiency, improving the healthy and resiliency of the overall ecosystems, including habitat restoration, active transportation or waste reduction.

3.3 “Long-term impact” refers to: the lasting effects of a project on the environment, communities, and the economy, which extends beyond immediate carbon reduction. The goal is to ensure that decisions made today foster a sustainable, equitable futures, with consideration for both ecological health and community well-being over the long term (e.g. assessing the sustainability of materials used, the ethical practices in suppliers chains, the environmental and social consequences or benefits, of resource extraction and/or production, and the ways support of local businesses (e.g. goods and/or services produced in Sault Ste. Marie) are supported wherever and whenever possible).

3.4 Sustainable supply chains refers to: materials used for the project to address long-term impact, with a comprehensive and integrated plan for sustainable materials, ethical sourcing, and positive environmental and social outcomes (present and future).

4.0 Processing for Evaluating Proposals

4.1 The Community Development and Enterprise Services Department (CD&ES) will provide the resources to support the intake of applications and support the proponent(s) in the development of their proposal.

4.2 City Finance and CD&ES will provide recommendations regarding economic resources available and related concerns (e.g., due diligence collaboration, risk management, etc.)

4.3 Once an application has been deemed eligible and complete by City staff, applications will be reviewed with the Environmental Sustainability Committee for recommendation to City council.

4.4. All requests will be presented to Council in writing with supporting presentations by the applicant, if required. A copy of the application will be included in the Council package, which is public. Any confidential material to support the application should be contained in a separate document and marked confidential.

4.5 City Council will make the final decision regarding the approval of financial contributions.

5.0 Accountability, Monitoring and Reporting of Results

The following will be expected from the successful applicants:

5.1 Recognition of the Community Development Fund contribution to the project in reports and appropriate marketing products, including the City logo.

5.2 Progress reports for longer duration projects as outlined in their application timetable and proposal to City Council.

5.3 A final project report containing an evaluation of the success of the initiative in meeting its goals and key performance targets as well as the benefits to the community is required within 60 days of project completion.

5.4 A complete report of all revenues and disbursements for the project within 6 months of completion of the project. The City Finance Department will require supporting financial documentation (e.g. paid invoices, etc.) and has the right to review or audit projects.

The Green Initiatives funds are provided on a ~~reimbursement~~re-imbursement basis, i.e., an organization incurs the cost, provides invoices to the City in a claim report and the City's contribution level to the project is then provided. Where other levels of government or other funding programs are involved, the City will receive claim packages as submitted to the other funding agencies and pay their proportional share of approved and eligible project costs.

Community Development Fund Application Form**Green Initiatives Stream**

Before filling out an application, please discuss your project and/or activity with Community Development and Enterprise Services (CD&ES) staff. Contact information is available in Section 7 of the application. Staff will help guide potential applicants through the process and answer any questions regarding the program and application form.

Please fill in each of the following sections:

Section 1: Intakes

Applications will be accepted quarterly every year and recommended for Council approval by the City's Environmental Sustainability Committee (ESC) at their quarterly meetings. Please select the intake round you wish to apply for funds.

Intake	Submission Period	Application Due	ESC and Council Review	Project Implementation
<input type="checkbox"/> Q1	January 1 – March 31	Last Friday in March of each calendar year	April	After May 1
<input type="checkbox"/> Q2	April 1 – June 30	Last Friday in June of each calendar year	July	After August 1
<input type="checkbox"/> Q3	July 1 – September 30	Last Friday in September of each calendar year	October	After November 1
<input type="checkbox"/> Q4	October 1 – October 31	Last Friday in October of each calendar year	November	After December 1

Section 2: Applicant Information

Please select which type of organization you represent:

- ☐ Incorporated Not-for-profit organization
- ☐ Unincorporated organization/collective – must be composed of at least 2 members and have been active as a group for at least 1 year
- ☐ Local School or School Group / Committee
- ☐ City of Sault Ste. Marie (list Department): _____

Organization/Collection/School/School Group Name: _____

Address: _____

Phone Number: _____ Fax: _____

Contact Name: _____ Email: _____

Phone: _____

Names of Organization Officers, Directors & Principals (if applicable): _____

Briefly describe the function or purpose of your organization (e.g. include a short history, mandate, goals and objectives)

Contributing partners (elaborate on the partner (name), type of partnership (e.g. joint venture, in-kind organization) or proposed collaboration, and provide references):

Section 3: Project Information

Please provide key information about your project including: project description, objectives, performance targets, impacts and limitations of project, methodology and timing (including key dates for progress reports and final report to council)

Outline your communication strategy for promoting the project you are seeking GIF for (e.g., press release, social media post, community event, etc.) and any plans to ensure that the project is brought to the attention of the community. Please also include the target audience of your project and anticipated impact (e.g., education, awareness, reduced emissions, water quality improvement)

Section 4: Costs and Financing

Total amount of assistance requested \$

Please specify as accurately as possible how the Green Initiatives Fund will be used if approved. Requests for capital purchases or printed material must include a minimum of one quote from a firm/business to provide the service/material.

If you are a City Department, please elaborate on how you plan to use this request to build a pathway into future operating and/or capital budgets. Please also tie this into the environmental sustainability section of the corporate strategic plan.

Does your organization currently receive other financial assistance from the City, either in-kind or direct funding?

- ☐ Yes
☐ No

If yes, please specify:

Have you received Green Initiative funding from the City previously?

- ☐ No
☐ Yes ☐ Amount (\$) _____

Project Title / Description: _____

What was the last year received: _____ (specify year)

If yes, for the last year that the grant was received, append a copy of a Post-Project Report. Please note that applicants can apply more than once a year, providing their last project post-project report has been submitted to and approved by the City. For grants given to assist in capital purchases or printed material, please append an example and/or colour photo of the item(s).

Submit the following required attachments with your application:

- i) Detailed project costs
- ii) Financing arrangements (e.g., equity, loans, etc.) and funding partners
- iii) In-kind contributions
- iv) Balance, Financial Statements, Cash flow projections (historical and projected), where appropriate
- v) Demonstrated need for assistance and supporting documentation and applications to other government assistance programs, etc.

Section 5: Environmental Benefits

~~Please select the category that your project best falls under (check all that apply)~~

Commented [1]: This should have been omitted in the last update so just removing it now.

Description of how the project aims towards or achieves environmental sustainability, ~~such as a reduction in GHGs, improvement in water quality, energy efficiency, healthy and resilient ecosystems, including habitat restoration, active transportation and/or waste reduction.~~

~~where applicable, as outlined in section (3.1) of the Terms of Reference.~~

If your project looks to replace a piece of equipment (e.g. fluorescent lighting with LED), please explain how the old materials will be disposed of, ensuring that they are decommissioned properly or recycled, if applicable.

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Does~~If applicable, has your~~ ~~your project considered the supply chain, such as the -of the goods you are seeking funding for? This includes but is not limited to the materials used in their production, and transportation. If so please explain the ways you have considered local supply chains in the materials of the goods or products you are seeking, and their impacts on sustainability.~~

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Section 6: Community Benefits

If applicable, does your project seek to support local businesses with the purchase of goods and/or services that you are applying for funding for?

How Does the project complement or connect to other local initiatives? If so, how?

What is the anticipated short, medium and/or long-term impact on the community as a whole from your planned project? Please refer to section 3.3 of the Terms of Reference.

If applicable, how does your project plan to increase environmental sustainability education and awareness in our community?

Section 7

- I UNDERSTAND that by signing this application, I agree that my project:
- Has a distinct start and end date within the year that the grant is provided.
 - Has specific deliverables based on the project.
 - Will benefit the residents of Sault Ste. Marie.

- City of Sault Ste. Marie property held by the organization must have a current and up-to-date tax payments upon the City's receipt of application. Through the grant period, tax payments must be maintained and up-to-date. Organizations whose property taxes are in arrears will not be considered for this program. Organizations who default on their property taxes through the grant period will not receive any payment from the City of Sault Ste. Marie, and the grant agreement may be terminated immediately.

I CERTIFY that to the best of my knowledge, the information provided in the Green Initiatives Program Fund application is accurate and complete and is endorsed by the organization society or City department, which I represent.

DATED in Sault Ste. Marie, this _____ day of _____, 20____

NAME	Title	Signature	Phone Number
_____	_____	_____	_____

PLEASE RETURN THIS FORM AND RELATED SUPPORTING DOCUMENTATION TO:

Emily Cormier
Sustainability Coordinator, Community Development & Enterprise Services
99 Foster Drive, Level 1
Sault Ste. Marie, ON P6A 5X6
Telephone inquiries: (705) 989-8748
Email: e.cormier2@cityssm.on.ca

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

FOR OFFICE USE ONLY

Application Received By: _____ **Date:** _____

Collection of Personal Information Notice

Personal information of the Green Initiative Fund Application is collected under the authority of the Municipal Freedom of Information and Protection of Privacy ACT R.S.O. 1990 m.c.M.56 and will be used solely to determine applicable information necessary for application. Questions about this collection should be directed to the address noted in the Competition Outline.

CDF Green Initiative Program Fund Backgrounder

Traditional Anishinaabeg environmental practices emphasize sustainability and ecological well being as being connected to, but not limited to, the following nine "relatives". This whole view of ecosystems is both relational and cyclical and can ensure that environmental and sustainability decisions consider present and future generations.

1. **Minerals** - are the building blocks for all life and in today's world mineral extraction is critical for technological innovations and agricultural systems.
2. **Weather- monitoring and predicting weather** systems, patterns, and long term trends f is crucial for ensuring the future growth and wellbeing of all parts of an ecosystem.
3. **Plants and Trees** are vital for oxygen, food, shelter, and medicine, and are integral for offsetting carbon emissions.
4. **Fungi** and mycelium are keys for breaking down organic matter, the forming of symbiotic relationships with plants and trees, and contribute to the viability of soil in food production and the overall health of an ecosystem.
5. **Birds** play an integral role in the pollination of plants,in seed dispersal, and in regulating bugs.
6. **Mammals** are central to an ecosystem's overall health, and contribute to bioturbation by altering the flow of nutrients and the physical structure of their ecosystems.
7. **Fish** are essential to all aquatic ecosystems through nutrient recycling and maintaining biodiversity and the overall health of water..
8. **Reptiles and Amphibians** are a foundational aspect of the food web and cricial to pest control and nutrient cycling.
9. **Arthropods** are key players in ecosystem health, contributing to soil health, pest control, and pollination.

Considering the impacts of any project on the wellbeing of the "relatives" outlined above, can ensure a whole and cyclical approach to sustainability is achieved. Applicants are encouraged to consider the ways in which their proposed project impacts these "relatives" in keeping with our commitment to honouring the worldview of Anishinaabeg peoples whose lands we share. The well-being of all these being may ensure a balanced and sustainable ecosystem for future generations , with a recognition that the health of one affects the health of all.



**SAULT
STE. MARIE**

Environmental Sustainability Committee Meeting

Tuesday January 21, 2025 12:00 – 1:30 PM

****NB: ESC meetings are fast paced. Please come prepared by reviewing the materials in advance.***

7. Terms of Reference Task Force Update

Feedback

- No comments on the scoring rubric
- Appreciate the more holistic view of sustainability
- Concerns about how we will meet the community where they're at and ensure it is accessible, approachable, and non-intimidating.
- Need more of a structure around the 9 relatives framework in the definition (What do the words mean?); What do applicants do with them?; Can we try to build a more obvious bridge between the first question of section 5 and the definitions section in the TOR?; To our discussion at the last ESC, why these relatives and not others?; Need something concrete like a user guide/placemat to support the applicants in perpetuity (i.e., not everyone can attend an info session, Andrew may not be able to lead in info session every intake period forever)
- Reworking to address definitions and policy
- Most current definitions of sustainability already focus on balance and preservation for future generations. Understood the objective of this adjustment was to recognize is that projects should consider interconnectedness in particular, and a related point often brought up was that GHG emissions should not be the only goal.
- The concept of “ecological interconnectedness” has been a core concept in sustainability and sustainable resource management for a long time - for good reason. There is no reason to change the definition of sustainability in this TOR in this way.

7. Terms of Reference Task Force Update

Feedback Continued

- All we need to do is emphasize that this is a particularly important part of the definition to us in administering the GIPF. We can say that this is partially because of the importance of ecological interconnectedness to the Anishnaabeg.
- Recommend starting with the UN definition of sustainability as 3.1, maybe even pointing to either the concepts of the 3 pillars of sustainability or the 17 goals of the UN.
- Then put particular emphasis on projects that recognize 1) interconnectedness, 2) long-term impact aspects of environmental sustainability.
- Address in definition 1) interconnectedness, with the 9 relatives, and make note that the GIPF is taking particular consideration of the Anishnaabeg view of the importance of interconnectedness. And this we feel is particularly appropriate for the region, given the Anishnaabeg history here (bring that paragraph above in purpose down here). And then use the definition for 2) your long-term definition too (although that needs to be clearer)
- This end-of-life planning/recycling concept is nice to capture but we should include some clearer rationale in the definitions section above for why we also focus on this (probably as part of the definition of long-term impact).
- Consider including “If applicable, please describe....”
- Need citation for reference for the 9 relatives

7. Terms of Reference Task Force Update

Key Changes made by Working Group

- Moved some components under policy
- Reiterated ecological interconnectedness in the definition of sustainability
- Contestation about UN definitions (need to discuss as a committee)
- Addressed concerns about sustainable supply chains
- Reworked 9 relatives component (created a supplemental backgrounder)
- Defined what local business means

7. Terms of Reference Task Force Update

Next Steps

- Discuss proposed edits to date with the committee today (feedback and discussion)
- Once approved by the committee must go to the Council for final approval (NOTE: They have the final say)
- If approved by Council we will look at organizing an information session for applicants

8. Staff Update

- **FCM CEF Phase 2 Application (Complete)**
- **Application submitted to FCM for a Community Climate Adaptation Plan**
- **Deep Energy Retrofit (DER) Audit Project** – the audit of the City’s top six (6) emitters of community buildings (John Rhodes Community Centre, GFL, Transit Building, Public Works Building, Fire Hall 4, and the East End Wastewater Treatment Plant. The full DER project is expected to be completed by the end of January 2025
- **Battery Electric Bus Study** – Work is ongoing in the City of Sault Ste. Marie’s Battery Electric Bus Study. This study will provide the city with costing, technology, and timelines to support the electrification of its bus fleet.
- **John Rhodes Roof Replacement** – Work is ongoing
- **Transit Administration Building Solar Project** - Work is ongoing in the City of Sault Ste. Marie’s Transit Administration Building Solar Project, it’s first solar project.

8. Staff Update

City of SSM Compost Update

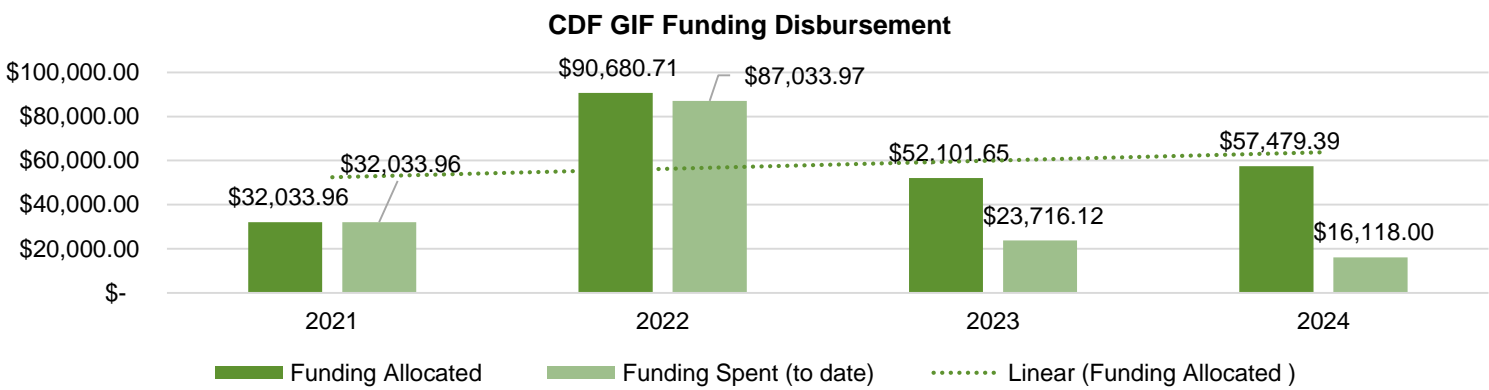
- The compost project is currently in the design phase, and a lot of time has been spent on cost-reduction strategies at the 60% design stage.
- The design is proceeding with these measures in place, and we have a revised estimate based on those proposed changes.
- An Environmental Assessment (EA) addendum will likely be needed to accommodate these modifications, which will require additional time to complete.
- The project is not scheduled to begin this year, but we will have an updated timeline once we're ready to go to tender.
- City Engineering is leading this project and can be contacted for more details



8. Staff Update

CDF 2021 – 2024 Summary

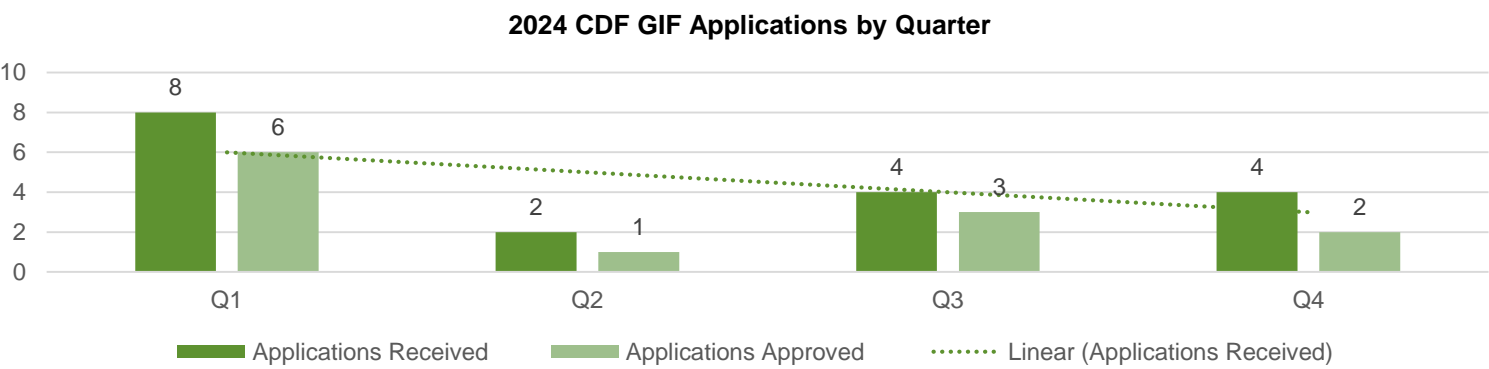
Year	Applications Received	Applications Approved	Funding Allocated	Funding Spent (to date)
2021	2	2	\$ 32,033.96	\$ 32,033.96
2022	11	11	\$ 90,680.71	\$ 87,033.97
2023	9	8	\$ 52,101.65	\$ 23,716.12
2024	18	12	\$ 57,479.39	\$ 16,118.00
Total	31	28	\$ 232,295.71	\$ 158,902.05





8. Staff Update

CDF 2024 Summary



Line No	Applicant	Project	Date Council Approved	\$ Approved	Status	Actually Spent
1	Invasive Species	Himalayan Balsam Pull	May 13 2024	\$3,449.72	WIP	
2	Sault Climate Hub	Eastview PS Little Forest	May 13 2024	\$5,280.44	Complete	\$5,260.92
3	Sault Search and Rescue	E-Bike Project	May 13 2024	\$8,786.25	Complete	\$8,269.65
4	SSM Museum	LED Retrofit	May 13 2024	\$1,971.71	Complete	\$1,971.71
5	Algoma Fish and Game Club	Invasive Species Signs	May 13 2024	\$885.92	Complete	\$615.72
6	NORDIK Institute	Shoreline Clean-Up	May 13 2024	\$7,500.00	WIP	
7	City of Sault Ste. Marie Rec & Culture	Electric Lawn Equipment	August 12 2024	\$1,274.00	Complete	
8	École Notre-Dame-du-Sault	Hydroponic Tower Garden	October 21, 2024	\$5,495.40	WIP	
9	FH Clergue	Tree and Pollinator Program Project	October 21, 2024	\$4,125.75	WIP	
10	Habitat for Humanity	Kitchen Salvage Program Project	October 21, 2024	\$5,000.00	WIP	
11	Algoma University	Invasive Species Sign Posters Project	December 2, 2024	\$2,476.23	WIP	
12	Sault Climate Hub	White Pines Little Forest & Eastview Citizen Science Lab	December 2, 2024	\$11,233.97	WIP	
Total Allocated to Date				\$57,479.39		\$16,118.00

9. Next Meeting

- Tuesday, April 8, 2025, 12:00 – 1:30 PM (Q1 Green Fund and City's Annual Sustainability Report Review)
- Regular Meetings – Hybrid (In-personal and virtual)



Thank You. Questions?