



Meeting Minutes
Coordination Committee
Mon. February 11th, 2013, 3:00 – 5:00 pm
71 Main St W, City Hall, Rm 192

1. Introductions & Welcome

In Attendance:

Brian McCarry, McMaster University (Chair)
Carl Slater, Regional Office, Ontario Ministry of the Environment
Brian Montgomery, Air Quality Coordinator, City of Hamilton
Pete Wobschall, Green Venture
Matt Lawson, Public Health, City of Hamilton
Mark Smithson, Ministry of Environment
Karen Logan, HIEA Representative, Communication Coordinator
Robert Clackett, Planning and Economic Development, City of Hamilton
Andrew Sebestyen, U.S. Steel Canada
Marie McKeary, McMaster Institute of Environment & Health
Lynda Lukasik, Environment Hamilton
Brian Lennie, Horizon Utilities Corporation

Regrets:

Frank Harris, U.S. Steel Canada
Denis Corr, Citizen/Rotek Environmental/Mac Engineering Physics
George McKibbon, McKibbon Wakefield Inc.
Sally Radisic, Public Health, City of Hamilton
Anna Yusa, Health Canada
Heather Donison, Senior Project Manager, Sustainability, City of Hamilton
Juby Lee, Green Venture
Hossein Naghdiane, Ontario Region, Environment Canada
Tom Chessman, Public Works, City of Hamilton
Lorraine Vanderzwelt– Mohawk College
Peter Topalovic, Smart Commute -TDM, City of Hamilton
Mike Brown, ArcelorMittal Dofasco
James Kaspersetz, Citizen

Meeting Commenced at 3:00pm

2. Approval of January 14th 2013 Minutes

- Approved

Updates:

3. Clean Air Hamilton Decision- Making Group

- Group to look at options and mechanisms to operationalize achievement of consensus based on principles of decision-making in Terms of Reference
- Bring options back to Clean Air Hamilton to examine and make recommendations
- Group members: Marie McKeary, Carl Slater, George McKibbon, Denis Corr, Karen Logan, Sally Radisic, Andrew Sebestyen, Pete Wobschall, and Brian Montgomery
- Working group is not seeking new members and is capped at current members
- Group has met twice to date
- Need to understand and identify who the decision-makers are? Terms of Reference refers to two levels of membership - Corresponding members and Clean Air Coordinating Committee (re Voting) members
- Unclear on numbers of each group and who of clean Air Hamilton is what category
- Recommend a letter be sent out to members to clarify membership levels
- How do you see yourself?
- This will help working group undertake the process of decision-making operationalization
- Also suggest an alternative member from your group come to represent your interest in CAH if you are unable to attend a meeting.

Actions: Brian M to work with Chair to draft a letter to members, seek approval from Chair and send out to members this month. Ask for response by March 11, 2013.

4. Air Quality Task Force

- Report to Hamilton Board of Health in November 2012)
- Task Force/working group under Clean Air Hamilton
- Group members: Matt Lawson, Lynda Lukasic, George McKibbon, Denis Corr, Karen Logan, Sally Radisic, Andrew Sebestyen, and Brian Montgomery
- Matt provided a draft proposal of the group (mandate, scope,time-lines)
- Group has met once to date and organizing next meeting
- First meeting brainstorm ideas and process
- 6 month time-line recommended – Fall Report back
- Interest in what actions can be taken at a local level (municipal level)
- Matt to provide Terms of Reference of the Task Force to group

- Recognize Particulate Matter and Dust Management is a hot topic
- Group needs to report back to Clean Air Hamilton on recommendations
- Recommend monthly updates on progress to Clean Air Hamilton
- If items are recognized early and need immediate action before final report, can please be quickly identified to Clean Air Hamilton.
- Need to recognize budgetary process if some outcomes require funding.
- Outcome – a final report and presentation to Board of Health from Clean Air Hamilton
- Clean Air Hamilton reports to Board of Health on July 24, 2012

Actions: Matt to send Terms of Reference to Air Quality Task Force Working Group

5. Clean Air Hamilton Strategic Actions 2013

- Strategic Plan Spreadsheet updated in Fall 2012 to remove old items and include new items
- Updated Airshed Model
- Updated Air Zone Management
- Included Air Quality Task Force
- Remove Environmental Penalties
- Updated Electric Vehicles
- Spreadsheet is now updated and ready for Annual Progress Report.

Actions: Brian M to send out updated Spreadsheet to members by March 11, 2013.

New Business:

6. Clean Air Hamilton Annual Progress Report 2012

- 2012 Annual Progress Report
- Present to Board of Health – July 24, 2013
- Finished and submitted to City by May 8, 2013
- Looks at projects in 2012
- Brian M sent out draft Table of Contents with potential writers before this meeting
- Look at items – recommend what to include, what to take out
- Updates to Energy
- Updates to HIEA
- Potential section on land use, climate change, risk and adaptation?
- Member pages?

- What are key points?

Actions: Members to look at content and make recommendations/edits. Brian M provided draft Table of Contents and to send out Report schedule to members before March 11, 2013

Other:

Meeting Adjourned at 4:15 pm

Next meeting

March 11, 2013

3:00-5:00pm

City Hall Room 192