



Meeting Minutes
Coordination Committee
Mon. October 7th, 2013, 3:00 – 5:00 pm
71 Main St W, City Hall, Rm 192

1. Introductions & Welcome

In Attendance:

Brian Montgomery, Air Quality Coordinator, City of Hamilton (Chair)
Matt Lawson, Public Health, City of Hamilton
Denis Corr, Citizen/Rotek Environmental/Mac Engineering Physics
George McKibbon, McKibbon Wakefield Inc.
Andrew Sebestyen, U.S. Steel Canada
Sally Radisic, Public Health, City of Hamilton
Marie McKeary, McMaster Institute of Environment & Health
Mark Smithson, Ministry of Environment
Karen Logan, HIEA Representative, Communication Coordinator
Peter Chernets, Citizen
Dave Carson, Dundas in Transition
Deirdre Connell, Green Venture
Frank Harrison, U.S. Steel Canada
Jim Stirling, ArcelorMittal Dofasco
James Kaspersetz, OEAC
Carl Slater, Regional Office, Ontario Ministry of the Environment
Robert Clackett, Planning and Economic Development, City of Hamilton
Jennifer Haan, Planning and Economic Development, City of Hamilton
Brian Lennie, Horizon Utilities Corporation
Anna Yusa, Health Canada
Hazel Breton, Hamilton Conservation Authority

Regrets:

Lynda Lukasik, Environment Hamilton
Heather Donison, Senior Project Manager, Sustainability, City of Hamilton
Peter Topalovic, Smart Commute -TDM, City of Hamilton
Lorraine Vanderzwelt– Mohawk College
Tom Chessman, Public Works, City of Hamilton
Mike Brown, ArcelorMittal Dofasco
Carolyn Barnes, ArcelorMittal Dofasco

Meeting Commenced at 3:05pm

2. Announcements

- Dave Carson of Dundas in Transition and Hazel Breton of Hamilton Conservation Authority have joined Clean Air Hamilton as members and members of the Climate Change group to help Clean Air Hamilton focus on climate change work.
- Robert Clackett is moving in new City position, Jennifer Haan is new representative of City Planning and Economic Development Department.
- Denis Corr has been accepted as a member of the Air Quality Management System Implementation Stakeholder Advisory Group and represents Clean Air Hamilton.
- Brian Montgomery was honoured as a 2014 Canada Clean50 recipient for his climate change work in in Hamilton

3. Approval of September 9, 2013 Minutes

- Spelling mistake noted for Andrew Sebestyen's name
- Correct and approved

Updates:

4. Clean Air Hamilton 2012 Report – Board of Health

- Report goes to Board of Health on October 21, 2013
- 1:30pm in Council Chambers at City Hall
- Denis Corr will be presenting
- Agenda and staff reports are available Friday Oct 18, 2013
- CAH Report has been available since July on website
- All welcome to attend

Action Item: Brian M to send link to members of agenda and on-line Committee meeting for Clean Air Hamilton Report

5. Upwind Downwind Conference 2014

- Theme: Built Environment: Foundation for Cleaner Air
- Sunday Feb 23, 2014 is Free public talk
- At Art Gallery of Hamilton from 2 to 4 pm
- Speaker is Dr. Stephen Kellert – Biophilia and Biophilic Design
- Author of books and professor emeritus from Yale Environment

- Monday Feb 24, 2014 is the Conference
- Sheraton hotel second floor from 8am to 5pm
- Invited guest speakers:
- Dr. Karen Lee – built form, health and transportation
- Mike Lyndon – tactical urbanism
- Dr. Paola Zannetti – cost-benefits of air quality management
- Planning committee – municipal planning incorporating climate change and sustainability metrics into planning
- Buffalo Green Code
- City TDM has team up with us to arrange and develop an afternoon transportation plenary
- Potential partners have been sent letters
- If interested in partnering or know of potential partners please contact Brian M for letters and levels available.
- On-line registration is near completion

6. Clean Air Hamilton Chair

- How do we wish to search?
- Call out to nominations and receive applications
- A Chair Search Committee has been set
- Develop process and criteria
- Meet on Oct 10, 2013 to work on process and report back to Clean Air Hamilton in November.
- Members:
- Brian Montgomery (AQ Co-ordinator)
- Carl Slater (MOE)
- Andrew Sebestyen (Industry)
- Diedre Connell (Green Venture)
- Sally Radisic (Public Health)

Action Item: Members to meet this week and report back to Clean Air Hamilton on suggested process and criteria in November.

New Business:

7. Climate Change Action Month

- October 2013 is Hamilton's fifth climate change action month
- Lots of events happening

- Community Carbon Challenge underway until October 11 from Green Venture – <http://climatechangehamilton.ca/community-carbon-challenge>
- October 21, 2013 annual Climate Change Report goes to Board of Health
- October 23, 2013 – 7pm – Talk on flooding and climate change by McMaster Centre for Climate Change at McMaster Innovation Park - <http://climate.mcmaster.ca/news-current-events?view=featured>
- October 28, 2013 8 am – 12pm - Climate Change Breakfast at Liuna Station. RSVP - <http://www.surveymonkey.com/s/9VNBQTB>
- Events posted on Clean Air Hamilton website

Action Item: Brian M to send link to members of agenda and on-line Committee meeting for Climate Change Report.

8. Clean Air Hamilton Decision-Making

- Decision-Making group shared results with Clean Air Hamilton of work in August with recommendations.
- Members asked to review recommendations of group
- Recommendation was workshop with group once Chair found
- What is needed? How do we reach consensus? 100% or not 100%?
- Diversity of views and project support at table
- What is process of discussion and decisions?
- Agreement to a process to reach a decision
- Current Terms of Reference has consensus but what does that mean?
- Majority rules is not consensus but is an agreement model
- Changes to Terms of Reference to accommodate
- Minutes change to reflect decisions
- Agenda change to incorporate items as Information, Discussion and Decisions
- Each has a different process to come to Clean Air Hamilton and at meetings
- Always been a flexible group and information sharing
- Nature of group and multi-stakeholders
- Value in discussions at meetings
- Advisory group
- Ability to make decisions of group and individual members – what is group going to do? and what am I going to do as a member?
- What if one wished to opt out?
- Recommendations of group versus advice by group?
- What is your position? If no position go back to group
- No agreement or abstain as a member, no process to identify this

- Record in minutes
- Advocacy versus advice
- Have discussion and clarify boundaries
- I fit goes beyond boundaries of group
- Clarification and confirmation of mandate
- Drive it to consensus
- Privilege of memberships can be lost if no support
- Positive side – support member group in actions outside Clean Air Hamilton
- Some members can vote, other cannot = majority rules?
- Wait until we have a new Chair and set up a workshop
- Chair needs to be part of conversation
- Recommend having a workshop on decision-making when new Chair is found.

Action Item: A workshop will be arranged once Clean Air Hamilton has found a new Chair.

Other:

- Will need to get bigger meeting room or more chairs as membership has grown.
- November meeting – climate change update requested on agenda.

Meeting Adjourned at 4:35 pm

Next meetings:

November 4, 2013	3:00-5:00pm	City Hall Room 192
December 9, 2013	3:00-5:00pm	City Hall Room 192