



**Meeting Minutes**  
Coordination Committee  
Mon. September 9<sup>th</sup>, 2013, 3:00 – 5:00 pm  
71 Main St W, City Hall, Rm 192

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**1. Introductions & Welcome**

**In Attendance:**

Brian Montgomery, Air Quality Coordinator, City of Hamilton (Chair)  
Matt Lawson, Public Health, City of Hamilton  
George McKibbin, McKibbin Wakefield Inc.  
Andrew Sebestyen, U.S. Steel Canada  
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  
Carolyn Barnes, ArcelorMittal Dofasco

**Regrets:**

Denis Corr, Citizen/Rotek Environmental/Mac Engineering Physics  
Sally Radisic, Public Health, City of Hamilton  
Lynda Lukasik, Environment Hamilton  
Carl Slater, Regional Office, Ontario Ministry of the Environment  
Robert Clackett, Planning and Economic Development, City of Hamilton  
Brian Lennie, Horizon Utilities Corporation  
Anna Yusa, Health Canada  
Heather Donison, Senior Project Manager, Sustainability, City of Hamilton  
Peter Topalovic, Smart Commute -TDM, City of Hamilton  
Lorraine Vanderzweert– Mohawk College  
Jim Stirling, ArcelorMittal Dofasco  
James Kaspersetz, OEAC  
Juby Lee, Green Venture  
Frank Harrison, U.S. Steel Canada  
Tom Chessman, Public Works, City of Hamilton  
Mike Brown, ArcelorMittal Dofasco

*Meeting Commenced at 3:05pm*

## 2. Acting Chair and Minutes

- August 2013 meeting group has asked Brian Montgomery to act as interim Chair until a Chair is found for Clean Air Hamilton.
- Matt Lawson will look for resources to support minute taking at meetings

## 3. Approval of August 13, 2013 Minutes

- No minutes have been recorded

## Updates:

## 4. Air Quality Task Force

- Task Force/working group under Clean Air Hamilton.
- August 2013 meeting draft AQTF Report passed around for comments by Clean Air Hamilton
- Clean Air Hamilton provided comments to group and incorporated into final draft
- Final draft circulated to Clean Air Hamilton a week before this meeting
- Request Table be updated to reflect word changes in main document
- Clarify difference between Recommendation # 2 and recommendation # 8 with respect to community monitoring
- Changes will be made
- AQTF to arrange meeting to discuss presentation to Board of Health in December
- Final report to City by November 2013 for December Board of Health meeting.

**Action item: AQTF Plan to reflect comments. AQTF to meet again.**

## 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 will 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 being worked on

## **New Business:**

### **6. Clean Air Hamilton Chair**

- Will need to seek a Chair
- Voluntary position so can we attract?
- How do we wish to search?
- Call out to nominations and receive applications
- Set a Chair Search Committee
- Develop process and criteria
- Criteria:
- Neutral party
- Balanced knowledge – someone who understands the science and knows the background/work to be done (practical side of things)
- Understanding of the work of CAH and all its stakeholders
- Understands the need for process (shepherd/leader of the group)
- Manager of people
- Good speaker who knows how to speak on behalf of the group
- Interim Chair until Chair found
- Search Committee to set criteria and share with Clean Air Hamilton
- Suggest the Air Quality Co-ordinator be part of committee
- Also at least 1 representative of community, 1 of government and 1 of industry
- Suggested members:
- Brian Montgomery (AQ Co-ordinator)
- Karen Logan ( HIEA)

- Carl Slater (MOE)
- Andrew Sebestyen (Industry)
- Diedre Connell ( Green Venture)
- Sally Radisic (Public Health)
- These suggestions to be confirmed with interested parties

**Action Item: Potential members to be contacted by Brian M and organize a preliminary meeting.**

## 7. Clean Air Hamilton Decision-Making

- Decision-Making group shared results with Clean Air Hamilton of work in August with recommendations.
- Do we have consensus? How does it work?
- Ideas of what to do and structure moving forward
- Changes to Terms of Reference to accommodate
- Including how do we wish to chair?
- Recommend October meeting discuss recommendations of group

**Action Item: Members asked to read results of group and prepare to discuss ideas at October meeting.**

### Other:

- **OPIRG McMaster Street Trees**
- Presented to Public Works Committee on September 3, 2013
- Work influenced by results of mobile air monitoring in Keith Neighbourhood
- Good uptake of City program (Street Trees)
- Would like to do more next summer
- **Smart Commute Week**
- Taking place September 16 to September 22, 2013
- Sign up – [www.smartcommutehamilton.ca/en/home](http://www.smartcommutehamilton.ca/en/home)

*Meeting Adjourned at 4:35 pm*

### Next meetings:

<b>October 7, 2013</b>	3:00-5:00pm	City Hall Room 192
<b>November 4, 2013</b>	3:00-5:00pm	City Hall Room 192
<b>December 9, 2013</b>	3:00-5:00pm	City Hall Room 192