



Partners in Project Green Policy Harmonization Team

Minutes – Thursday July 15, 2010 @ 1 p.m.

Conference Call

*In Attendance:* Susan Jorgenson (City of Brampton), Mark Head (Region of Peel), Chandra Sharma (TRCA), Jennifer Taves (TRCA), Lino Molito (Orlando Corp), Laurie Nelson (TRCA), Kathy Paget (TRCA), Anant Panal (TRCA).

*Regrets:* Mary Bracken (City of Mississauga), Jane Welsh (City of Toronto), Jelena Friscic (Region of Peel), Blair Wolk (Orlando Corp), Carmen McClland, Brampton Board of Trade.

#### **1. Pearson Eco-Business Zone Policy Toolkit Review**

- a. The final draft of the Pearson Eco-Business Zone Policy Toolkit was circulated to the team prior to the meeting, and a description of the final presentation was given. The Policy Toolkit will be presented in binder format, with each section separated by dividers and each primer, tool, case study or other to be tabbed. This will allow for ease of inclusion of new tools as they are developed. When a new tool set has been created, it will be sent to recipients with a revised table of contents, new tabs, the tools, and a memorandum of explanation. The Policy Toolkit will also be downloadable. Each component will be posted to the Partners in Project Green website, with thumbnails for each tool. The digital version of the Policy Toolkit will be updated as new tools are developed.
- b. The final version of the Policy Toolkit will be presented at the October 14 Partners in Project Green Steering Committee meeting.
- c. The Policy Harmonization team endorsed the design plan for the Policy Toolkit, and will circulate to relevant staff for review, focusing on design, layout, and ease of use.

***ACTION ITEM: TRCA to send a memo on Policy Toolkit design to partner municipalities for circulation to the departments that were previously consulted.***

***ACTION ITEM: Municipalities to distribute to relevant staff for review of design, layout and ease of use.***

***ACTION ITEM: TRCA to identify and distribute Policy Toolkit to development industry partners for review of design, layout and ease of use.***

***ACTION ITEM: TRCA to distribute to Golden Horseshoe Conservation Authority's planner group for review.***

***ACTION ITEM: TRCA to ensure integration of Pearson Eco-Business Zone Policy Toolkit into the Provincial Policy Statement review process.***

#### **2. Municipal specific recommendations resulting from policy review**

- a. The memorandums that were developed for each municipality contain valuable information specific to each partner and have been circulated to the team.
- b. After the October 14 Steering Committee meeting, pending endorsement, the Policy Toolkit will be circulated to the municipalities along with the specific memorandums developed for each municipality.

**3. 2010/2011 Priorities**

- a. The Team reviewed the list of remaining tools to be developed, and created a short list. The list below outlines the status of potential tools, with tools flagged for Phase 2 development in bold. Please note the following list *does not* include tools that have already been developed.

Tool	Status
2) Template Partners in Project Green PowerPoint slides for municipal staff: 'What is Partners in Project Green?'	To be developed in house
5) Green Energy Act – What it means for the Eco-Business Zone	Low priority – information already available
<b>7) Fast tracking Eco-Business Zone applications: How to get started</b>	High Priority – Phase 2 development
8) Leveraging BIAs and CID's	Low Priority
9) Industrial Condos & Eco-Business Zones	Low Priority
10) Benefits of Green Development in Our Employment Land <i>(should entail some consultation)</i>	Low Priority
11) Negotiating a Green Lease	This work is already being undertaken by Partners in Project Green Building Performance team
<b>12) Standardized eco-industrial / sustainability terms &amp; definitions</b>	High Priority - Phase 2 development
<b>13) Overarching Eco-Business Zone Policy Statement</b> <b>14) Overview of Potential Municipal Eco-Business Zone OP Policies</b>	High Priority – the Team determined that these two tools should be

	delivered as one.
15) Using the OP to Increasing Employment Land Intensity	Medium Priority – require further research and clarification on what this tool would entail before development.
<b>17) Pearson Eco-Business Zone Subdivision Requirements</b> <i>(might be more as might require workshops / consultation with municipal engineering staff, province, etc)</i>  <b>18) Considerations for Servicing plans (WW, etc) in Eco-Business Zones</b> <i>(might require workshops / consultation with municipal engineering staff, province, etc)</i>  <b>20) Sample Eco-Business Zone Road ROW X-Sections</b>	High Priority – the Team determined that these three tools are highly interrelated and should be delivered as one.
19) Sample BIA and CIP Bylaw language	Low Priority
22) Introduction to Eco-Business Zones (Staff Training)	To be developed in house
23) Retaining, Expanding & Attracting Business in the Pearson Eco-Business Zone (Staff Training)	To be developed in house
24) Breaking down the silos: Create a process for inter-dept engagement (Staff Training)	To be developed in house

- b. The Spin Off projects are to be circulated to the Team for review to determine if any should be considered high priority for development for 2010/2011.
- c. Spin Off project 30) Identify Building Code Drivers & Barriers to Eco-Business Zone was identified as a useful tool.

***ACTION ITEM: TRCA to get quote for priority tool development.***

***ACTION ITEM: TRCA to investigate Spin-Off project #30 and bring results back to the Team.***

***ACTION ITEM: TRCA to circulate Spin-Off project list to the Team for review.***

#### **4. Membership**

- a. It was proposed that the Team be expanded to include new members. Two group were identified to reach out to for new membership:
  - i. Ministry of Research and Innovation

## ii. The Boards of Trade

The next meeting of the Policy Harmonization Team is to take place on Thursday October 28, 2010 from 1:00 – 3:00 pm via conference call.