

# INFORMATION NOTE

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<b>Title:</b>	Stewardship Association of Municipalities – Spring AGM
<b>Date Prepared:</b>	November 25, 2021
<b>Report To:</b>	Committee of the Whole
<b>Councillor and Role:</b>	Councillor Maggie Burton & Councillor Ian Froude, Sustainability
<b>Ward:</b>	N/A

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## **Discussion – Background and Current Status:**

The Stewardship Association of Municipalities (SAM) has approached the City to host their spring/summer 2022 AGM which is a two day event typically kicking off on a Friday with a reception, followed by the AGM on Saturday. As per SAM's mission, it works with the Eastern Habitat Joint Venture (EHJV) in the province of Newfoundland and Labrador (NL) to secure, enhance, and restore important wildlife habitat (wetlands, uplands, coastal areas, and species at risk habitat) within municipal planning boundaries. As a network of communities who practice environmental stewardship across NL, SAM contributes to maintaining and enhancing biodiversity in the Province.

In St. John's SAM was key in the signing of the Municipal Wetland Stewardship Agreement that established Lundrigan's Marsh as an "Environmentally Valuable Area" for its conservation. Natural areas within our city, in the era of climate change, are our buffer which will help protect our neighbourhoods and ecosystems from changes in climate and invasive species, while also providing a home for important pollinators such as bees and butterflies.

A tentative date for the AGM to take place is Friday, June 3 to Saturday, June 4<sup>th</sup>. The general outline of events which is subject to change is as follows:

- Friday night reception (venue to be determined);
- Saturday (breakfast, refreshments and lunch);
- Closing Dinner
- Two group local outings to highlight and discuss St. John's environmental initiatives.

It is estimated that the cost to host this event should be no more than \$12-15,000 pending quotes from venues and caterers and based on 50 attendees. Typically, attendees in previous years have been in the range of 25-30 people but given the event will be held in St. John's, it may attract additional attendees. The cost will be allocated from the City's Civic Events Budget.

# ST. JOHN'S

**Key Considerations/Implications:**

1. Budget/Financial Implications: \$12,000-\$15,000 from the Civic Events Budget
2. Partners or Other Stakeholders: Stewardship Association of Municipalities, environmental groups and organizations
3. Alignment with Strategic Directions/Adopted Plans: A Sustainable City: A city that is sustainable today and for future generations; economically, environmentally and financially. Declaration of Climate Emergency.
4. Legal or Policy Implications: N/A
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: SAM is responsible for the attendee invitations which is specific to its members and its partners within the EHJV.
7. Human Resource Implications: Coordination of event with staff representatives from Office of the City Clerk, Sustainability, and Community Services.
8. Procurement Implications: Costs associated with hosting the event as noted.
9. Information Technology Implications:N/A
10. Other Implications: N/A

**Conclusion/Next Steps:**

Staff will work with the Stewardship Association of Municipalities to host their Annual General Meeting to be held in St. John's with a tentative date of Friday June 3 to Saturday June 4th.

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**Prepared by:**

**Approved by:**