AGENDA

THE CORPORATION OF THE MUNICIPALITY OF SIOUX LOOKOUT

ENVIRONMENT COMMITTEE Council Chambers, Municipal Office

		bruary 2, 2023 5:30 P.M.
1.	CALL MEETING TO O	RDER
A.	<u>Attendance</u>	
	Committee Members	
		Ms. Anne Saltel Ms. Joanne Peacock Mr. Bruce Van Horne Mr. George Hoggarth
	Staff	Ms. Kristen Bartmann, Planning Coordinator, Recording Secretary Ms. Komal Shah, Development Services Administrative Assistant
	Regrets	Cllr. Reece Van Breda Cllr. Joyce Timpson Ms. Jessi Jones
	Guest	
B.	Chair to Call the Meetin	g to order.

Motion to excuse _____ from the meeting.

C.

THAT the above mentioned members be excused from the meeting.

Moved by: Seconded by:

2. AGENDA

- a) Additions to the Agenda
- b) Confirmation of Agenda

THAT the Agenda for the Environment Committee Meeting of February 2, 2023 be approved.

Moved by: Seconded by:

3. <u>DISCLOSURE OF PECUNIARY INTEREST</u>

4. <u>ADOPTION OF MINUTES</u>

THAT the Minutes of the December 1, 2022 Environment Committee Meeting be adopted as presented.

Moved by: Seconded by:

5. <u>DELEGATIONS/PRESENTATIONS</u>

a) Mr. Doug Vinkle – discussion about bicycles and keeping them out of the landfill.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

a) Green Team discussion.

- b) Mr. B. Van Horne proposing amendment to Minutes format for Action Items ('Action Reminders' Section 7.4).
- c) Environment Committee Instagram Page Clerks Department is not supportive due to concerns with having enough content to stay current.
- d) Garbage pickers have been purchased and wood for garden boxes
- e) Food cycler project has made it through first draft of the 2023 budget

7. <u>ITEMS FOR DISCUSSION</u>

7.1 Nomination of Chair and Vice Chair

By-law 79-15 – Terms of Reference, Section 4.5 Committee Leadership and Recording Secretary:

The Committee's Leadership shall consist of a Chair and a Vice-Chair, whom shall be elected at its first general meeting of the fiscal year by and from among the voting members. The Recording Secretary shall be the Municipality's appointed Staff Resource or designate.

- Nomination of Chair
- Nomination of Vice-Chair

THAT the Environment Committee adopts the following Nominations for Chair and Vice-Chair:

Chair:

Vice-Chair:

7.2 Annual Work Plan and Budget Request

The Committee shall, via a Report authored by the Staff Resource on behalf of the Committee, at or before the March 15th, 2023 Regular Council Meeting, provide an Annual Work Plan and associated Budget request for Council's review and approval. The Annual Work Plan and Budget Request shall be accompanied by a synopsis of the previous year's Work Plan and Budget, outlining and explaining any deviations from the Council-approved Work Plan and Budget.

The Annual Work Plan and Budget Request Council Report is due on February 24th, 2023.

7.3 2022 Work Plan

- Goals: Continue promoting Curbside Swap
- Lead Person: Cllr. J. Timpson
- Resources Needs: Internet, Social Media, Municipal Website
- ❖ Date Due or Frequency: Biweekly (Saturday and Sundays) April through October
- ❖ Tasks: Ads and signs to encourage participation in Curbside Swap. Continue promoting Curbside Swap Facebook page and add link to Environment Committee's Facebook page.
- Updates:

Explore Composting Options

- Goals: To explore options for composting. To promote composting.
- ❖ Lead Person: Environment Committee
- Resources Needs: Internet, Municipal World magazine
- ❖ Date Due or Frequency: Ongoing
- ❖ Tasks: Research and promote municipal composting options. Promote backyard composting
- Updates:

Communication and Education

- ❖ Goals: To communicate with residents and educate regarding sustainable environmental practices.
- **❖ Lead Person:** Environment Committee
- Resources Needs: Internet, Social Media (Facebook), Ads
- ❖ Date Due or Frequency: Ongoing

- **★ Tasks:** Through a variety of media, including the Environment Committee Facebook page, educate the community regarding sustainable environmental practices of any nature.
- ❖ Updates:

Community Garden

- Goals: To establish and maintain community gardens that promote and encourage locally grown produce, food security, the reduction of carbon footprints, composting and educational opportunities.
- Lead Person: Ms. J. Peacock
- Resources Needs: Municipal staff needed to help with maintenance as required.
- ❖ Date Due or Frequency: April through October
- **Tasks:** Maintaining the gardens, advertising, gardening classes.
- Updates:

Municipal Projects Review

- Goals: To review municipal projects that may have an environmental impact and report on their environmental effect
- ❖ Lead Person: Environment Committee
- Resources Needs: List of Capital Projects
- Date Due or Frequency: Ongoing
- ❖ Tasks: Review environmental impacts of capital projects
- Updates:

Environmental Recognition

❖ Goals: Recognize groups or individuals for their environmentally sustainable activities/initiatives

- Lead Person: Ms. A. Saltel
- Resources Needs: Internet, Social Media
- Date Due or Frequency: Ongoing
- ❖ Tasks: Recognizing groups or individuals on Social Media and distributing certificates.
- Updates:

Adaptation and Mitigation to Climate Emergency

- ❖ Goals: To communicate with and educate residents about effective strategies to adapt to the effects of climate change including the impact of the environment on people's health
- Lead Person: Environment Committee
- Resources Needs: Internet, Social Media, Policies
- Date Due or Frequency: Ongoing
- ❖ Tasks: Present information through a variety of media and act in an advisory capacity to the Municipality.
- Updates:

Promotion of Locally Sourced Food and Self-Sustainability

- Goals: To communicate with and educate residents about access to sustainably sourced food
- ❖ Lead Person: Environment Committee
- Resources Needs: Internet, Social Media, Workspaces
- Date Due or Frequency: Ongoing
- ❖ Tasks: Present information and education through a variety of media and act in an advisory capacity to the Municipality. Promoting different gardening options (examples: raised gardens and containers). Provide support to local gardeners by providing a platform for knowledge exchange. Promote sustainably sourced food. Through education and promotion at the farmer's markets, increase awareness

about sustainably sourced foods. Advertise and encourage people to share their produce through activities such as gleaning. To approach other Northern Communities for ideas related to locally sourced food.

Updates:

Waste Reduction/Diversion

Goals: To reduce and divert waste

❖ Lead Person: Environment Committee

* Resources Needs: Internet, Social Media

Date Due or Frequency: Ongoing

- ❖ Task: Introduce policies, practices, and by-laws to eliminate single use plastics. Advertise Waste Reduction Week. Promote reduction of litter around town. Encourage the enforcement of the existing littering By-law. Educate people on hazardous waste and how to dispose of it. To encourage households and commercial businesses to reduce the amount of recyclables thrown out with garbage
- Updates:

Promoting the Establishment of Natural Ecosystems

- ❖ Goals: To promote the use of and benefits of mow free zones. To increase mow free zones in the community on municipal properties. To encourage pollinator friendly residential yards. Create a pollinator friendly community. To support native ecosystems.
- Lead Person: Environment Committee
- Resources Needs: Staff
- Date Due or Frequency: Ongoing
- ❖ Task: With the assistance of the Staff Resource, discuss potential mow free and pollinator friendly areas with the Recreation and Culture Manager for municipally owned property. To communicate with and educate residents on the benefits of mow free zones. Inform the Community of the benefits of pollinator friendly yards, and promote the growth of native species.

Updates:

Eco Friendly Transportation

- ❖ Goals: To promote different means of eco-friendly transportation
- Lead Person: Environment Committee
- Resources Needs: Social media, attend trade shows, Internet
- Date Due or Frequency: Ongoing
- ❖ Task: Research different means of eco-friendly transportation and promote them to the Community. To act in an advisory capacity to the municipality to ensure infrastructure and initiatives supporting eco-friendly transportation are being considered.
- Updates:
 - 7.4 Committee Budget Discussion
 - 7.5 Committee Term Review and Future Directions
- 8. <u>NEW BUSINESS</u>
 - a) 2023 Committee Schedule
 - b) Blue box Collection suggested by Anne Saltela
- 9. <u>NEXT MEETING</u>

The next meeting of the Environment Committee is scheduled for 5:30p.m. on Thursday, March 2nd, 2023 at Council Chambers at the Municipal Office.

10.	MEETING	AD.I	OHRNED	١

Meeting adjourned at _____.

MINUTES

THE CORPORATION OF THE MUNICIPALITY OF SIOUX LOOKOUT

ENVIRONMENT COMMITTEE COUNCIL CHAMBERS, MUNICIPAL OFFICE Thursday, December 1, 2022 5:30 P.M.

1. CALL MEETING TO ORDER/CHAIR'S INTRODUCTORY REMARKS

A. Attendance

Committee Members

Ms. Anne Saltel, Vice Chair

Cllr. Joyce Timpson Ms. Joanne Peacock Mr. Bruce Van Horne

Staff

Mr. Jody Brinkman, Manager of Development Services, Staff Resource Ms. Kristen Bartmann, Planning Coordinator, Recording Secretary

Excused Mr. George Hoggarth, Chair

Ms. Jessi Jones Cllr. Joe Cassidy

Absent

B. The Vice Chair called the meeting to order at 5:35 pm.

C. <u>MEMBERS EXCUSED</u>

Motion to excuse members:

Moved by: Ms. J. Peacock

Seconded by: Cllr. J. Timpson CARRIED

2. CONFIRMATION OF AGENDA

a) Additions to Agenda

i) Discussion regarding Site Plan Control from October Committee Meeting

b) Confirmation of Agenda

Motion to Approve Agenda

THAT the Agenda for the Environment Committee Meeting of December 1, 2022 be approved, as amended.

Moved by: Mr. B. Van Horne

Seconded by: Cllr. J. Timpson

CARRIED

3. <u>DISCLOSURE OF PECUNIARY INTEREST</u>

None.

4. ADOPTION OF MINUTES

Motion to Adopt Minutes.

THAT the Minutes of the October 6, 2022 Environment Committee Meeting be adopted as presented.

Moved by: Cllr. J. Timpson

Seconded by: Ms. J. Peacock

CARRIED

THAT the Minutes of the November 3, 2022 Environment Committee Meeting be adopted as presented.

Moved by: Ms. J. Peacock

Seconded by: Cllr. J. Timpson

CARRIFD

5. DELEGATIONS

None.

6. <u>BUSINESS ARISING FROM PREVIOUS MINUTES</u>

a) Landfill operations waste removal discussion (mini-report from Mr. Mat Lelonde, Appendix A)

Ms. K. Bartmann read out Mr. M. Lelonde's email response (Appendix B) regarding methane testing at the landfill, as Ms. A. Saltel had asked prior to the meeting if methane gas could be measured at the landfill. Ms. A. Saltel inquired because if there is lots of methane emissions at the landfill it could be a useful point for promoting the FoodCycler program. She noted that in large landfills they do methane tests frequently, which can then be used to approximate methane levels in smaller landfills. Mr. J. Brinkman explained what Mr. M. Lelonde outlined is primarily for ensuring safe working conditions for landfill employees. Ms. A. Saltel noted that Mr. M. Lelonde's mini-report about why items in the landfill cannot be removed seems to point the Committee to focus on preventing items from ending up in the landfill in the first place; she suggested that perhaps bicycles could be an item to focus on. Ms. J. Peacock noted that local resident Doug Vinkle repairs bicycles; Cllr. J. Timpson suggested speaking to him about initiating some sort of repair program for bicycles that are destined for landfill. Ms. A. Saltel brought up a high school in Kenora that has a teacher who runs a program where broken bicycles are brought in, repaired by the students, and then are given away to community members. The Committee agreed that this was an interesting program and that the Committee should approach Sioux North High School about possibly collaborating on a similar initiative. Ms. A. Saltel said she would follow up on possibilities with Mr. Vinkle and the High School and this was added as a Committee Action Item. Cllr. J. Timpson also suggested reaching out to Seventh Generation School or SLAAMB to see if there is any interest there. Mr. B. Van Horne noted that he thought there was some Ministry of Environment restriction that did not allow items to be removed from the landfill; Mr. J. Brinkman agreed. The Committee discussed getting Municipal staff and Council buy in for the diversion of items destined for landfill.

- b) Ms. K. Bartmann to report of Committee inventory of promo items.
 - a. Ms. K. Bartmann explained that with the help of Mr. R. Fenelon they found a large number of Tru-Earth Laundry Detergent Strips from previous Environment Committee events. There was also a photo album of the Community Garden and a single mesh produce bag. Members of the Committee mentioned they thought there were other items; Ms. K. Bartmann said she would do another look just in case things had been missed or moved.
- c) Green Team discussion.
 - a. This discussion was postponed until the new Committee convenes in the new year.
- d) Site Plan Control (SPC) discussion from October Meeting
 - a. Mr. J. Brinkman explained that SPC comes into play for residential developments of four units and up, as well as most commercial and industrial development. He explained some of the studies that can be required as part of that process. Mr. J. Brinkman handed out copies of the SPC application to Committee members and suggested they review those and discuss at a future meeting. The Committee briefly discussed some current building activity in town

7. ITEMS FOR DISCUSSION

7.1 2022 Work Plan

The Committee discussed the 2022 Work Plan:

2022 Work Plan

Curbside Swap

Goals: Continue promoting Curbside Swap

Lead Person: Cllr. J. Timpson

- Resources Needs: Internet, Social Media, Municipal Website
- ❖ Date Due or Frequency: Biweekly (Saturday and Sundays) April through October
- ❖ Tasks: Ads and signs to encourage participation in Curbside Swap. Continue promoting Curbside Swap Facebook page and add link to Environment Committee's Facebook page.
- ❖ **Updates:** Ms. A. Saltel noted there are approximately 1800 members on the Curbside Swap Facebook page, which is great. Cllr. J. Timpson said that she would do some advertising come springtime during one of the long weekends to make sure interest stays high.

Explore Composting Options

- Goals: To explore options for composting. To promote composting.
- ❖ Lead Person: Environment Committee
- Resources Needs: Internet, Municipal World magazine
- Date Due or Frequency: Ongoing
- ❖ Tasks: Research and promote municipal composting options. Promote backyard composting. To act in an advisory capacity to the municipality to ensure infrastructure and initiatives supporting eco-friendly transportation are being considered.
- ❖ Updates: The Committee updated Mr. B. Van Horne about the FoodCycler program being included in Mr. J. Brinkman's capital budget for Council review.

Communication and Education

Goals: To communicate with residents and educate regarding sustainable environmental practices.

- Lead Person: Environment Committee
- Resources Needs: Internet, Social Media (Facebook), Ads
- Date Due or Frequency: Ongoing
- **★ Tasks:** Through a variety of media, including the Environment Committee Facebook page, educate the community regarding sustainable environmental practices of any nature.
- ❖ Updates: The Committee expressed satisfaction about seeing the participation by regular members on the Facebook page. Cllr. J. Timpson posed the question about expanding to Instagram in order to possibly expand the reach of the Committee. Ms. K. Bartmann noted that the Municipality does have an official Instagram page and explained some basics about Instagram. The Committee asked Ms. K. Bartmann to ask Mr. C. Pollard about the possibility of setting up an Instagram account for the Committee.

Community Garden

- Goals: To establish and maintain community gardens that promote and encourage locally grown produce, food security, the reduction of carbon footprints, composting and educational opportunities.
- Lead Person: Ms. J. Peacock
- Resources Needs: Municipal staff needed to help with maintenance as required.
- ❖ Date Due or Frequency: April through October
- ❖ Tasks: Maintaining the gardens, advertising, gardening classes.
- ❖ Updates: Ms. J. Peacock asked Mr. J. Brinkman about the status of the requested wood for the new garden boxes. Mr. J. Brinkman said staff is looking into fir and cedar and will ensure it is purchased before year end to properly be handled in the budget. He also noted that it can be stored in the shop over the winter and staff may also be able to build the boxes in there over the winter as well

Municipal Projects Review

- ❖ Goals: To review municipal projects that may have an environmental impact and report on their environmental effect
- ❖ Lead Person: Environment Committee
- Resources Needs: List of Capital Projects
- ❖ Date Due or Frequency: Ongoing
- ❖ Tasks: Review environmental impacts of capital projects
- ❖ Updates: Cllr. J. Timpson asked if Mr. J. Brinkman had any information about the sustainable village project from a few years back. Mr. J. Brinkman explained that funding fell through and so the project hasn't been discussed in awhile. Cllr. J. Timpson also inquired about the Biomass project; Mr. J. Brinkman said that that project is ongoing and that we hope to have received our boilers come spring 2023.

Environmental Recognition

- Goals: Recognize groups or individuals for their environmentally sustainable activities/initiatives
- Lead Person: Ms. A. Saltel
- Resources Needs: Internet, Social Media
- ❖ Date Due or Frequency: Ongoing
- Tasks: Recognizing groups or individuals on Social Media and distributing certificates.
- ❖ **Updates:** Ms. A. Saltel informed the Committee that she is playing telephone tag with Kelly Don Baker, who repurposes items. Cllr. J. Timpson noted that the Cedar Bay Craft Fair is happening this weekend, December 3rd 2022, and there are various vendors attending who do similar things. Cllr. J. Timpson also suggested possibly recognizing

Kayla Newman, who started the original Curbside swap page. The Committee thought that was a good idea and Ms. A. Saltel will reach out.

Adaptation and Mitigation to Climate Emergency

- ❖ Goals: To communicate with and educate residents about effective strategies to adapt to the effects of climate change including the impact of the environment on people's health
- ❖ Lead Person: Environment Committee
- Resources Needs: Internet, Social Media, Policies
- Date Due or Frequency: Ongoing
- ❖ Tasks: Present information through a variety of media and act in an advisory capacity to the Municipality.
- **Updates:** Ms. A. Saltel noted that everything the Committee does, big or small, is part of mitigating the effects of climate change. The Committee discussed how some other municipalities are pushing significant action in order to do their part to adapt and mitigate the climate emergency crisis, but sometimes it feels like Sioux Lookout is hesitant to lead the way on action that would help, or that would encourage legislation change at other levels of government. The Committee noted that the new Council will dictate how much the Municipality acts in the face of the climate emergency. The Committee hopes that the new Council will be willing to lead the charge on some actions. The Committee also discussed how even the good actions of Council and the Committee can feel insignificant when the provincial government passes legislation that seems to fly in the face of adaptation and mitigation of the climate emergency. The Committee discussed asking Council to express their concern to the provincial government over some of the recent bills passed and bills being considered; Cllr. J. Timpson noted the Committee could make a deputation to Council about this. Ms. A. Saltel also noted that new members of the Committee are required to fill in some vacancies; perhaps they should post to the Facebook page to encourage people to apply. Cllr. J. Timpson and Ms. A. Saltel stated their agreement with this suggestion.

Promotion of Locally Sourced Food and Self-Sustainability

- Goals: To communicate with and educate residents about access to sustainably sourced food
- Lead Person: Environment Committee
- Resources Needs: Internet, Social Media, Workspaces
- Date Due or Frequency: Ongoing
- ❖ Tasks: Present information and education through a variety of media and act in an advisory capacity to the Municipality. Promoting different gardening options (examples: raised gardens and containers). Provide support to local gardeners by providing a platform for knowledge exchange. Promote sustainably sourced food. Through education and promotion at the farmer's markets, increase awareness about sustainably sourced foods. Advertise and encourage people to share their produce through activities such as gleaning. To approach other Northern Communities for ideas related to locally sourced food.
- ❖ Updates: Ms. A. Saltel wondered about having Tyler Bernier present to the Committee, as his business is expanding by bringing local dairy products into the community. Ms. J. Peacock noted we should have a clear reason for bringing Mr. Bernier in to speak with the Committee. Ms. J. Peacock suggested that maybe it would be beneficial for the Committee to host an open house with Mr. Bernier and other local food producers for the general public, to inform the community of what is available and generate some buzz for these programs. Ms. A. Saltel said she would speak with Mr. Bernier about attending a meeting and discussing further; this was added as an Action Item.

Waste Reduction/Diversion

Goals: To reduce and divert waste

Lead Person: Environment Committee

Resources Needs: Internet, Social Media

Date Due or Frequency: Ongoing

- ❖ Task: Introduce policies, practices, and by-laws to eliminate single use plastics. Advertise Waste Reduction Week. Promote reduction of litter around town. Encourage the enforcement of the existing littering By-law. Educate people on hazardous waste and how to dispose of it. To encourage households and commercial businesses to reduce the amount of recyclables thrown out with garbage
- Updates: See Section 6 a)

Promoting the Establishment of Natural Ecosystems

- ❖ Goals: To promote the use of and benefits of mow free zones. To increase mow free zones in the community on municipal properties. To encourage pollinator friendly residential yards. Create a pollinator friendly community. To support native ecosystems.
- ❖ Lead Person: Environment Committee
- Resources Needs: Staff
- Date Due or Frequency: Ongoing
- ❖ Task: With the assistance of the Staff Resource, discuss potential mow free and pollinator friendly areas with the Recreation and Culture Manager for municipally owned property. To communicate with and educate residents on the benefits of mow free zones. Inform the Community of the benefits of pollinator friendly yards, and promote the growth of native species.
- ❖ **Updates:** The Committee discussed that the mow free zones initiative didn't go as smoothly this year and there seemed to be less community uptake. The Committee pondered potentially removing this goal from the work plan.

Eco Friendly Transportation

- ❖ Goals: To promote different means of eco-friendly transportation
- Lead Person: Environment Committee

- Resources Needs: Social media, attend trade shows, Internet
- ❖ Date Due or Frequency: Ongoing
- **★ Task:** Research different means of eco-friendly transportation and promote them to the Community. To act in an advisory capacity to the municipality to ensure infrastructure and initiatives supporting eco-friendly transportation are being considered.
- ❖ Updates: Cllr. J. Timpson noted that there may be an e-bike at the Sioux Lookout Public Library Adult Show & Tell event on December 7th 2022, which would be good publicity. Cllr. J. Timpson asked Mr. J. Brinkman if all new roads are required to have a bicycle lane; Mr. J. Brinkman said he believes it must be considered, but is dependent on some factors such as width of the right of way. Cllr. J. Timpson said she has noticed an uptick in people on bicycles in the Municipality in the last few years; Ms. J. Peacock noted that includes fat bikes during the winter as well.

7.2 Committee Budget

The Committee confirmed the 2022 budget will be spent on grabbers and lumber. Mr. J. Brinkman will follow up with staff to make sure the purchases are completed in time for the end of the year.

7.3 Committee Term Review and Future Directions

Ms. A. Saltel noted that development of next year's work plan is coming up, which is part of the discussion of this Section. Cllr. J. Timpson brought up the appointment of new Committee members at the December 7th 2022 Special Council Meeting, and how she is considering asking Council to detail more specifically what they want from Committees, especially this Committee. She noted that in other places Councils direct committees more, and perhaps we should look at the same thing here so as to garner more Council support for Environment Committee initiatives and recommendations. The Committee discussed whether the Committee would be better off as a community advocacy group rather than affiliated with the Municipality; Ms. A. Saltel noted that this has been discussed before and being an independent entity can create challenges related to funding, having space to meet, etc. Mr. B. Van Horne noted that maybe the issue is that the Terms and References for the Committee need to be updated to provide more guidance on Committee activity; he read the Terms and References to the Committee for brief discussion. The Committee encouraged Cllr. J. Timpson to initiate a conversation with Council at the next Council Meeting about what Council would like to see from the Committee, as it seems that the appointing of new members is a good segue for in depth conversation about the Committee's function in general.

7.4 Action Reminders

- Ms. J. Jones to research successful litter reduction strategies in other small towns.
- ❖ Invite Mr. M. Lelonde to next meeting for discussion about the landfill and diverting usable items from landfill; specifically, legislation that permits or disallows removing items
 - Completed
- ❖ Discuss with Mr. R. Chakraborty, Recreation and Culture Department Manager the town planters and reusing organic materials from them.
- Contact Mr. Clifford Mushquash regarding COP27 and ask if he would report on the conference to the Committee.
 - Cllr. J. Timpson said Mr. Musquash would be interested in doing an activity with the Committee and Council in the New Year.
- Decide what to do with promo items (laundry strips)
- Ms. A. Saltel to reach out to Doug Vinkle and Sioux North High School about a possible bicycle repair initiative.
- ❖ Ms. A. Saltel to reach out to Tyler Bernier about meeting with the Committee.

8. <u>NEW BUSINESS</u>

None.

9. NEXT MEETING

The next meeting of the Environment Committee is scheduled for Thursday, January 5, 2022 at 5:30 pm in Council Chambers at the Municipal Office.

10. MEETING ADJOURNED

Meeting adjourned at 6:43 pm.