

## **AGENDA**

### **THE CORPORATION OF THE MUNICIPALITY OF SIOUX LOOKOUT**

#### **ENVIRONMENT COMMITTEE Council Chambers, Municipal Office Wednesday, October 1, 2025 5:00 P.M.**

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1. **CALL MEETING TO ORDER**

A. **Attendance**

Committee Members    Mr. George Hoggarth (Chair)  
                                 Ms. Anne Saltel (Vice Chair)  
                                 Cllr. Joyce Timpson  
                                 Cllr. Reece Van Breda  
                                 Ms. Joanne Falk  
                                 Ms. Alanna Pizziol-Carroll  
                                 Mr. Tyler Bernier

Staff                      Mr. Jody Brinkman, Development Services Manager  
                                 Ms. Komal Shah, Development Services Administrative  
                                 Assistant

Regrets                      Mr. Hari Sankar

Absent

Guest

B. Chair to Call the Meeting to order.

C. Motion to excuse                      from the meeting.

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 October 1, 2025 be approved, as amended/ presented.

Moved by:

Seconded by:

3. DISCLOSURE OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES

THAT the Minutes of the September 4, 2025 Environment Committee Meeting be adopted as presented/amended.

Moved by:

Seconded by:

5. DELEGATIONS/PRESENTATIONS

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1 ACTION ITEMS

01-2024-01 – Committee to research if municipality has a Climate Action Plan and if so committee should review and discuss, if not committee to submit a recommendation to council to develop and implement a municipal Climate Action Plan - All Members

09-2024-02 – Reserve a 40\$ deposit for each community garden beds in April 2026 – Ms. Falk

09-2025-03 – Request the Public works department to provide the public response about the event “Hazardous special waste collection” happened on September 27, 2025 – Ms. Shah

- ❖ Cllr. Van Breda informed the Environment Committee members via email that approximately 125 trucks dropped off hazardous waste during the Hazardous Waste Collection Day on Saturday.
- ❖ Completed

## 7. ITEMS FOR DISCUSSION

### 7.1 Annual Work Plan and Budget Request

#### ***Curbside Swap***

- ❖ **Goals:** Continue promoting Curbside Swap
- ❖ **Lead Person:** Cllr. J. Timpson
- ❖ **Resources Needs:** Internet, Social Media, Municipal Website
- ❖ **Date Due or Frequency:** Weekly (Saturday and Sundays) April through October
- ❖ **Tasks:** Ads, signs, encourage the non-profit housing associations and others to use Curbside Swap. Better promote Curbside Swap 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:** Solicit community input on composting options through methods such as surveys.
- ❖ **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, 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. Falk
- ❖ **Resources Needs:** Volunteers needed to help with setting up the gardens. 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. Seek nominations from public
- ❖ **Updates:**

### ***Climate Action Plan***

- ❖ **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, Natural Ecosystems and Eco Friendly Transportation will be incorporated into the Climate Action Plan
- ❖ **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 (Gleaning).

- ❖ **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. Reduce recycling mixed in with household and commercial garbage, which is being brought to the landfill. Advocate for the chipping of brush as a way to divert it from the landfill site.

- ❖ **Updates:**

### **Municipal Litter Strategy**

- ❖ **Goals:** To create a Community wide Litter Strategy
- ❖ **Lead Person:** Environment Committee
- ❖ **Resources Needs:** Internet, Social Media, various local Stakeholders
- ❖ **Date Due or Frequency:** Ongoing
- ❖ **Task:** Consult with local agencies and businesses to develop an ongoing litter reduction program. Promote community pride by keeping our streets and green spaces free of litter.
- ❖ **Updates:**

#### **7.4 Committee Budget Discussion**

8. NEW BUSINESS

9. NEXT MEETING

The next meeting of the Environment Committee is scheduled for 5:00 p.m on Thursday, November 6th 2025 at Council Chambers at the Municipal Office.

10. MEETING ADJOURNED

Meeting adjourned at \_\_\_\_\_.

## **MINUTES**

### **THE CORPORATION OF THE MUNICIPALITY OF SIOUX LOOKOUT**

#### **ENVIRONMENT COMMITTEE COUNCIL CHAMBERS, MUNICIPAL OFFICE Thursday, September 4, 2025 5:00 P.M.**

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#### **1. CALL MEETING TO ORDER**

##### **A. Attendance**

##### **Committee Members**

Mr. George Hoggarth, Chair  
Ms. Anne Saltel, Vice Chair  
Cllr. Joyce Timpson  
Ms. Joanne Falk  
Cllr. Reece Van Breda  
Mr. Hari Sankar  
Ms. Alanna Pizziol-Caroll  
Mr. Tyler Bernier (Virtually)

##### **Staff**

Mr. Jody Brinkman, Development Services Manager  
Ms. Komal Shah, Development Services Administrative Assistant

##### **Excused**

##### **Absent**

##### **Guest**

B. Chair called the meeting to order at 5:02 pm.

#### **C. MEMBERS EXCUSED**

Motion to excuse members: NA

Moved by:



Seconded by:

CARRIED

2. AGENDA

a) Additions to Agenda

b) Confirmation of Agenda

THAT the Agenda for the Environment Committee Meeting of September 4, 2025 be approved, as presented.

Moved by: Ms. Saltel

Seconded by: Ms. Falk

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES

Motion to Adopt Minutes.

THAT the Minutes of the June 5, 2025 Committee Meeting be adopted, as amended.

Moved by: Cllr. Van Breda

Seconded by: Cllr. Timpson

CARRIED

5. DELEGATIONS

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1 ACTION ITEMS

01-2024-01 – Committee to research if municipality has a Climate Action Plan and if so committee should review and discuss, if not committee to submit a recommendation to council to develop and implement a municipal Climate Action Plan - All Members

10-2024-02 – Prepare report for Council regarding wood chipping locally– Mr. Brinkman

- ❖ Mr. Brinkman added that the 'Adopt-a-Block' and 'Wood Chipper' programs will be handled by the Public Works Department. He will follow up with Mr. LeLonde, the Public Works Operations Manager.
- ❖ Completed

06-2025-03 – Request Public works to provide the dates for fall “Hazardous waste collection” – Ms. Shah

- ❖ The hazardous waste collection for the year 2025 is scheduled for September 27, 2025, from 8:00 AM to 3:00 PM at the Public Works Garage.
- ❖ Completed

09-2025-04 – Reserve a 40\$ deposit for each community garden beds in April 2026” – Ms. Falk

09-2025-05 – Request the Public works department to provide the public response about the event “Hazardous special waste collection” happened on September 27, 2025 – Ms. Shah

## 7. ITEMS FOR DISCUSSION

### 7.1 Annual Work Plan and Budget Request

#### ***Curbside Swap***

- ❖ **Goals:** Continue promoting Curbside Swap
- ❖ **Lead Person:** Cllr. J. Timpson
- ❖ **Resources Needs:** Internet, Social Media, Municipal Website
- ❖ **Date Due or Frequency:** Weekly (Saturday and Sundays) April through October

- ❖ **Tasks:** Ads, signs, encourage the non-profit housing associations and others to use Curbside Swap. Better promote Curbside Swap Facebook page.
- ❖ **Updates:** Cllr. Timpson stated that she would organize the final Curbside Swap for Thanksgiving to officially wrap up the season. Ms. Falk noted that some residents continue to leave items out during the winter as well.

### ***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:** Mr. Hoggarth asked Mr. Bernier if he would like to provide an update on the composting project that ran during the summer. Mr. Bernier reported that the project was very successful, particularly as a drop-off option for residents at the Five Mile Corner and Town Farm locations. However, he noted that it has been challenging to get residents to sign up for the curbside composting program, which costs \$25 per month.
- ❖ Rock Front Family Farms is currently promoting the curbside program. Residents who sign up this month will receive a welcome package that includes a collection bucket, compostable bags, informational materials, and a gift certificate from the farm. So far, only 12 residents have signed up, although the program can accommodate up to 50 participants in partnership with the Municipality. They are hopeful that interest will increase over the winter months and emphasized the need for more promotion.
- ❖ The Committee suggested sharing a post about the curbside program on the Environment Committee's Facebook page. It is good idea to print and distribute pamphlets in high-traffic community areas added by Mr. Bernier. Ms. Saltel mentioned that, she could post the flyer at the seniors' Centre.

### ***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:** Cllr. Van Breda informed the committee members that the Nuclear Waste Management Organization (NWMO) will be hosting an open house at the Legion Upper Hall on Friday, September 26th, from 2:00 PM to 8:00 PM. Presentations will take place at 3:00 PM and again at 6:00 PM.

### ***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. Falk
- ❖ **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. Falk expressed disappointment that the community garden did not grow well this summer due to excessive rainfall, which left the area very wet. It was noted that the Dryden Community Garden requires a \$40 deposit from bed owners to ensure the garden beds are cleaned at the end of the season. The committee members agreed to implement the same policy starting next year. Ms. Shah will add this as an action item to follow up on next year.
- ❖ Ms. Falk informed Mr. Brinkman a new composter will be needed. If there is still unused budget available, then Ms. Falk would also like to purchase soil for the gardens.

- ❖ Under the FireSmart program, the Municipality will clear properties owned by Municipality asked by Ms. Falk. Mr. Brinkman suggested speaking with Fire Chief Mr. Jeremy Funk regarding this matter. Mr. Sankar will follow up with Mr. Funk to discuss the issue.
- ❖ Eleven new participants joined this year, and there was a lot of enthusiasm for farming added by Ms. Falk.

### ***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:** Mr. Hoggarth asked Mr. Brinkman regarding the municipal projects. Mr. Brinkman stated that the Municipality is currently working on a 10-year capital project plan and will share the draft with residents. The strategic plan will also consider the impacts of climate change.

### ***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:** Mr. Chris Pollard prepared a write-up about Buzz Czekaj for the Municipality's social media to recognize his contributions. The committee members are also planning to recognize the volunteers from the Hudson Lost Lake Centre. Ms. Saltel will contact Ms. Kathy Storey regarding this.

### ***Climate Action Plan***

- ❖ **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, Natural Ecosystems and Eco Friendly Transportation will be incorporated into the Climate Action Plan
- ❖ **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:** The committee members agreed that the Municipality will first create a draft Climate Action Plan. Once the draft is prepared, the committee will review it and provide feedback. When the draft is made available to the public, committee members may attend a Council meeting as a delegation to show their support for the plan.

### ***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. Saltel asked Mr. Bernier to provide additional ideas for promoting locally sourced food. Mr. Bernier expressed support for the organic movement and the development of more local producers. Ms. Saltel noted that, currently, Penner Farms is the only vendor from the Farmer's Market who comes to town. Mr. Bernier added, the good soil will take time and efforts.
- ❖ Mr. Bernier send an email to committee members are as follow:

Promoting locally sourced food/ attracting farmers to our markets

To elaborate on this topic a bit more, I believe it is very important for us to promote the importance of local food production. Some of the challenges I see particularly is the un-interest of new and upcoming farmers. I think this has a lot to do with lack of resources and tooling/information as well as farmable land in our area. That being said, we can grow crops anywhere as long as we build soils which takes time and effort which requires education and implementation. What we are doing as a small farm is trying to showcase to the local population that it is possible to farm here and be successful, as long as the dedication to efforts is established.

As for attracting farmers to our markets , I believe it has less to do with logistics and more to do about the lack of available farms in and around our area. Most of the farms around us are already fulfilling their local markets and don't feel the need to travel here. This is why advocacy on developing more hyper-local small farms is a necessity, but until there are incentives in place to develop these new farms , interested parties will take on other opportunities/careers.

We have been working with the 807 food coop and now working on the expansion of our farm to help fulfill some of the demand here in our local community. That being said, it will take some time to achieve this.

Once again, thank you for your support of us, and look forward to being with you all next meeting.

Kind regards,

Tyler Bernier

### ***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. Reduce recycling mixed in with household and commercial garbage, which is being brought to the landfill. Advocate for the chipping of brush as a way to divert it from the landfill site.
- ❖ **Updates:** Ms. Saltel asked Mr. Brinkman whether data from Public Works could be obtained regarding the hazardous waste collection event, in order to check the public response. Ms. Shah will contact Ms. Dianna Lorteau after September 27.
- ❖ Cllr. Van Breda clarified that one Hazardous waste sandwich sign is located at the Town beach near the office and washrooms, the second sandwich sign is placed at the Hudson Drop-in Center. Mr. Hoggarth suggested using a couple of sandbags to stabilize the signs, and Cllr. Van Breda agreed to take care of it. Cllr. Van Breda will pick up the sandbags from the Public Works garage, and Mr. Brinkman confirm the details with Public Works and inform Cllr. Van Breda accordingly.
- ❖ Ms. Saltel asked whether the hazardous waste collection event was being advertised beyond social media, such as in newspapers or other channels, to ensure broader public outreach. Mr. Brinkman will follow up to ensure the event is properly advertised before the scheduled collection date.
- ❖ Ms. Pizziol-Carroll noted that the draft sign for the Adopt-a-Block program, along with the hazardous waste sign beneath it, will need to be prepared by Catspaw. Once she receives the draft, she will share it with committee members for feedback and to confirm whether any further changes are needed. Ms. Pizziol-Carroll has already sent an email to all members, and Ms. Saltel suggested changing from 'September' to 'Fall.' The committee will continue to discuss this matter.
- ❖ Committee members asked Mr. Brinkman about the garbage cans, and he will follow up with Ms. Meredith Culham, Recreation Manager. Ms. Shah shared the locations of the garbage cans with the committee via email.

### ***Municipal Litter Strategy***

- ❖ **Goals:** To create a Community wide Litter Strategy
- ❖ **Lead Person:** Environment Committee
- ❖ **Resources Needs:** Internet, Social Media, various local Stakeholders



- ❖ **Date Due or Frequency:** Ongoing
- ❖ **Task:** Consult with local agencies and businesses to develop an ongoing litter reduction program. Promote community pride by keeping our streets and green spaces free of litter.
- ❖ **Updates:** Mr. Brinkman mentioned that if an individual or organization participates in the “Adopt-a-Block” program, they will be covered under the municipal liability insurance. The project will now be overseen by the Public Works Department.

#### 7.4 COMMITTEE BUDGET

- Mr. Brinkman will present the remaining budget balance to the committee members at the next meeting.
- Mr. Falk expressed interest in using the 2025 budget to purchase soil for the community garden.

#### 8. NEW BUSINESS

- Mr. Bernier would like to donate the compost to community garden.

#### 9. NEXT MEETING

The next meeting of the Environment Committee is scheduled for Thursday, October 1st 2025, at 5:00 pm in Council Chambers at the Municipal Office.

#### 10. MEETING ADJOURNED

Meeting adjourned at 6:01 pm.