

AGENDA

THE CORPORATION OF THE MUNICIPALITY OF SIOUX LOOKOUT

ENVIRONMENT COMMITTEE Council Chambers, Municipal Office Thursday, September 10, 2026 5:00 P.M.

1. **CALL MEETING TO ORDER**

A. **Attendance**

Committee Members Mr. George Hoggarth (Chair)
 Ms. Anne Saltel (Vice Chair)
 Cllr. Joyce Timpson
 Ms. Joanne Falk

Staff Ms. Komal Shah, Development Services Administrative
 Assistant

Regrets Mr. Hari Sankar
 Ms. Alanna Pizziol-Caroll
 Cllr. Reece Van Breda

Absent

Guest

B. Chair to Call the Meeting to order.

C. Motion to excuse Mr. Hari Sankar, Cllr. Reece Van Breda and Ms. Alanna Pizziol-Caroll from the meeting.

THAT the above mentioned members be excused from the meeting.

Moved by:
Seconded by:

2. **AGENDA**

a) Additions to the Agenda

Mr. Andrew Culham would like committee members to discuss below things:

“Curbside Pickup – Review of Current Program and Potential Virtual Pickup Model

Staff would like to bring forward a concern regarding the current Curbside Pickup initiative and its relationship to property maintenance, wildfire risk reduction, and municipal cleanup resources.

The Curbside Pickup program provides an opportunity for residents to place unwanted items at the curb for others in the community to take free of charge. While the program provides a useful avenue for the reuse of unwanted items, staff have received complaints from members of the public and have personally witnessed items being removed from the curb and subsequently pulled or moved into bushes and wooded areas.

This issue has also been observed during WRAP inspections conducted as part of the Municipality's wildland fire risk assessment and prevention activities. In some instances, items left out for pickup or removed from properties are ultimately abandoned elsewhere throughout the community.

These materials can then become a concern from both a property maintenance and wildland fire risk perspective and require municipal staff to locate, collect, and transport the materials to the landfill. This results in additional municipal costs, staff time, and use of valuable landfill capacity.

Staff would like to seek the Environmental Committee's thoughts on whether the current Curbside Pickup model should be reviewed and whether consideration could be given to transitioning to a virtual or request-based curbside pickup system. Under such a model, residents could advertise unwanted items through an online municipal platform or other designated method, with arrangements made for interested individuals to collect the items directly from the property.

The intent of the discussion would be to determine whether an alternative approach could continue to support the reuse of unwanted items while reducing illegal dumping, materials being dragged into wooded areas, municipal cleanup requirements, and potential wildland fire risks.”

b) Confirmation of Agenda

THAT the Agenda for the Environment Committee Meeting of September 10, 2026 be approved, as amended/ presented.

Moved by:

Seconded by:

3. DISCLOSURE OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES

THAT the Minutes of the June 11, 2026 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

11-2025-01 – Write an article on Hazardous waste education to promote safe storage and landfill reduction – Mr. Sankar
❖ Completed

01-2026-02 – Schedule a virtual meeting with the Circular Economy team for awareness and Q&A purposes. – All Members

03-2026-03 – Contact the high school and Pelican Falls to explore whether students can make DIY produce bags. – Mr. Hoggarth

05-2026-04 – Contact the Sacred Heart and Sioux Mountain School for their perspectives and initiatives for Environment– Committee members

06-2026-05 – Arrange a virtual information session with Sustainatech to learn more about plastic recycling initiatives and related environmental programs, as suggested by Cllr. Timpson. – Ms. Shah

❖ Ms. Shah reached out to the organization through its website to initiate contact.

06-2026-06 – Print copies of the “Hazardous Waste Final Copy” for display at the Blueberry Festival trade show at the Rec Centre. – Ms. Shah

❖ Completed

06-2026-07 – Discuss and design a Hazardous waste sign to be placed before the landfill entrance for public awareness, with the goal of reducing hazardous waste being disposed of at the landfill. – Committee members

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:** 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. Advocate for the chipping of brush as a way to divert it from the landfill site. Establish a site where E-waste can be dropped off. (E-Waste Depo)
- ❖ **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

The committee members decided to keep the following two items in the budget for the time being:

1. Posters for the Hazardous Waste event
2. Cloth materials for produce bags
3. Provide an honorarium to students for making produce bags
4. Installation of Hazardous Waste sign at the Landfill Entrance
5. Final copy of the Hazardous waste notice for publication in the newspaper

8. NEW BUSINESS

9. NEXT MEETING

The next meeting of the Environment Committee is scheduled for 5:00 p.m on Thursday, October 1st 2026 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, June 11, 2026 5:00 P.M.

1. CALL MEETING TO ORDER

A. Attendance

Committee Members

Mr. George Hoggarth, Chair
Ms. Anne Saltel, Vice Chair
Ms. Desta Buswa
Mr. Hari Sankar
Ms. Joanne Falk

Staff

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

Excused

Ms. Alanna Pizziol-Caroll
Cllr. Joyce Timpson
Cllr. Reece Van Breda

Absent

Guest

B. Chair called the meeting to order at 5:06 pm.

C. MEMBERS EXCUSED

Motion to excuse members: Ms. Alanna Pizziol-Caroll, Cllr. Joyce Timpson, and Cllr. Reece Van Breda

Moved by: Ms. Saltel
Seconded by: Ms. Falk

CARRIED

2. AGENDA

a) Additions to Agenda

Mr. Tim Brody of the Sioux Bulletin has received the photographs provided by Ms. Shah. Mr. Brody will send a list of questions for the article, and once the Sioux Bulletin receives the responses, he will prepare and publish an article along with the photographs. The purpose of the article is to raise public awareness about which items can and cannot be placed in the new recycling program.

b) Confirmation of Agenda

THAT the Agenda for the Environment Committee Meeting of June 11, 2026 be approved, as presented.

Moved by: Ms. Saltel

Seconded by: Mr. Sankar

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES

Motion to Adopt Minutes.

THAT the Minutes of the May 14, 2026 Committee Meeting be adopted, as presented.

Moved by: Ms. Saltel

Seconded by: Ms. Falk

CARRIED

5. DELEGATIONS

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1 ACTION ITEMS

11-2025-01 – Write an article on Hazardous waste education to promote safe storage and landfill reduction – Mr. Sankar

- ❖ Mr. Sankar submitted the draft version to Ms. Shah. During the meeting, Ms. Shah presented the draft to the committee members on screen for review. Few suggestions were provided by the committee, and revisions will be made accordingly.
- ❖ Once the corrections have been completed, Mr. Sankar will distribute the final copy to the committee members for final review and approval. Following committee approval, the final copy will be forwarded to Mr. Chris Pollard and the CAO for approval.
- ❖ Upon receiving all necessary approvals, the document will be posted on the municipal website and shared through the municipality's social media channels. Ms. Shah will also print and laminate copies for distribution to local businesses, where they can be displayed on bulletin boards throughout the community.

11-2025-02 – Educate the public about hazardous waste before the fall collection event– All Members (Urgency in June meeting)

- ❖ Completed

01-2026-03 – Schedule a virtual meeting with the Circular Economy team for awareness and Q&A purposes. – All Members

- ❖ Ms. Saltel express her disappointment regarding the email response she received, which stated that books cannot be accepted for recycling under provincial legislation.

03-2026-04 – Contact the high school and Pelican Falls to explore whether students can make DIY produce bags. – Mr. Hoggarth

- ❖ Mr. Hoggarth was contacted and confirmed that the produce bags can be accommodated in the second semester.

05-2026-05 – Contact the Sacred Heart and Sioux Mountain school for there perspectives and initiatives for Environment– Committee members

- ❖ Ms. Saltel suggested that it would be beneficial to contact the school before it reopens, as teachers typically prepare their curriculum well in advance for the upcoming school year. She noted that once the curriculum has been finalized, it may be difficult to accommodate additional programs or materials.

06-2026-06 – Arrange a virtual information session with Sustainatech to learn more about plastic recycling initiatives and related environmental programs, as suggested by Cllr. Timpson. – Ms. Shah

- ❖ Ms. Shah reached out to the organization through its website to initiate contact. The committee agreed to discuss this action item in the fall.

06-2026-07 – Print copies of the “Hazardous Waste Final Copy” for display at the Blueberry Festival trade show at the Rec Centre. – Ms. Shah

06-2026-08 – Discuss and design a Hazardous waste sign to be placed before the landfill entrance for public awareness, with the goal of reducing hazardous waste being disposed of at the landfill. – Committee members

06-2026-09 – The Committee will organize a one-time event where local businesses participate in a cleanup of the area. Participants will be asked to take and submit photographs of the activity. Businesses involved will be recognized by the Environmental Committee under the Environmental Recognition Program. – Ms. Buswa

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:** None

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. Lobby municipality to look into establishing local composting facility.
- ❖ **Updates:** Mr. Hoggarth mentioned that he has heard about “Methane capture at the landfill” initiatives. Mr. Brinkman suggested reaching out to the Public Works Manager, Mr. Jeff Hawley to see if he has any information on this topic. Ms. Shah sent an email to the Mr. Hawley requesting input on whether he is aware of this initiative or any related government program. Mr. Jeff Hawley responded as per below:

“Methane capture is certainly something we could look at but it is very expensive to do. Requiring excavation of the existing landfill and installation of piping and a flare system. I really doubt our footprint would warrant adequate production to justify the cost. In addition, these types of systems often justify their existence via power generation. As we only have a small office on site and are too far away to service any other buildings/potential customers you would have to justify the cost based on methane produced at the landfill alone. And that brings us full circle back to my original comment that our footprint is so small that I really doubt there is enough methane generated to justify the investment. That is to say the impact on the environment is negligible.

If you have documentation on a specific system, you are looking at I would be happy to review it and dig into it a bit to see if my assumptions are correct or not.”

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.

Promote Adopt-a-block by purchasing 5 signs. Educate community regarding Hazardous waste disposal.

- ❖ **Updates:** Committee members will discuss and develop a Hazardous waste sign for placement before the landfill entrance to raise public awareness and help reduce the disposal of hazardous waste at the landfill.
- ❖ Committee members brought recycling sample materials to the municipal chambers to demonstrate what can and cannot be included in the new recycling program, in order to raise public awareness. Ms. Shah took photos and sent them to the Sioux Lookout Bulletin, and Mr. Brody will soon write a newspaper article about the initiative.
- ❖ Ms. Buswa suggested that the committee organize environmental awareness activities in elementary schools such as Sacred Heart School and Sioux Mountain Public School. The goal is to help young children learn about environmental issues and engage in related activities from an early age. Mr. Hoggarth will join her in this initiative.

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 provided an update regarding the beds. There are a total of 30 beds; 20 are ready, while 10 are still not completed and have not been rented out. She also noted that the grass was cut this week and is now nicely trimmed. Ms. Shah followed up on a work order for the compost lid and has already sent an email to the Facilities guys to request the repair.

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. Brinkman noted that the arena retrofit project will be presented to Council next week.

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:** Committee members decided to recognize Ms. Joanne Falk, a committee member, for her dedicated work on the community garden throughout the summer.

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. Identify all these items in Strategic plan and pertain to climate and department responsible for completing those tasks.
- ❖ **Updates:** Mr. Brinkman added that due to the summer season, he is very busy with issuing building permits and inspection in town, and he will work on this with the Capital Projects Manager in September.

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:** None

Waste Reduction/Diversion

- ❖ **Goals:** To reduce and divert waste
- ❖ **Lead Person:** Environment Committee
- ❖ **Resources Needs:** Internet, Social Media
- ❖ **Date Due or Frequency:** Ongoing
- ❖ **Task:** 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. Advocate for the chipping of brush as a way to divert it from the landfill site. Establish a site where E-waste can be dropped off. (E-Waste Depo)

- ❖ **Updates:** None

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:** Ms. Shah will contact the Recreation Manager to request an update on the “Adopt-a-Block” program and to determine its current stage of implementation. Ms. Shah has already sent an email regarding this matter. Ms. Buswa suggested organizing a cleanup involving all businesses in the surrounding area. The event would be sponsored by the committee, with photographs taken to recognize business under the Environmental Recognition Program. This item will be discussed further in the fall. It is intended to be a one-time event only.
- ❖ Ms. Meredith Culham responded as per below:

“In all honesty, I have not had the time to review the Adopt a Block information yet. I did speak with Brian and we discussed this year would be reviewing documentation and sorting out those details with an official launch happening in 2027.

That's all I can say at this point. I am hoping I can dive into the documents and previous conversations regarding this idea in July or August, so I can meet and discuss with relevant parties in the fall.”

7.4 COMMITTEE BUDGET

The committee members decided to keep the following two items in the budget for the time being:

1. Posters for the Hazardous Waste event
2. Cloth materials for produce bags
3. Provide an honorarium to students for making produce bags

4. Installation of Hazardous Waste sign at the Landfill Entrance
5. Final copy of the Hazardous waste notice for publication in the newspaper
8. NEW BUSINESS

9. NEXT MEETING

The next meeting of the Environment Committee is scheduled for Thursday, September 10th 2026, at 5:00 pm in Council Chambers at the Municipal Office.

10. MEETING ADJOURNED

Meeting adjourned at 6:02 pm.