

AGENDA

THE CORPORATION OF THE MUNICIPALITY OF SIOUX LOOKOUT

ENVIRONMENT COMMITTEE Council Chambers, Municipal Office Thursday, October 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
 Ms. Alanna Pizziol-Caroll
 Cllr. Reece Van Breda

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

Regrets

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

The committee members will discuss the “Curbside Swap” initiative again.

b) Confirmation of Agenda

THAT the Agenda for the Environment Committee Meeting of October 1st, 2026 be approved, as amended/ presented.

Moved by:

Seconded by:

3. DISCLOSURE OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES

THAT the Minutes of the September 10, 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

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

03-2026-02 – Contact the high school and Pelican Falls to explore whether students can make DIY produce bags. – Mr. Hoggarth

05-2026-03 – Contact the Sacred Heart and Sioux Mountain School for their perspectives and initiatives for Environment– Committee members

06-2026-04 – 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 again in September through there website.

06-2026-05 – 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

09-2026-06 – Contact the school to ask about recruiting student volunteers to help with the community garden. – Mr. Hoggarth

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. Cloth materials for produce bags
 2. Provide an honorarium to students for making produce bags
 3. Installation of Hazardous Waste sign at the Landfill Entrance
 4. Final copy of the Hazardous waste notice for publication in the newspaper (\$522.83 used)
8. NEW BUSINESS

9. NEXT MEETING

The next meeting of the Environment Committee is scheduled for 5:00 p.m on Thursday, November 12th 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, 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
Ms. Joanne Falk
Cllr. Joyce Timpson

Staff Ms. Komal Shah, Development Services Administrative Assistant

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

Absent

Guest

B. Chair called the meeting to order at 5:01 pm.

C. MEMBERS EXCUSED

Motion to excuse members: Mr. Hari Sankar, Ms. Alanna Pizziol-Caroll, Cllr. Reece Van Breda

Moved by: Ms. Falk
Seconded by: Cllr. Timpson
CARRIED

2. AGENDA

a) Additions to Agenda

The Committee members discussed Mr. Andrew Culham's concerns regarding the Curbside Swap initiative.

Ms. Saltel clarified that the recent wildfire was not caused by the Curbside Swap initiative, but rather by individuals starting fires in the bush. She noted that the Curbside Swap initiative has been in place for a long time and has been very successful in reducing the amount of waste sent to landfill by promoting reuse and recycling.

Ms. Saltel also stated that, at the next Council meeting—the first meeting following the election—Environment Committee will represent as a delegate. Committee members will explain that the wildfire should not be attributed to the Curbside Swap initiative and emphasize that the initiative is beneficial because it helps reduce the amount of waste going to landfill.

b) Confirmation of Agenda

THAT the Agenda for the Environment Committee Meeting of September 10, 2026 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 11, 2026 Committee Meeting be adopted, as presented.

Moved by: Ms. Falk

Seconded by: Ms. Saltel

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

❖ Completed

❖ The Committee members decided to publish a quarter-page, full-color article in the Bulletin prior to the Hazardous Waste Collection date (September 26). The cost of the publication will be covered by the Committee budget. Ms. Shah will take care of this action item.

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

❖ Ms. Saltel mentioned that she received information from Circular Economy stating that apartment buildings cannot participate in the recycling program until 2030.

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

❖ Mr. Hoggarth added that neither school will be offering during the first semester; however, the initiative will remain on their radar for the second semester.

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 Sustaintech to learn more about plastic recycling initiatives and related environmental programs, as suggested by Cllr. Timpson. – Ms. Shah

❖ Cllr. Timpson suggested reconnecting with Sustaintech to request a presentation on the Zero Plastic Waste initiative. Ms. Shah contacted Sustaintech through the company's website using the "Contact Us" page.

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

- ❖ Ms. Shah reached out to Mr. Brinkman to discuss the possibility of having a Electronic waste drop-off bin at Public Works. The purpose would be to provide a more convenient option for residents who may not want to transport electronic waste to the landfill.
- ❖ Mr. Brinkman checked with the Public Works Manager, Mr. Jeff Hawley, who expressed concern that residents may dispose of regular household garbage in the Electronic waste bin.
- ❖ Ms. Saltel suggested having a secured bin that would only be accessible during Public Works office hours.
- ❖ Mr. Brinkman noted that he had discussed this option with Mr. Hawley, but Mr. Hawley did not appear to be in favour of the idea. Mr. Brinkman added that there is a new supervisor at Public Works and that he could raise the subject with them.

09-2026-08 – Contact the school to ask about recruiting student volunteers to help with the community garden. – Mr. Hoggarth

7. ITEMS FOR DISCUSSION

7.1 Annual Work Plan and Budget Request

Committee members agreed to pay \$522.83 to the Sioux Bulletin for a quarter-page, full-color newspaper advertisement featuring the Hazardous Waste document.

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:** Committee members decided to revisit and discuss this matter at the October meeting.

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:** Ms. Saltel reported that Mr. Tyler Bernier has temporarily suspended the compost bin project at the 5 Mile Corner drop-off site after a bear accessed the bin. The project has been placed on hold for the time being. Mr. Bernier has also stopped collecting the compost due to the high cost of pickup.

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:** None

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 mentioned that the community garden project went very well. The tomatoes grew exceptionally well, and Mr. Bernier's chicken compost was reported to be of very good quality. Of the 30 available garden beds, 20 beds were used. Ms. Shah followed up on the work order with Facilities staff to repair the compost lead.
- ❖ Mr. Brinkman provided a "This Area Is Under 24-Hour Video Surveillance" sign to be placed at the entrance to the community garden. Ms. Shah sent a work order to have the sign installed.

Municipal Projects Review

- ❖ **Goals:** To review municipal projects that may have an environmental impact and report on their environmental effect
- ❖ **Lead Person:** Environment Committee
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- ❖ **Date Due or Frequency:** Ongoing
- ❖ **Tasks:** Review environmental impacts of capital projects
- ❖ **Updates:** None

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. Saltel will recognize “Ms. Joanne Falk” for her support in community garden as co-ordinator.

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:** Committee members will prepare questions for the candidates in advance of the election meeting on October 5.

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. Esposito will attend the November meeting to discuss the Adopt-a-Block campaign with the Recreation Manager, as the October meeting date does not work for her.

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 (\$522.83 used)

8. NEW BUSINESS

9. NEXT MEETING

The next meeting of the Environment Committee is scheduled for Thursday, October 1st 2026, at 5:00 pm in Council Chambers at the Municipal Office.

10. MEETING ADJOURNED

Meeting adjourned at 6:31 pm.