



Public Minutes
ENVIRONMENT ADVISORY COMMITTEE MINUTES
Wednesday, November 13, 2019, 6:30 p.m.
Scoop Lewry Room, 2nd Floor, City Hall

PRESENT: David Kanz, Chairperson, Citizen-at-Large
Councillor Chris Warren, Council Representative
Nicklaus Clayson, Citizen-at-Large
Don Mitchell, Citizen-at-Large
Sean Chase, Holy Trinity Catholic School Representative
Elisa McLeod, 15 Wing Representative
Todd Johnson, Wakamow Representative
Rob Clark, Chamber of Commerce Representative

ALSO PRESENT: Myron Gulka-Tiechko, City Clerk/Solicitor
Darrin Stephanson, Manager of Utilities
Pearl Anderson, Recording Secretary

PART 1 - NO APPROVAL OF COUNCIL REQUIRED

Re: Call to Order

David Kanz, Chairperson, called the meeting to order 6:32 p.m.

PART 2 - NO APPROVAL OF COUNCIL REQUIRED

Re: Adoption of Agenda

Moved by Don Mitchell

THAT the agenda be adopted with the following addition:

- Part 4.3 – Terms of Reference - Public Works, Infrastructure and Environment Advisory Committee

Carried.

PART 3 – NO APPROVAL OF COUNCIL REQUIRED

Re: Adoption of the Minutes – September 10, 2019

Moved by Councillor Warren

THAT the minutes of the Environment Advisory Committee dated September 10, 2019 be received as presented.

Carried.

PART 4 – APPROVAL AND NO APPROVAL OF COUNCIL REQUIRED

Re: New Business

4.1 NO APPROVAL OF COUNCIL REQUIRED

Re: Clarification Regarding Lead Contamination in Moose Jaw Tap Water

Darren Stephanson, Manager of Utilities, addressed the Committee to clarify that there is no lead contamination in Moose Jaw's water distribution system and that Buffalo Pound Treatment Plant has no lead in their reservoirs. He further advised that older homes may have lead connections in their internal plumbing and possibly in the water lines from the street to the house, however, that is the homeowner's responsibility.

4.2 NO APPROVAL OF COUNCIL REQUIRED

Re: SUMA Engagement on Climate Change

Consideration was given to information contained in an article by the Government of Saskatchewan regarding Prairie Resilience. In addition, the City of Saskatoon's Low Emissions Community Plan was circulated for the Committee's review. Discussion ensued regarding the importance of a community plan with a strategy for climate change and low emissions.

Consideration was given to forming an informal sub-committee to work on a community plan and strategy for climate change and emissions. David Kanz and Don Mitchell volunteered for the sub-committee. Information to be shared with committee members can be forwarded to the Committee secretary for distribution.

Moved by Don Mitchell

THAT the matter regarding climate change and a low emissions community plan be placed as a discussion item on the next meeting agenda; and further

THAT an informal sub-committee be formed to meet regarding climate change and a low emissions community plan.

Carried.

4.3 APPROVAL OF COUNCIL REQUIRED

Re: Terms of Reference – Public Works, Infrastructure and Environment Advisory Committee

Councillor Warren presented information regarding the new Public Works, Infrastructure and Environment Committee and the terms of reference for the new Committee.

Myron Gulka-Tiechko, City Clerk/Solicitor addressed the Committee to discuss details in the draft terms of reference for the Public Works, Infrastructure and Environment Advisory Committee.

Moved by Todd Johnson

THAT the Environment Advisory Committee recommend to City Council that the Composition section in the draft Terms of Reference for the Public Works, Infrastructure and Environment Committee be amended to include one (1) representative from 15 Wing Canadian Forces Base Moose Jaw, one (1) representative from Holy Trinity Catholic School Division and one (1) representative from Prairie South School Division in addition to those already listed.

Carried.

Sean Chase left the meeting at 7:57 p.m.

Moved by Elisa McLeod

THAT the Environment Advisory Committee recommend to City Council that the first point in the Meetings section of the draft Terms of Reference for the Public Works, Infrastructure and Environment Committee be amended to read:

“The Public Works, Infrastructure and Environment Advisory Committee will meet on the first Wednesday of each month at 5:30 p.m. or at the call of the Chair.”

Carried.

Moved by Todd Johnson

THAT the Environment Advisory Committee recommend to City Council that the fourth point in the Meetings section of the draft Terms of Reference for the Public Works, Infrastructure and Environment Committee be amended to read:

“All agenda items must be received ten (10) days prior to the meeting date.”

Carried.

Moved by Elisa McLeod

THAT the Environment Advisory Committee recommend to City Council that the sixth point in the Preferred Qualifications section of the draft Terms of Reference for the Public Works, Infrastructure and Environment Committee be amended to read:

“All citizens appointed to the Public Works, Infrastructure and Environment Advisory Committee must be residents of Moose Jaw, with the exception for the representative of 15 Wing Canadian Forces Base Moose Jaw who can be a Bushell Park resident.”

Carried.

Myron Gulka-Tiechko left the meeting at 8:21 p.m.

PART 5 – NO APPROVAL OF COUNCIL REQUIRED

Re: Business Arising from the Minutes

5.1 Municipal Green Plan

Moved by Councillor Warren

THAT the matter regarding the Municipal Green Plan be tabled to the next meeting.

Carried.

5.2 Solid Waste Management Master Plan

Moved by David Kanz

THAT the Solid Waste Management Master Plan be tabled to the next meeting.

Carried.

5.3 Education Recycling Information on City Website

Moved by Elisa McLeod

THAT the matter with regards to education recycling information on the City's website be tabled to the next meeting.

Carried.

5.4 Update – Banning of Single Use Plastic Bags

Moved by David Kanz

THAT the matter respecting the ban of single use plastic bags in conjunction with the report dated October 1, 2019 from the Engineering Department be tabled to the next meeting.

Carried.

PART 6 – NO APPROVAL OF COUNCIL REQUIRED

Re: Next Meeting and Adjournment

Moved by Todd Johnson

THAT the next regular meeting of the Environment Advisory Committee be scheduled for Wednesday, January 8, 2020.

Moved by Nicklaus Clayson

THAT the meeting now adjourn.

Carried.

The meeting adjourned at 8:45 p.m.

Confirmation by Email November 22, 2019
David Kanz, Chairperson

CITY MANAGER'S COMMENTS:

Jim Puffalt
City Manager

MAYOR'S COMMENTS:

Fraser Tolmie
Mayor

<https://citymj.sharepoint.com/sites/Depts/clerks/Shared Documents/5. Boards & Committees/BOARDS & COMMITTEES - 2000/-06 Environment Advisory Committee/2019/Minutes/11.13.19 EAC Minutes.docx>

TERMS OF REFERENCE

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| ISSUED: | AMENDED: |
| PUBLIC WORKS, INFRASTRUCTURE AND ENVIRONMENT ADVISORY COMMITTEE | |

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| AUTHORITY: | The Cities Act, SS 2002, c C-11.1, Section 55 <i>"A council may establish council committees and other bodies and define their functions."</i> |
| MEETINGS: | Monthly – First Wednesday commencing at 5:30 p.m. (excluding July and August) |
| QUORUM: | Simple majority (50% plus 1) |
| ADMINISTRATIVE RESOURCES: | Director of Engineering Services |
| SECRETARY: | City Clerk's Office |
| AGENDA PREPARATION: | Bylaw No. 5176, <u>Procedure Bylaw</u> |

RESPONSIBILITIES:

- Work with stakeholders and community representatives to provide input on transit and municipal infrastructure involving roadways, water, watershed, drainage, wastewater, solid waste and environmental issues to meet regulatory requirements and community needs.
- Provide advice on public awareness education campaigns and community consultations.
- Provide a forum for input and exchange of ideas on public works, infrastructure and environment issues.
- Review and make recommendations regarding community implications identified in City undertakings, initiatives and other projects.
- Provide input on waste reduction and diversion initiatives including food reclamation.
- Provide community engagement opportunities on public awareness of water conservation measures, climate change mitigation and reduction of greenhouse gas emissions.

EXPECTATIONS:

- Recognize that the chief role of the City of Moose Jaw is to provide exceptional customer service to our customers, citizens, visitors of Moose Jaw and each other.
- To create a City of communities, a City that cares about its people, the environment and the opportunities to live, work and prosper.
- Recognize the importance of teamwork to provide the best possible service to internal and external customers.

COMPOSITION:

The Public Works, Infrastructure and Environment Advisory Committee will consist of 11 voting members consisting of the following:

- (1) City Council representative.
- (1) Chamber of Commerce representative.
- (1) Wakamow Valley Authority representative.
- (2) citizen representatives of the general public.
- (1) citizen representative of the senior citizen community (55+ years old).
- (1) citizen representative of the youth community (16 – 23 years old).
- (1) citizen representative of the First Nations or Metis community.

Non-Voting Resource Members

- City Administration, clerical staff or public delegations.

MEETINGS:

- The Public Works, Infrastructure and Environment Advisory Committee will meet on the first Wednesday of each month at 5:30 p.m.
- The City Clerk's Office shall provide administrative support to each meeting.
- Members shall serve without receiving remuneration.
- All topics to be placed on the agenda shall be a joint decision of the Director of Engineering Services and the Chair of the Committee.
- Meetings are open to the public. Members of the public may not enter into discussion during the meeting unless they are registered delegations or are invited to speak. Members of the public will not have voting privileges. Members of the public wishing to address may do so as delegations by meeting the requirements outlined in the City's Procedure Bylaw.

APPOINTMENT AND TERM:

- (1) City Council representative: 1-year Council term.
- All other Voting Members: 2-year terms, maximum of 3 consecutive terms (6 years).
- Appointments to be made by City Council.
- A Chair and Vice-Chair of the Committee must be elected upon majority vote of Committee membership at the first meeting held in January of the current year. The term of office for both positions is one (1) year and an individual may serve a maximum of two (2) consecutive years as Chair and Vice-Chair.
- If the Chair resigns before the completion of their term, the Vice-Chair will complete the term left vacant and a new Vice-Chair will be elected from the members to complete the term left vacant. If a member resigns before the completion of their term, the vacancy will be filled through the recruitment process as established by the Office of the City Clerk.

- Members who miss three consecutive meetings without pre-agreement from the remaining members will be deemed to have resigned from the Committee, subject to the appointee having the opportunity to address the Committee in writing regarding their absenteeism. Council reserves the right to make the final decision regarding ending appointments.

PREFERRED QUALIFICATIONS:

- Representatives of organizations must be members or employees of the organizations or communities they represent.
- Sound general knowledge of the City of Moose Jaw and area and its potential public works, infrastructure and environmental issues.
- Be prepared and informed for meetings by reviewing any materials provided in advance.
- Provide input received from the broad community and bring additional perspectives to the discussion.
- Ability to commit time to attend meetings and participate in other activities undertaken by the Committee.
- All citizens appointed to the Public Works, Infrastructure and Environmental Advisory Committee must be residents of Moose Jaw.

Resource Documents

The Cities Act
Bylaw No. 5176, Procedure Bylaw