

# APPROVED MINUTES

## *Regular Meeting Water and Environment Committee*

1:00pm Wednesday, Aug 18, 2021

North Shore Community Centre

**PRESENT:**

Committee Chair Councillor Wanson Hemphill, Committee Members John MacDougall, Justin Walsh and Connie Egan, Mayor Gerard Watts, summer student Sofia Rincon and CAO Stephanie Moase

Regrets: Robbie Moore  
1 member of the Public

1. **CALL TO ORDER:** 1:06 pm by Committee Chair Councillor Wanson Hemphill

2. **APPROVAL OF THE AGENDA:**

**It was duly moved and seconded** that the agenda be approved with the additions of 4.2 Update of Presentation to Council and 4.3 Protocol for Presentations to Council

**Moved by** Justin Walsh and seconded by John MacDougall

**All in Favor**

**MOTION CARRIED**

2.1. **Disclosure of Pecuniary or Other Conflicts of Interest:**

There were none.

3. **APPROVAL OF MINUTES:**

**It was duly moved and seconded** that the minutes of the July 7, 2021 meeting be approved as presented

**Moved by** Connie Egan and seconded by Gerard Watts

**All in Favor**

**MOTION CARRIED**

3.1. **Business Arising from the Minutes**

None

3.2. **Water Conservation and Septic Maintenance Promotion**

The flyer was sent out as per Council by mass flyer mailout through the York PO (option 2 of the Communications Plan). This allowed the flyer to be distributed to all mailboxes in the COA 1P0 postal code. As the office had recently gotten a new larger printer, flyers were printed and folded by the summer student at the office. Flyers were also provided at the NSCC to anyone picking up information on water testing or development applications. Flyers were hand distributed to any homes that were surveyed by the summer student as well and it was sent to over 650 emails through our Newsletter.

**3.3. Septic Bylaw**

Committee reviewed and discussed updates to the Draft Septic Bylaw. It was agreed the CAO would transfer to the format regularly used by the Municipality for Bylaws.

**It was duly moved and seconded** that the Committee recommend the draft Septic Bylaw to Council for their review

**Moved by** John MacDougall and seconded by Connie Egan

**All in Favor**

**MOTION CARRIED**

**4. NEW BUSINESS:****4.1. Summer Student- Septic Data Research Summary**

Sofia presented a summary of the data she has gathered so far through surveying households on the Stanhope Peninsula. Sofia stated that overall people were very receptive and friendly and she enjoyed the summer so far. It was agreed that she would continue to try to get as many more households and then do a final report summary. It was further agreed that she would spend a couple of days to survey households in the Eagles Path area as well. A separate data summary will be created for Eagle's Path. A final summary will be completed for the Committee for the next meeting.

**4.2. Presentation to Council**

Chair Wanson Hemphill stated the full document of options for the flyer distribution was provided to Council with their package. The document was well considered by Council and discussed. Wanson stated he did not put a motion on the table as he did not want to appear biased, another Council member moved that the option be chosen to do the mass mail out.

Committee members were concerned about the \$800 limit, how was that chosen? CAO Stephanie Moase responded that the \$800 limit was the approximate cost of the flyers being printed in house and the cost of the post office mass flyer mail out.

Committee members wanted to be sure that their recommendation had been clearly communicated, as that was not the option Council chose.

**4.3. Committee Protocol for Council Presentations**

It was asked what the protocol is for the Committee Chair to bring things forward to Council. Chair Wanson Hemphill explained that he normally writes a report and submits it with any attachments to the CAO for distribution to Council prior to the meeting and then provides a brief verbal summary of the most recent meeting to Council. It was requested that the Chair prepare the report for Council and then circulate to the Committee for feedback prior to submitting to the CAO.

**5. NEXT MEETING:** Wednesday, Sept 29, 2021@ 1:00 pm

**6. ADJOURNMENT:** There being no further business the meeting adjourned at 2:30 pm

\_\_\_\_\_  
SIGNED: Wanson Hemphill, Chair

\_\_\_\_\_  
DATE:

\_\_\_\_\_  
SIGNED: Stephanie Moase, CAO

\_\_\_\_\_  
DATE: