

Drinking Water Protection Committee

Meeting Notes

Thursday, 5 April 2018 – 11:30 am
Zoom Meeting

Present: Richard Witham, David Young, Lilly Nobel, Margaret McLaughlin, John Lindsay, Linda Heron

Regrets: Lesley Flowers, Richard Denton

1. Review the 21 March 2018 Meeting Notes

- No edits – Committee approved
- Action items followed up on

2. Road Salt Discussion – Summary Report

- **Press Release (attached) – Linda**
 - Committee had no changes to the draft PR
 - To be released immediately after its approved by the Board
 - Link PR to website Blog where Summary Report and Full Report will be posted
 - Will Richard D be available for interviews?

Action: Press Release will go to the Board for input and approval.

- **Survey – Richard W**
 - Edit title to read Road Salt Discussion Forum- Title
 - Add suggestions on how we might improve these types of events?

Action: Once edits are incorporated the survey will go to the Board for input and approval.

- **Ramsey Lake Sub-Watershed Study – Margaret**
 - Draft study was supposed to be out by the end of March
 - No word yet on when it will be released for comment
 - It would be good to have our Summary Report out before the study is released

3. Septic Social

- **Speakers – Linda**
 - Brittany, Ed Wierzbicki & Charles
 - Brittany 1 hr – Ed 30 min & Charles 10 to 20 min
 - Speaker cards and gift cards

Action: Once approved, Lilly will purchase 3 x \$30 gift cards for speakers from Southview Gardens – will also purchase and prepare thank you cards.

- **Venue, Catering, Tickets & Budget – David**
 - David will prepare a budget covering all costs and forward to the Committee
 - Approximately \$800 should cover everything
 - Will arrange for coffee/tea (100 people) and deserts (50 people)
 - Sandwiches were too expensive – Legion must supply the food

Action: David will send the budget to Linda to forward to the Board for approval.

Action: David will purchase tickets once budget is approved.

- **Door Prizes Lilly & Lesley**
 - Pumpers estimate cost of pump-out anywhere from \$175 to \$350
 - Agreed to a maximum of \$250 to be redeemed with a receipt of pump-out
 - Will issue a Certificate setting out all the conditions
 - Expiry of pump-out prize: 2 years and must be within the City of Greater Sudbury

- Lesley has contacted several Pumpers already, and has created a list of Installers & Pumpers
- Pumpers and Installers need to register so we know how many tables are needed

Action: Lesley will send an invitation out to the Installers and Pumpers requiring they register for the event.

- **Flyer – Lesley**

- Flyer looks good – with a few edits:
 - Switch septic system graphic with one that includes lake/river/waterfront/buffer
 - Septic pump-out to reflect: Up to \$250
 - Brittany: Chemical Engineering Technologist – employed at exp. Services. Working with septic....

Action: Linda will send the flyer to the speakers for approval.

Action: Flyer will be forwarded to the Board for approval.

Action: Flyer will be sent out immediately after its approval on Tuesday.

- **Set-up**

- Legion will set the room up
 - Has a screen, but not sure if it will
 - Linda will bring a screen in case we need it
 - Legion has a good sound system – cost \$40
 - John will bring a sound system as a back-up

Action: Committee members will be at the Legion by 6:00 pm to ensure everything is set up.

- **Promotion**

- Stephen M offered to promote
- Need to update our GSWA Brochure for these types of events
- List of websites: FOCA, University of Guelph, etc...
- Press Release – 2 weeks ahead
- Contact person on Press Release – will Richard D be available?

Action: Linda will prepare a draft Press Release, circulate to our Committee, incorporate any edits, and then forward to the Board for approval.

Action: Linda will send flyer to Secretary immediately after Board approval for distribution.

Action: Margaret will speak to Stephen Monet about promoting it on EarthCare Moment and forward our flyer to him for mail-out.

Action: Margaret will prepare a list of relevant websites along with some info about GSWA.

Action: David will call in to CBC, Sudbury Star, Northern Life, Re: Septic Social.

4. Recommendation to the Board by the DWPC to approve the following:

1. Road Salt Discussion – Summary Report – Short and Long Versions
2. Road Salt Press Release
3. [Road Salt Discussion Survey](#)
4. Septic Social - Budget - \$800
5. Septic Social - Flyer
6. Septic Social - Press Release

5. Next Meeting – will call as needed before the Septic Social