



**ROUNDTABLE ON THE ENVIRONEMNT
MINUTES
MEETING 1**

Date of Meeting: October 19, 2004
Time: 7:00 p.m.
Location: Committee Room 2
City Hall
100 Queen Street West
Toronto, Ontario

Enquiry: Frank Baldassini
Committee Secretary
416-395-7352
fbalda@toronto.ca

Members

<p>Present: Deputy Mayor Joe Pantalone, Chair Councillor Paula Fletcher, Vice-Chair Susan Antler Bob Blazeovski John Cartwright Dr. Roger Keil Mark G. Mitchell Dr. Lambert Otten Steven Peck</p>	<p>Gord Perks Judy Simon Dr. Peter Victor Tim Woods</p> <p>Absent: Representative, Toronto Board of Trade Robert Kerr Paul Muldoon Karen Sun</p>
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The meeting convened at 7:10 p.m. with Deputy Mayor Pantalone in the Chair.

There were no declarations of interest under the *Municipal Conflict of Interest Act*.

Welcome and Introductions

The Members of the Roundtable on the Environment and staff members were welcomed and introduced. The Chair thanked everyone for attending the meeting.

1. Mandate and Procedures for the Roundtable on the Environment

(Presentation)

The Senior Corporate Management and Policy Consultant, Strategic and Corporate Policy, Chief Administrator's Office, provided an overview on the mandate and role of the Roundtable on the Environment.

An Orientation Binder from Works and Emergency Services, was distributed to Members, which included the following documents:

- (a) The Role of Roundtables;
- (b) Terms of Reference: Roundtable on the Environment;
- (c) Membership List;
- (d) Key Staff Contact:
 - (i) Program Staff; and
 - (ii) City Clerk's Office, Secretariat Support;
- (e) Reports approved from City Council:
 - (i) Report from Mayor David Miller; Appointment of Community Members for the Roundtable on the Environment;
 - (ii) Appointment of Members of Council to Roundtables;
 - (iii) Report on Terms of Reference for Roundtables on Access, Equity and Human Rights; Arts and Culture; Beautiful City; Children, Youth and Education; Environment; Seniors; and
 - (iv) Report from Mayor David Miller on Sub-Committees, Advisory Committees, Roundtables and Other Bodies;
- (f) Simplified Procedures for Advisory Bodies;
- (g) Outline of City of Toronto Governance System;
- (h) City of Toronto Human Rights and Harassment Policy and Procedures; and
- (i) City of Toronto report headed "Clean, Green and Healthy – A Plan for an Environmentally Sustainable Toronto".
Membership, staff contacts, Terms of Reference for the Roundtable on Arts and Culture and the Rules of Procedure.

Minute 1.1

The Senior Corporate Management and Policy Consultant, Strategic and Corporate Policy, Chief Administrator's Office, gave an overview on the mandate and role of the Roundtable on the Environment, explaining that the Roundtable is an advisory body and was established to advise the Mayor and City Council through the appropriate standing committee. Any advice or recommendations that require implementation, reports or other action by staff must first be considered by the appropriate standing committee and approved by City Council. The specific purpose of the Roundtable on the Environment is to advise the Mayor and City Council on current and emerging issues affecting the City of Toronto, guided by the City's Environmental Plan and its goals: clean, green and healthy. The Roundtable on the Environment will also serve as a forum for information sharing, idea exchange, and the promotion of innovation on environmental sustainability.

Action:

The Roundtable on the Environment received the presentation.

2. **Presentation on the Green Toronto Awards: Toronto's Environmental Awards of Excellence**

(Presentation)

Mr. Michael de Pencier and Ms. Janet McCausland, Toronto Enviroguide, made a presentation on a proposal to establish, in partnership with the City of Toronto, the Green Toronto Awards: Toronto's Environmental Awards of Excellence.

Minute 1.2

Mr. Michael de Pencier and Ms. Janet McCausland, Toronto Enviroguide, gave a brief presentation on a proposal to establish, in partnership with the City of Toronto, the Green Toronto Awards: Toronto's Environmental Awards of Excellence.

Information was distributed regarding:

- (a) Why a green awards program;*
- (b) How it works;*
- (c) Expectations; and*
- (d) Timelines.*

Action:

The Roundtable on the Environment requested the Chair to forward the following suggestions to the Policy and Finance Committee, for consideration at its meeting on November 23, 2004:

- (1) that the proposal for the creation of the Green Toronto Awards; Toronto's Environmental Awards of Excellence, be endorsed;*
- (2) that the appropriate City staff prepare the necessary partnership agreement, between Toronto Enviroguide and the City of Toronto, to implement the Green Toronto Awards: Toronto's Environmental Awards of Excellence program; such agreement to comply with established City policies;*
- (3) that all potential sponsors to the Green Toronto Awards: Toronto's Environmental Awards of Excellence be first vetted through the Chair of the Roundtable on the Environment, prior to their approval; and*
- (4) that the City Staff Environmental Leadership Award and the Toronto Environment Volunteer Recognition Event, be included as part of the Green Toronto Award: Toronto's Environmental Awards of Excellence Ceremony.*

The Chair requested City staff to prepare an accompanying report providing details of the Green Toronto Awards: Toronto's Environmental Awards of Excellence.

The Chair also requested Members of the Roundtable on the Environment to consider volunteering their services as judges for the Green Toronto Awards: Toronto's Environmental Awards of Excellence selection process, and that interested members provide their name to City staff.

3. The City's Progress on the Environmental Plan and Related Initiatives

(Presentation)

A presentation was provided by City staff from Toronto Public Health, Economic Development, Culture & Tourism, Urban Development Services, Works & Emergency Services, and Corporate Services, of the City's progress on the Environmental Plan and related initiatives.

Minute 1.3

The following City staff provided a brief overview of the City's progress on the Environmental Plan and related initiatives:

- (a) Manager, Environmental Services, Environmental Planning, Technical Services, Works and Emergency Services;*
- (b) Manager, Policy and Research, Regional Growth, Economy and Environment, City Planning, Urban Development Services;*
- (c) Manager, Central Services, Natural Environment, Parks and Recreation, Economic Development, Culture and Tourism;*
- (d) Manager, Planning and Policy (HP and EPO), Toronto Public Health, Community and Neighbourhood Services;*
- (e) Manager, Infrastructure Asset Planning and Management, Toronto Water, Works and Emergency Services; and*
- (f) Manager, Business and Strategic Innovation, Energy and Waste Management, Facilities and Real Estate, Corporate Services.*

The presentations covered the following initiatives and programs:

- (i) Links to Environment:*
 - (a) Council's 2003 – 2006 Priorities;*
 - (b) Official Plan;*
 - (c) Economic Development Strategy;*
 - (d) Energy Management Plan; and*
 - (e) Parks and Recreation Strategic Plan;*
- (ii) Environmental Plan, including link to the Toronto Inter-departmental Environment Team (TIE);*
- (iii) Planning the Natural City Policy and Regulations (The New Toronto Ravine By-law);*
- (iv) Green Development;*
- (v) Toronto Parks and Recreation Strategic Plan – Our Common Grounds;*
- (vi) Pesticides By-law;*
- (vii) Air Quality Strategy;*
- (viii) 20/20 Clean Air;*
- (ix) Car-free Day;*
- (x) Clean Roads to Clean Air;*
- (xi) LED Conversion Program for Traffic Control Signals;*
- (xii) Salt Management Plan;*
- (xiii) Task Force 2010 Waste Diversion Goals;*
- (xiv) Green Bin Program;*

- (xv) *Yellow Bag Commercial Program;*
- (xvi) *Water Efficiency Plan;*
- (xvii) *Sewer Use By-law;*
- (xviii) *Wet Weather Flow Management Master Plan;*
- (xix) *Blue Flag Program;*
- (xx) *Energy Efficiency – Energy Management Plan (EMP);*
- (xxi) *Waste Management/Recycling Program;*
- (xxii) *Better Buildings Partnership;*
- (xxiii) *Better Transportation Partnership; and*
- (xxiv) *Green Fleets.*

Action:

The Roundtable on the Environment received the presentations.

The Roundtable on the Environment requested City staff to forward to the Roundtable members, through the Committee Secretary, the URL link to the 2003 Works and Emergency Services report, which details the City's progress on implementing the recommendations contained in the City of Toronto report headed "Clean, Green and Healthy – A Plan for an Environmentally Sustainable Toronto".

The Roundtable on the Environment also requested that City staff make a brief presentation regarding the Air Quality Strategy to the next meeting of the Roundtable on the Environment, and that a copy of any pertinent background materials be made available to members.

4. Advice on Development of a Citizen Participation Model for Public Consultation Related to Solid Waste

The Roundtable on the Environment considered the following communications:

- (a) Communication (July 5, 2004) from the City Clerk, advising that the Works Committee at its meeting on July 5, 2004, referred the report (June 23, 2004) from the Commissioner of Works and Emergency Services to the Roundtable on the Environment, to provide advice on the development of a citizen participation model for the public consultation process regarding:
 - (i) the initiation of an individual environmental assessment of a long-term integrated residual solid waste management system; and
 - (ii) the formation and design of policies, practices and programs to reach 60% diversion and beyond;and report to the Works Committee in September 2004; and
- (b) Communication (October 19, 2004) from Councillor Paula Fletcher and Mr. Gord Perks, Toronto Environmental Alliance, proposing that the Roundtable on the Environment encourage the City of Toronto to follow the Halifax approach, and suggesting the following:

1. The Environmental Assessment process must be led by the community. We are proposing that a group of citizens be appointed to ensure that broad consultation takes place. To be effective over a long period of time the Community Environmental Assessment Team should be reasonably large but not unwieldy. 15 –25 members should suffice;
2. The role of city staff will be to support the work of the Community Environmental Assessment Team. The Community Environmental Assessment Team must not be viewed as advisors to staff. Staff should provide administrative support and technical assistance when asked. Decisions taken by the Community Environmental Assessment Team should be reported directly to the Works Committee of Council. These reports should be presented by the Community Environmental Assessment Team;
3. The Community Environmental Assessment Team should recommend directly to the Works Committee when they believe consultants are needed for the process. The Community Environmental Assessment Team should propose terms of reference for any relevant consulting contracts to the Works Committee. The Community Environmental Assessment Team should score RFP respondents, and recommend a preferred consultant to Works;
4. To ensure that the City's internal contracting standards are met staff should manage the contractors in regards to payments, timely completion of work and other similar matters;
5. Selecting members of the Community Environmental Assessment Team will be critical. Environmental assessment is a rigorous legal process. The Community Environmental Assessment Team members must have ample expertise in environmental issues (preferably in waste management) and in community engagement and law (preferably in environmental assessment). These strengths need to be considered in selecting all members. The group must function as a whole not as two camps – amateurs and experts;
6. The call for members must be broad and the selection process must be fair. A call for members should be made through paid advertising, lists of interested parties held by Councillors, the Works Department, and other appropriate bodies. Applicants will be asked to show knowledge of Environmental Assessment, Waste Management, or other related areas such as community engagement, or environment. Applicant resumes or application letters should be reviewed by members of the Works Committee. Every effort should be made to have the Community Environmental Assessment Team functioning ASAP;
7. Potential Vendors; i.e. representatives of waste firms, and their trade associations must not be included in the Community Environmental Assessment Team. The process must neither be tainted by commercial interest nor seen to be tainted;

8. Members of the Community Environmental Assessment Team must also be residents of Toronto;
9. The City should set a budget for the work of the Community Environmental Assessment Team for the first phase of the Environmental Assessment – developing a Terms of Reference Statement, which is a requirement of the Act. The Community Environmental Assessment Team may wish to retain consultants to support their consultation work and funds should be allocated for this; and
10. The committee must conduct its work in public.

Minute 1.4

Action:

The Roundtable on the Environment requested the Chair to forward the following suggestion to the Works Committee, for consideration at its meeting on November 9, 2004:

That the Works Committee be advised that the Roundtable on the Environment endorses the recommendations contained in the communication (October 19, 2004) from Councillor Paula Fletcher and Mr. Gord Perks, Toronto Environment Alliance, subject to adding the following two additional recommendations:

- “11. Build in a process to interface with other communities with whom there may be a conflict; and*
- 12. That a honourarium be considered for citizen members.”*

5. Date of Next Meeting

Minute 1.5

Action:

The Roundtable on the Environment decided to hold its next meeting on Thursday, January 20, 2005, in Committee Room 2, 2nd floor, Toronto City Hall, 100 Queen Street West, from 7:00 p.m. to 9:00 p.m.

The meeting adjourned at 9:20 p.m.

Chair