

Report Title

Status Report Regarding the City of Toronto's Environmental Assessment of a Long-Term Post- Diversion Solid Waste Management System and the Community Environmental Assessment Team

Date:	January 3, 2007
To:	Public Works and Infrastructure Committee
From:	Geoff Rathbone, Acting General Manager, Solid Waste Management Services
Wards:	All
Reference Number:	p:/2007/swms/jan/004PW.doc

SUMMARY

The purpose of this report is to provide Public Works and Infrastructure Committee with a status report on the City of Toronto's Environmental Assessment of a long-term post-diversion solid waste management system and high-light the work of the Community Environmental Assessment Team ("CEAT").

Financial Impact

There are no financial impacts arising from this report.

The 2007 recommended Capital Budget of Solid Waste Management Services has identified \$1.135 million cashflow in 2007 for the Environmental Assessment, which includes operating costs for the Community Environmental Assessment Team. The 2007 cashflow consists of a new request of \$0.870 million and \$0.265 million carry-forward from the under-spending in the 2006 approved Capital Budget of Solid Waste Management Services. The total budget in the recommended 5-year Capital Budget of Solid Waste Management Services for the EA project amounts to \$5.635 million.

The Deputy City Manager and the Chief Financial Officer has reviewed and concurs with the financial implications.

DECISION HISTORY

In 2001 City Council's Task Force 2010 identified in its report a significant role for new and emerging technologies to assist the City reach its objective of 100 percent diversion from landfill by 2010. Subsequent to the Task Force's report the New and Emerging Technologies, Policies and Practices Advisory Group ("NETPPAG") was formed comprised of citizens and experts in the solid waste management field. During the course of its work NETPPAG identified potential benefits from the engagement of new and emerging technologies, but recommended prior to their engagement that the City undertake an Environmental Assessment of a long-term solid waste management system in order to comprehensively assess the various classes of new and emerging technologies.

At its meeting of November 9, 2004, Works Committee had before it a communication from Deputy Mayor Joe Pantalone, Chair, Roundtable on the Environment, which contained advice, in response to a request from Works Committee, on the development of a Citizen Participation Model for Public Consultation Related to Solid Waste. The Committee approved in principle the Roundtable's Citizen Participation Model, requested a staff report regarding the administration, accountability and financial aspects of the model and authorized the Committee Chair and Vice-Chair to select the members of the Community Environmental Assessment Team ("CEAT"), the core component of the Roundtable's Citizen Participation Model.

City Council subsequently amended the Committee's recommendations to include consultation on the part of staff with the Chair and Vice-Chair of the Works Committee and Councillor Fletcher prior to the submission of a staff report.

On May 26, 2005, a staff report was submitted by the Deputy City Manager and Chief Financial Officer, City Solicitor and the General Manager of Solid Waste Management Services, which had been developed with the input of the aforementioned members of Works Committee. The staff report contained a draft mandate for CEAT, projected project budget, honoraria, a member selection process and a chronology of key decision points and steps. The report's associated recommendations were adopted by the Committee and Council.

A Community Environmental Assessment Team Nominating Panel comprised of former Councillor Pitfield, and Councillors Bussin, Carroll, and Giambrone was subsequently formed and, with the assistance of the Clerk's Office, sought applications for membership on CEAT and interviewed potential candidates.

At its meeting of January 21, February 1 and 2, 2006, City Council adopted the recommendations of the CEAT Nominating Panel (with one amendment due to an unsigned application) for the initial membership of CEAT. At that time twenty members were named, including Philip Knox as Chair and Lee Doran as Vice-Chair. Since that

time several members have resigned or taken sabbaticals, and three new members have joined.

ISSUE BACKGROUND

This report has been submitted to provide Committee members with a status report on a major initiative concerning the future of the City's solid waste management.

COMMENTS

Following the publication of its membership, CEAT held its first meeting in March of 2006.

The current members of CEAT are:

Jennifer Agnolin	Mohammed Jeewa
Tanya Atkinson	Edward Lee
David Blyth	Elaine Lepage
Dan Boulos	Alasdair Love
Karen Buck	Nesamoni Lysander
Chris Caners	Mike Moselhy
Lee Doran, Vice-Chair	Jon Neuert
Heather Ducharme	Knox, Philip, Chair
Isabelle Faucher	Kathleen Reil
Brenda Heyer	Susan Williams
Yuri Huminilowycz	Hanna Ziada

The principle project consultant is MacViro Consultants, under the direction of David Merriman, Principal, who is assisted by consultants from the firm of Jacques Whitford. The external legal counsel is John Tidball of Miller Thomson LLP.

City staff from Solid Waste Management Services, City Legal and Policy, Planning, Finance & Administration (Communications and Public Consultation staff) are actively engaged in the EA.

Project staff have worked in a collaborative mode with CEAT since its initial meeting in March of 2006. Currently CEAT, project consultants and City staff are working to prepare a Terms of Reference ("ToR") for the EA. Under the Environmental Assessment Act proponents are required to prepare a ToR, with public consultation, and attain the approval of the Minister of the Environment before proceeding with the actual EA.

Since its inception, CEAT has developed and carried out a comprehensive work plan that has included administrative organization, guest speakers, research, input to the drafting of

the ToR and public consultation. A list of the major activities undertaken by CEAT in 2006 is presented in Appendix A of this report.

CEAT and project staff have also collaborated in the development of a project timeline. The current scheduled delivery of a draft ToR to Public Works and Infrastructure Committee is July 2007. A summary of the major project milestones is presented in Appendix B of this report.

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SIGNATURE

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List of Attachments:

- Appendix A
- Appendix B

ATTACHMENTS

Appendix A

CEAT has undertaken the following activities from March – December 2006:

Administrative Organization

Formation of 5 initial Sub-committees:

- EA & Strategic Planning
- Technologies & Research
- Ethics & Legal
- Communications, Outreach, Stakeholder Engagement & Consultation
- Budget & Finance

Reorganization of Sub-committees:

- Technologies & Research
- Education & Communication
- Project Administration (combination of Ethics & Legal, EA & Strategic Planning, and Budget & Finance sub-committees)
- Ad-hoc Investigating

- completion of CEAT Member Agreements
- development of CEAT Guiding Principles
- development of CEAT Lobbyist Registry
- development of CEAT Vendor database
- development of CEAT logo
- creation of development of independent CEAT website (www.torontoceat.org)
- hiring of CEAT external legal counsel
- in the process of hiring an external facilitation consultant for the purposes of conducting the Ontario-based public consultations
- drafting Request for Proposals to hire the EA consultant

Presentations to CEAT

- Rules of procedures for advisory bodies (presentation from Clerk's Office)

- Solid Waste Management Services Business Plan (presentation from Solid Waste Management Services staff)
- Review of the City's lobbyist registry and technology vendors' provisions of engagement (presentation from the City's Integrity Commissioner)
- The Environmental Assessment Process (presentation from MacViro Consultants)
- The role of the Corporate Access & Privacy Office and the Municipal Freedom of Information and Protection of Privacy Act (presentation from Corporate Access & Privacy staff)
- Overview of how to get the maximum value out of the Environmental Assessment process (presentation from Professor John Jackson)
- Landfill Capacity in Ontario (presentation from Solid Waste Management Services staff)
- Terms of Reference process (presentation from Ministry of the Environment staff)
- EA Reform in Ontario (presentation from Professor Beth Savan)
- Review of the New & Emerging Technologies, Policies & Practices Advisory Group process (presentation from Professor Phil Byer)
- Sustainability Assessment (presentation by Professor Robert Gibson)
- Proposed changes to the EA Act (presentation from Solid Waste Management Services staff)
- Evaluation of Alternatives (presentation by Professor Phil Byer)
- Health Impact Assessment (presentation by Toronto Public Health staff)
- Access to Environmental Information (presentation by Toronto Public Health staff)
- Overview of new City of Toronto Act (presentation by City Manager's Office staff)
- Waste and the new City of Toronto Act (presentation by John Tidball, Legal Counsel)

CEAT Research Trips

May 4, 2006 bus trip to diversion facilities in the GTA:

- o Residential Recycling Cart Pilot Area
- o Dufferin Material Recovery Facility/Anaerobic Digester plant
- o Noranda Electronics Recycling
- o Peel Integrated Waste Management Facility

June 30, 2006 bus trip to disposal facilities in the GTA:

- o Disco Transfer Station
- o Algonquin Power Facility
- o Halton Region Landfill

Research trip to Mechanical Biological Treatment facilities in the USA (2 CEAT members volunteered):

- Delaware County Composting Facility
- Marlborough Co-composting Facility
- Cobb County Composting Facility
- Sevier Solid Waste Facility
- Observation of City waste audits and waste composition studies
- Observation of focus groups for siting Single Stream Organics (SSO) processing facility(ies)

Input into Drafting of the Terms of Reference

- development of three-phase public consultation program to provide input into critical components of the Terms of Reference required under Ontario Environmental Assessment Act
- carried out eleven public meetings across the City of Toronto in Fall of 2006
- currently developing communications plan for phases two and three of consultation program to be undertaken in the City of Toronto and selected regions of Ontario
- participated with City staff in the development of display boards, presentation slides, and handouts used in the consultation process
- developed a system to categorize the public comments and input received in phase one

Appendix B

**Environmental Assessment and
Community Environmental Assessment Team (CEAT)
Project Timeline – Major Milestones**

Task No.	Milestone	Start Date	Completion Date
1.0	Formation of CEAT	Mar-02-06	
2.0	Development of Terms of Reference (ToR)	Aug-21-06	Oct-06-07
2.1	1 st Round of Public Consultation in Toronto (including material preparation and response compilation)	Aug-21-06	Dec-22-06
2.2	1 st and 2 nd Round Public Consultation in Other Ontario Communities (including material preparation and response compilation)	Oct-06-06	TBD
2.3	2 nd Round Public Consultation in Toronto (including material preparation and response compilation)	Nov-14-06	Mar-6-07
2.4	Prepare Draft ToR	Oct-26-06	Jun-04-07
2.5	Coordination with Government Review Team	Nov-23-06	May-24-07
2.6	3 rd Round Public Consultation in Toronto on Draft ToR (including material preparation and response compilation)	Mar-12-06	May-30-07
2.7	3 rd Round Public Consultation in Other Ontario Communities on Draft ToR (including material preparation and response compilation)	Mar-12-06	May-30-06
2.8	Prepare Proposed ToR (Using input from 3 rd Round and GRT)	May-31-06	Jun-26-06
2.9	CEAT and Staff Report on Proposed ToR to PW&I Committee	Jun-27-06	
2.10	City Council Review of Proposed ToR	Jul-16-07	Jul-17-07
2.11	MOE Review of Proposed ToR	Jul-18-07	Oct-09-07
2.11.1	MOE Review	Jul-18-07	Oct-09-07
2.11.2	EBR Public Review	Aug-01-07	Sep-11-07
2.11.3	Minister's Decision	Oct-10-07	
3.0	Environmental Assessment (EA)	Jul-18-07	Dec-6-11
3.1	Hire EA Consultant	Jul-18-07	Nov-20-07
3.1.1	Hire EA Lawyer	Jul-18-07	Nov-20-07

3.1.2	Environmental Assessment Process	Nov-21-07	Nov-17-09
3.1.3	Facility/System/Service Procurement/Construction	Aug-26-09	Dec-6-11

Note: Future dates are provided for planning purposes only and maybe subject to change.