

Transition from CEAT to the 3Rs Working Group and Residual Waste Working Group

Date:	October 19, 2007
To:	Public Works and Infrastructure Committee
From:	Geoff Rathbone, General Manager, Solid Waste Management Services
Wards:	All
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SUMMARY

In July 2007, Council approved the creation of a 3Rs Working Group and a Residual Waste Working Group and directed the General Manager of Solid Waste Management Services to develop, in consultation with the Community Environmental Assessment Team (CEAT), a transition plan to split CEAT into the 3Rs Working Group and the Residual Waste Working Group and to report back on the details of the transition plan in the fall.

This report recommends that CEAT be split into the two new working groups effective January 1, 2008. It also recommends terms of reference and initial membership for the two new working groups.

RECOMMENDATIONS

As directed by Council in report PW7.16, the General Manager, Solid Waste Management Services has developed a transition plan to split CEAT into the 3Rs Working Group and the Residual Waste Working Group, and recommends that:

1. the Community Environmental Assessment Team (CEAT) be dissolved as of December 31, 2007 and that CEAT members be re-distributed to the 3Rs Working Group and the Residual Waste Working Group as set out in Attachments A and B of this report;

2. the 3Rs Working Group consisting of up to 15 community representatives be established effective January 1, 2008 with terms of reference and initial membership as set out in Attachment A of this report;
3. the Residual Waste Working Group consisting of up to 8 community representatives be established effective January 1, 2008 with terms of reference and initial membership as set out in Attachment B of this report; and
4. the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

FINANCIAL IMPACT

The 2008 Capital Budget submission of Solid Waste Management Services as recommended by the City Manager and Deputy City Manager/Chief Financial Officer includes funding for the honoraria for the two Working Groups as set out in Attachments A and B totalling \$67,500.00 per year under the Waste Diversion Facilities project (Account Number CSW-004-16), which is equal to the current CEAT honoraria.

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the Financial Impact information.

DECISION HISTORY

At its meeting of June 19, 20 and 22, 2007, City Council considered Executive Committee report EX9.1 entitled “Proposed Initiatives and Financing Model to Get to 70% Solid Waste Diversion by 2010” and adopted the recommendations in the report, as amended, and in so doing, authorized the establishment of the 3Rs Working Group. The report and the council decision document can be viewed at:

- report:
<http://www.toronto.ca/legdocs/mmis/2007/ex/bgrd/backgroundfile-3799.pdf>
- decision document (relevant pages 2 through 10):
<http://www.toronto.ca/legdocs/mmis/2007/cc/decisions/2007-06-19-cc10-dd.pdf>

At its meeting of July 16, 17, 18 and 19, 2007 City Council considered Public Works and Infrastructure Committee report PW7.16 entitled “Residual Waste Planning Study” and adopted the recommendations contained in the report, and in so doing, directed staff to split the existing Community Environmental Assessment Team (“CEAT”) into the 3Rs Working Group and the Residual Waste Working Group; develop a transition plan, in consultation with CEAT, for the splitting of CEAT into the two Working Groups; and

report back on the details of the transition plan in the fall. The report and council decision document can be viewed at:

- report:
<http://www.toronto.ca/legdocs/mmis/2007/pw/bgrd/backgroundfile-5154.pdf>
- decision document (relevant pages 107 and 108)
<http://www.toronto.ca/legdocs/mmis/2007/cc/decisions/2007-07-16-cc11-dd.pdf>

ISSUE BACKGROUND

CEAT was formed in March 2006 and has worked closely with staff to develop the terms of reference for the residual waste planning study, which was the subject of the above noted report PW7.16. Along with providing input, advice and feedback on key policy issues, CEAT participated in the design and delivery of the public consultation program for the terms of reference.

Staff has worked closely with CEAT to develop a transition plan and the attached terms of reference for the two new working groups.

COMMENTS

3Rs Working Group

The 3Rs Working Group will initially be comprised of the (former) CEAT members listed in Attachment A. Half of the initial members will be appointed for a three year term to coincide approximately with the next municipal election. The other half of the initial members will be appointed for a one year term to provide for a normal rotation of half the membership every two years. Replacement members will be appointed for a four year term.

To the extent that it's possible, new members will be chosen to achieve equitable representation from the City's four Community Council Areas and from the City's various types of dwellings.

The 3Rs Working Group will provide input and advice to staff and the Public Works and Infrastructure Committee on the implementation of ten of the eleven 3Rs initiatives described in Appendix A of the Getting to 70% report. Input on the eleventh initiative, the residual waste processing initiative, will be provided by the Residual Waste Working Group.

Along with providing general input and advice on the various initiatives, the 3Rs Working Group will participate in the planning and delivery of public education programs related to the 3Rs initiatives including input on questions such as:

- How can we make this change/new program easier for residents?
- How can we make our communication material easier to understand?
- How would residents like to hear from the City on implementation points?
- Are we providing adequate tools to residents to ease the transition into a new program?

The Chair and Vice Chair of the 3Rs Working Group will consult with staff when setting meeting agendas to ensure the Working Group's input and advice is timely and meaningful. Staff will attend monthly meetings of the 3Rs Working Group to provide updates on the ten initiatives and receive feedback on same.

Given the complexity of the initiatives included in the mandate and the aggressive timelines for implementing the initiatives, staff is recommending that members of the 3Rs Working Group receive an honorarium equal to the honorarium provided to (former) CEAT members.

Residual Waste Working Group

The Residual Waste Working Group will initially be comprised of the (former) CEAT members listed in Attachment B. In order to maintain continuity over the course of the study, Members will be appointed for the life of the study, subject to the termination provisions set out in the attached Terms of Reference and the will of council. New members will be appointed as required to fill vacancies.

The Residual Waste Working Group will provide input and advice to staff and the Public Works and Infrastructure Committee on the implementation of the residual waste processing initiative described in Appendix A of the Getting to 70% report and on the residual waste planning study described in the residual waste planning study report.

The Chair and Vice Chair of the Residual Waste Working Group will consult with staff when setting meeting agendas to ensure the Working Group's input and advice is timely and meaningful. Staff will attend monthly meetings of the Residual Waste Working Group to provide updates on the City's residual waste initiatives and receive feedback on same.

Given the complexity and specialized knowledge required for the residual waste processing initiative and the residual waste planning, staff is recommending that members of the Residual Waste Working Group receive an honorarium equal to the honorarium provided to (former) CEAT members.

Nominating Panels

In order to fill vacancies in a timely manner and minimize the effort required to do so, staff is recommending that nominating panels be struck to recommend new members and develop a list of potential replacement members for each of the two working groups based on the selection process and criteria set out in Attachments A and B. Once approved, the lists will be used to fill vacancies on the working groups as they arise.

CONCLUSION:

By appointing CEAT members to the 3Rs Working Group and the Residual Waste Working Group, the City will be able to maintain the knowledge and momentum from the past year as it implements its aggressive plan to achieve 70% diversion from landfill.

CONTACT

Norman Lee
Acting Director, Policy and Planning
Solid Waste Management Services
25th Floor, City Hall – East Tower
Tel. No. (416) 397-0207
Email: nlee@toronto.ca

Geoff Rathbone
General Manager
Solid Waste Management Services

Attachments:

- 'A' – 3Rs Working Group Terms of Reference
- 'B' – Residual Waste Working Group Terms of Reference