

**Attachment A**  
**Recommended Changes to the Residual Waste Working Group (RWWG)**  
**Terms of Reference**

**Section 2 "Mandate/Term of Working Group"**

The current wording of the RWWG's mandate in section 2 of the Terms of Reference is:

"The Residual Waste Working Group mandate will commence on January 1, 2008 and will continue until the completion of the Residual Waste Planning Study and, if applicable, any subsequent Residual Waste Screening Process or Individual Environmental Assessment, unless otherwise decided by Council."

"The Residual Waste Working Group's mandate is established by Council and may be amended or revoked by Council at any time. The Residual Waste Working Group mandate is subject to re-affirmation by Council following each municipal election. The Residual Waste Working Group may from time to time suggest changes to its mandate."

It is recommended that the first paragraph of section 2 above be deleted and replaced with:

"The Residual Waste Working Group mandate will commence on January 1, 2008 and will continue until the one year after the commissioning of the mixed waste processing facility, unless otherwise decided by Council."

**Section 3 "Purpose/Focus of Residual Waste Working Group"**

The current wording of the purpose and focus of the RWWG in section 3 of the Terms of Reference is:

"The Residual Waste Working Group will provide input, advice and regular community feedback to staff and the Public Works and Infrastructure Committee on the implementation of the residual waste processing initiative described in Appendix A of report EX9.1 and the Residual Waste Planning Study described in Attachment A of report PW7.16 including:"

- planning and participating in public consultation events related to the residual waste processing initiative and the Residual Waste Planning Study;
- input, advice and feedback on formal submissions, communications or reports having to do with the mandate of the RWWG and/or the Residual Waste Planning Study;
- participating, to the extent allowed by City policies, in the procurement processes for project consultants;

- jointly submitting an annual status report to the Public Works and Infrastructure Committee with the General Manager of Solid Waste Management Services; and
- have its Chair and/or Vice Chair participate on an Integrated Solid Waste Stakeholder Group, which will be a discussion forum attended by City staff and the chairs and vice chairs of the City's various solid waste working groups for the purposes of sharing information.

The key principles of the Residual Waste Planning Study are:

- protection of human health and the environment;
- conservation of energy and natural resources;
- consideration of a wide range of alternative technologies;
- rigorous evaluation methodology that includes a health impact assessment; and
- meaningful public consultation.

The requirement for input and advice and the time frame for doing so will vary over the course of the Residual Waste Planning Study and any subsequent screening or individual environmental assessment processes that might occur. The level of input and advice for each initiative should be determined in consultation with the General Manager and the Public Works and Infrastructure Committee.”

It is recommended that the last paragraph of the section be deleted and the following added to indicate RWWG's involvement in the mixed waste procurement process:

"The Residual Waste Working Group will provide input, advice and regular community feedback to staff and the Public Works and Infrastructure Committee on the development of the documents for the mixed waste processing facility procurement process including”:

- review of the draft pre-qualification of the technology vendors for the mixed waste processing facility;
- review of the draft request for solutions document (if determined necessary to issue by the City);

- review of the draft request for proposals for the design, build, commission and operation of the mixed waste processing facility; and
- review of the draft terms of reference for a Public Liaison Committee (PLC) for the proposed mixed waste processing facility;
- continue to assist in oversight, implementation, monitoring, reporting and follow up of the Health Impact Assessment (HIA) activities.

The Residual Waste Working Group will provide input, advice and regular community feedback to staff and the Public Works and Infrastructure Committee on the commissioning of the mixed waste processing facility based on the Residual Waste Planning Study and the associated procurement documents up until one year after the commissioning of the mixed waste processing facility. One year after the commissioning of the mixed waste processing facility, the Residual Waste Working Group will provide a final report to staff and the Public Works and Infrastructure Committee on the results of the mixed waste processing project.

The requirement for input and advice and the time frame for doing so will vary over the course of the Residual Waste Planning Study, the mixed waste processing facility procurement process, the construction of the mixed waste processing facility and up to one year after the commissioning of the mixed waste processing facility. The level of input and advice for each initiative should be determined in consultation with the General Manager and the Public Works and Infrastructure Committee."