



STAFF REPORT ACTION REQUIRED

Update on the Development of the Long Term Waste Management Strategy

Date:	June 4, 2014
To:	Public Works and Infrastructure Committee
From:	Acting General Manager, Solid Waste Management Services
Wards:	All
Reference Number:	P:\2014\ClusterB\SWM\June\010PW (AFS#18567)

SUMMARY

The purpose of this staff report is to report back to the Public Works and Infrastructure Committee with a status update on the development of the Long Term Waste Management Strategy (the Strategy). The report provides an update on the work completed to date, including a summary of consultation activities.

In February 2014, HDR Corporation was hired to assist the City of Toronto with the research, development and drafting of a Long Term Waste Management Strategy. The Strategy will examine options for the management of Toronto's waste for the next 30 to 50 years and will recommend waste management policies and programs, including how to manage our remaining garbage even after reduction, reuse, and recycling.

RECOMMENDATIONS

The Acting General Manager, Solid Waste Management Services, recommends that:

1. The Public Works and Infrastructure Committee receives this report for information.

Financial Impact

Funding is available in the approved 2014 and 2015 Capital Budget of Solid Waste Management Services under the project Long Term Waste Management Strategy

(Account CSW013-01-01). There are no other incremental financial impacts as a result of this report.

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 July 16, 17, 18 and 19, 2013, City Council considered Item PW24.3 entitled “Long Term Waste Management Strategy – Terms of Reference” and adopted, among other items, the Terms of Reference as outlined in the June 4, 2013 staff report from the General Manager, Solid Waste Management Services, as amended, and requested the General Manager, Solid Waste Management Services, to report back to the Public Works and Infrastructure Committee with updates on development of the Long Term Waste Management Strategy at key milestones, and that the resultant final draft Long Term Waste Management Strategy be submitted to City Council for approval.

The City Council Decision Document can be viewed at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2013.PW24.3>

At its meeting of October 21, 2013, Public Works and Infrastructure Committee considered Item PW26.7 entitled “Results of Request for Proposal No. 9119-13-3146 Contract for the Long Term Waste Management Strategy” and authorized the General Manager, Solid Waste Management Services, to enter into an agreement with HDR Corporation for the development of the Long Term Waste Management Strategy.

The Public Works and Infrastructure Committee Decision Document can be viewed at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2013.PW26.7>

ISSUE BACKGROUND

Solid Waste Management Services staff is committed to achieving 70% diversion by 2016 which would extend the life of the Green Lane Landfill until 2036. However, there will still be a need for future disposal capacity beyond that date. Solid Waste Management Services needs to look beyond 2036 and explore other long-term measures for management of the City’s waste.

Solid Waste Management Services has initiated the development of a Long Term Waste Management Strategy for Toronto which will guide the Division’s decision-making for the next 30 to 50 years. Through a competitive procurement process, HDR Corporation was hired to assist with the development of the City’s Long Term Waste Management Strategy.

At its meeting on July 16, 17, 18 and 19, City Council requested, among other items, the General Manager, Solid Waste Management Services, to report back to the Public Works

and Infrastructure Committee with updates on the development of the Long Term Waste Management Strategy at key milestones. This report provides the first update.

COMMENTS

Table 1 outlines the current estimated timelines for completion of the following tasks: consultant deliverables, public and stakeholder consultation, and update reports to Public Works and Infrastructure Committee.

Table 1: Tasks and Estimated Completion

Tasks for the Long Term Waste Management Strategy		
Tasks	Responsibility	Estimated Time Line
Consultant Deliverables		
Deliverable 1: Stakeholder and Public Consultation and Communications Plan	HDR	April – May 2014
Deliverable 2: Document Current Waste Management Profile	HDR	February – July 2014
Deliverable 3: Needs Assessment	HDR	May – September 2014
Deliverable 4: Identify Options to Address Needs	HDR	May – October 2014
Deliverable 5: Screen Options and Identify Recommended Options	HDR	September 2014 – February 2015
Deliverable 6: Preparation of the Long Term Waste Management Strategy	HDR	January – June 2015
Public & Stakeholder Consultation*		
Round 1 Stakeholder & Public Consultations	City staff & HDR	May – August 2014
Round 2 Stakeholder & Public Consultations	City staff & HDR	September 2014 – March 2015
Round 3 Stakeholder & Public Consultations	City staff & HDR	April – July 2015
Report to Public Works and Infrastructure Committee		
Update Report to Public Works and Infrastructure Committee: summary of Round 1 public consultation activities, deliverable 1	City Staff	June 18, 2014
Update Report to Public Works and Infrastructure Committee: preparation for Round 2 public consultation activities, deliverables 3 & 4	City Staff	Winter 2015
Update Report to Public Works and Infrastructure Committee: preparation for Round 3 public consultation activities, deliverable 5	City Staff	Spring 2015
Report to Public Works and Infrastructure Committee with draft Strategy: deliverable 6	City Staff	Fall 2015

*Each round of public and stakeholder consultation will include: Councillor engagement, Stakeholder Advisory Group meetings, Public Information Centres, Key Stakeholder Meetings, and Community Outreach Events.

Status of Deliverable 1: Stakeholder and Public Consultation and Communications Plan

Solid Waste Management Services is committed to developing a sustainable Long Term Waste Management Strategy in consultation with the community and stakeholders. The consultation goal is to develop a strategy that considers the concerns, ideas and feedback.

A detailed Public Consultation Plan has been developed by the Project Team (Solid Waste Management Services staff and consultants). The Plan outlines key messages, stakeholder and public consultation activities, evaluation, and reporting methodologies for the consultation component of the Strategy.

a) Key Messages

Overarching initial key messages have been identified in the Public Consultation Plan. It is anticipated that key messages will be updated and revised as the project progresses.

- The Long Term Waste Management Strategy will guide Solid Waste Management Services' policy decision making for the next 30 to 50 years.
- The Strategy will focus on the management of waste that is generated from residential and non-residential sources managed by the City.
- The Strategy will build on the City's current waste management system looking at best practices from other jurisdictions.
- The Strategy includes a review of potential options for the diversion, disposal and energy recovery of Toronto's waste, beginning with options to reduce waste going to disposal.
- Waste management decisions will consider three areas of performance (social, environmental and economic)
- Solid Waste Management Services is committed to developing the Strategy in consultation with stakeholders and the general public taking concerns, ideas, and feedback into account.

b) Stakeholder and Public Consultation Activities

- *Council Engagement*

Members of City Council will be kept up to date on the project progress for the duration of the development of the Strategy. Public notice materials will be provided in advance of public events to inform and educate Councillors, so that they can liaise with their constituents.

Councillors will also be provided with access to resources, such as:

- project updates to provide in their own Ward newsletters and constituent distribution lists;
- access to online and hard copy surveys for their constituents; and
- previews of the planned public events.

As requested by City Council at their meeting on July 16, 17, 18 and 19, 2013, update Staff Reports will be provided to the Public Works and Infrastructure Committee at key milestones in the Strategy.

- *Stakeholder Advisory Group*

A Stakeholder Advisory Group has been established to provide advice and feedback to the Project Team at key points in the development of the Long Term Waste Management Strategy. A Terms of Reference was created to guide the development and implementation of the group. Meetings are anticipated to occur on a monthly basis and are chaired by an independent facilitator.

- *Public Information Centres*

For broader public engagement, Solid Waste Management Services staff will hold four Public Information Centres at three key stages of the study. Locations selected are easily accessible, convenient for the general public, and geographically distributed throughout the City (North, South, East and West).

The first round of Public Information Centres was held on June 9, 16, 17 and 18, 2014. The intent of the Centres was to provide background information on the City's waste management programs and challenges as well as present an overview of the Strategy's purpose, options, timeline and opportunities for public involvement. The format was an informal open house, consisting of five stations. Each Station was set up in a panel display format and included an interactive component and staff to answer questions, log feedback, and encourage engagement.

The second round of Public Information Centres will seek feedback on the long list of options to enhance diversion and to manage residual waste as well as the screening criteria to develop a short list of options. The third and final Public Information Centres will present the draft Strategy and request feedback. The format for the second and third rounds of consultation will be more formal with a presentation and facilitated breakout group discussions.

- *Key Stakeholder Meetings*

Key stakeholder meetings with various government and non-government groups will allow for an in depth exploration of questions and issues that arise throughout the project. Consulting with key stakeholders will occur mainly through targeted meetings at appropriate milestones throughout the project. Efforts will be made to engage early with key stakeholder groups in order to begin identifying potential issues and the level of project involvement.

Input received through key stakeholder meetings will be documented and become part of the consultation record. Potential key stakeholder meetings will be identified throughout the project, but are likely to include Ministry of the Environment, First Nations, waste management industry organizations, Non-Governmental Organizations, environmental groups, neighbouring municipalities, and resident associations. No key stakeholder meetings have been held to date.

- *Community Outreach Events*

In addition to the public and stakeholder consultation meetings during the summer months of 2014, Solid Waste Management Services staff will be in attendance at several community, cultural, and special events (such as Community Environment Days, Live Green Toronto Festival, etc.). The outreach efforts will focus on engaging a larger audience in the development of the Strategy, while at the same time promoting Solid Waste Management Services' programs and services.

- *Communication and Engagement Tools*

A Communications Plan has been developed which outlines how the study launch and key milestones are to be communicated to the public and stakeholders. A variety of traditional and innovative tools and approaches are being used to disseminate information and collect feedback from stakeholders. These include, but are not limited to, social media, media releases, print media advertisements, listserv, on-line survey tools, distribution of information at Civic Centres, Community Centres and at City events such as Community Environment Days and other tools as required.

c) Project Updates, Consultation Evaluation and Consultation Reporting

Six public newsletters will be created throughout the development of the Strategy to introduce and report on the Strategy's progress. The first project update was issued prior to the launch of the first round of Public Information Centres in June 2014. It is anticipated that two project updates will be issued per consultation round.

At each project phase, consultation activities will be reviewed so that appropriate adjustments can be made to improve the participant experience and increase public participation. The following evaluation methods are being used to ensure effective consultation: project team debrief meetings, summarizing input received and show how it

was incorporated into the final document, event evaluation forms, and tracking participation levels and interest.

All feedback received through the consultation activities (public events, surveys, Stakeholder Advisory Group and key stakeholder meetings, input received through project email/social media, etc.) will be collected and logged in a consultation report which will be included as an appendix in the final report.

Status of Deliverable 2: Current Waste Management Profile

Solid Waste Management Services staff and HDR Corporation have been collecting, aggregating, and interpreting data in preparation for the completion of deliverable 2, the *Current Waste Profile*. This includes gathering an extensive inventory of historical and current data, policies, by-laws, programs, staff reports, and tonnages related to all aspects of the Division's operations. It is anticipated that the *Current Waste Profile* deliverable will be completed in July 2014.

Next Steps

HDR Corporation is continuing to work on deliverables 2 to 5, which includes finalizing the Current Waste Profile, beginning work on the Needs Assessment as well as identifying, researching, and reviewing options to address Toronto's waste management needs.

The second round of Public Information Centres is tentatively scheduled for early 2015. They will identify and provide information on a list of technological and policy options available to reduce and manage Toronto's waste, and seek public input on the screening criteria to be used for options evaluation.

CONTACT

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SIGNATURE

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