

## Appendix D

### Pollution Prevention (P2) Program Stakeholder Consultation Process

Three rounds of consultation took place from spring 2014 to spring 2015. The first initial round took place in the spring of 2014 and included thirteen (13) meetings with industry associations, consultants, working groups and environmental groups, three (3) meetings with City Divisions and approximately 13,000 surveys to the above mentioned external organizations and effected individual businesses.

The goal was to obtain feedback from the stakeholders that would shape the five proposed changes to the P2 Program and Sewers By-law and the valuable information received was used to draft the proposed amendments and corresponding documentation during the summer of 2014. The second round of consultation took place in the fall of 2014 and involved fourteen (14) stakeholder meetings with the above mentioned organizations and five (5) meetings with City Divisions to present the draft approaches and obtain further feedback. Based on the information received, proposals were modified during the winter of 2014-2015.

The third and final round of consultation took place in the spring of 2015 with ten (10) stakeholder meetings, two (2) meetings with City Divisions and to fully close the loop on the consultation process, approximately 13,000 update packages were sent to all stakeholders. The packages, tailored to each proposed change, included proposal highlights, survey results and an updated fact sheet and provided one additional opportunity to provide feedback via email or phone. An update package was not prepared or sent out regarding the environmental code of practice for mobile washing business operations as further consultation is required.

All meeting notices were mailed and emailed (when email was available) and survey notices were mailed only. Surveys relating to the proposed subject pollutant threshold reporting list and the P2 dental submission requirements were online, where survey notices directed participants to an online link. The remaining surveys were paper based and a postage-paid return envelope was provided. The approach of conducting several smaller meetings was taken, similar to a focused working group structure, to gather expert information needed for the proposed amendments.

Upon request, a multi-stakeholder consultation was held in spring 2015, where all five proposed changes were presented to all stakeholders, giving stakeholders with differing opinions and backgrounds an opportunity to review and discuss their stances on the proposed amendments and documentation.

Meetings with staff from Municipal Licensing and Standards and Toronto Public Health were held to discuss current program procedures and policies and the potential effects the proposed changes may have on food service establishment licensing and food handling policies and inspections, respectively.

In total, forty-seven (47) meetings were held over the one year span, including thirty-seven (37) with the above mentioned organizations and ten (10) with City Divisions. During that time, the P2 stakeholder consultation website was updated with fact sheets, spring 2014 presentations, meeting minutes and the materials in the update packages, the latter taking the place of the follow up presentations. Table 1 depicts the numerous stakeholders involved in the consultation process.

**Table 1: P2 Consultation Stakeholders Involved**

<b>Stakeholders Consulted on all Proposed Changes</b>
<ul style="list-style-type: none"> <li>• Ministry of the Environment and Climate Change (MOECC)</li> <li>• Environment Canada</li> <li>• City of Toronto Divisions               <ul style="list-style-type: none"> <li>○ Economic Development</li> <li>○ Toronto Public Health</li> </ul> </li> <li>• Environmental Groups               <ul style="list-style-type: none"> <li>○ Canadian Environmental Law Association (CELA)</li> <li>○ Citizens for a Safe Environment</li> <li>○ Environmental Defence</li> <li>○ Great Lakes and St. Lawrence Cities Initiative (no longer exists)</li> <li>○ Lake Ontario Waterkeeper</li> <li>○ Pollution Probe</li> <li>○ Safe Sewage Committee</li> <li>○ Toronto Cancer Prevention Coalition</li> <li>○ Toronto Environmental Alliance (TEA)</li> <li>○ World Wildlife Fund (WWF)</li> </ul> </li> </ul>
<b>Stakeholders Consulted on Subject Pollutant Threshold Reporting List</b>
<ul style="list-style-type: none"> <li>• Toronto Industry Network (TIN)</li> <li>• Community Awareness and Emergency Response (CAER) – north, east and west chapters</li> <li>• Manufacturing Associations (i.e. Canadian Association for Surface Finishing (CASF))</li> <li>• Consultants firms involved in preparing P2 Plans</li> <li>• Industry, commercial and institutional facilities currently on P2 Plans*               <ul style="list-style-type: none"> <li>○ metal finishers</li> <li>○ manufacturers</li> <li>○ health institutions</li> <li>○ industrial launders</li> <li>○ printers</li> <li>○ non-sector (those that do not fit into a subject pollutant sector)</li> </ul> </li> </ul>

<p><b>Stakeholders Consulted on Dental Office P2 Submission Requirements</b></p>
<ul style="list-style-type: none"> <li>• Ontario Dental Association (ODA)</li> <li>• Royal College of Dental Surgeons of Ontario (RCDSO)</li> <li>• Dental offices*</li> <li>• MOECC certified waste carriers*</li> <li>• Equipment manufacturers*</li> </ul>
<p><b>Stakeholders Consulted on Environmental Code of Practice for Food Service Establishments Regarding Grease Interceptors</b></p>
<ul style="list-style-type: none"> <li>• Toronto Association of Business Improvement Areas (TABIA)</li> <li>• Building Owners and Managers Association (BOMA)</li> <li>• Food Associations (i.e. Ontario Restaurant Hotel and Motel Association (ORHMA))</li> <li>• Restaurant corporate headquarters and grocery store chains</li> <li>• MOECC certified waste carriers</li> <li>• Equipment manufacturers</li> <li>• Mall property managers</li> <li>• Toronto District School Board (TDSB) and Toronto District Catholic School Board (TSCSB)</li> <li>• Exhibition Place and Canadian National Exhibition (CNE)</li> <li>• Food Service Establishments* <ul style="list-style-type: none"> <li>○ TPH "DineSafe" food service establishments</li> <li>○ Butcher shops</li> <li>○ Banquet halls</li> <li>○ Caterers</li> <li>○ Bakeries</li> </ul> </li> <li>• Food manufacturers/processors*</li> <li>• Food trucks*</li> </ul>
<p><b>Stakeholders Consulted on Best Management Practice for Automotive Refinishing Sector (Autobody Shops)</b></p>
<ul style="list-style-type: none"> <li>• Collision Industry Information Assistance (CIIA)</li> <li>• Canadian Fuels Association (CFA)</li> <li>• Autobody Shops*</li> </ul>
<p><b>Stakeholders Consulted on Environmental Code of Practice for Mobile Washing Business Operations</b></p>
<ul style="list-style-type: none"> <li>• Mobile Wash Business Operations (located in the GTA)* – formed the Mobile Wash Working Group from initial list of attendees</li> </ul>

- Equipment Manufacturers\*
- Building Owners and Managers Association (BOMA)

\*individual businesses contacted via surveys and updated packages only