

## **Main Treatment Plant Neighbourhood Liaison Committee Terms of Reference**

### **1. Mandate of the Committee:**

- 1.1 The mandate of the MTP NLC shall be to act as a public liaison committee that will:
  - 1.1.1 review and provide input, advice, and make recommendations on plant operations, any proposed use or development of the MTP Site and any EA implementation issues that may have a direct impact on the community in the vicinity of the MTP, including the environment, recreational waters and lake quality, and including those issues set out in Resolution #9 to the MTP EA Mediation Agreement;
  - 1.1.2 develop criteria for evaluating proposed uses or developments on the MTP Site;
  - 1.1.3 act as a liaison facilitating two way communications between the community and the City of Toronto with respect to issues relating to the MTP; and
  - 1.1.4 act as a liaison facilitating two way communications between the MTP NLC and the MTP EA Implementation and Compliance Monitoring Committee (ICMC) with respect to any implementation or compliance issues of concern to the community in the vicinity of the MTP.
- 1.2 The NLC may from time to time recommend modifications to its Terms of Reference that are consistent with its general purpose and where any such recommendations are accepted by City Council, these Terms of Reference shall be so modified.

### **2. Committee Membership:**

- 2.1 Membership of the MTP NLC shall include:
  - 2.1 residents living near the plant.
  - 2.2 service area residents.

- 2.3 representatives from: Citizens for a Safe Environment; The Public Committee For Safe Sewage Treatment in Metropolitan Toronto; the Lakeside Area Neighbourhood Association; Ashbridges Bay Watershed Council; and other Non-governmental Organizations based in the vicinity of the MTP.
- 2.4 representatives of local businesses/developers and recreational water users.
- 2.5 local political representatives.

### **3. Committee Procedures and Co-Chairs:**

- 3.1 The NLC shall establish its own procedures, consistent with its mandate.
- 3.2 The NLC shall annually elect from among its members two volunteer co-chairs who shall be responsible for the conduct of the NLC meetings. As an interim measure, Karen Buck and Karey Shinn shall be the co-chairs until March 2000.

### **4. Committee Decision Making Method:**

- 4.1 The Committee shall use the consensus model for decision making, wherever possible. In the event that a vote is necessary, each member shall have one vote.

### **5. Committee Meetings:**

- 5.1 The committee will meet at least once a year, every year, for the life of the plant.
- 5.2 The committee shall establish such other meeting schedule as it considers appropriate to fulfill its mandate.
- 5.3 All meetings shall be open to the public and in a location convenient to the community.
- 5.4 Meeting dates will be set to co-ordinate with the schedule of Works and Utilities Committee.

### **Committee Resources:**

- 6.1 The City will provide all necessary resources to the Committee, including:
  - 6.1.1 staff time and administrative support for preparation of minutes, recommendations and reports from the NLC;
  - 6.1.2 senior management attendance at committee meetings;
  - 6.1.3 status reports on relevant matters from City staff;
  - 6.1.4 timely responses to fulfill reasonable information requests;
  - 6.1.5 reasonable budget to fulfill mandate; and
  - 6.1.6 meeting locations.

### **Reporting Structure:**

- 7.1 The Committee will report to Works and Utilities Committee, through the Commissioner of Works and Emergency Services. Copies of minutes from all meetings and any recommendations/input will go to:
  - 7.1.1 Director of Water Pollution Control;
  - 7.1.2 Works and Utilities Committee or other appropriate standing committee<sup>1</sup>;
  - 7.1.3 Plant Manager at the MTP;
  - 7.1.4 the MTP EA Implementation and Compliance Monitoring Committee (ICMC); and
  - 7.1.5 any member of the community who requests them.
- 7.2 Recommendations and input from the NLC will be integrated by City Staff into any relevant reports (departmental, committee and other). The Committee will be provided with relevant written and/or oral feedback on its input.

### **Term of the Committee:**

- 8.1 The MTP Neighbourhood Liaison Committee shall be continued by the City in accordance with these Terms of Reference unless a subsequent EA Approval modifies this requirement.

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<sup>1</sup> When deputing before a standing committee of Toronto Council the deputant is assumed to be speaking as an individual, unless there is the consensus of the committee for sending a selected committee representative to depute on its behalf.