

COMMITTEE OF THE WHOLE MAY 2, 2005

GREENING VAUGHAN ADVISORY COMMITTEE - TERMS OF REFERENCE

Recommendation

The Commissioner of Engineering and Public Works recommends that the Greening Vaughan Advisory Committee Terms of Reference, as contained in this report, be approved.

Economic Impact

There is no financial impact on the 2005 Operating Budget with respect to the establishment of the Greening Vaughan Committee, as the necessary resources have been allocated and approved.

Purpose

To present the draft Terms of Reference for the “Greening Vaughan” Advisory Committee.

Background - Analysis and Options

On March 1, 2005 at the Committee of the Whole Working Session, staff presented a report entitled “Greening Vaughan – A Comprehensive Waste Management Plan”. The report outlined a multi-year, three phase waste management initiative, with the ultimate goal of 60% diversion of waste from landfill. The first phase is to commence September 2005, with the remaining phases being launched at one year intervals (i.e. September 2006 and September 2007).

To assist with the implementation of the “Greening Vaughan” waste management initiative, it was recommended that a Greening Vaughan Advisory Committee be created. The draft Terms of Reference for the Committee is identified in the Appendix 1.

The benefits of forming a ‘Greening Vaughan’ Advisory Committee (GVAC) are numerous. Formal public participation in progressive waste diversion initiatives is an untapped resource in the City of Vaughan. Citizen representation on the GVAC would act as a conduit to foster a two-way communication process between the members of public and local government officials, as it relates to waste management issues. The GVAC is also an effective tool to plan, organize and evaluate waste management programs. Public representation on the Advisory Committee will introduce a different, more enhanced dynamic to brainstorming exercises. To this end, the City can entertain different solutions regarding implementation and operational challenges for both existing and new waste management programs.

Once the Terms of Reference have been approved, requests for representation from both members of Council and members of the public will be announced. Upon the nomination and approval of the Committee members, Greening Vaughan will hold its inaugural meeting no later than June 2005.

Relationship to Vaughan Vision 2007

This report is consistent with the priorities previously set by Council.

Conclusion

The Greening Vaughan Advisory Committee will be an integral resource for the roll out of the City’s “Greening Vaughan” waste management plan.

Attachments

Appendix 1: Terms of Reference 'Greening Vaughan Advisory Committee

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Respectfully submitted,

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Appendix 1
Terms of Reference 'Greening Vaughan Advisory Committee'

Council Resolution:

At the Council meeting of March 21, 2005, a report entitled 'Greening Vaughan – A Comprehensive Waste Management Plan' was presented and approved by Council. At this meeting Council recommended, in part, *"That staff prepare Terms of Reference for the creation of a 'Greening Vaughan' Advisory Committee and report back to Council by April 2005."*

Purpose of the Committee

The Committee's purpose is to make recommendations to Council on the implementation of the "Greening Vaughan" comprehensive waste management plan (Phase 1 to Phase 3), with particular attention to the implementation of a residential curbside source separated organics program.

Mandate

1. The "Greening Vaughan Advisory Committee" will explore strengths and weaknesses of other residential source separated organics programs that have been implemented in other municipalities (i.e. implementation plan, communications plan and operational concerns)
2. Work with the Region of York with respect to the "upper level" promotion and education aspect of the "Greening Vaughan" waste management plan
3. Assist in the development and delivery of a comprehensive public education program relating to waste diversion programs and specifically source separated organics
4. Assist with the promotion and education of the program
5. Review necessary requirements for supplier services

Assumptions

The "Greening Vaughan Advisory Committee" will operate under the following assumptions:

1. Program will address the curbside residential sector only. The multi-residential high-rise sector is not included in the first three phases of the Greening Vaughan waste management plan.
2. Program design to ensure minimum 50% diversion, but to target 60% (or more) diversion from landfill.
3. Summer students will participate in the communications program.
4. Phase 1 shall be implemented in September 2005; Phase 2 shall be implemented in November 2006 and Phase 3 shall be implemented in September 2007.
5. Some members of the Greening Vaughan Advisory Committee may not participate in discussions concerning contracts or other matters that are confidential in nature.
6. The Greening Vaughan Advisory Committee is intended to remain active one year after the implementation of phase three (September 2007) of the Greening Vaughan Comprehensive Waste Management Plan. At that time, the role of the Greening Vaughan Advisory Committee will be re-assessed.

Composition

The Greening Vaughan Advisory Committee is an informal working group of members of the Public, Council and City staff. It will be comprised of 9 members, including 3 Members of Council, 3 City staff and 3 members of the public, with the Mayor as ex-officio.

In addition, representatives from the following may participate, as needed:

- Other City of Vaughan staff
- Region of York
- Collection contractors
- Cart suppliers

Selection Process

It is recommended that all members of the Greening Vaughan Advisory Committee possess genuine interest in waste management issues and has actively participated in community awareness/involvement initiatives. Candidates should possess some experience and knowledge in the field of waste management and community activism.

Members of the public requesting to be on the committee will be required to submit short Curriculum Vitae to the Clerk's Department. The submissions will be reviewed against predetermined criteria by a team comprising of the City Manager, the Commissioner of Engineering and Public Works, the Director of Public Works and the Manager of Solid Waste Management. Members of the public will be required to demonstrate a significant interest in environmental/waste management issues and community involvement. A "short list" of candidates will be presented to Council for consideration.

Attendance

It is imperative that all members make their best efforts to attend all meetings.

Meetings

The Greening Vaughan Advisory Committee meetings shall be twice per month, with the dates set at the first committee meeting. It is expected that these meetings will be held in the mornings.

Ad hoc meetings of all or part of the Greening Vaughan Advisory Committee may be convened, as required. The location, frequency and participation of these meetings shall be at the discretion of the Greening Vaughan Advisory Committee.

Staff Support

Waste Management staff will prepare the Greening Vaughan Advisory Committee notices, agendas, minutes and correspondence.

Other departments such as ITS, Legal, Financial, Corporate Communications shall be requested to provide services or opinions, as required.

Reporting

Staff shall provide progress reports to Council concerning the work of the Greening Vaughan Advisory Committee on a monthly basis.

Copies of the minutes of all meetings will be provided to Committee representatives (save and except 'in camera' meetings). Staff shall report to Council to seek approvals as required.

