

Solid Waste Management – Infrastructure Projects Community Engagement Committee

MINUTES

JANUARY 19, 2015

1:30 PM – 3:20 PM

ORO MEDONTE SEVERN BOARDROOM

MEETING CALLED BY	Project Team
TYPE OF MEETING	Community Engagement Committee
NOTE TAKER	Stephanie Mack
ATTENDEES	Debbie Korolnek (County – Chair), James Nightingale (County), Rob McCullough (County), Ray Millar (Public Member), Andy Campbell (Innisfil), Marie Kavanagh (Bradford West Gwillimbury), Susan Antler (Public Member), David Barber (First Nations) Regrets: Christopher Baines (Public Member)

Agenda topics

VARIOUS ADMINISTRATION ITEMS

DK

DISCUSSION	<ul style="list-style-type: none"> • welcome • "housekeeping" items
<ul style="list-style-type: none"> • DK outlined the agenda • provided information on various administration items – paperwork, etc. • no additional items to be added to Agenda 	

INTRODUCTION OF MR. DAVID BARBER

DK

DISCUSSION	<ul style="list-style-type: none"> • introduction of Project Team and CEC members • introduction of Mr. David Barber
<ul style="list-style-type: none"> • DK welcomed David Barber – Director, Maintenance and Operations at Chippewas of Rama First Nations • committee members introduced themselves and provided some background information • Mr. David Barber introduced himself, noted that he attended the public information session in December 	

DEBRIEFING ON DECEMBER 2, 2014 SESSIONS

RM

DISCUSSION	<ul style="list-style-type: none"> • statistics – attendance • open discussion on successes, potential improvements, format, etc.
<ul style="list-style-type: none"> • RM provided details on attendance from the December 2 session – 2:00 – 4:00 pm – 48 attended, 6:00 – 8:00 pm – 7 attended • provided some background for members who were unable to attend – open house format, good discussion with the Project Team • Rmi – attended 2:00 pm session, positive impression of the event, impression that residents understand the need for both facilities, had discussions on diapers and pet waste and concerns with adding these materials to the facility, extended producer responsibility • MK was in attendance, impression was that it was positive • AC – material was presented well, challenge to keep the focus on diversion • DK – commended CEC on comments, suggestions, and feedback that was received at the last CEC meeting regarding the storyboards and presentation material – end result was better, CEC feedback was valuable 	

INCORPORATING PUBLIC FEEDBACK

RM

DISCUSSION	<ul style="list-style-type: none"> • current system for including public comment • revisions to site evaluation criteria 	
<ul style="list-style-type: none"> • RM outlined public feedback received to date – how feedback was received by the County (at the public meetings, by e-mail, etc.), discussed comments regarding the Projects • provided CEC with a table outlining public comments for their review – this will be included with the consultant’s first siting report, will create a public record of feedback received • going forward – discussed how comments are responded to (i.e. potentially in a more general format) • AC – grouping common responses may be helpful, having information prepared • MK – discussed being prepared for common questions • SA – Compost Council of Canada could send a request to new facilities – top five questions they have received • consensus – prepare FAQs to have available, be prepared for non-technology specific questions that the public may have (such as questions on odour that would be general to the facility) • RM – discussed how feedback has been incorporated into the siting criteria – outlined revisions to criteria – addition of confirmed Class 3 agricultural lands, Oak Ridges Moraine • discussion of how to include these revisions • comments will be included in CRA siting methodology and evaluation criteria report 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • provide information to Project Team on common questions regarding compost facilities 	SA	
<ul style="list-style-type: none"> • discuss with Project Team, prepare FAQs for common questions on organics processing 	Project Team	

PROJECT DEVELOPMENT – UPCOMING MILESTONES

RM

DISCUSSION	<ul style="list-style-type: none"> • proposed revised timeline – REOI for Private Sites • 2015 milestones • public information sessions for short list of sites 	
<ul style="list-style-type: none"> • RM – initial intention to get short list for consultation prior to the summer, REOI for private lands would push public consultation into the summer • discussed holding public consultation in the summer to keep to original timeline or delaying public information sessions to the fall, noting time between report on short-listed sites and opportunity to provide the public with information • consensus – reconsider timeline and hold public consultation for short-listed sites in the fall, no public meetings in the summer • in revised schedule, CEC would meet twice regarding short list of sites – once to discuss format/frequency of consultation, once after communication material has been prepared 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • reassess timeline and discuss with Project Team, finalize, and seek Council direction 	Project Team	

CONTACT LIST – COMMUNICATING INFORMATION

RM

DISCUSSION	<ul style="list-style-type: none"> • statistics on contact list, current system for relaying information • information to send to contact list 	
<ul style="list-style-type: none"> • RM – provided information on the contact list – 48 contacts currently • discussed what would be reasonable in regards to communicating information to the list – public information sessions, staff reports, minutes, etc. • consensus – provide information on all updates to the website, staff reports, minutes, send info as a link • offer to provide assistance with link should there be an issue 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • notify contact list of project development – including staff reports and updates to the project webpages 	Project Team	

FORMAT FOR UPCOMING PUBLIC MEETINGS

RM

DISCUSSION	<ul style="list-style-type: none"> • series of public meetings following short-listing sites • general feedback on location, number, time, etc. 	
<ul style="list-style-type: none"> • RM – discussed how short-listing of sites will progress, anticipate 3-5 short-listed sites for each facility • brought forward to CEC for preliminary discussion on the number of meetings Project Team should plan for • for discussion – 1 meeting for each of the short-listed sites, 1 general meeting at a central location for each of the projects • consensus – that is reasonable – but will meet prior to finalization of meeting arrangements to discuss with the committee • CEC discussed format – last session was open house • at open house, potential that someone is not heard • will defer a recommendation on the format until next meeting – will allow the CEC time to think about this • SA – celebrating compost – get message out about compost, soil, the benefits • potential for education, tours, etc. – get ahead of misinformation • be prepared with general FAQs, with consideration that they are not technology-specific (still at siting stage) 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • meet with CEC to discuss short list of sites, public consultation plan (including location of public meetings, format, etc.) 	Project Team	Summer 2015
<ul style="list-style-type: none"> • arrange meeting with CEC to review communication material to be presented at consultation for short-listed sites 	Project Team	September 2015

TIMING FOR NEXT CEC MEETING

RM

DISCUSSION	<ul style="list-style-type: none"> • discussion on upcoming meeting(s) 	
<ul style="list-style-type: none"> • continued discussion from above – discussed process for short-listing sites, making arrangements for summer/September meetings once revised timeline is approved by County Council • discussed using an on-line tool such as “Doodle” to schedule meetings • Project Team to make the above arrangements 		

CLOSING REMARKS

DK

DISCUSSION	<ul style="list-style-type: none"> • opportunity for closing comments, etc. 	
<ul style="list-style-type: none"> • DK thanked the committee and adjourned the meeting at 3:20 pm 		