



COUNTY OF SIMCOE



To: COMMITTEE OF THE WHOLE

Section: Consent Corporate Services – Solid Waste Management

Item Number: CCW 15-020

Meeting Date: January 13, 2015

Subject: Infrastructure Projects – Update

Recommendation:

THAT Item CCW 15-020, providing an update on the Solid Waste Management infrastructure projects, be received for information.

Executive Summary:

The purpose of this Item is to provide an overview of the two Solid Waste Management infrastructure projects as development continues, summarize the second public information sessions held on December 2, 2014, and present forthcoming plans to further these projects in early 2015.

Development continues on two Solid Waste Management infrastructure projects – the Organics Processing Facility (OPF) and Materials Management Facility (MMF). On December 2, 2014, the second public information sessions were held at the Simcoe County Museum. The purpose of these sessions was to introduce the MMF Project, summarize the proposed siting process and methodology for both facilities, and to obtain public feedback on site evaluation criteria.

Prior to the sessions, the Community Engagement Committee, a non-voting committee consisting of County and local municipal staff and public representatives, met to discuss session specifics such as format, advertising, and the draft communication material. Recommendations from this meeting were considered and storyboards revised accordingly. Minutes of the meeting are posted on the project webpages (www.simcoe.ca/opf and www.simcoe.ca/mmf).

The two sessions were open house format and provided the public and interested stakeholders the opportunity for open discussion with the Project Team, including representatives from Conestoga-Rovers & Associates (CRA). The sessions were advertised on-line, in local newspapers, and through County social media accounts. In total, there were 55 visitors to the sessions. As follow-up, the County's website has been updated with the communication material presented and feedback received will be forwarded to CRA for their consideration.

Project development will continue with CRA preparing a siting methodology report to be presented to County Council in February. This report will provide the framework for the siting process – defining the

search area, outlining how the list of candidate sites will be developed, and proposing exclusionary criteria and a siting methodology. Following Council approval, short-listing of prospective sites for the facilities will begin.

Background/Analysis/Options:

Background – Organics Processing Facility Project

As outlined in Item CCW 14-025 – Central Composting Facility Update, a proposed project plan for the Organics Processing Facility (OPF) and timeline were endorsed by Council on January 28, 2014. Initial planning, siting, and procurement tasks were outlined to occur over a two-and-a-half year time frame, with various opportunities for public and stakeholder consultation. The following progress was made on this project in 2014:

- Conestoga-Rovers & Associates were retained as the County's consultant in May as outlined in Item CCW 14-246 – RFP 2014-021 – Consulting Services – Central Composting Facility (May 27, 2014).
- The first public information sessions were held on June 17 to provide the public and interested stakeholders an opportunity to receive information on the project and discuss the County's diversion program for source-separated organics. Information on this session was summarized in Item CCW 14-299 – Organics Processing Facility Update (August 12, 2014). For reference, communication material from this session is available on the OPF webpage.
- Formation of the Community Engagement Committee. This committee, made up of three County representatives, two municipal representatives, and three representatives from the public-at-large, was formed following a formal application and evaluation process as outlined in Item CCW 14-407 – Community Engagement Committee (October 30, 2014). The first meeting of this committee, held on November 4, is discussed further in this Item.

Background – Materials Management Facility Project

In 2014, County Council also endorsed further work to determine the viability of a County Materials Management Facility (MMF) and extending the scope of work assigned to Conestoga-Rovers & Associates to provide engineering services for siting. This followed presentation of a financial analysis presented in Item CCW 14-253 – Transfer Facility Assessment (August 12, 2014), which the payback period of a County facility was estimated to be between five and six years (dependent on funding).

The MMF, a transfer facility, would be an integral part of the County's waste management system – the link between collection operations and moving material to final waste disposal/processing locations. It would provide a location for consolidation of waste from multiple collection vehicles into larger, higher-volume transfer vehicles for more economical shipment to disposal/processing sites. There would be no long-term storage of materials or public drop-off at this facility.

Public Information Sessions – December 2, 2014

On December 2, 2014, the second public information sessions for the infrastructure projects were held at the Simcoe County Museum. Two sessions, held from 2:00 to 4:00 pm and from 6:00 to 8:00 pm, were open house format and provided the public and interested stakeholders the opportunity to receive information and discuss the siting methodology for both facilities and their respective siting criteria.

Addressing “Where will the facilities go?” and “How will the sites be selected?” the purpose of the sessions was to:

- summarize the proposed siting process and methodology;
- provide information and obtain feedback on evaluation criteria; and
- outline next steps in the siting process.

Representatives with the County’s consultant, Conestoga-Rovers & Associates (CRA), were present to discuss their experience and expertise with siting waste management facilities and provide the opportunity for interested parties to ask questions and obtain more detailed information on the process for siting facilities.

Community Engagement Committee

As outlined above, the Community Engagement Committee (CEC) was formed in late 2014, with a mandate to provide a forum for focused discussion on public engagement during the siting and procurement process. The non-voting committee consists of County and local municipal staff and public representatives as outlined in the Council-approved Terms of Reference, available on the OPF webpage.

The committee met on November 4, 2014 to discuss both projects, session specifics such as format, advertising, and the draft communication material. For reference, minutes of this meeting, including the CEC’s recommendations to the Project Team, can also be found on the project webpages. It should be noted that recommended revisions and/or additions to the storyboards were incorporated into the final version. The entire Project Team believe that the committee’s input and changes made to the presentation materials was of great value.

As directed by County Council, the Terms of Reference for this committee were amended to include representation from the Aboriginal community. The County received no response prior to the November meeting from First Nations groups who were contacted. As was communicated to Council in October, a place on the committee was reserved. In this regard, Mr. David Barber, Director – Facilities and Operations at Chippewas of Rama First Nation, has agreed to participate on this committee in the interim. The committee will meet in January to debrief.

Advertising

Advertising began in early November with letters being sent to stakeholders including member municipalities, First Nations, the separated cities of Barrie and Orillia, the Ministry of the Environment and Climate Change, and local conservation authorities. Information was provided on the County’s website, print advertisements in local newspapers on November 20 and 27, a media advisory on December 1, and through social media (Twitter). Local radio stations also provided details on these sessions.

Communication Material

Communication material presented at this session was available upon request in electronic format and following the session, was available online. For information, the storyboards can be found on the project webpages. These storyboards provide an overview of project development to date and a summary of the MMF project, siting considerations, and outline specific siting criteria for the facilities.

Obtaining Public Input

At the sessions, visitors were invited to speak with the Project Team and submit written questions and comments on a provided form. Questions for consideration included:

- Do you have any comments on the siting criteria presented?
- Do you have additional criteria you feel has been omitted?
- Do you have any additional questions or comments on the information presented at this session?

Feedback is continually being sought online via the project webpages and through Customer Service. Submitted comments are reviewed by the Project Team and forwarded to CRA for their consideration as they begin preparation of a draft report.

Moving Forward

Work on these projects continues as CRA prepares the draft report on siting methodology, to be presented to County Council for direction in early 2015 (Report No. 3 on the Project Timeline). This report will provide the framework for the siting process – defining the search area, outlining how the list of candidate sites will be developed, proposing exclusionary criteria, and outlining the siting methodology. This report will also outline public consultation to date, comments received, and a plan for further public consultation.

Following Council approval of the siting methodology, short-listing of perspective sites for the facilities will commence.

Financial and Resource Implications:

Costs associated with the public information session were included in the 2014 Solid Waste Management Operating and Capital Budgets.

Relationship to Corporate Strategies:

In regards to long-term processing of organics, the Solid Waste Management Strategy (Strategy) recommended development of a centralized composting facility within the County. Through the Strategy process, public input indicated support for processing within the County as well as for the addition of pet waste and diapers to the program. The Strategy recommended that a facility developed in the County be owned by the County with a design, build, operate arrangement with a qualified vendor.

This item also supports the Strategy recommendation to develop transfer capacity infrastructure to manage garbage and recyclables generated within the County.

Reference Documents:

Organics Processing Facility Project Webpage
www.simcoe.ca/opf

Materials Management Facility Webpage
www.simcoe.ca/mmf

Reference Documents:

Item CCW 14-025 – Central Composting Facility Update – January 28, 2014

http://docs.simcoe.ca/ws_cos/idcplg?IdcService=GET_FILE&RevisionSelectionMethod=LatestReleased&dDocName=rsc412849

Item CCW 14-246 – RFP 2014-021 – Consulting Services – Central Composting Facility – May 27, 2014

http://docs.simcoe.ca/ws_cos/idcplg?IdcService=GET_FILE&RevisionSelectionMethod=LatestReleased&dDocName=rsc429234

Item CCW 14-299 - Organics Processing Facility Update – August 12, 2014

http://docs.simcoe.ca/ws_cos/idcplg?IdcService=GET_FILE&RevisionSelectionMethod=LatestReleased&dDocName=rsc442320

Item CCW 14-407 – Community Engagement Committee – October 30, 2014

http://docs.simcoe.ca/ws_cos/idcplg?IdcService=GET_FILE&RevisionSelectionMethod=LatestReleased&dDocName=rsc455296

Item CCW 14-253 – Transfer Facility Assessment – August 12, 2014

http://docs.simcoe.ca/ws_cos/idcplg?IdcService=GET_FILE&RevisionSelectionMethod=LatestReleased&dDocName=rsc442308

Attachments:

There are no attachments to this Item.

Prepared By: Stephanie Mack, P.Eng., Special Projects Supervisor

Approvals:**Date**

Rob McCullough, Director, Solid Waste Management

December 18, 2014

Debbie Korolnek, General Manager, Engineering, Planning and Environment

December 18, 2014

Trevor Wilcox, General Manager, Corporate Performance

December 30, 2014

Mark Aitken, Chief Administrative Officer

December 30, 2014