



Hamilton

WASTE MANAGEMENT SUB-COMMITTEE

REPORT 24-001

Monday, February 12, 2024

1:30 p.m.

Room 264, 2nd Floor

City Hall, Hamilton

Present: Councillor A. Wilson (Vice Chair)
Councillor M. Tadeson
Kevin Hunt
Peter Hargreave
Heather Govender
Laurie Nielsen

Absent

With Regrets: Councillor Francis (Chair)

**THE WASTE MANAGEMENT SUB-COMMITTEE PRESENTS REPORT 24-001
AND RESPECTFULLY RECOMMENDS:**

1. Amendments to the Terms of Reference for the Waste Management Sub-Committee (Item 9.1)

That the Waste-Management Sub-Committee Terms of Reference attached as Appendix "A" to Waste Management Sub-Committee Report 24-001, be amended as follows:

Statement of Purpose:

- (i) To assist the City of Hamilton with the implementation of the Council approved Solid Waste Management Master Plan (SWMMP), SWMMP Action Items, and to discuss / make recommendations on other solid waste management initiatives.

Overall Membership:

- (ii) The Waste Management Sub-Committee shall be comprised of up to seven (7) members; and,

Voting Members:

- (iii) Four (4) citizen members;

FOR INFORMATION:

(a) APPROVAL OF AGENDA (Item 1)

The Committee Clerk advised that there were no changes to the agenda.

The agenda for the February 12, 2024 meeting of Waste Management Sub-Committee was approved, as presented.

b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(i) September 29, 2023 (Item 3.1)

The Minutes of the September 29, 2023, meeting of the Waste Management Sub-Committee were approved, as presented.

(d) STAFF PRESENTATIONS (Item 7)

(i) Asset Management Plan (Item 7.1)

Angela Storey, Director of Waste Management, addressed the Committee, respecting the Asset Management Plan, with the aid of a PowerPoint presentation.

(ii) 2023 Waste Year in Review (Item 7.2)

Angela Storey, Director of Waste Management, addressed the Committee, respecting the 2023 Waste Year in Review, with the aid of a PowerPoint presentation.

(iii) 2024-2025 Waste Management Guide (Item 7.3)

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee, respecting the 2024-2025 Waste Management Guide, with the aid of a PowerPoint presentation.

(iv) Green Bin Participation Study (Item 7.4)

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee, respecting the Green Bin Participation Study, with the aid of a PowerPoint presentation.

(v) **Blue Box Transition Update (Item 7.5)**

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee, respecting the Blue Box Transition Update, with the aid of a PowerPoint presentation.

(vi) **Promotion and Education Update (Item 7.6)**

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee, respecting the Promotion and Education Update, with the aid of a PowerPoint presentation.

(vii) **Solid Waste Management Master Plan (Item 7.7)**

Ryan Kent, Manager of Waste Policy and Planning, addressed the Committee, respecting the Solid Waste Management Master Plan, with the aid of a PowerPoint presentation.

(viii) The staff presentations respecting the following matters, were received:

- (1) Asset Management Plan (Item 7.1)
- (2) 2023 Waste Year in Review (Item 7.2)
- (3) 2024-2025 Waste Management Guide (Item 7.3)
- (4) Green Bin Participation Study (Item 7.4)
- (5) Blue Box Transition Update (Item 7.5)
- (6) Promotion and Education Update (Item 7.6)
- (7) Solid Waste Management Master Plan (Item 7.7)

(e) **DISCUSSION ITEMS (Item 9)**

(i) **Waste Management Sub-Committee – Terms of Reference (Item 9.1)**

That the Waste Management Sub-Committee Terms of Reference attached as Appendix “A”, be approved.

The Waste-Management Sub-Committee Terms of Reference, **were amended** as follows:

Statement of Purpose:

- (iv) To assist the City of Hamilton with the implementation of the **Council approved 2012** Solid Waste Management Master Plan (SWMMP), **2020** SWMMP Action Items, and to discuss /

make recommendations on other solid waste management initiatives.

Overall Membership:

(v) The Waste Management Sub-Committee shall be comprised of up to **seven (7)** members ~~six (6)~~; and,

Voting Members:

(vi) **Four (4)** ~~Three (3)~~ citizen members;

For further disposition of this matter, refer to Item 1.

(f) ADJOURNMENT (Item 13)

There being no further business, the Waste Management Sub-Committee adjourned at 3:16 p.m.

Respectfully submitted,

Councillor A. Wilson
Vice Chair, Waste Management
Sub-Committee

Jessica Versace
Legislative Assistant
Office of the City Clerk



Hamilton

TERMS OF REFERENCE

Waste Management Sub-Committee

(Formerly the Waste Management Advisory Committee)

1. INTRODUCTION

1.1 Committee Name

Waste Management Sub-Committee (WMSC)

1.2 Statement of Purpose

To assist the City of Hamilton with the implementation of the Council approved Solid Waste Management Master Plan (SWMMP), SWMMP Action Items, and to discuss / make recommendations on other solid waste management initiatives.

1.3 Committee Mandate

The mandate of the Waste Management Sub-Committee shall be to:

- a) Give overall guidance and direction during the implementation and maintenance of the City's long-term Solid Waste Management Master Plan,
- b) Give overall guidance and direction during the preparation and implementation of other solid waste management initiatives; and
- c) Advise Council through the Public Works Committee of the progress and to receive feedback, advice and direction, as appropriate.

1.4 Accountability

- a) WMSC is a Sub-Committee that advises Council through the Public Works Committee.
- b) Members of the WMSC are responsible for complying with the Procedural By-law and the Advisory Committee Handbook.

2. COMMITTEE STRUCTURE

Appendix 'A' to Item 1 of Waste Management Sub-Committee Report 24-001

2.1 Membership

The Waste Management Sub-Committee shall be comprised of up to seven (7) members, as follows:

- a) Up to three members of City Council; and
- b) Four (4) citizen members

2.2 Attendance and Vacancies

If a member is absent for three (3) meetings in a calendar year without approval from the WMSC, the member may be subject to replacement.

2.3 Term of Office

The membership term will coincide with the term of Council or until such time as successors are appointed by Council.

3. SUPPORT SERVICES

3.1 The City's Waste Management Division shall provide for the administrative costs of operating the Waste Management Sub-Committee, including the cost of meeting places and clerical support services.

3.2 The City's Waste Management Division shall provide the Waste Management Sub-Committee with reasonable access to the City's consultants and facility operators.

4. MEETINGS

4.1 The Waste Management Sub-Committee shall meet bi-monthly or at the call of the chair.