

CITY OF HAMILTON

***PUBLIC WORKS DEPARTMENT
Operations and Waste Management Division***

TO: Chair and Members Public Works Committee	WARD(S) AFFECTED: CITY WIDE
COMMITTEE DATE: April 4, 2011	
SUBJECT/REPORT NO: Citizen Appointments to the City of Hamilton Waste Reduction Task Force (WRTF) (PW11021) - (City Wide)	
SUBMITTED BY: Gerry Davis, CMA General Manager Public Works Department	PREPARED BY: Rūta Morkunas (905) 546-2424, Extension 5252
SIGNATURE:	

RECOMMENDATION

That the following citizens be appointed to the Waste Reduction Task Force for the noted term of office:

Name	Affiliation	Term
Deborah Wilson	Environment	Up to December 31, 2013
Jack Freiburger	Public – B1 Zone	Up to December 31, 2013
Elizabeth Wren	Environment	Up to December 31, 2013

EXECUTIVE SUMMARY

The Waste Reduction Task Force (WRTF) was established in response to Recommendation #17 of the Solid Waste Management Master Plan (SWMMP), which was approved by Council in 2001. The WRTF consists of a maximum of 15 members of the public representing a cross-section of the community.

The three year term for WRTF members is staggered to ensure continuity, consistency and experience and as such, each year new members are required to fill some of the vacancies. Recruitment was undertaken to identify successful applicants to fill three

vacancies. It is recognized that changes to the WRTF may occur as a result of recommendations within the Solid Waste Management Master Plan review that is currently underway and therefore the duration of the member's terms is not guaranteed.

The Waste Reduction Task Force considered four applications for the advertised vacancies and at the meeting of January 19, 2011 recommended that Deborah Wilson, Jack Freiburger and Elizabeth Wren be appointed to the WRTF as new members.

The recommendation of the Waste Reduction Task Force requires Council approval.

FINANCIAL / STAFFING / LEGAL IMPLICATIONS

Financial: There are no financial implications.

Staffing: There are no staffing implications.

Legal: There are no legal implications.

HISTORICAL BACKGROUND

On December 11, 2001, Council approved the 19 strategic recommendations in the City's Solid Waste Management Master Plan (SWMMP) to set out a framework for the City's waste management system over the next 25 years. The Master Plan was developed through a public consultation process with the assistance of a Public Advisory Committee (PAC).

Recommendation #17 of the Master Plan necessitates the establishment of a waste management implementation task force to assist staff and Council to implement and monitor changes of various components of the new waste management system. Council approved the establishment of the Waste Reduction Task Force (WRTF) on September 11, 2002 (Report TOE02170). The WRTF membership is staggered with one third of the members' terms expiring each year. The staggered membership provides the opportunity for new members to join the WRTF on an annual basis. Members can serve for two (2) terms of office and terms of office are three (3) years. Incumbent members who wish to re-apply for their position must complete an application form stating their intentions.

There has been discussion regarding how the WRTF would fit within the SWMMP review and it has been acknowledged that changes to the WRTF may occur as a result of the recommendations of this review.

The mandate of the Waste Reduction Task Force is to:

- Provide a community-based forum to present a wide range of input to the Solid Waste Management Master Plan;
- Provide input and recommendations on waste management initiatives;
- Assist in identifying and resolving community concerns related to the waste management system;
- Assist in research of new waste management practices and solutions; and,

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- Participate in public consultation and community events in co-ordination with the Operations and Waste Management Division's Community Outreach efforts.

The WRTF is comprised of individuals reflecting a broad range of residents representing the six waste collection zones, as well as business, education, and environment interests.

More specifically the membership is ideally comprised of the following:

- Six members of the Public representing all City waste collection zones;
- Two representatives from the Business Sector;
- Two representatives from the Education Sector;
- Three representatives from the Environment Sector;
- One representative from the Glanbrook Landfill Coordinating Committee; and,
- One representative from the Keep Hamilton Beautiful Board of Directors (Clean City Liaison Committee).

The members leaving the WRTF at the end of 2010 were:

- Paul Barrett (Environment)
- Trisha Branigan-Kilner (Public – B1 Zone)
- Elaine Jermy (Environment)
- Mark McQueen (Business)

A variety of methods are used to solicit applications for vacant positions:

- Application packages are emailed, faxed, or mailed to the public and various stakeholder groups;
- Advertisements are placed in local newspapers; and,
- Application forms are available from the City's website, Municipal Service Centres, City Clerks office and at the Public Works office.

The WRTF recommends the new members to the Solid Waste Management Master Plan (SWMMP) Steering Committee and the Public Works Committee based on a review of the applications submitted. The WRTF approved the recommended appointees at its January 19, 2011 meeting as outlined in the meeting minutes. The SWMMP Steering Committee supports the recommendations of the appointees to be presented to the Public Works Committee for approval.

POLICY IMPLICATIONS

Public Works Business Plan 'Innovate Now'

The Waste Reduction Task Force provides a link between the City and the public helping to build services that better serve our community.

Solid Waste Management Master Plan

The establishment of the Waste Reduction Task Force is outlined in Recommendation #17 of the City of Hamilton's Solid Waste Management Master Plan. The Task Force assists the City in its goal of an effective solid waste management system.

RELEVANT CONSULTATION

The Waste Reduction Task Force recommended approval of three citizen appointments on January 19, 2011. The SWMMP Steering Committee provided their support for the recommendation on February 15, 2011.

ANALYSIS / RATIONALE FOR RECOMMENDATION

Applications for the available positions on the WRTF were received over a four week period in October 2010. A total of four applications were received prior to the deadline of October 29, 2010. A sub-committee of WRTF members reviewed the applications. Consideration was given to the candidates' familiarity with the SWMMP, work and/or volunteer activities related to waste management or environment issues and anticipated contribution to the WRTF. At the January 19, 2010 meeting, the WRTF recommended that Deborah Wilson, Jack Freiburger and Elizabeth Wren be appointed to the WRTF.

The applicants were selected based on their interest and ability to represent their sector. Three of the four applicants interviewed were recommended by the WRTF to fill the vacant positions. In light of the lack of applications for consideration and the possible changes that may affect the operation of the WRTF because of the SWMMP review, it was determined that the WRTF could operate with fewer members during this transitional year. The WRTF Terms of Reference includes a maximum of 15 members. As there was a lack of applications, the WRTF proposes to operate with only one business representative. The Glanbrook Landfill Coordinating Committee (GLCC) minutes will be received and circulated in lieu of a WRTF member sitting on the GLCC.

The recommendation that Deborah Wilson, Jack Freiburger and Elizabeth Wren be appointed to the Waste Reduction Task Force was supported by the SWMMP Steering Committee on February 10, 2011.

A full list of Waste Reduction Task Force members including the recommended members is provided in Appendix A. All unsuccessful applicants were formally thanked for their interest in joining the Waste Reduction Task Force and invited to attend future meetings as members of the public.

ALTERNATIVES FOR CONSIDERATION

Since the formation of the Waste Reduction Task Force is in accordance with the Solid Waste Management Master Plan, alternatives have not been considered. The staggering of the terms of appointment provides regular opportunity for new member participation.

CORPORATE STRATEGIC PLAN

Focus Areas: 1. Skilled, Innovative and Respectful Organization, 2. Financial Sustainability, 3. Intergovernmental Relationships, 4. Growing Our Economy, 5. Social Development, 6. Environmental Stewardship, 7. Healthy Community

Social Development

- ◆ People participate in all aspects of community life without barriers or stigma.

Environmental Stewardship

- ◆ Natural resources are protected and enhanced.
- ◆ Aspiring to the highest environmental standards.

Healthy Community

- ◆ Plan and manage the built environment.
- ◆ An engaged Citizenry.

APPENDICES / SCHEDULES

Appendix A - Waste Reduction Task Force Members

WASTE REDUCTION TASK FORCE MEMBERS <i>(as of January 19, 2011 - including the recommended appointees*)</i>		
NAME	AFFILIATION	TERM OF OFFICE
Daniel Rodrigues	Business	December 31, 2011
Michelle Morris	Education	December 31, 2012
Grant Ranalli	Education	December 31, 2011
Peter Hutton	Environment	December 31, 2011
Deborah Wilson*	Environment	December 31, 2013
Elizabeth Wren*	Environment	December 31, 2013
Tom Thompson	Public - A1 Zone	December 31, 2012
Jim Sweetman	Public - A2 Zone	December 31, 2012
Paula Hamilton	Public - A3 Zone	December 31, 2011
Jack Freiburger*	Public – B1 Zone	December 31, 2013
Rose Killey	Public - B2 Zone	December 31, 2011
Gregory Kraatz	Public - B3 Zone	December 31, 2011
Ron Speranzini	Keep Hamilton Beautiful Committee representative	May 31, 2011