MINUTES
SWMMP Steering Committee Meeting #03-08
Wednesday, March 12\textsuperscript{th}, 2008
Hamilton City Centre, 320B
10:00 a.m. to 12:00 p.m.

Present:
Councillor Maria Pearson
Councillor Lloyd Ferguson
Councillor Russ Powers
Beth Goodger, Director of Waste Management, Waste Management Division
Blair Smith, Manager of Waste Collection, Waste Management Division
Craig Murdoch, Manager of Waste Disposal, Waste Management Division
Pat Parker, Manager of Solid Waste Planning, Waste Management Division
Colleen Clark, Policy Analyst, Waste Management Division
Peter Hutton, Waste Reduction Task Force Member

Regrets:
Councillor Chad Collins

1. Adoption of Agenda
The agenda was adopted as presented (moved by Councillor Powers, seconded by Councillor Ferguson). CARRIED

2. Approval of Minutes of Previous Meeting from February 13\textsuperscript{th}, 2008
The minutes were adopted as presented (moved by Councillor Powers, seconded by Councillor Ferguson). CARRIED

3. Waste Reduction Task Force Update
Peter Hutton informed the committee of the motion brought forward by the Waste Reduction Task Force regarding diversion of recoverable material at the Community Recycling Centres/Transfer Stations. The motion will be outlined to Public Works Committee and Council in an Information Report in March. The Task Force minutes were received as presented (moved by Councillor Ferguson, seconded by Councillor Powers). CARRIED

4. Waste Services for Festivals and Special Events Update
Waste Management staff met with the Special Events Advisory Team (SEAT) Committee Coordinator Janine Gaunt to have a better understanding of how funding of City services for special events is coordinated. Waste Management staff has approached Finance to determine if waste management costs could be included with the Community Partnership Program (CPP). Finance staff have indicated that funding for 2008 is unlikely however this could be an option to fund events in 2009. A staged approach is being recommended for 2008 and 2009.

Recommendation for 2008
Maintain status quo for services provided to festivals. The 2008 waste budget allocates approximately $30,000 to festivals and special events. This will cover recycling collection service by National Waste Services for twenty-four (24) events and roll-off bin services for ten (10) events throughout 2008.
Recommendation for 2009 and Beyond

Subject to funding, full waste management services (recycling, organics and garbage) would be provided to eligible events (~29) at no cost to the organizers. The total cost of the service is estimated to be $70,000. This would be an increase of approximately $40,000 over the 2008 budgeted amount. A funding option would be the CPP grants process.

Councillor Ferguson asked about how staff will delineate between what is serviceable and not. A process for determining eligibility was presented. The process covers events on City lands.

Staff is recommending a refundable deposit system for containers at Festivals and Special Events. A deposit system would ensure containers are returned back from the Festival in good condition and would also be tied to the quality of the material. A $1,000 deposit is proposed, which would be returned to the Festival organizers once the containers were returned and providing materials collected are acceptable and not so contaminated that they have to be landfilled. Any landfilling costs would be deducted from this deposit.

With regards to the Winona Peach Festival, staff has met with them and are encouraging them to use paper products instead of styrofoam for their food items. Staff is considering offering organics collection service in the food area only as a pilot for 2008. It is felt that if we focus on the food court and encourage vendors to use compostable products it will be more manageable. Staff’s intent is to supply containers and signage only and not to supply staff to monitor and empty containers. Further, if the majority of the vendors are not willing to convert over to use of compostable products, the service will not be provided until the Festival organizers can ensure their vendors will use such materials. Councillor Pearson suggests that large compostable bags be used as liners in the cart to make it easier on vendors.

Staff is working with organizers of the Ancaster Lobster Fest to provide organics and recycling collection. The event is being promoted as a “green” event and patrons are being asked to bring their own cutlery. Waste Management is planning on providing recycling collection and organic collection to the event based on agreement from the organizer to pay for waste management services.

The Committee was in support of the proposed approach. Staff will detail the program in a report to Public Works Committee and Council. Councillor Powers suggested bringing the report forward by June 2008 so that if approved, the festival costs can be incorporated into the 2009 CPP and budget process. Moved by Councillor Ferguson and seconded by Councillor Powers. CARRIED.

5. Public Opinion Survey

Pat Parker presented an overview on the Public Opinion Survey that the Waste Management Division has done approximately every two (2) years since the Division was created. The Public Opinion Survey was completed in November 2007 and focussed on those residents receiving curbside service. A multi-residential Public Opinion Survey has also recently been completed and will serve as a baseline for multi-residential programming. The 2007 survey was expanded to include the green cart program and the Community Recycling Centres (CRCs). The survey showed that 93% said they are setting out their blue boxes while only 70% of residents surveyed believed they were recycling everything they can. The survey showed that of those surveyed only 25% thought that the Green Cart program was the right thing to do and that 50% are still concerned with the nuisances of the program. With regards to the CRCs, 51% of those surveyed were aware of the CRCs and 66% of those had visited one. Residents felt that the communication material was quality and was highly received. Head of households believed that the calendar and communication material was money well spent. As a result of the survey, staff will tweak their communication strategy. The survey showed that there is a female skew when managing waste inside the home and so communications will need to reflect this. It also showed that direct mail and the calendar are working but that we might want to consider a comprehensive program booklet for residents. Councillor Powers and Councillor Pearson stated that they are very pleased with the CRCs and the
way contract staff has been informing residents of what goes where and the general cleanliness of the sites. Councillor Powers suggested having tours available of the CRCs for children as part of summer camps or recreation programs. Peter Hutton inquired about sending the message to people in a number of different ways in order to broaden our audience. Pat Parker will bring the results of the multi-residential public opinion survey to the committee in the next couple of months.

Beth Goodger stated that Mark Hebscher of CHCH did a segment on waste a few weeks ago. Unfortunately, he gave a lot of misinformation and because of this has agreed to go to recycling school. Blue Box Man will meet with Mark and take him through recycling school.

6. Transfer and Disposal Station Review Update

Beth Goodger informed the committee that staff are busy working on the technical specifications for the RFP. The goal is to have the RFP issued by May. The committee will be updated next month on the evaluation criteria for the RFP. Staff is working on completing a report to Public Works Committee on the in-house costing process.

7. Diversion Options Implementation Update

The new waste calendar has been issued. Pat Parker asked the committee to send any missed calendar calls to 546-CITY so they can be tracked in Hansen. Compostable liner samples will be mailed out after the Easter weekend. Pat showed the committee some letters waste has received on the one (1) container limit and the new calendar. The feedback was all positive. Councillor Powers said the press release stated “Bio-Sak” but Pat Parker informed the committee that as long as the liner bag has the compostable certification logo on it, they are fine. A number of calls have come in regarding enforcement of the one (1) bag limit and Pat Parker asked that these calls be directed to Waste Management.

Councillor Ferguson asked how we will handle the one (1) bag limit for multi-residential units where garbage is placed together in one central location. Blair Smith stated that we would first send a letter and send out customer service staff to speak to residents.

After the debate at Council, staff found our green cart tonnage increased in January and February of 2008. Staff will bring forward the 1st quarter numbers in May and show a comparison over the last three (3) years. Peter Hutton asked about relating diversion to per capita or per household numbers to account for growth. This information is available and will be provided.

Staff is continuing to deliver green carts in the A1 zone to multi-residential buildings. There is a large number of buildings in the A1 zone. To date we have serviced two-hundred (200) buildings with approximately two-thousand (2,000) units. Councillor Ferguson asked for a monthly report on multi-residential roll-out and how it is going. Staff will provide a monthly update to the Committee.

Pat Parker reported that the Special Consideration Policy for the one (1) bag limit is being drafted and will be reviewed by Legal Services. The policy will brought to the committee in approximately three to four (3 to 4) months.

The amendments to the Solid Waste Bylaw are in progress and will be coming to Committee later in 2008.

8. Glanbrook Landfill Operations Update

Craig Murdoch reported that the installation is complete for the co-generation plant at the Glanbrook Landfill and are awaiting hook up to the grid. This portion of the gas to energy project is behind schedule as Hydro One must review and approve the design and there is a backlog of applications. The City’s consultant has been working with Hydro One and the City’s application is now being reviewed. Following approval, there is an equipment lead time is eighteen (18) weeks. Based on this timing start-up, commissioning is expected in September 2008. Councillor Ferguson asked staff for a monthly update on the status of this. Councillor Ferguson asked if we are going to issue a RFP for the heat generated by the plant. Hamilton Renewable Power Inc. (HRPI) is looking into this.
Craig Murdoch explained that we do not have a lot of services (gas, water, etc.) at the landfill and this might be an issue in selling the heat. Councillor Ferguson will bring up the issue of selling the heat at the next HRPI board meeting.

9. Other Business

Councillor Ferguson asked about the date for the compost giveaway at Mohawk College. Staff will email the Committee with the details.

Councillor Powers asked for list of locations where residents can drop off white goods. Staff will email the list to the Committee.

The transition to National Waste Services for recycling services will take place at the end of March and is going well as National Waste Services is currently handling some of the routes at Halton Recycling’s request. Mike Stelmach will be the Contract Administrator for this contract. National Waste Services is awaiting eight (8) trucks to be delivered for the new contract, however, their staff is being trained and trucks are being set up in our system.

An Information Report on plastic bag reduction and the Waste Management Division work plan will be going to the March 17th Public Works Committee. The review of options for plastic bags will be completed in 2008 with a report back to Public Works Committee in January 2009.

Beth Goodger reported that Councillor Collins has prepared a motion to request staff to look into larger blue boxes and report back. The motion will be going to the March 17th Public Works Committee and includes a review by this Committee. Beth Goodger informed the Committee that we currently have a manual collection system and there will be limitations in going to a larger box for health and safety reasons.

Staff informed the Committee that Municipal Hazardous and Special Waste (MHSW) funding is coming. Timing to receive the funds is unknown, however, it will be retroactive to July 2008. Stewardship Ontario is the Industry Funding Organization for MHSW and they will be working with Product Care to implement the plan province wide. Barry Friesen of Niagara Region recently accepted a position with Product Care.

Hamilton and Niagara staff are working together to prepare for the May WastePlan meeting.

Pat Parker let the Committee know that a Waste Electrical and Electronic Equipment (WEEE) program plan is being finalized. Staff has commented over the last couple of months on the draft plan. The Minister’s letter requests 100% funding by the industry stewards.

A discussion paper was issued by the AMO on the blue box funding and they are looking for Council resolutions by April. Staff will report back on this.

Beth Goodger informed the Committee that Colleen Clark will be leaving Waste Management for a temporary position in Capital Planning and Implementation.

10. Adjournment

The meeting was adjourned at 11:55pm.

11. Next Meeting: April 9th, 2008 in Room 320B at the Hamilton City Centre