SUBJECT: Citizen Appointments to the City of Hamilton Waste Reduction Task Force (WRTF) - (PW10008) - (City Wide)

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Term of Office</th>
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</thead>
<tbody>
<tr>
<td>Michelle Morris</td>
<td>Education</td>
<td>December 31, 2012</td>
</tr>
<tr>
<td>Jim Sweetman</td>
<td>Public - A2 Zone</td>
<td>December 31, 2012</td>
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<tr>
<td>Tom Thompson</td>
<td>Public - A1 Zone</td>
<td>December 31, 2012</td>
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Gerry Davis, CMA
General Manager
Public Works Department

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

The three (3) year term of office for WRTF members is staggered to maintain continuity and consistency in the experience on the Task Force. As such, each year new members are required to fill some of the vacancies. This year there were three (3) members whose term of office had ended and recruitment was undertaken to identify successful applicants to fill the vacancies.
The Waste Reduction Task Force considered eight (8) applications and at the meeting of December 9, 2009 recommended that Michelle Morris, Jim Sweetman, and Tom Thompson be appointed to the Waste Reduction Task Force. Jim Sweetman and Tom Thompson are incumbents, while Michelle Morris is a new member.

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

**BACKGROUND:**

The information/recommendation contained within this report has city wide implications. On December 11, 2001, Council approved the nineteen (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 twenty-five (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 calls for a waste management implementation task force be established 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 on September 11, 2002 (Report TOE02170). The Waste Reduction Task Force membership is staggered with one third of the members’ terms of office expiring each year. The staggered membership provides the opportunity for new members to join the Task Force on an annual basis. Members can serve for two (2) terms of office. 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.

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

The Waste Reduction Task Force is comprised of individuals reflecting a broad range of residents representing the six (6) waste collection zones, businesses, education, and environmental interests.

More specifically the membership is comprised of:

- Six (6) members of the Public representing all City waste collection zones
- Two (2) representatives from the Business Sector
- Two (2) representatives from the Education Sector
- Three (3) representatives from the Environmental Sector
- One (1) representative from the Glanbrook Landfill Coordinating Committee
- One (1) representative from the Keep Hamilton Beautiful Board of Directors (Clean City Liaison Committee)
The one (1) member leaving the WRTF at the end of 2009 is:
   - Anton Volcansek (Education)

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 Clerk's office and at the Waste Management Division's office.

The Waste Reduction Task Force 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 Waste Reduction Task Force approved the recommended appointees at its December 9, 2009 meeting as outlined in the meeting minutes. The SWMMP Steering Committee recommended at its meeting on December 10, 2009 that the recommended appointees be presented to the Public Works Committee for approval.

**ANALYSIS/RATIONALE:**

Applications for the available positions on the Waste Reduction Task Force were received over a five (5) week period in September and October 2009. A total of eight (8) applications were received prior to the deadline of October 23, 2009. A subcommittee of Waste Reduction Task Force members reviewed the applications. Consideration was given to the candidates’ familiarity with the Solid Waste Management Master Plan, work and/or volunteer activities related to waste management or environmental issues and anticipated contribution to the Waste Reduction Task Force. At the December 9, 2009 meeting, the Task Force recommended that Michelle Morris, Jim Sweetman and Tom Thompson be appointed to the Waste Reduction Task Force.

The applicants were selected based on their interest and ability to represent their sector. Jim Sweetman and Tom Thompson are incumbents and have served on the Task Force for one (1) previous term of office and are eligible for one (1) additional three (3) year term.

The recommendation that Michelle Morris, Jim Sweetman and Tom Thompson be appointed to the Waste Reduction Task Force was supported by the SWMMP Steering Committee on December 10, 2009.

A full list of Waste Reduction Task Force members including the recommended appointees is provided alphabetically in Appendix A to Report PW10008. All unsuccessful applicants were formally thanked for their interest in joining the Waste Reduction Task Force and invited to attend future meetings as a 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.
FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The staffing level to support the Waste Reduction Task Force is provided by the Operations and Waste Management Division. The Waste Reduction Task Force reports to the SWMMP Steering Committee.

The Waste Reduction Task Force provides valued advice to Council and City staff, assists with community outreach, and acts as representatives with stakeholder community groups.

POLICIES AFFECTING PROPOSAL:

Corporate Strategic Plan

The Waste Reduction Task Force promotes waste reduction and recycling programs that increase waste diversion in pursuing our target of 65% diversion in desired end result 6.5 of Focus Area 6 Environmental Stewardship.

Public Works Business Plan

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 (3) citizen appointments On December 9, 2009. The SWMMP Steering Committee supported the recommendation on December 10, 2009.

CITY STRATEGIC COMMITMENT:

By evaluating the “Triple Bottom Line”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced. ☑ Yes ☐ No

The Waste Reduction Task Force provides a link between the City and the residents.

Environmental Well-Being is enhanced. ☑ Yes ☐ No

Waste is reduced and recycled.

Economic Well-Being is enhanced. ☑ Yes ☐ No

The Waste Reduction Task Force assists with the implementation of the SWMMP in consideration of impacts of waste management activities on taxes and costs to residents.

Does the option you are recommending create value across all three bottom lines? ☑ Yes ☐ No

By assisting with the implementation of the SWMMP the Waste Reduction Task Force contributes to a balanced community, economy and environment. Waste diversion increases the lifespan of our landfill and ultimately reduces costs for taxpayers.

Do the options you are recommending make Hamilton a City of choice for high performance public servants? ☐ Yes ☑ No
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<thead>
<tr>
<th>NAME</th>
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<tbody>
<tr>
<td>Paul Barrett</td>
<td>Environment</td>
<td>December 31, 2010</td>
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<tr>
<td>Trisha Branigan-Kilner</td>
<td>Public - B1 Zone</td>
<td>December 31, 2011</td>
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<tr>
<td>Paula Hamilton</td>
<td>Public - A3 Zone</td>
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<tr>
<td>Peter Hutton</td>
<td>Environment</td>
<td>December 31, 2010</td>
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<tr>
<td>Elaine Jermy</td>
<td>Environment</td>
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<td>Rose Killey</td>
<td>Public - B2 Zone</td>
<td>December 31, 2011</td>
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<tr>
<td>Gregory Kraatz</td>
<td>Public - A3 Zone</td>
<td>December 31, 2011</td>
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<tr>
<td>Mark McQueen</td>
<td>Business</td>
<td>December 31, 2010</td>
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<tr>
<td>Michelle Morris*</td>
<td>Education</td>
<td>December 31, 2012</td>
</tr>
<tr>
<td>Grant Ranalli</td>
<td>Education</td>
<td>December 31, 2010</td>
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<tr>
<td>Daniel Rodrigues, Chairperson</td>
<td>Business</td>
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