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**MEMORANDUM**

**PWC-C 13-2021**

**Subject: Recommendations for Consideration from the Waste Management Planning Steering Committee meeting held February 22, 2021**

**Date: Tuesday, March 9, 2021**

**To: Public Works Committee**

**From: Ann-Marie Norio, Regional Clerk**

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At its meeting held on February 22, 2021, the Waste Management Planning Steering Committee passed the following motion for consideration by the Public Works Committee:

**Minute Item No. 6.1**

**WMPSC-C 14-2021**

**Appointment of Citizen Members to the Waste Management Planning Steering Committee**

That Report WMPSC-C 14-2021, dated February 22, 2021, respecting Appointment of Citizen Members to the Waste Management Planning Steering Committee, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the Waste Management Advisory Committee (WMAC) **BE DISCONTINUED**, effective immediately;
2. For the remainder of this term of Regional Council, the past WMAC Chair and delegate **CONTINUE** as members of the Waste Management Planning Steering Committee (WMPSC);
3. For future terms of Regional Council, a formal application process for selecting two (2) citizen members to sit on the WMPSC, **BE USED**;
4. That the existing WMPSC's Terms of Reference **BE AMENDED** to include the following composition:
  - Maximum of 12 individuals, including: the Regional Chair, up to nine (9) Regional Councillors and two (2) citizen members.

5. That a complete update to the existing WMPSC's Terms of Reference **BE COMPLETED** by Niagara Region's Clerk's Department, in consultation with Waste Management staff.

Respectfully submitted and signed by

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Ann-Marie Norio

Regional Clerk

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**Subject:** Appointment of Citizen Members to the Waste Management Planning Steering Committee

**Report to:** Waste Management Planning Steering Committee

**Report date:** Monday, February 22, 2021

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## **Recommendations**

1. That the Waste Management Advisory Committee (WMAC) **BE DISCONTINUED**, effective immediately;
2. For the remainder of this term of Regional Council, the past WMAC Chair and delegate **CONTINUE** as members of the Waste Management Planning Steering Committee (WMPSC);
3. For future terms of Regional Council, a formal application process for selecting two (2) citizen members to sit on the WMPSC, **BE USED**;
4. That the existing WMPSC's Terms of Reference **BE AMENDED** to include the following composition:
  - Maximum of 12 individuals, including: the Regional Chair, up to nine (9) Regional Councillors and two (2) citizen members.
5. That a complete update to the existing WMPSC's Terms of Reference **BE COMPLETED** by Niagara Region's Clerk's Department, in consultation with Waste Management staff.

## **Key Facts**

- The purpose of this report is to respond to the Councillor Information Request made at the October 28, 2019 WMPSC meeting to provide information with respect to amending the WMPSC's Terms of Reference to include citizen members.
- Report WMPSC-C 35-2019 was submitted at the October 28, 2019 WMPSC meeting. It provided the recommendation to discontinue the WMAC, effective immediately. It also responded to the Councillor Information Request made at the August 26, 2019 WMPSC meeting, requesting information on options to include citizen members on the WMPSC, given that the Region received a limited number of applications for membership on the WMAC, for the current four-year Council term.
- Report WMPSC-C 35-2019 was deferred until the January 27, 2020 WMPSC meeting, in order to provide WMPSC members with additional information with respect to amending the WMPSC's Terms of Reference to include citizen members.
- Report WMPSC-C 35-2019 was amended to provide WMPSC members with additional information with respect to amending the WMPSC's Terms of Reference

to include citizen members. The amended report was submitted as WMPSC-C 11-2020 for the September 28, 2020 WMPSC meeting, however, quorum was not achieved.

- Subsequently, WMPSC-C 11-2020 was updated slightly and submitted as WMPSC-C 14-2021, for the February 22, 2021 WMPSC meeting.

## **Financial Considerations**

Currently, two (2) Regional staff are required to attend five (5) WMAC evening meetings each year. If the WMAC is discontinued, there would be a savings associated with Regional staff no longer attending these meetings.

## **Analysis**

### **Background**

An independent external governance review was conducted in 2018 (CLK 05-2019 - Recommendations from Independent External Governance Auditor – First Report). As a result, a number of Regional Advisory/Steering Committees were discontinued by Regional Council in February 2019 because the Committees had not met in quite some time or their mandate was no longer relevant.

The initial intent of the WMAC was to provide input on the development of Niagara Region's long-term waste plan, which required regularly scheduled meetings. However, the content of recent WMAC meetings has mainly included reports, which were previously presented to WMPSC and/or Public Works Committee (PWC). These reports are available to all members of the public for review on-line. In addition, WMAC members and the public can attend WMPSC and PWC meetings, or request to speak/present at these meetings, if they wish to do so.

Report WMPSC-C 35-2019 was submitted at the October 28, 2019 WMPSC meeting. It provided the recommendation to discontinue the WMAC, effective immediately. It also responded to the Councillor Information Request made at the August 26, 2019 WMPSC meeting, requesting information on options to include citizen members on the WMPSC, given that the Region received a limited number of applications for membership on the WMAC, for the current four-year Council term.

Report WMPSC-C 35-2019 was deferred until the January 27, 2020 WMPSC meeting, in order to provide WMPSC members with additional information with respect to amending the WMPSC's Terms of Reference to include citizen members.

## **Proposed Option for WMAC**

On April 15, 2019, Niagara Region advertised for citizen members for all of its advisory Committees. Applications were taken over a two-week period. The Region received three (3) applications for membership on the WMAC before the submission deadline, and another two (2) applications were received after the deadline. Due to the minimal interest, the Region contacted these five (5) applicants and obtained their support for repurposing the WMAC into an ad-hoc committee, instead. As a result, the Region is proposing that the WMAC be discontinued, effective immediately.

The Region will call upon those interested individuals to participate in focus groups and/or attend meetings, as required by the Region, to obtain their input on various projects. This would be supplementary to the extensive communication/outreach the Region already undertakes for these projects.

## **Comparison of Other Municipalities**

Appendix A provides an overview of the various public waste management advisory and/or standing committees at twelve (12) of Niagara Region's comparator municipalities (i.e. Cities of Guelph, Hamilton, London, Ottawa, Toronto, and Windsor, Simcoe County, and the Regions of Durham, Halton, Peel, Waterloo and York).

Based upon a review of these twelve (12) comparator municipalities:

- Seven (7) of these municipalities (i.e. Guelph, Halton, Hamilton, London, Ottawa, Peel, and Windsor) include a combination of Councillors and/or citizen members on their waste management advisory and/or standing committee.
- Five (5) comparator municipalities (i.e. Durham, Simcoe, Toronto, Waterloo, and York) do not have a waste management advisory and/or standing committee.

## **Options for Including Citizen Members on the WMPSC**

In accordance with the current WMPSC's Terms of Reference, the WMAC Chair and another member designated by the WMAC sit as the only non-political members of the WMPSC. The WMAC members do not have a vote on legal or financial matters presented to the WMPSC, for consideration.

If the Region's proposal to discontinue the WMAC is approved by Council, there would no longer be any citizen representation on the WMPSC. As a result, the Region is proposing that for this current term of Regional Council, the past WMAC Chair and delegate would continue to remain as members of the WMPSC.

For future terms of Regional Council, the Region will advertise for interested citizen members for the WMPSC, as part of its advertisement to fill vacancies on all Advisory Committees, in preparation of the new term of Regional Council. This process includes:

- An online application would be posted on Niagara Region's website for interested citizens to apply.
- Citizens would need to demonstrate why they would like to sit on the WMPSC, and include their relevant waste management experience.
- Staff reps for WMPSC, in consultation with the WMPSC Chair (and/or Vice Chair), would review all submissions and rank them, based on a best-fit criteria.
- Two (2) citizen members would be chosen and recommended to WMPSC members, for their approval.
- These two (2) citizen members would be submitted to PWC and Regional Council, for final appointment to the WMPSC.

### **Amendments to WMPSC's Existing Terms of Reference**

The WMPSC is currently comprised of a maximum of 12 individuals, including the Regional Chair, nine (9) Regional Councillors, and two (2) representatives from the WMAC. The representatives of the WMAC do not have a vote on legal or financial matters.

If it is the WMPSC's intention to include two (2) citizen members on this Committee, the WMPSC's existing Terms of Reference would need to be amended to provide for these citizen members, along with the following criteria for their membership:

- Citizen members will not be present during closed sessions, or receive confidential information.

This amendment would be included, as part of a complete update to the existing WMPSC's Terms of Reference, which has not been amended since February 2002. This complete update would be undertaken by Niagara Region's Clerks Department, in consultation with Waste Management staff. Subject to WMPSC's final approval of the updated Terms of Reference, a PWC report would then be developed, for their approval.

### **Alternatives Reviewed**

The alternative to discontinuing the WMAC would be to maintain it. This is not being recommended due to available opportunities to attend WMPSC and the already limited

number of interested residents. With only five (5) members, a quorum of three (3) members would be required at each meeting, which may be difficult to obtain.

The alternative to including citizen members on the WMPSC would be to eliminate them from this Committee. This is not being recommended as there is a value in having the citizen members provide their insight to WMPSC, when making decisions on the planning and evaluation process for Waste Management programs, policies, etc.

### **Relationship to Council Strategic Priorities**

The Region's recommendation to discontinue the WMAC supports Council's strategic priority of Sustainable and Engaging Government by promoting an organizational culture that values continuous improvement, collaboration, and innovation.

### **Other Pertinent Reports**

WMPSC-C 35-2019 – Status of the Waste Management Advisory Committee  
CLK 05-2019 - Recommendations from Independent External Governance Auditor –  
First Report

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#### **Prepared by:**

Brad Whitelaw, BA, CIM, P.Mgr., CAPM  
Program Manager, Policy & Planning  
Waste Management Services

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#### **Recommended by:**

Bruce Zvaniga, P.Eng.  
Commissioner of Public Works (Interim)  
Public Works Department

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#### **Submitted by:**

Ron Tripp, P.Eng.  
Acting Chief Administrative Officer

*This report was prepared in consultation with Ann-Marie Norio, Regional Clerk, and reviewed by Dan Ane, Manager Program Financial Support, and Lydia Torbicki, Manager Waste Policy & Planning, Waste Management Services Division.*

## **Appendices**

Appendix A Comparison of Other Municipalities' Waste Management Advisory and/or Standing Committees

## Appendix A – Comparison of Other Municipalities’ Waste Management Advisory and/or Standing Committees

Municipality / Committee Name	Committee Mandate	Committee Composition
<b>Durham Region</b> (does not have a specific Waste Management Advisory Committee)	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>
<b>Durham Region</b> - Works Committee	<ul style="list-style-type: none"> <li>• Reports to Council on matters relating to Regional public works and infrastructure (i.e. roads, water and waste-water, waste management).</li> </ul>	<ul style="list-style-type: none"> <li>• Works Committee is comprised of eight (8) members of Council only.</li> </ul>
<b>Guelph</b> – Public Advisory Committee (PAC)	<ul style="list-style-type: none"> <li>• Forum for in-depth discussion of key study issues, concerns and solutions;</li> <li>• Not a decision-making body and does not have the authority to vote or commit City resources;</li> <li>• Any recommendations made by the PAC are submitted to Committee of the Whole (COTW), for approval.</li> </ul>	<ul style="list-style-type: none"> <li>• PAC is comprised of nine (9) citizen members appointed by Guelph City Council.</li> <li>• PAC members may not be employees of the City of Guelph or members of Council.</li> </ul>
<b>Guelph</b> – Committee of the Whole	<ul style="list-style-type: none"> <li>• Fully participates in debate and forwards recommendations to Council for final decision;</li> <li>• Important forum for policy debate and public input on issues within Council’s area of responsibility.</li> </ul>	<ul style="list-style-type: none"> <li>• COTW is comprised of members of Council only.</li> </ul>

Municipality / Committee Name	Committee Mandate	Committee Composition
<p><b>Halton Region - Solid Waste Management Advisory Committee (SWMAC)</b></p>	<ul style="list-style-type: none"> <li>• Advises and assists the Region with minimizing waste going to the landfill site;</li> <li>• Supports Regional efforts to promote reduction, reuse and recycling (3Rs) of solid waste generated in Halton and limit off-site impacts due to operations at the Halton Waste Management Site;</li> <li>• Helps monitor waste haulage in the Region as required by the Conditions of Approvals under the Environmental Assessment Act, 1990;</li> <li>• Combined the mandates of the 2014 to 2018 Joint Municipal/ Regional Waste Management Advisory Committee and Halton Waste Management Site Advisory Committee.</li> </ul>	<ul style="list-style-type: none"> <li>• SWMAC is comprised of the following members: <ul style="list-style-type: none"> <li>○ Four (4) Councillors, one (1) from each Local Municipality, either Regional or Local</li> <li>○ Eight (8) citizens-at-large (preferably, at least four (4) of whom live near the Halton Waste Management Site)</li> <li>○ One (1) member from the Halton Agricultural Advisory Committee</li> <li>○ One (1) member from Conservation Halton</li> <li>○ One (1) member of Regional staff who performs the Environmental Inspector duties (advisory, non-voting)</li> </ul> </li> </ul>

Municipality / Committee Name	Committee Mandate	Committee Composition
<b>Halton Region</b> - Planning & Public Works Committee (PPWC)	<ul style="list-style-type: none"> <li>• Reports to Council on matters relating to Regional planning and public works and infrastructure, including (but not limited to) community planning, sustainable planning &amp; climate change, planning policy, water &amp; wastewater services, waste management, road operations, and infrastructure engineering and construction.</li> </ul>	<ul style="list-style-type: none"> <li>• PPWC is comprised of ten (10) members of Council only.</li> </ul>
<b>Hamilton</b> - Waste Management Advisory Committee (WMAC)	<ul style="list-style-type: none"> <li>• Provides overall guidance and direction during the preparation of the City's long-term Solid Waste Management Master Plan;</li> <li>• Advises Council through the Public Works Committee of the study progress and receives feedback, advice and direction, as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• WMAC is comprised of four (4) to five (5) members, as follows: <ul style="list-style-type: none"> <li>○ Up to three (3) members of City Council;</li> <li>○ Two (2) citizen members.</li> </ul> </li> </ul>
<b>Hamilton</b> - Public Works Committee (PWC)	<ul style="list-style-type: none"> <li>• Reports to and make recommendations to Council on various matters, which include Waste Management (Solid Waste Planning, Collection, and Disposal).</li> </ul>	<ul style="list-style-type: none"> <li>• PWC is comprised of members of Council only.</li> </ul>
<b>London</b> - Advisory Committee on the Environment (ACE)	<ul style="list-style-type: none"> <li>• Reports to Council, through Planning and Environment Committee (PEC);</li> </ul>	<ul style="list-style-type: none"> <li>• ACE is comprised of a maximum of thirteen (13) members consisting of: <ul style="list-style-type: none"> <li>○ Nine (9) members-at-large;</li> </ul> </li> </ul>

Municipality / Committee Name	Committee Mandate	Committee Composition
	<ul style="list-style-type: none"> <li>• Provides input, advice and makes recommendations on environmental matters affecting the City;</li> <li>• Serves as an advisory, resource and information support group to PEC, Council, and its Committees, as required, and to the citizenry to encourage and promote sustainable programs and functions such as the following:               <ul style="list-style-type: none"> <li>○ remedial planning toward the clean-up of contaminated areas;</li> <li>○ waste reduction, reuse and recycling programs;</li> <li>○ water and energy conservation measures;</li> <li>○ climate change mitigation;</li> <li>○ to investigate such other aspects of environmental concerns as may be suggested by Council, its other Committees, or the Civic Administration;</li> <li>○ to initiate and/or receive submissions and/or delegations regarding any environmental concerns and to report with recommendations to the PEC.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>○ One (1) representative of the Environmental and Ecological Planning Advisory Committee;</li> <li>○ One (1) representative of the Thames Region Ecological Association;</li> <li>○ One (1) representative of an environmental and/or private sector interest group;</li> <li>○ One (1) representative of the Industrial/Commercial/ Institutional sector.</li> </ul>

Municipality / Committee Name	Committee Mandate	Committee Composition
<b>London</b> - Planning and Environment Committee	<ul style="list-style-type: none"> <li>• Reports directly to Council;</li> <li>• Hears delegations from the public, present reports and recommendations to Council.</li> </ul>	<ul style="list-style-type: none"> <li>• PEC is comprised of five (5) members of Council only.</li> </ul>
<b>Ottawa</b> - Environmental Stewardship Advisory Committee (ESAC)	<ul style="list-style-type: none"> <li>• To advise Council on policy, programs and service delivery in the area of environmental stewardship;</li> <li>• Responsible for providing advice to Council on issues pertaining to policy, programs and service delivery in the area of environmental services, forests, greenspaces, parks, cycling and pedestrian issues;</li> <li>• Available as a resource to staff, providing input on matters being pursued to achieve Council's strategic priorities;</li> <li>• Responsible for ensuring that its business aligns with, and serves to complement, Council's strategic priorities.</li> </ul>	<ul style="list-style-type: none"> <li>• ESAC is comprised of a total maximum membership of between nine (9) to eleven (11) citizen members;</li> <li>• Membership also includes one (1) member of Council, in a liaison capacity.</li> </ul>

Municipality / Committee Name	Committee Mandate	Committee Composition
<b>Ottawa</b> - Standing Committee on Environmental Protection, Water and Waste Management (SCEPWWM)	<ul style="list-style-type: none"> <li>• Responsible for providing guidance and direction to Council on all issues relating to:               <ul style="list-style-type: none"> <li>○ environmental services;</li> <li>○ community sustainability;</li> <li>○ storm water management;</li> <li>○ solid waste management;</li> <li>○ utilities/water and wastewater;</li> <li>○ water pollution control;</li> <li>○ urban forestry;</li> <li>○ open spaces</li> </ul> </li> <li>• Be responsible directly to Council for those items emanating from any advisory committees or sub-committees that are within the area of responsibility of the SCEPWWM.</li> </ul>	<ul style="list-style-type: none"> <li>• SCEPWWM is comprised of members of Council only.</li> </ul>
<b>Peel Region</b> (does not have a specific Waste Management Advisory Committee)	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>
<b>Peel Region</b> - Waste Management Strategic Advisory Committee (WMSAC)	<ul style="list-style-type: none"> <li>• Provides strategic guidance to Council on the implementation of the Waste Reduction and Resource Recovery Strategy and the Infrastructure Development Plan.</li> </ul>	<ul style="list-style-type: none"> <li>• WMSAC is comprised of members of Council only.</li> </ul>

Municipality / Committee Name	Committee Mandate	Committee Composition
<b>Simcoe County</b> (does not have a specific Waste Management Advisory Committee)	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>
<b>Simcoe County</b> - Committee of the Whole (COTW)	<ul style="list-style-type: none"> <li>• Reports directly to County Council.</li> <li>• Within COTW, there are three (3) sections:               <ol style="list-style-type: none"> <li>1. Performance Management,</li> <li>2. Human Services, and</li> <li>3. Corporate Services</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>• COTW is comprised of members of Council only.</li> </ul>
<b>Toronto</b> (does not have a specific Waste Management Advisory Committee)	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>
<b>Toronto</b> - Infrastructure and Environment Committee (IEC)	<ul style="list-style-type: none"> <li>• Primary focus is on infrastructure and the natural environment</li> <li>• Monitors and makes recommendations on Toronto's infrastructure needs and services, parks and forestry, and the sustainable use of Toronto's environment.</li> </ul>	<ul style="list-style-type: none"> <li>• IEC is comprised of members of Council only.</li> </ul>
<b>Waterloo Region</b> (does not have a specific Waste Management Advisory Committee)	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>	<ul style="list-style-type: none"> <li>• Not Applicable</li> </ul>

Municipality / Committee Name	Committee Mandate	Committee Composition
<b>Waterloo Region</b> - Planning and Works Committee (PWC)	<ul style="list-style-type: none"> <li>Responsible for reviewing and reporting on all matters relating to planning issues and public works operated by the Region and other functions related to the Region's facilities, which includes residential and industrial waste management.</li> </ul>	<ul style="list-style-type: none"> <li>PWC is comprised of members of Council only.</li> </ul>
<b>Windsor</b> (does not have a specific Waste Management Advisory Committee)	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>	<ul style="list-style-type: none"> <li>Not Applicable</li> </ul>
<b>Windsor</b> - Environment, Transportation and Public Safety Standing Committee (ETPSSC)	<ul style="list-style-type: none"> <li>Study and report to Council on all matters relating to the following:               <ul style="list-style-type: none"> <li>Long-range capital projects;</li> <li>Policy matters relating to general infrastructure development and design;</li> <li>Environmental policies relating to waste management, waste water services, and other environmental matters;</li> <li>Regional infrastructure matters;</li> <li>Transportation networks including roads, and cycling and walking path systems.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>ETPSSC is comprised of five (5) members of Council only.</li> </ul>

Municipality / Committee Name	Committee Mandate	Committee Composition
<b>York Region</b> (does not have a specific Waste Management Advisory Committee)	<ul style="list-style-type: none"><li>• Not Applicable</li></ul>	<ul style="list-style-type: none"><li>• Not Applicable</li></ul>
<b>York Region</b> - Committee of the Whole (COTW)	<ul style="list-style-type: none"><li>• Receives public input, reviews policies and considers staff reports, then recommends actions to Council.</li></ul>	<ul style="list-style-type: none"><li>• COTW is comprised of members of Council only.</li></ul>

Note:

- Some municipalities have citizen committees established for their landfill sites (i.e. Waterloo), parallel to Niagara Region, and for related disposal facilities such as EFW (i.e. Durham).

**THE REGIONAL MUNICIPALITY OF NIAGARA  
WASTE MANAGEMENT PLANNING STEERING COMMITTEE  
MINUTES**

**WMPSC 1-2021  
Monday, February 22, 2021  
Video Conference  
Regional Headquarters, Campbell West  
1815 Sir Isaac Brock Way, Thorold, ON**

Committee Members Present via Video Conference: Bradley (Regional Chair), Butters, Diodati, Edgar, Fertich, Gibson, Ugulini (Committee Chair), Witteveen (Committee Vice-Chair)

Absent/Regrets: Bellows, Rigby

Staff Present via Video Conference: D. Ane, Program Manager, Financial Support, K. Ashbridge, Supervisor, Waste Management, M. Evely, Legislative Coordinator, C. Habermehl, Director, Waste Management Services, B. Hutchings, Program Financial Analyst, L. McGovern, Program Manager, Waste Management Services, S. McPetrie, Waste Management Services Advisor, A. Mosca, Waste Management Engagement and Education Coordinator, A.-M. Norio, Regional Clerk, E. Prpic, Associate Director, Disposal Operations & Engineering, S. Tait, Program Manager, Waste Management Services, L. Torbicki, Manager, Waste and Policy Planning, B. Whitelaw, Program Manager, Policy and Planning, J. Wilson, Supervisor, Waste Management, B. Zvaniga, Interim Commissioner, Public Works

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**1. CALL TO ORDER**

Mark Evely, Legislative Coordinator, called the meeting to order at 9:04 a.m.

**2. DISCLOSURES OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**3. SELECTION OF COMMITTEE CHAIR AND VICE-CHAIR**

**3.1 Call for Nominations for Committee Chair**

Mark Evely, Legislative Coordinator, called for nominations for the position of Chair of the Waste Management Planning Steering Committee for a two-year term (2021-2022).

Moved by Councillor Edgar  
Seconded by Councillor Butters

That Councillor Ugulini **BE NOMINATED** as Chair of the Waste Management Planning Steering Committee for a two-year term (2021-2022).

**Carried**

3.2 Motion to Close Nominations for Committee Chair

Mark Evelyn, Legislative Coordinator, called a second and third time for nominations for the position of Chair of the Waste Management Planning Steering Committee. There being no further nominations it was:

Moved by Councillor Butters  
Seconded by Councillor Fertich

That nominations for the position of Chair of the Waste Management Planning Steering Committee for a two-year term (2021-2022), **BE CLOSED**.

**Carried**

3.3 Voting for the Position of Committee Chair

There being only one nominee for the position of Committee Chair, Mark Evelyn, Legislative Coordinator, announced that Councillor Ugulini would be the Chair of the Waste Management Planning Steering Committee for a two-year term (2021-2022).

3.4 Call for Nominations for Committee Vice-Chair

Mark Evelyn, Legislative Coordinator, called for nominations for the position of Vice-Chair of the Waste Management Planning Steering Committee for a two-year term (2021-2022).

Moved by Councillor Ugulini  
Seconded by Councillor Fertich

That Councillor Witteveen **BE NOMINATED** as Vice-Chair of the Waste Management Planning Steering Committee for a two-year term (2021-2022).

**Carried**

3.5 Motion to Close Nominations for Committee Vice-Chair

Mark Evelyn, Legislative Coordinator, called a second and third time for nominations for the position of Vice-Chair of the Waste Management Planning Steering Committee. There being no further nominations it was:

Moved by Councillor Butters  
Seconded by Councillor Edgar

That nominations for the position of Vice-Chair of the Waste Management Planning Steering Committee for a two-year term (2021-2022), **BE CLOSED.**

**Carried**

3.6 Voting for the Position of Committee Vice-Chair

There being only one nominee for the position of Committee Vice-Chair, Mark Evelyn, Legislative Coordinator, announced that Councillor Witteveen would be Vice-Chair of the Waste Management Planning Steering Committee for a two-year term (2021-2022).

At this point in the meeting, Councillor Ugolini assumed the Chair.

4. **PRESENTATIONS**

4.1 Overview of 2021 Divisional Initiatives

Catherine Habermehl, Director, Waste Management Services, provided information respecting Overview of 2021 Divisional Initiatives. Topics of the presentation included:

- Highlights of Completed Work in 2020
- Provincial Legislation
  - Blue Box Program
  - Food & Organic Waste
  - Additional Transition Timelines
  - *COVID-19 Economic Recovery Act* (Bill 197)
  - On-site and Excess Soil Management Regulation, O. Reg. 406/19
- Strategic Projects - 2021
- Outreach Campaigns
- Capital Projects

5. **DELEGATIONS**

There were no delegations.

**6. ITEMS FOR CONSIDERATION**

**6.1 WMPSC-C 14-2021**

Appointment of Citizen Members to the Waste Management Planning Steering Committee

Moved by Councillor Diodati

Seconded by Councillor Gibson

That Report WMPSC-C 14-2021, dated February 22, 2021, respecting Appointment of Citizen Members to the Waste Management Planning Steering Committee, **BE RECEIVED** and the following recommendations **BE APPROVED**:

1. That the Waste Management Advisory Committee (WMAC) **BE DISCONTINUED**, effective immediately;
2. For the remainder of this term of Regional Council, the past WMAC Chair and delegate **CONTINUE** as members of the Waste Management Planning Steering Committee (WMPSC);
3. For future terms of Regional Council, a formal application process for selecting two (2) citizen members to sit on the WMPSC, **BE USED**;
4. That the existing WMPSC's Terms of Reference **BE AMENDED** to include the following composition:
  - Maximum of 12 individuals, including: the Regional Chair, up to nine (9) Regional Councillors and two (2) citizen members.
5. That a complete update to the existing WMPSC's Terms of Reference **BE COMPLETED** by Niagara Region's Clerk's Department, in consultation with Waste Management staff.

**Carried**

**6.2 WMPSC-C 16-2021**

2021 Waste Management Planning Steering Committee Meeting Dates

Moved by Councillor Butters

Seconded by Councillor Edgar

That Correspondence Item WMPSC-C 16-2021, being a memorandum from A.-M. Norio, Regional Clerk, dated February 22, 2021, respecting 2021 Waste Management Planning Steering Committee Meeting Dates, **BE RECEIVED** and the following recommendation **BE APPROVED**:

1. That the Waste Management Planning Steering Committee meetings **BE HELD** on Mondays at 9:00 a.m. on the following dates in 2021:

April 19, June 28, August 30, October 18, December 13.

**Carried**

**7. CONSENT ITEMS FOR INFORMATION**

Moved by Councillor Butters  
Seconded by Councillor Fertich

That the following items **BE RECEIVED** for information:

WMPSC-C 1-2021  
Councillor Information Request

WMPSC-C 2-2021  
Alternative Waste Management Technologies Update

WMPSC-C 3-2021  
Update on Blue Box Funding for 2021

WMPSC-C 4-2021  
Discontinuation of the Broken Container Exchange Program

WMPSC-C 5-2021  
Humberstone Landfill Site Public Liaison Committee Meeting Minutes - April 3, 2019

WMPSC-C 6-2021  
Humberstone Landfill Site Public Liaison Committee Meeting Minutes - November 25, 2020

WMPSC-C 7-2021  
Mandatory Closed-Top Garbage Containers

WMPSC-C 8-2021  
Information on Plastic Garbage Bags

WMPSC-C 9-2021  
Waste Management Tipping Fees

WMPSC-C 10-2021  
2020 Illegal Dumping Summary and 2021 Mitigation Measure

WMPSC-C 11-2021  
Anti-Litter Initiatives - Blue Box Lid

WMPSC-C 13-2021  
Recycling Centre and Market Update

**Carried**

**8. OTHER BUSINESS**

8.1 Waste Management Service Delivery

Committee members thanked Waste Management staff for their efforts associated with the implementation of the new waste collection contract.

8.2 Illegal Dumping

Councillor Ugulini requested staff undertake further communication plans to reinforce contact information to report incidents of illegal dumping.

**9. NEXT MEETING**

The next meeting will be held on Monday, April 19, 2021, at 9:00 a.m.

**10. ADJOURNMENT**

There being no further business, the meeting adjourned at 10:00 a.m.

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Councillor Ugulini  
Committee Chair

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Mark Evely  
Legislative Coordinator

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Ann-Marie Norio  
Regional Clerk