
Memorandum

WMPSC-C 4-2024

Subject: Waste Management Strategic Plan Update

Date: February 26, 2024

To: Waste Management Planning Steering Committee

From: Jennifer Mazurek, Program Manager, Waste Policy & Planning

Purpose

This purpose of this memorandum is to provide members of the Waste Management Planning and Steering Committee (WMPSC) with an update on the status of Niagara Region's Waste Management Strategic Plan (the Plan).

Background

The Plan is needed to develop the strategic direction for Waste Management for the 25-year planning period. It will guide Niagara Region in developing innovative ways to use waste as a resource in a circular economy, while demonstrating leadership in sustainability and mitigating environmental impacts. As Niagara Region's population continues to grow, the Plan also highlights the importance of delivering cost-effective and accessible waste management services while taking the most environmentally sound approach. The Plan is comprised of three phases:

- (i) Phase One: Assessment of System – 'Where We Are' (Phase One).
- (ii) Phase Two: Development of Direction and System Options – 'Where We Want To Go' (Phase Two).
- (iii) Phase Three: Preferred System – 'How We're Getting There' (Phase Three).

Throughout 2022 and 2023, Niagara Region completed three sub-tasks required in Phase One:

- (i) Baseline and Better Practices technical memos
- (ii) Tonnage and Costing Model
- (iii) Baseline Life Cycle Analysis

Current Status and Updated Timelines

In December 2023, the final versions of the Baseline and Better Practices technical memos were completed. The eight (8) memos will be used to support stakeholder consultation and help develop a gap analysis identifying opportunities and constraints for Niagara Region. The memos provide an overview of current information related to:

- (i) Federal and Provincial Policy and Legislative Review
- (ii) Waste Generation Trends
- (iii) Demographic Trends
- (iv) Comparative Scan of Peer Municipalities
- (v) Trends in Alternative Technology
- (vi) Public Drop Off and Disposal System Review
- (vii) Financial Review
- (viii) Better Practices

The memos are published on the Plan's corporate [project website](https://www.niagararegion.ca/projects/waste-management-strategic-plan/) (<https://www.niagararegion.ca/projects/waste-management-strategic-plan/>).

The final version of the Tonnage and Costing Model was also completed December 2023. This Tonnage and Costing Model will help facilitate evaluation of potential new programs and/or changes to existing programs, as part of the analysis required for Phases Two and Three. It will also be used in Q1 2024 to complete a Baseline Life Cycle Analysis that will help identify how to implement the Preferred System, which is the ultimate outcome of the Plan as a whole. A Life Cycle Analysis helps estimate the potential effect of system changes by quantifying environmental impacts resulting from implementation of, or modifications to, waste management systems. A second Life Cycle Analysis will be completed for the Preferred System in Phase Three.

In November 2023, the RFP to complete stakeholder engagement and research, and to complete the Plan was released, with submissions received upon closure in early January 2024. As of the due date for this memo, the RFP is in the evaluation stage and anticipated execution of the contract is February 2024.

Next Steps and Timelines

The Plan incorporates multiple opportunities for stakeholder engagement throughout 2024 and in early 2025, including a specific workshop for WMPSC members in spring 2024. While the project schedule will be finalized upon award of the RFP, the proposed stakeholder communication timeline that was included in the RFP is provided as

Appendix I for this memo. The Plan will be completed in its entirety and presented to WMPSC in Q2 2025. Below is a high-level overview of estimated timelines for key project milestones:

Project Milestones	Estimated Timelines
Consultation Series One	Q2 2024
Development of Vision, Goals and Guiding Principles; Long-List of Innovative Recommendations	Q1 2024/Q2 2024
Consultation Series Two	Q2 2024/Q3 2024
WMSP Draft	Q4 2024
Consultation Series Three	Q4 2024/Q1 2025
Final WMSP	Q2 2025

Staff will continue to report on project progress and interested stakeholders can access updates and other project documentation on the Plan's [project website](https://www.niagararegion.ca/projects/waste-management-strategic-plan/) (<https://www.niagararegion.ca/projects/waste-management-strategic-plan/>).

Respectfully submitted and signed by

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Appendices

WMPSC-C 4-2024 Appendix 1: Stakeholder Communication Timeline