

**The Regional Municipalities of Durham and York**

**MINUTES  
of the  
JOINT WASTE MANAGEMENT GROUP (JWMG)  
for the  
DURHAM/YORK RESIDUAL WASTE STUDY**

**TUESDAY, JANUARY 30, 2007**

A regular meeting of the Joint Waste Management Group for the Durham/York Residual Waste Study was held on Tuesday, January 30, 2007, in the Seminar Room, York Region Administrative Centre, 17250 Yonge Street, Newmarket, beginning at 10:23 a.m.

Present: Councillor M. Ferri, City of Vaughan, York Region  
Councillor J. Heath, Town of Markham, York Region  
Councillor R. Johnson, City of Pickering, Durham Region  
Councillor G. Landon, Town of Markham, York Region  
Councillor V. Spatafora, Town of Richmond Hill, York Region (Alternate)  
Councillor C. Trim, Clarington, Durham Region  
Councillor D. Wheeler, Town of Georgina, York Region  
L. Burt, Resident, Township of Scugog, DEAC Representative  
I. Gray, Resident, Town of Newmarket  
B. Mersey, Resident, Town of Markham, Markham Conservation Committee  
S. Perrella, Resident, City of Vaughan

Absent: Councillor S. Crawford, Town of Ajax  
Councillor G. Emm, Town of Whitby  
M. Evans, Resident, Township of Brock  
J. McGinnis, Resident, City of Pickering, Durham Conservation Centre

Others: Councillor L. Vass, City of Peterborough  
C. Bradley, Public Works Director, County of Peterborough  
P. Russell, Director, Transportation and Waste, Northumberland County

**Staff**

Present: A. Campbell, Director, Solid Waste Management Branch, York Region  
C. Curtis, Commissioner of Works, Durham Region  
B. Lockett, Co-ordinator, Durham Region  
J. McKay, Jacques Whitford  
D. Merriman, MacViro Consultants Inc.  
K. Price, Committee Co-ordinator, York Region  
T. Smith, Corporate Communications, York Region  
K. Spitzig, Policy and Planning Coordinator, York Region

Regional Councillor Ferri chaired the meeting. Councillor Ferri welcomed everyone to the first meeting of the new term of Council and introductions were made.

The meeting began without a quorum and pursuant to the Region's Procedural By-law presentations were made on the matters listed on the Agenda with no decisions made. Quorum was obtained at 11:23 a.m. and the meeting continued.

## **1. OVERALL FACILITY DEVELOPMENT PROCESS AND SCHEDULE**

D. Merriman presented an outline of the work plan including the facility siting and development process. He reviewed a flow chart indicating the completion of facility and start of operation date as August 2011. He also reviewed a revised workplan flow chart dated January 18, 2007. Copies of the flow charts were distributed to the Committee members.

The Committee was concerned that the revised schedule would delay the project by several months.

Mr. Merriman noted that the original schedule was very fast paced and that additional time was needed to include the appropriate committee and council approvals.

Mr. Merriman also advised that Legal and procurement staff recommended that a site be selected prior to issuing the RFP for the facility. This additional step would delay the process by a few months.

A binder was distributed to all Committee members containing the following information: Approved Environmental Assessment Terms of Reference dated March 31, 2006; Evaluation of "Alternatives To" and Identification of the Preferred Residuals Processing System dated May 30, 2006 and accompanying CD's.

Staff was requested to report back to a subsequent meeting with recommendations regarding any additional opportunities to save time in this process.

## **2. DURHAM YORK MEMORANDUM OF UNDERSTANDING (MOU)**

A. Campbell advised the Committee that a second MOU is being developed by staff between Durham and York Regions that will deal with the governance for the ownership of the facility and moving forward. A report will be going to the respective Committees of both Councils in February 2007. A further report dealing with the ownership business model will be coming to this Committee in March.

### **3. 2007 WORK PLAN**

D. Merriman presented an overview of the work plan tasks.

#### **3.1 Facility Siting Process**

D. Merriman advised that a review and screening of suitable areas has been completed by staff and it was determined that it would be appropriate to issue a separate Request for Expressions of Interest (REOI) to give vendors an opportunity to propose sites. This REOI for sites will be issued by Durham in the next few days.

D. Merriman reviewed the facility siting timelines and evaluation criteria in his presentation.

Committee discussed the process for releasing the site list. It was agreed that all members of both Council's standing Committees would be invited to a joint meeting to discuss the list of sites prior to the public release of the list. The expected timing of the endorsement of the short list is April 2007. He also stated that public consultations will be held in May 2007 for the short list of sites.

It is expected that the public consultations on the consultant's preferred site will take place in the Fall of 2007 and final selection of the preferred site to take place by the JWMG, Committees and Councils in December 2007.

#### **3.2 Facility Procurement Process**

D. Merriman reviewed the proposed facility development process. The relative timeline to select the preferred implementation method is March 2007. Additional audits and studies will be completed during the winter of 2007.

#### **3.3 Site Specific Studies**

D. Merriman indicated a number of specific studies would be conducted following site and vendor selection, including: air quality impact assessment; health and ecological risk assessment; noise and vibration impact assessment; traffic impact assessment (including rail accessibility); visual impact assessment; and economic impact assessment.

#### **4. PROPOSED REQUEST FOR QUALIFICATIONS FOR VENDOR SELECTION**

##### **4.1 Review of Screening Criteria and Implications**

D. Merriman discussed screening criteria and implications of the proposed Request for Qualifications (RFQ). The RFQ is to be released in April 2007, with submissions to be received in June 2007 and the selection of qualified vendors in November 2007.

The draft RFQ will be brought forward to the February meeting for approval.

Committee requested that staff involve Committee members in due diligence discussions with selected vendors and in the decision making process. Staff suggested that vendors that pass the mandatory screening could be invited to make presentations to the Committee. The selection of the preferred vendor is expected to be in June 2008.

##### **4.2 Anti-Lobbying Clause**

Committee was reminded of the anti lobbying clause that no project related discussions between elected officials, staff or consultants shall take place with potential vendors once the draft RFQ is prepared (end of February 2007).

#### **5. PROPOSED JWMG MEETING SCHEDULE**

The Committee agreed to hold meetings on the last Tuesday of every month at 10:00 a.m., with the exception of February, due to previously scheduled meetings for Durham and York Councillors. Meeting locations will alternate between Durham and York Region offices:

February 20, 2007 from 12:00 p.m. – 2:00 p.m.	Durham Region
March 27, 2007 from 10:00 a.m. – 12:00 p.m.	York Region
April 24, 2007 from 10:00 a.m. – 12:00 p.m.	Durham Region
May 29, 2007 from 10:00 a.m. – 12:00 p.m.	York Region
June 26, 2007 from 10:00 a.m. – 12:00 p.m.	Durham Region
September 25, 2007 from 10:00 a.m. – 12:00 p.m.	York Region
October 30, 2007 from 10:00 a.m. – 12:00 p.m.	Durham Region
November 27, 2007 from 10:00 a.m. – 12:00 p.m.	York Region

Committee members were asked to contact staff if any of the above dates were not suitable.

**6. ADOPTION OF MINUTES**

**MOVED** by Councillor Johnson,  
THAT the minutes of the Joint Waste Management Group (JWMG) meeting  
held on September 19, 2006, be adopted.

**CARRIED**

**7. PRESENTATIONS**

**MOVED** by Councillor Landon,  
That the presentations be received.

**CARRIED**

**8. ADJOURNMENT**

**MOVED** by Councillor Johnson,  
"THAT the meeting be adjourned."

**CARRIED**

The meeting adjourned at 11:55 a.m.

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M. Ferri, Chair  
Joint Waste Management Group

January 31, 2007

Note: Subsequent to the meeting staff circulated a revised meeting time of 1:00 p.m. for the March to November meetings.