

**Guelph Organic Waste Processing Facility  
Public Liaison Committee (PLC)  
Draft Criteria for Selection of PLC Members**

**Background**

The City of Guelph's new Organic Waste Processing Facility (OWPF) is scheduled to begin operation in late 2011. Located at the Waste Resource Innovation Centre at 110 Dunlop Drive in Guelph, the facility will use state of the art in-vessel fully enclosed composting technology. This facility provides a long term solution to the local management of Guelph's organic waste – an important step toward achieving the waste diversion targets set out in the City's Solid Waste Management Master Plan. The new OWPF is in line with the City's objective to produce less waste per capita than any comparable Canadian city and the facility is expected to increase Guelph's diversion rate by about 10%.

In the operation of the Guelph Organic Waste Processing Facility, the City of Guelph strives to be a good neighbor in the community. The facility itself has been designed to minimize potential operational impacts such as odour, noise, dust and traffic. The City recognizes the value of residents', businesses' and the general community's participation on Committees and wishes to establish a Public Liaison Committee to allow for information transfer.

*The importance of and need for such a committee has also been incorporated into the Certificates of Approval for the OWPF issued by the Ministry of the Environment (MOE) on August 11<sup>th</sup>, 2010.*

The purpose of this document is to provide recommendations on selection criteria for PLC members. Based on discussions with the Ontario Ministry of the Environment, these selection criteria are being developed to provide guidance to Guelph City Council on the characteristics of PLC members that would contribute to positive and productive PLC operations. The selection of PLC members remains the responsibility of Guelph City Council.

## **Criteria for Selection of PLC Members**

The efficient functioning of the PLC as a forum for dissemination, consultation, review and exchange of information regarding the operation of the OWPF is highly dependent on the contributions of the members to the PLC discussions.

C of A condition 29(5) requires that the Owner invite representation from the following groups to participate on the PLC and the number of representatives from each group has been determined in the Terms of Reference:

- (a) home owners within 2000 metres of the Composting Site (2 members);
- (b) any interested NGOs (2 members); and
- (c) any interested person(s) or group(s) (3 members).

In addition to this requirement the following are desired criteria that have been developed by the Staff from the City of Guelph, Solid Waste Resources Department and the Ministry of the Environment, Guelph District that would allow for an individual to contribute to PLC discussions, and are not meant to be an exhaustive listing of characteristics/ traits.

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### **Criterion**

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#### ***Community Involvement***

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1. Previous experience in contributing to advisory committee(s),
  2. Involvement and/or interest in community working groups/ volunteer groups
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#### ***Work Experience and/ or Education***

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3. Previous waste management or composting experience
  4. A technical, science, or health based background or work experience would be an asset.
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#### ***Knowledge***

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5. Familiarity with the local area and can offer a community perspective
  6. Understanding of odour as it relates to waste management operations
  7. Knowledge of waste management/composting processes and common concerns with operation
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#### ***Personal Traits***

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8. Demonstrates a commitment to participate in an impartial and objective manner and promote public confidence and trust in the integrity, objectivity and impartiality of the PLC
  9. Demonstrates effective communication, problem solving and conflict resolution skills
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