

## SOLID WASTE MANAGEMENT PLAN PUBLIC/TECHNICAL ADVISORY COMMITTEE

Thursday, June 30, 2022

Zoom Meeting

2:30 pm – 5:00 pm

### Meeting Notes

**Attendees:** Director Jack Froese, Chair; Director Craig Hodge, Vice-Chair; Alice Henry, Ben Liegey, Bill Chan, Brenda Martens, Christian Dietrich, Cody Irwin, Daniel Rotman, Doug Schell, Grant Hankins, Hunter Bergen, Jamie Kaminski, Jaye-Jay Berggren, Jessica Savoy, John Doherty, Louise Schwarz, Love-Ese Chile, Lyndsay Poaps, Mary Polak, Michael Zarbl, Raman Johal, Sara Larter, Tara Immell, William Selten.

**Absent:** Brianne De Man, Don Swerdan, Jake Turek, Kevin Huang, Matthew Morin, Sue Maxwell, Ulwiana Mehta-Malhotra, Yasmin Abraham.

**Independent Consultation and Engagement Panel:** Andrea Reimer, Chair; Cheryl Brooks, Peter Fassbender, Veronica Bylicki.

**Metro Vancouver Staff:** Jerry Dobrovolny, Paul Henderson, Chris Underwood, Sarah Evanez, Brooke Atkinson, Sandy Young, Adriana Velázquez, Nanette van Doorn, Lynne Vidler, Chris Chong.

1.	<b>WELCOME</b> <ul style="list-style-type: none"> <li>Meeting started at 2:30 pm.</li> </ul>	Chair
	<b>1.1 Welcome from the Chair</b> <b>1.2 Meeting procedures and etiquette</b>	Chair Sandy Young
2.	<b>AGENDA</b> <ul style="list-style-type: none"> <li>The Solid Waste Management Plan Public/Technical Advisory Committee <a href="#">agenda for the June 30, 2022 meeting</a> was put forward by the Chair.</li> </ul>	Chair
3.	<b>INTRODUCTIONS</b>	Chair
	<b>3.1 Chair Jack Froese and Vice-Chair Craig Hodge</b> <b>3.2 Jerry Dobrovolny, Metro Vancouver Commissioner/CAO</b>	Chair

	<p><b>3.3 Solid Waste Management Plan Independent Consultation and Engagement Panel</b></p> <ul style="list-style-type: none"> <li>• Andrea Reimer (Chair)</li> <li>• Cheryl Brooks</li> <li>• Peter Fassbender</li> <li>• Veronika Bylicki</li> </ul> <p><b>3.4 Committee members</b></p> <ul style="list-style-type: none"> <li>• Alice Henry</li> <li>• Ben Liegey</li> <li>• Bill Chan</li> <li>• Brenda Martens</li> <li>• Brianne De Man</li> <li>• Christian Dietrich</li> <li>• Cody Irwin</li> <li>• Daniel Rotman</li> <li>• Don Swerdan</li> <li>• Doug Schell</li> <li>• Grant Hankins</li> <li>• Hunter Bergen</li> <li>• Jake Turek</li> <li>• Jamie Kaminski</li> <li>• Jaye-Jay Berggren</li> <li>• Jessica Savoy</li> <li>• John Doherty</li> <li>• Kevin Huang</li> <li>• Louise Schwarz</li> <li>• Love-Ese Chile</li> <li>• Lyndsay Poaps</li> <li>• Mary Polak</li> <li>• Matthew Morin</li> <li>• Michael Zarbl</li> <li>• Raman Johal</li> <li>• Sara Larter</li> <li>• Sue Maxwell</li> <li>• Tara Immell</li> <li>• Ulwiana Mehta-Malhotra</li> <li>• William Selten</li> <li>• Yasmin Abraham</li> </ul> <p><b>3.5 Metro Vancouver staff</b></p>	
<b>4.</b>	<b>METRO VANCOUVER UPDATES</b>	
	<p><b>4.1 Public/Technical Advisory Committee Terms of Reference</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Provincial guidelines</a> define the role of advisory committees to advise regional districts on matters pertaining to solid waste management planning.</li> <li>• The purpose of the committee is to provide a forum for individuals of different backgrounds to inform the plan review and update. The committee will meet regularly for the duration of the plan update. Meetings will be open to the public to observe.</li> <li>• Potential topics for discussion include waste reduction and recycling, circular economy, GHG emissions, collaboration and engagement, affordability, innovation, and residual management.</li> <li>• The Public/Technical Advisory Committee is comprised of 31 members with a variety of backgrounds.</li> </ul>	<p>Paul Henderson, Metro Vancouver</p>

	<ul style="list-style-type: none"> <li>• Media requests related to the Public/Technical Advisory Committee should be directed to Metro Vancouver staff.</li> <li>• Support is available to any members who face barriers to participation. For more information, contact <a href="mailto:zerowaste@metrovancover.org">zerowaste@metrovancover.org</a></li> </ul>	
	<p><b>4.2 Introduction to Metro Vancouver and the Solid Waste Management Plan</b></p> <ul style="list-style-type: none"> <li>• Metro Vancouver is a federation of 21 municipalities, one Electoral Area and one Treaty First Nation that delivers regional-scale services to 2.7 million residents.</li> <li>• Metro Vancouver’s core services include drinking water, wastewater treatment, and solid waste management.</li> <li>• Metro Vancouver’s <a href="#">current solid waste management plan</a> was approved in 2011. An updated plan will build on the strengths of the current plan, and identify opportunities for accelerated waste reduction and diversion, while reducing greenhouse gases and promoting a circular economy.</li> <li>• Engagement focus on providing equitable opportunities for Indigenous peoples, stakeholders, and communities of interest to participate and provide feedback.</li> <li>• To deliver a robust engagement, new elements have been put in place including:             <ul style="list-style-type: none"> <li>○ the Independent Consultation and Engagement Panel</li> <li>○ a pre-engagement phase to help shape the engagement process</li> </ul> </li> <li>• Pre-engagement took place in spring 2021 to learn about preferred communications channels, methods of participation, information needs and what could be done to encourage broad participation in future phases.</li> </ul>	<p>Chris Underwood, Sarah Evanetz, Metro Vancouver</p>
	<p><b>4.3 Engaging with the Committee and Meeting Delivery</b></p> <ul style="list-style-type: none"> <li>• Engagement with the committee will respect the time, knowledge, and experiences of members, create space for collaborative and constructive dialogue, and be transparent in the use of input/feedback.</li> <li>• Meeting delivery will entail timely communication, the use of a range of engagement tools and techniques, reviews of action items and progress, and meeting notes that reflect the discussion.</li> <li>• Agendas, notes and meeting materials will be posted on the <a href="#">Metro Vancouver website</a>.</li> <li>• Proposed agenda for next meeting:             <ul style="list-style-type: none"> <li>○ Current solid waste management plan</li> </ul> </li> </ul>	<p>Sandy Young, Metro Vancouver</p>

	<ul style="list-style-type: none"> <li>○ Update on plan development, including phase 1: guiding principles</li> <li>● Members completed a Mentimeter poll on preferred meeting format (online vs in person), ways to participate at meetings, and how to ensure meeting are collaborative and productive. See attachment 1 for the results.</li> </ul>	
<b>5.</b>	<b>ACTION ITEMS AND NEXT STEPS</b>	
	<ol style="list-style-type: none"> <li>1. Metro Vancouver staff will post the presentations and notes, including the Mentimeter poll results, on the Metro Vancouver website.</li> <li>2. Metro Vancouver staff will share the September 21 meeting agenda and any resource materials in advance of the meeting.</li> </ol>	Sandy Young, Metro Vancouver
<b>7.</b>	<b>Adjournment</b> <ul style="list-style-type: none"> <li>● Meeting was adjourned at 4:05 pm.</li> </ul>	Chair
<b>8.</b>	<b>NEXT MEETING:</b> <b>Wednesday, September 21, 2022</b>	

Attachment: Mentimeter poll results – Engaging with the Committee and Meeting Delivery







# What can members and/or staff do to ensure meetings are collaborative and productive?

Ensure that no one person or group of people are dominating conversations. Make sure we can hear from everyone

Keeping to time

Facilitation to ensure participation.

clear agenda, clear goals, providing information/slides in advance,

Action Items at end of meetings

Split in-person and online meetings can stifle participation. Ensure that we check if online participants have any comments.

Encourage participation

be open to different ideas

Min 2 weeks in advance of meeting to review any materials for the meeting



# What can members and/or staff do to ensure meetings are collaborative and productive?

Make sure we have pre-read material in advance. Make sure to send out calendar invites as early as possible to book time.

Provide info in advance, be on track with timing

-clear meeting agendas + general time limits per category (flexible but helps keep a guideline-resources sent well ahead of time-collaborative platforms for sharing resources

Time for discussion

Keep people on topic

prep info /agendas in advance; effective chairing with enough time for good discussion; follow up on action items

Share information

Give us more time to read and prepare before meetings

Succinct meetings

# What can members and/or staff do to ensure meetings are collaborative and productive?

Properly framing this plan as more than just 10 years as these 10 years will not be reversible. We need to take a much longer view on key topics like GHG, and climate change.

Portal to share resources, articles, links, etc...

Assign responsibilities/Team owner

updates on our progress

Really listen to the input