

Committee Work Plan Tool

Committee Name:	Fenelon Landfill Public Review Committee
Work plan for Year:	2018
Approved by Council:	

Goal	Measurement Stages	Timeline	Measurement for Success
2017 Annual Monitoring Report Review	<ol style="list-style-type: none"> 1. Review environmental monitoring program at Fenelon Landfill. 2. Review 2017 Annual Monitoring Report. 	<ol style="list-style-type: none"> 1. Ongoing 2. June 2018 	Understanding and open dialogue for details surrounding the Site's environmental monitoring program and operations.
Review Ministry of Environment and Climate Change (MOECC) Correspondence.	<ol style="list-style-type: none"> 1. Review all Ministry of Environment and Climate Change (MOECC) correspondence regarding the annual monitoring report and site operation. 	<ol style="list-style-type: none"> 1. Ongoing 	Understanding and open dialogue for details surrounding the Site's environmental monitoring program, operations and related MOECC correspondence.

Phase I Progressive Closure	<ol style="list-style-type: none"> 1. Monitor Phase I closure activities (final clay and vegetative cover) and progress. 2. Work cooperatively with CKLEAC to monitor and make recommendations regarding the Fenelon pollinator pilot project. 3. Complete a site tour to monitor pollinator project and site operations 	<ol style="list-style-type: none"> 1. Late Spring and Summer 2018 2. Ongoing 3. Late Spring 2018 	Reduction in leachate outbreaks and success of pollinator seed mix in establishing vegetation and supporting pollinator habitat.
Fenelon Site Redesign	<ol style="list-style-type: none"> 1. Review and comment on site specifications for re-design 2. Oversee progress of Fenelon redesign construction and provide comment on operational impacts. 3. Increase public awareness and inform residents of the project to help minimize any operational disruptions. 	<ol style="list-style-type: none"> 1. Ongoing 2. Ongoing 3. Ongoing 	Decisions to be made on appropriate measures to improve site operations and decrease traffic issues
Diversion Program Promotion and Public Awareness	<ol style="list-style-type: none"> 1. Inform public and promote the clear bag program and backyard composting program. 2. Engage public interest for 2018 spring start of Paint Reuse Program. 3. Provide comment and suggestions on promotional and educational material for various diversion programs. 4. Public outreach for volunteers for environment days in the City. 5. Provide comment and suggestions on public space recycling 	<ol style="list-style-type: none"> 1. Ongoing 2. April 3. Ongoing 4. April 5. Ongoing 	Data at year's end to determine public participation in Paint Reuse Program, new waste management programs and environment days.

<p>Integrated Waste Management Strategy</p>	<ol style="list-style-type: none"> 1. Review and make recommendations for Fenelon Re-use Centre (fees or no fees) as well as develop SOP for re-use centre operation. 2. Monitor Fenelon pilot program for Alternative Daily Cover Steel Plates and provide recommendations. 3. Disseminate information regarding the Clear Bag Waste Collection Program to the public. Review preliminary success. 4. Promote backyard digester/composting program. 5. Advise and comment on possible local business partnerships for potential reuse options. 6. Construction and Demolition Recycling Project Tracking 7. Mattress Recycling Tracking 	<ol style="list-style-type: none"> 1. Ongoing 2. Ongoing 3. Ongoing 4. Ongoing 5. Ongoing 6. Ongoing 7. Ongoing 	<p>Data review to determine success of steel plates in reducing daily cover used and clear bag program for increases in diversion material quantities</p>
<p>Work to Attract more members to the Fenelon Landfill Public Review Committee</p>	<ol style="list-style-type: none"> 1. Advertising and communications to attract new members to the Fenelon PRC 	<ol style="list-style-type: none"> 1. 2018 	<p>New members in the committee by the end of 2018</p>
<p>2018 and 2019 Work Plans</p>	<ol style="list-style-type: none"> 1. Provide 2018 Work Plan progress summary 2. Develop 2019 Work Plan 3. Submit both documents to Council 	<ol style="list-style-type: none"> 1. October to November 2018 2. November 2018 3. December 2018/January 2019 	<p>Council approval of work plans.</p>