

REGIONAL DISTRICT OF MOUNT WADDINGTON

2011 REGIONAL SOLID WASTE MANAGEMENT PLAN AMENDMENT PUBLIC REVIEW AND CONSULTATION PROCESS

The following is the Public Review and Consultation Process (PRCP) proposed for the Regional District Mount Waddington (RDMW) Regional Solid Waste Management Plan (RSWMP) amendment:

Public input will be encouraged from all residents of the RDMW, specifically by:

- Providing notice of all RSWMP amendment meetings for the Public/Technical Advisory Committee. All meetings will be open to the public and media. The media will be notified and provided agendas well in advance of meeting dates.
- Information will be presented to the residents of the RDMW and its member municipalities at public meetings to be scheduled throughout the RDMW. The design of the questionnaires will be kept in a fairly simple format. The process will present information as the planning process proceeds and to notify the public of meeting locations and dates.
- Designated Public Information Meetings are generally not well attended, but will be considered if requested or otherwise considered necessary.
- Electronic information and updates will be available continuously on the RDMW website **www.RDMW.bc.ca** including meeting agendas, minutes and written documents will be available for review by the public.
- RDMW libraries and municipal offices will be provided with copies of all planning documents and committee memberships. There will be a feedback contact e-mail available continuously to receive any comments from the public submitted electronically. As well, a toll free office contact number is available region wide.
- To attempt to increase public participation, all comments, whether by phone, electronic submissions, or written submissions, will be answered and this information will be posted on the website and included on the Advisory Committee agendas for consideration.
- Mail outs will be used either region-wide or as needed to address specific issues.
- Multi-media will also be used whenever possible including, but not limited to: posters to be put up on libraries, offices and public notice boards. Brochures will also be used and distributed as widely as possible.
- When possible, invitations to groups will be made to attend meetings and/or receive delegations and presentations by RDMW staff and committee members.
- All input to the process will be recorded and a complete document trail will be kept of efforts to ensure adequate public review and consultation during the planning process.
- Minutes of all advisory and steering committee meetings will be forwarded to the RDMW Board of Directors. The Terms of Reference for advisory committee procedures recommends a majority vote.
- Minutes of all advisory and steering committee meetings will be forwarded to the First Nation Communities who have been invited to join the advisory and steering committees.

Schedule of Public Consultation

The following schedule for the public consultation process is recommended to initiate the amendment process:

a) Press Release

A one-page press release should be prepared by November 2011. The release will kick-off the planning amendment process. The press release should be sent to the regional directors, municipal politicians and staff, and the stakeholders' list. The same package should be sent to all local media. An example of a press release is attached for reference.

b) Press Advertising - Fall 2011

Advertisements will be placed in local newspapers for two weeks preceding all public meetings. For rural newspapers, their publication schedules will be obtained to ensure that deadlines may be met.

c) Questionnaire - November 2011

Questionnaires will be developed as a mechanism for receiving public input into the RSWMP. The questionnaire will be given out at the beginning of the public meetings, discussed during the meetings and collected at the end of the meetings. Additional questionnaires will be available in municipal offices and libraries so that people who cannot attend the meeting can provide input by completing and mailing the questionnaire. The questionnaire will be simple and brief, but should address the important local issues.

d) Local Information TV Channel

Televised advertising will take place for two or three days before the meetings take place. On-going postings will be customized to include such information as meeting dates and times are set.

e) Facebook

A Facebook site will be established and maintained to inform the public regarding the process to update the RDMW Solid Waste Management Plan.

f) Recycling/Community Centers

Recycling/Community Centers will be provided with up to date information material to inform the public regarding the process to update the RDMW Solid Waste Management Plan.

g) Public Meetings

- Stage 1: Public Meetings will be held in Port Hardy and Port McNeill to inform the public regarding the Stage 1 portion of the process to update the RDMW Solid Waste Management Plan.
- Stage 2: Public Meetings will be held in Port Hardy and Port McNeill to inform the public regarding the Stage 2 portion of the process to update the RDMW Solid Waste Management Plan. Additional meetings will be conducted in other RDMW communities at the invitation of those communities who will be responsible to organizing the public meeting.
- Stage 3: Public Meetings will be held in Port Hardy and Port McNeill to inform the public regarding the updated draft RDMW Solid Waste Management Plan to be submitted to the Minister of the Environment. Additional meetings will be conducted in other RDMW

communities at the invitation of those communities who will be responsible to organizing the public meeting.

The proposed format of the meetings and associated stakeholder consultations would be as follows:

- 5:00-6:00 p.m. Set up halls for meetings
- 6:00 p.m. Prearranged meetings with individual stakeholders including:
 - local politicians
 - local municipal staff
 - local industries
 - local public/environmental groups
- 7:00-8:00 p.m. Presentation of information by RDMW staff
- Presentation of Stage I results
- 8:00 p.m. Questions and input - all recorded for later consideration and/or discussion as well
- 9:00 p.m. Collect questionnaires and take down display, etc.

Schedules will be developed for Stage I (Late 2011/Early 2012) Stage II (est. Fall 2012) and Stage III (est. Early 2013) of the amendment process following the principles and methodology presented herein.