



PUBLIC LIAISON COMMITTEE CHARTER

Version 1.02
September 2022





Mission Statement

The Public Liaison Committee (PLC) is a public advisory board that has continuing and direct input into the operation of the Emerald Energy from Waste Inc. (Emerald) facility at 7656 Bramalea Rd in Brampton. The PLC is a forum that allows local residents to become properly informed of the activities at the site and to present their concerns so they can be heard and acted upon by Emerald, as necessary.

Purpose and Mandate

The PLC was established to fulfil a condition of Certificate of Approval 4591-56VSTN. The PLC mandate is to serve as a mechanism for gathering information on the operation and enhance community participation in the facility operation. The PLC activities will include:

- Reviewing environmental monitoring reports prepared in accordance with environmental approvals,
- Serving as a conduit for providing Emerald with input on how its operations affect the community,
- Presenting facility-related issues, concerns and impacts that are important to the local residents,
- Suggesting ways to mitigate or eliminate issues, concerns, or impacts, and
- Proposing consultation activities that could enhance community participation in the Emerald operation.

PLC resolutions and findings are recommendations only and are not binding on Emerald.

PLC Participation

Participants agree to abide by the rules established by the PLC. Participants in the PLC agree to:

- Participate in the PLC process voluntarily,
- Strive to regularly attend meetings and contribute to the PLC process,
- Carry out their role with integrity,
- Act respectfully to other Participants, and
- Always maintain decorum.

Participation in the PLC process does not necessarily indicate support for the Emerald facility or its operations.

PLC members act as individuals. Their views do not necessarily represent those of the community, neighborhood or any organization to which they may belong.

The PLC members can be grouped into three types: Participants: Members, Observers and Resources.

Members

The PLC will have up to 8 community and government members from the Region of Peel.

As a PLC Member, participants will:

- Establish and periodically review the PLC operating rules,
- Administer the PLC process including setting meeting dates and reviewing and approving minutes,



- Review and comment on facility monitoring reports,
- Present issues, concerns and effects from the community about the Emerald operation,
- Suggest mitigation measures for the Emerald operations, and
- Propose activities that enhance community participation.

A PLC Member must reside in the Region of Peel. The PLC can place limits on the term for Members through a simple majority vote. Members will be requested to register with Emerald as formal PLC Participants. The PLC will review and approve the membership application of new PLC Members. PLC Members can resign through written notice.

Existing Members (as of October 9, 2014) who are not residents of Peel can remain as Members of the committee subject to the approval of the PLC. Non-resident Members will be requested to register with Emerald as formal PLC Participants. The PLC can place limits on the term for non-resident Members through a simple majority vote.

Emerald will designate a single representative to serve as a PLC Member. All other Emerald Participants will do so as PLC Resources.

Observers

Observers are people with an interested in participating in the PLC process but have not been designated or do not qualify as PLC Members. There are no limits on the number of Observers who wish to participate in the PLC process. Observers wishing to attend meetings are requested to register for each meeting to ensure there is adequate seating. The PLC may limit Observer attendance at any meeting.

Observers can attend meetings but cannot actively participate in the meeting unless approved to do so by the PLC Members. Such approval will not be unduly withheld.

Resources

Resources are PLC Participants who provide specialized knowledge about the Emerald facility, waste management, environmental regulations, environmental monitoring, or any topic the PLC Members determine necessary to fulfil their mandate. Resources could include Emerald employees, consultants or representatives from the Region of Peel, City or Brampton and/or the Ontario or Federal governments.

PLC Resources will attend meetings, make presentations, respond to questions or facilitate discussion on their topic of expertise. The participation of a Resource will be defined by the PLC Members.

PLC Meetings

PLC meetings will follow the procedures, protocols and rules established by the PLC Members.

Where possible, the PLC Members will make decisions and recommendations using consensus. A simple majority vote will pass a motion should a consensus outcome be elusive. The need for a vote will be determined by either and/or both Co-chairs.



A quorum of 50% of the current number of PLC Members is needed to hold an official PLC meeting. Non-official PLC meetings will be documented and published.

The PLC will appoint two Co-chairs. The Co-chairs will, individually or collectively:

- Maintain the mandate of the PLC as outlined in this Charter,
- Set meeting dates and agenda,
- Declare whether a meeting is a formal PLC meeting,
- Manage PLC meetings by facilitating discussion and calling for consensus decisions or votes as necessary,
- Maintain decorum at meetings, and
- Review the mandate of the PLC from time to time.

PLC meetings will be open to the public for participation as Observers. The time and place of the PLC meetings will be published on the Emerald website (www.emeraldefw.com). Additional advertisements as recommended by the PLC may be undertaken by Emerald.

Administrative services for the PLC will be provided by Emerald. Meeting notes and documentation received or generated by the PLC will be publicly available through the Emerald website.