

Food Sector Grease Interceptor Bylaw Review

Working Group Terms of Reference

Purpose

The purpose of the Working Group is to provide a forum for ongoing dialogue between Metro Vancouver staff and affected stakeholders as the project advances through engagement to proposed bylaw changes.

Metro Vancouver's goal for the Working Group is to involve a representative mix of stakeholders in the bylaw review and to ensure their needs and interests are understood and considered.

Through discussions with representative stakeholder members, Metro Vancouver aims to obtain greater insight into potential impacts of bylaw review options. Through the Bylaw Review Working Group, Metro Vancouver commits to keep representatives aware of bylaw considerations and options, to listen to and acknowledge concerns and aspirations, and to report back on how stakeholder recommendations will be addressed in the final bylaw review.

Engagement Objectives

- To understand factors preventing full compliance with the bylaw (awareness, comprehension, equipment, systems, enforcement)
- To identify useful compliance support mechanisms for individual stakeholder groups (need for customization)
- To increase member understanding of the significant impacts of failure to meet fats, oils and grease discharge standards
- To use inputs to inform potential changes to bylaw, and the development of education materials, that will result in increased compliance (reduced fats, oils and grease entering the sewer system)

Scope

- It is anticipated that there will be up to three Bylaw Review Working Group meetings, which members are expected to attend on a regular basis
- At least two dedicated meetings will occur outside of the Working Group to focus on specific technical interests and requirements. Participation in dedicated meetings is by invitation and will include additional subject matter experts who are not regular members of the Working Group
- Members will engage in open, respectful and inclusive dialogue
- Members will apply their personal and professional expertise while sharing sector-specific information relevant to the bylaw review
- Members will review supplied background information received on table or in advance of Working Group meetings
- Members will share sanctioned information from meetings with their affiliated work groups

- Members will keep sensitive information in confidence in advance of Liquid Waste Committee and Metro Vancouver Board consideration and adoption of bylaw changes

Authority

- All input received from the Working Group will be considered advisory in nature
- All decisions will be made by the GVS&DD Board

Format

- The Bylaw Review Working Group will bring together ten representatives of selected stakeholder groups for an anticipated three-month term
- Meetings will be scheduled at times and locations most convenient to the greatest number of members
- An agenda will be circulated in advance and light refreshments will be provided
- Meetings will be chaired by Metro Vancouver's Community Engagement Program Manager, Liquid Waste Services
- Discussions will be led by a trained facilitator accompanied by a note taker. Notes will be developed without attribution for anonymity
- All participants will be provided with a copy of the meeting notes and will have the opportunity to provide additional comments or feedback following each meeting

Key Areas for Engagement

- In consideration of Phase 1 and 2 engagement findings, and environmental and compliance objectives, Metro Vancouver has identified specific clauses or sections of the bylaw which merit consideration for amendment or removal and proposed additions to the bylaw, regarding:
 - Fixtures to be connected to grease interceptor
 - Standards and rating
 - Grease interceptor maintenance
 - Re-inspection and sampling fees
 - Outcomes of a separate dedicated meeting to consider grease interceptor selection
 - Outcomes of a separate dedicated meeting to consider regulatory options for food grinders, digesters and similar pre-treatment technologies
 - Other policy recommendations
- The Working Group will be asked to provide input on the proposed policy recommendations
- Changes of a highly technical nature (e.g. grease interceptor selection) will be referred for expert input in a separate dedicated meeting

Composition of the Bylaw Review Working Group

Working Group Members and Affiliation
Food Sector Establishment – Small <ul style="list-style-type: none"> • Simon Cotton, The Reef Restaurant • Matt Choquette, Beatniks Bistro
Food Sector Establishment – Mandarin <ul style="list-style-type: none"> • David Chung, Jade Seafood Restaurant
Food Sector Establishment – Chains <ul style="list-style-type: none"> • Joy Roque, White Spot Restaurants • Dustin Fowler, Boston Pizza
Plumbers, Interceptor Maintenance Providers, Manufacturers <ul style="list-style-type: none"> • Allan Hughes, Fluid Mechanical • Maia Penco, Prism Engineering
Haulers (and Biogas Processor) <ul style="list-style-type: none"> • Jared Girman, West Coast Reduction • Christopher Fletcher, Walker Environmental
Business Associations <ul style="list-style-type: none"> • Ian Tostenson, BC Restaurant and Food Services Association
City of Vancouver <ul style="list-style-type: none"> • Nicole Montgomery, Assistant Manager, Environmental Protection
Metro Vancouver Community Engagement (Chair) <ul style="list-style-type: none"> • Tom Sadleir, Program Manager Metro Vancouver Source Control <ul style="list-style-type: none"> • Linda Parkinson, Program Manager Metro Vancouver Environmental Regulation & Enforcement <ul style="list-style-type: none"> • Marlene Fuhrmann, Permitting Specialist

Working Group members have been recruited from amongst participants of the Small Group Meetings. Metro Vancouver’s Community Engagement group will manage the invitation process and scheduling of meetings.

Length of Term

Members are invited to participate in the Bylaw Review Working Group for an anticipated term of up to three months.

Meeting Notes

High-level summary meeting notes will be circulated amongst members, no later than three weeks following each Working Group meeting. Notes will be developed without attribution for anonymity. Members will have an opportunity to review and provide revisions to the summary meeting notes prior to finalization.

Communications Protocol

At the end of each meeting, working group members will agree on the information and decisions to be communicated to their constituencies. Communication will respect confidentiality requirements while conveying the appropriate context and discussion.

Members will clearly state in any external communication that their opinions are their own and they do not represent the Bylaw Review Working Group.

All media requests will be directed to the Chair who will contact Metro Vancouver External Relations for consideration and response.