



1195 Stellar Drive, Unit 1
Newmarket, ON L3Y 7B8
Tel: (905) 830-5656
Fax: (905) 830-0176

ROLES AND RESPONSIBILITIES FOR THE UPPER YORK SEWAGE SOLUTIONS COMMUNITY LIAISON FORUM

BACKGROUND

The purpose of the Upper York Sewage Solutions (UYSSolutions) Individual Environmental Assessment (IEA) is to develop a sustainable sewage servicing solution for the upper York service area, in accordance with the provincial initiative for growth outlined in the *Places to Grow Act* and with all applicable government legislation including the *Lake Simcoe Protection Act* and the *Great Lakes Charter*.

COMMUNITY LIAISON FORUM MANDATE

The Regional Municipality of York (York Region) believes that the advice of local resident associations, businesses, and community leaders can provide input for improved decision-making and enhanced consultation with the communities affected by the UYSSolutions IEA (see attached service and study area map). The purpose of the Community Liaison Forum is to provide a forum for focused discussion of project issues with a representative broadly based group of interested stakeholders. The Community Liaison Forum will help to identify public and stakeholder opportunities and concerns and assess the possible public response and feedback to project issues. The mandate of the Community Liaison Forum is the following:

- To share information and knowledge of the UYSSolutions IEA Study Area and Communities;
- To ensure informed participation by asking questions of the Project Team;
- To assist in the identification of current and potential community issues relative to sewage servicing in the study area;
- To comment on Project Team presentations and reports within an agreed upon timeframe;
- To provide input on the communications material prepared for Public Information Forums and other public activities; and
- To provide information to their stakeholder organization on the project and serve as liaison.

LIAISON FORUM MEMBERSHIP

The Community Liaison Forum is proposed to be constituted with representation from appropriate organizations and/or associations and is structured to provide a balance of perspectives.

Its proposed composition of 16 seats includes:

Designate from Aurora, Newmarket <i>or</i> East Gwillimbury Chamber of Commerce	(1 seat)
Greater Toronto Homebuilders Association	(1 seat)
Resident Associations within the study area	(3 seats)
Resident Associations outside the study area	(1 seat)
Environmental Interest Groups	(2 seats)
Institutions	(2 seats)
Residents living within the study area	(2 seats)
Property Owners (do not have to live within study area)	(2 seats)
Businesses, Industrial and Commercial Firms within the study area or those that frequently travel within the study area	(2 seats)

Community Liaison Forum Members may send a pre-registered alternate to the meetings. In the event that a member of the Forum is not able to attend two successive meetings, the Chair may appoint a suitable replacement person. The Forum is not empowered to hear public delegations.

CHAIR

An independent professional facilitator, selected by York Region, will chair the Community Liaison Forum meetings. The Facilitator will plan meeting agendas, act as meeting chair, and coordinate activities of the Community Liaison Forum. The Facilitator will also provide meeting process rules and other procedures related to Forum effectiveness.

MEETING ORGANIZATION

The Community Liaison Forum will meet approximately twelve times between May 2009 and December 2013. The meetings will generally take place in the evening from 6:30 to 9:00 p.m. The total number of meetings and timing will be discussed with the Community Liaison Forum members as the project proceeds.

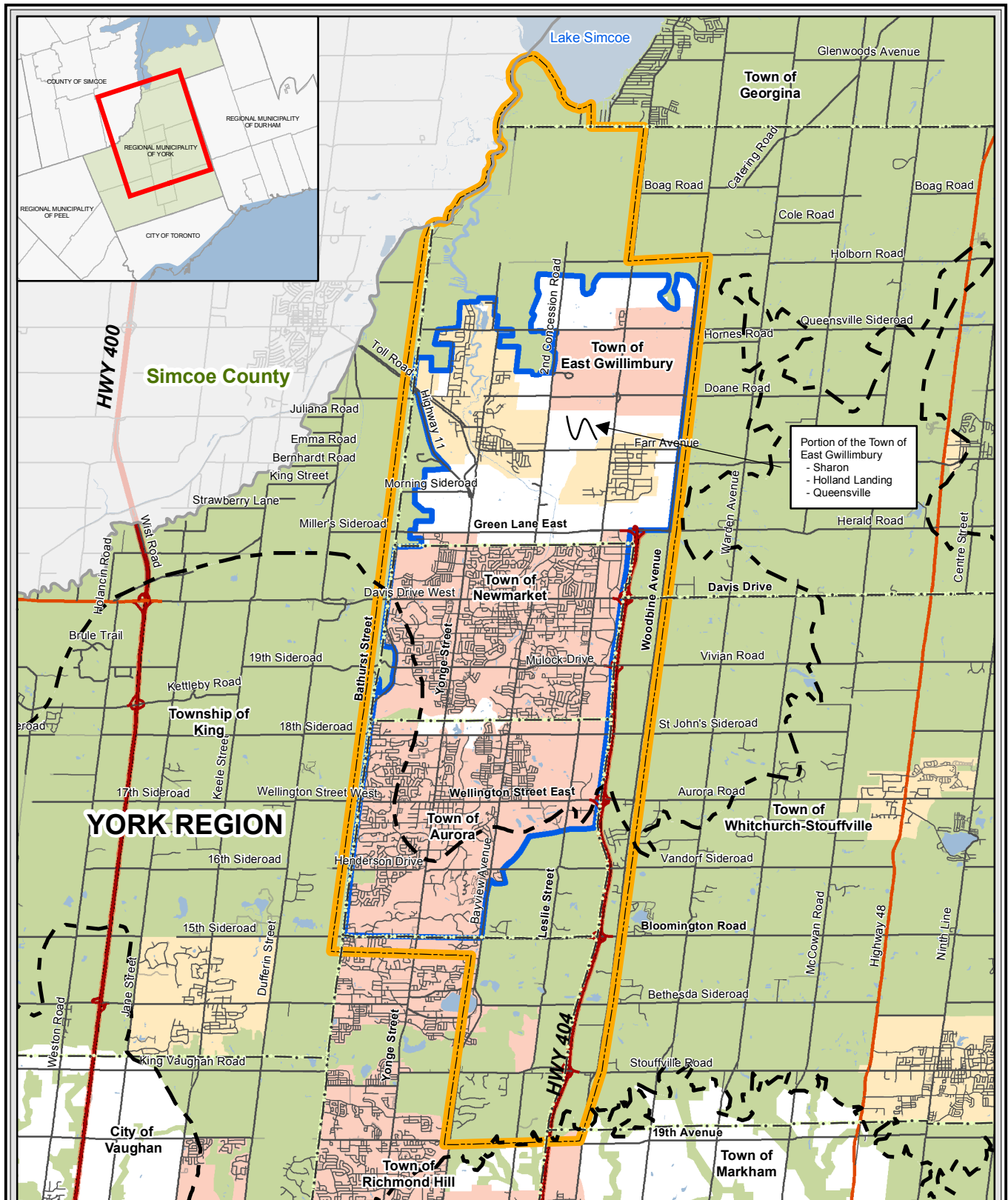
The meetings will be conducted in such a manner as to create an environment for constructive dialogue between representatives. Everyone will have the opportunity to be heard and different viewpoints will be respected. When appropriate, Project Team members will present technical information to the Community Liaison Forum for discussion. Presentations will be focused to ensure maximum opportunity for discussion. A draft agenda and related information will be circulated in advance of the meetings. To provide input and comment, members of the Community Liaison Forum will review materials in advance of the release to the public.

DECISION-MAKING

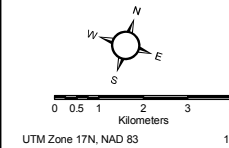
The Community Liaison Forum is a non-voting liaison forum that makes recommendations to the Project Team for their consideration. The Community Liaison Forum will seek consensus when making recommendations to the Project Team. Consensus means that each representative had the opportunity to be heard and has come to an understanding, not necessarily agreement, on the recommendation being put forward. The decision-making process resides with the York Region Project Team, which will include consideration of the Forum's recommendations.

MEETING NOTES

Meeting notes will be prepared following each meeting and these will be circulated within 14 days. Meeting notes will be posted as final 7 days following circulation unless corrections are received by the Facilitator. Approved meeting notes will be forwarded to the Project Team and will be posted on the project website.



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Legend

- EA Study Area
- UYSS Service Area
- Towns and Villages
- Urban
- Oak Ridges Moraine Boundary
- Countryside
- Municipal Boundary

Figure 1

UYSSolutions IEA
 Service Area and Study Area
 for UYSSolutions IEA

March 2009



Project - 50278