



Assessment of CENAC Terms of Reference & Composition



Objectives

1. Background

- Review CENAC Review
- Objectives CENAC Review

2. Brainstorming - Aspirations

3. Recommendations

- Meeting Format
- Membership
- Tools to Support CENAC

4. Outstanding Items Next steps



Background



Noise Management Action Plan: 2013 - 2017

Objectives:

- Continuously communicate information to all stakeholders that both responds to and manages public expectations

Initiatives for discussion/review:

- Clarify roles and responsibilities and objectives of GTAA, NAV Canada, TC, Noise Office, Community Programs, CENAC
- Develop Noise 101 Communications Toolkit
- Update and enhance Noise Program Web Portal
- Review strategy for community outreach and education

Approach

- Regular development of communications tools for CENAC review and input
- Roll out of community outreach and education strategy

CENAC Role

- Assistance with education topics and developing communications toolkit – review of materials to ensure we are capturing accurately

Recommendation – Working Group

Establish a CENAC Sub-Committee Working Group

- **Objective:**
 - Review, validate and propose enhancements to the CENAC Terms of Reference
- **Scope of Review:**
 - Review purpose, mandate, responsibilities, and membership
 - Research other airport noise and environment committees – ensure GTAA has adopted best practices
 - Develop New Member Orientation Program
 - Develop Member Curriculum
 - Advise on tools to empower CENAC members to communicate with their constituencies; what can we do better to bring the community voice in?
- **Time Frame:**
 - October – November
 - Present recommendations at the November 19 CENAC



Results and Recommendations



An Ineffective Committee:

1. Too many members
2. No clear objectives, no sense of purpose
3. Members with no vested interest
4. Disengaged, unprepared
5. Surprises/blindsided
6. Disruption, disrespectful behaviour
7. Repetitive, stagnant

A Great Committee:

1. Clear objectives
2. Opportunity to debate issues and make recommendations
3. Engagement of members between meetings
4. Members as ambassadors
5. Empowered members
6. Transparency
7. Respectful atmosphere

Committee Engagement

What we heard:	Members need more opportunities to be briefed and share information
Recommendation:	Supplementary communication to enhance member awareness of the issues and encourage input

- Weekly - Media Updates & Industry Trends
- Monthly Conference Calls
 - Review of complaints
 - Review of correspondence
 - Review of hot topics/outreach
 - Review of Community Engagement strategy
 - Update on community events – CENAC presence
 - Discussion of topics raised by CENAC members about their communities

Meeting Format

What we heard:	Members would like more opportunities to interact directly with residents to understand questions, concerns, and opportunities
Recommendation:	Revised CENAC meeting format to improve productivity and facilitate direct communication with residents

Time	Activity
4:00pm – 5:30 pm CENAC Committee Working Meeting	- Members meet, receive technical updates and matters for review
5:30pm – 6:30pm Community Open House	- Open House Format, with informational displays, and the opportunity to speak one-on-one time with committee members, technical advisors and Community Relations Officers to better understand community impacts
6:30pm – 7:30pm Public Meeting	- Ratification of Minutes and Recommendations - Formal Presentations - Public questions to the committee as a whole - Report back on the issues raised in the Open House portion of the meeting

CENAC Membership

TERMS OF REFERENCE		2014 COMMITTEE	Recommendations Going Forward
Voting Member: City of Brampton (3):	<ul style="list-style-type: none"> 1 elected representative 1 resident 1 additional to be appointed at Council discretion 	<ul style="list-style-type: none"> 1 elected representative – currently filled by resident 1 resident 1 additional to be appointed at Council discretion 	<ul style="list-style-type: none"> Remains the same Total Members: 3
Voting Member: City of Mississauga (5):	<ul style="list-style-type: none"> 2 elected representatives 2 residents 1 additional to be appointed at Council discretion 	<ul style="list-style-type: none"> 1 elected representatives 2 residents 1 additional to be appointed at Council discretion *one elected official seat not filled 	<ul style="list-style-type: none"> *NEW*Reduce the number of elected official seats from 2 to 1 Total Members: 4
Voting Member: City of Toronto (3):	<ul style="list-style-type: none"> 1 elected representative 1 resident 1 additional to be appointed at Council discretion 	<ul style="list-style-type: none"> 1 elected representative 1 resident 1 additional to be appointed at Council discretion 	<ul style="list-style-type: none"> Remains the same Total Members: 3
Technical/Resource Members	<ul style="list-style-type: none"> Transport Canada NAV Canada Airline Representative Staff Representatives from Brampton, Mississauga, and Toronto Province of Ontario 	<ul style="list-style-type: none"> Transport Canada NAV Canada Staff Representatives from Brampton, Mississauga *Toronto Staff Seat and Airline Seat currently not filled *Province of Ontario has confirmed they do not wish to fill the seat at CENAC 	<ul style="list-style-type: none"> <i>Expansion of Technical/Resource Members – see next slide</i>

Membership - NEW

Review of current member representation

- Invitation for CENAC representation to regions of Halton, York and Durham
 - Rationale: mirrors Board and CC representation

Expansion of Technical/Resource Members (for consideration)

- Pilot
- Acoustician
- Aviation Industry – Planning (to give the longview)
- Economist – make linkage between CC and CENAC

Tools to Support CENAC

The members listed tools that would assist them to better serve the community:

- Establish a Facebook group, Dropbox to share documents, reference materials
- Creation of a CENAC website:
 - Member bios
 - Email addresses
- Communications Toolkit
 - Templates – briefings/reports to council
 - Boiler plates/community newsletter





Outstanding Items and Next Steps



Outstanding Items

Outstanding Topics:

- Develop New Member Orientation Program
- Develop Member Curriculum

Outstanding Sub-topics (Membership):

- Chair of the Committee – GTAA representative?
- Qualifications for membership
- Roles and responsibilities of members, GTAA, Technical members
- CENAC participation in community engagement

Next Steps

Feedback

- Thoughts on the recommendations?
- Other considerations?
- Concerns?
- Ideas?

Next Steps

- Proceed with ratified recommendations
- Work through outstanding items during working meetings and/or conference calls





Thank you



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