

## **COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE**

Minutes from the meeting held on December 13, 2018 in the Comox Valley Regional District boardroom, located at 550B Comox Road, Courtenay, BC, commencing at 1:30 pm

|                 |  |                        |
|-----------------|--|------------------------|
| <b>PRESENT:</b> | S. Ashfield, Municipal Engineer                    | Town of Comox          |
|                 | R. O'Grady, Director of Engineering                | City of Courtenay      |
|                 | T. Kushner, Director of Public Works               | City of Courtenay      |
|                 | L. Plourde, Chief Administrative Officer           | Village of Gold River  |
|                 | M. Tatchell, Chief Administrative Officer          | Village of Tahsis      |
|                 | S. Topham, Chief Administrative Officer            | Village of Cumberland  |
|                 | R. Crisfield, Manager of Operations                | Village of Cumberland  |
|                 | D. Hadfield, Transportation Manager                | City of Campbell River |
|                 | M. Rutten, General Manager of Engineering Services | CVRD                   |
|                 | A. McGifford, Senior Manager of CSWM Services      | CVRD                   |
|                 | G. Bau Baiges, Manager of CSWM Projects            | CVRD                   |
|                 | J. Lee, Manager of CSWM Operations                 | CVRD                   |
|                 | S. Valdal, CSWM Services Coordinator               | CVRD                   |
|                 | K. Douville, Manager of Financial Planning         | CVRD                   |
|                 | L. Dennis, Legislative Services Assistant          | CVRD                   |

### **ITEMS:**

#### **Minutes**

The committee reviewed the minutes of the November 15, 2018 Comox Strathcona Waste Management Advisory Committee meeting and one amendment to the attendance was noted and will be updated.

#### **Draft staff report: Award of Contract for Waste Compactor – CVWMC**

J. Lee provided an overview of the above-noted staff report. The report will be presented to the CSWM Board at the January 10, 2019 meeting with a recommendation to proceed with a contract for a compactor and extended warranty from Finning Canada.

#### **Draft staff report: 2019-2023 Proposed Financial Plan – CSWM Service - Function 391**

A. McGifford provided an overview of the above-noted staff report. The report will be presented to the CSWM Board at the January 10, 2019 meeting as a follow up to questions and comments from the previous report that was presented on November 29, 2018. The committee discussed the following points for consideration:

- Establish minimum and maximum thresholds for reserves;
- Consider how removal of organics from waste stream will affect tipping fees;
- Consider the cost of increased diversion;
- Bring some of the foundational concepts of the approach to the budget to the strategic planning session, and align with the asset management process;
- Clarify why increased tipping fees are not recommended (last bullet on under Item 3, Page 2);
- Clarify the ongoing cost of post-closure liability and debt incurred, and risks involved in various options;
- Consider additional staffing resources for diversion management.

The recommended budget will be brought forward to the February board meeting.

**Draft staff report: Solid Waste Advanced Technology (SWAT) Committee Review of Terms of Reference**

M. Rutten provided an overview of the above-noted staff report. The board deferred the report regarding the SWAT terms of reference to the January 10, 2019 board meeting and deferred the procurement requirements report to the February 7, 2019 board meeting. The committee discussed formulating a workplan for the monitoring of the Sustane facility, as per previous board direction, over the next few years, and recommended that Ministry of Environment staff be invited to the February board meeting.

J. Lee left the meeting at 2:28 pm

K. Douville left the meeting at 2:47 pm.

M. Tatchell left the meeting at 3:00 pm.

**Staff report to CSWMAC: Regional Organics Compost Options and Alternatives**

The committee had a general discussion regarding regional organics compost options and alternatives and agreed that the topic warranted further, in-depth discussion. The committee agreed that the next CSWMAC meeting on January 23, 2019 will include a session prior to the regular meeting to discuss regional organics compost options and alternatives. Staff will send out details and agendas prior to the meeting.

**NEW BUSINESS:****Love Food, Hate Waste Campaign**

S. Valdal reported on a recent webinar sponsored by the Zero Waste Council called Love Food Hate Waste. The campaign is designed to promote behavioral changes to reduce food waste through public education. The committee agreed that the CVRD should sign up as a partner and S. Valdal will provide further information to any municipalities interested in signing up as well, and gaining access to the educational materials available.

**GENERAL:**

The next Comox Strathcona Waste Management Advisory Committee meeting is scheduled for January 23, 2019 at 1:30 pm.

**TERMINATION:**

The meeting terminated at 4:00 pm.

Recorded by:

Certified correct:

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L. Dennis  
Legislative Services Assistant

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A. McGifford  
Senior Manager of CSWM Operations