

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

Minutes from the meeting held on September 20, 2018 in the Comox Valley Regional District boardroom, located at 550B Comox Road, Courtenay, BC, commencing at 1:30 pm

PRESENT:	S. Topham, Chief Administrative Officer	Village of Cumberland
	L. Plourde, Chief Administrative Officer	Village of Gold River
	M. Tatchell, Chief Administrative Officer	Village of Tahsis
	P. Carver, Chief Administrative Officer	Village of Sayward
	R. O'Grady, Director of Engineering	City of Courtenay
	A. Spence, Engineering Technologist	City of Courtenay
	S. Ashfield, Municipal Engineer	Town of Comox
	K. Chambers, Economic Development Coordinator	Village of Cumberland
	R. Foster, Public Works Foreman via teleconference	Village of Zeballos
	S. Veselinovic, Recycling Manager via teleconference	Hornby Island
	M. Rutten, General Manager of Engineering Services	CVRD
	A. McGifford, Senior Manager of CSWM Services	CVRD
	G. Bau Baiges, Manager of CSWM Projects	CVRD
	S. Hainsworth, Manager of Operating and Capital Procurement	CVRD
	C. Wile, Manager of Operational Communications	CVRD
	L. Dennis, Legislative Services Assistant	CVRD

ITEMS:

Minutes

The committee reviewed the minutes of the August 2, 2018 Comox Strathcona Waste Management Advisory Committee meeting and no errors or omissions were noted.

Draft staff report: Contract Award Report

S. Hainsworth provided an overview of the above-named report. This report will be updated to reflect one non-compliant submission before it is presented to the CSWM Board at the October 11, 2018 meeting for information only.

Draft staff report: Comox Valley and Campbell River Waste Management Centre Cost Comparison

A. McGifford provided an overview of the above-named staff report. This report was presented to the CSWM Board at the September 6, 2018 meeting for information only, in response to a request for information. Staff will circulate to the advisory committee a full costing summary, broken down into charts by category.

Draft staff report: Regional Organics Compost Project Update

G. Bau Baiges provided an overview of the above-named staff report. Staff are currently waiting for a response from Campbell River regarding siting the facility at the Norm Woods Environmental Centre. The committee suggested that the report make clear that any agreement with Campbell River will be presented to the board for final approval and that any formal commitments from the municipalities will be "pending further information" as the financial analysis and project scope are finalized. Staff will also clarify the language on page 2 of the report that outlines the land area required and the time horizons included in the analysis. The report will be presented to the CSWM Board on October 11, 2018 for information only.

Draft staff report: Comox Valley Waste Management Center Landfill Gas Beneficial End Use Project

G. Bau Baiges provided an overview of the above-named staff report. The report will go forward to the board at the October 11, 2018 meeting with a recommendation to enter into discussion with Fortis Energy Inc., to determine feasibility of the sale of landfill gas. The committee suggested that the business case include discussion of how the destruction credits will be allotted. As Fortis needs to determine the cost of upgrading the equipment in order to convert landfill gas to renewable natural gas to determine if this will be a viable project, this information may or may not be received prior to the October board meeting.

Verbal report: Compost Utilization

A. McGifford updated the committee on a report that CVRD staff have been asked to compile regarding the utilization of finished compost material in regards to previous board direction providing four options to address the volume of compost material resulting from the compost pilot project. Staff will bring a report to the October 11, 2018 board meeting with the dispersal of the material broken down by percentages.

Verbal report: Outreach Plan – Tipping Fee Waiver Opportunities

A. McGifford reported that there has been some concern regarding the recent changes to the tipping fee waiver policy, and that it might be discouraging volunteer groups from diverting materials from the landfill. CVRD staff will look at communicating with these volunteer groups to discuss the policy. Staff noted that as more attention is brought to the policy, there may need to be a request to increase the budget. CVRD staff are available to assist with communications regarding this policy in the smaller communities. Staff will bring forward a short staff report with planned outreach on October 11, 2018.

GENERAL:

The next Comox Strathcona Waste Management Advisory Committee meeting is scheduled for November 1, 2018 at 1:30 pm.

TERMINATION:

The meeting terminated at 2:34 pm.

Recorded by:

Certified correct:

L. Dennis
Legislative Services Assistant

A. McGifford
Senior Manager of CSWM Operations