

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

Minutes from the meeting held on August 15, 2019 in the Comox Valley Regional District boardroom, located at 550B Comox Road, Courtenay, BC, commencing at 1:30 pm

PRESENT:	R. O'Grady, Director of Engineering	City of Courtenay
	S. Ashfield, Municipal Engineer	Town of Comox
	D. Hadfield, Director of Operations	City of Campbell River
	D. Leitch, Chief Administrative Officer	Strathcona Regional District
	L. Plourde, Special Projects	Village of Gold River
	R. Crisfield, Manager of Operations	Village of Cumberland
	R. Dyson, Chief Administrative Officer	CVRD
	A. McGifford, Senior Manager of CSWM Services	CVRD
	G. Bau Baiges, Manager of CSWM Projects	CVRD
	J. Lee, Manager of CSWM Operations	CVRD
	C. Wile, Manager of External Relations	CVRD
	S. Willie, Solid Waste Analyst	CVRD
	A. Idris, Engineering Analyst	CVRD
	L. Dennis, Legislative Services Assistant	CVRD

ITEMS:

Minutes

The committee reviewed the minutes of the May 30, 2019 Comox Strathcona Waste Management Advisory Committee meeting and no errors or omissions were noted.

Draft staff report: Summary – Board Round Table discussion from June 20, 2019

A. McGifford provided an overview of the above-noted staff report. The report, which summarizes the feedback from the round table discussion on June 20, 2019 will be presented to the CSWM Board at the September 12, 2019 meeting with a recommendation to schedule round table sessions twice annually and to address the seven identified action items. Staff are preparing a separate report on tipping fees for a future meeting.

Draft staff report: Campbell River Waste Management Centre – Landfill Gas Management Regulation Warning Letter

A. McGifford provided an overview of the above-noted staff report. The report proposes a phased approach to the landfill closure in Campbell River in order to demonstrate a willingness to comply with the regulation warning letter. This option will result in approximately \$900,000 in extra costs. CVRD staff are meeting with ministry staff in early September to review the planned approach. If the report's recommendation changes after that conversation, the advisory committee will be notified along with the rationale for that change. Feedback provided by the advisory was to outline the liabilities of non-compliance.

Draft staff report: Single-Use Items Reduction Report

S. Willie provided an overview of the above-noted report. CleanBC is looking for a formal response to their Plastics Action Plan Policy Consultation Paper by September 18, 2019 in order to develop a province-wide approach to plastics reduction.

The advisory supported the recommendation although it was acknowledged that, because of the court of appeals ruling on the City of Victoria's Checkout Bag Regulation Bylaw, local governments will be awaiting further outcomes of the court on this bylaw, and looking to the province for direction.

D. Leitch left the meeting at 2:00 pm.

Draft staff report: Regional Organics Compost Project – August 2019 Update

G. Bau Baiges provided an overview of the above-noted report. This report was prepared for the advisory committee to provide a summary of progress to date and main tasks to be completed on the regional organics compost project. A report will be prepared for the board at a future date incorporating feedback from this report and updates from the working group session that was conducted on August 15, 2019, including an amended timeline and costs. Currently, site selection is the pressing issue in order to present the New Build Canada Fund (NBCF) grantor with a clear plan to complete the project within the adjusted timeline. Input from the advisory committee included that staff contact NBCF to request that the funding amount be amended now that increased costs have been confirmed by the consultant, also to consider purchase of the land at the Norm Wood site as opposed to leasing.

Draft staff report: Regional Organics Compost Project – Procurement Recommendations

G. Bau Baiges provided an overview of the above-noted report. The report will be presented to the CSWM Board at the September 12, 2019 meeting with the recommendation to proceed with a design-build procurement model for the regional organics compost facility and transfer station. Staff clarified that if this method is chosen, the grant will need to be amended.

Draft staff report: 2019-2023 Financial Plan Amendment – CSWM Service – Function 391 – 2019 Capital Project – 1029 Building Improvements

A. McGifford provided an overview of the above-noted staff report. The report will be presented to the CSWM Board at the September 12, 2019 meeting with a recommendation to amend the financial plan to increase the capital project budget by \$15,000 for an operational staff facility at the Comox Valley Waste Management Centre. The increased cost is to make the structure movable in order to be responsive to future development of the site. The funds are proposed to be moved from operational expenses for road improvements that will not be done in 2019. The road will be realigned as part of a larger capital project in the future.

Comox Valley Waste Management Centre – Requirement for Additional Leachate Management Measures

A. Idris provided an overview of the above-noted staff report. As the equalization pond has been approaching capacity during heavy rainfalls, the need to explore short and long term measures is necessary. The assessment report from Tetra Tech is currently in progress. Staff will send the amended report out to the advisory committee for review should a recommendation be added. The advisory committee suggested that the project should consider climate change in future analysis.

Draft staff report: Regional Organics Compost Project – Processing facility siting

A. McGifford provided an overview of the above-noted staff report. The report was presented to the advisory committee for discussion and feedback with a possible report to go to the board should staff be in a position to make a recommendation for the September board meeting. In regards to the Block J site, staff will weigh the results of the meeting with the Agricultural Land Commission held August 14, 2019, staff workshop held August 15, 2019 and a second public hearing to be held August 26, 2019 to determine if a recommendation on site selection can be forwarded to the board for the September 12, 2019 meeting.

CONFIDENTIAL ITEMS:

The committee discussed confidential material at 2:52 am and resumed its open session at 2:56 pm.

MUNICIPAL SERVICE/PROJECT UPDATES:

No updates were provided.

NEW BUSINESS:

Fortis CNG proposal

A. McGifford reported that Fortis is working on the contracts for the CNG proposal and developing draft agreements, which are not anticipated to be ready for presentation to the board in September.

GENERAL:

The next Comox Strathcona Waste Management Advisory Committee meeting is scheduled for October 24, 2019 at 1:30 pm.

TERMINATION:

The meeting terminated at 3:00 pm.

Recorded by:

Certified correct:

L. Dennis
Legislative Services Assistant

Andrew McGifford
Senior Manager of CSWM Operations