

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

Minutes from the meeting held on December 17, 2019 in the Comox Valley Regional District boardroom, located at 550B Comox Road, Courtenay, BC, commencing at 1:00 pm

PRESENT:

T. Kushner, Director of Public Works/Asst. CAO	City of Courtenay
S. Ashfield, Municipal Engineer	Town of Comox
D. Leitch, Chief Administrative Officer	SRD
J. Humphreys, Environmental Services Coordinator	SRD
M. Tatchell, CAO via teleconference	Village of Tahsis
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
C. Wile, Manager of External Relations	CVRD
K. Douville, Manager of Financial Planning	CVRD
S. Hainsworth, Manager of Capital and Operating Procurement	CVRD
L. Dennis, Legislative Services Assistant	CVRD

ITEMS:

Minutes

The committee reviewed the minutes of the October 31, 2019 Comox Strathcona Waste Management Advisory Committee meeting and no errors or omissions were noted.

Draft staff report: 2020-2024 Proposed Financial Plan – CSWM Service – Function 391

A. McGifford presented an overview of the above-noted report and PowerPoint presentation. The report incorporates the minor changes from the proposed Financial Plan presentation at the November board meeting. This report will go to the CSWM Board on January 16, 2020 with a recommendation focused on the Capital Financial Plan and the recommendation for procurement approvals outlined in Table 1 of the report.

Advisory comments:

There were no comments or questions from the advisory committee.

Draft staff report: Comox Strathcona Waste Management depot update – follow up

A. McGifford provided an overview of the above-noted report. This report is a follow-up to a report presented at the November board meeting and incorporates questions raised at that meeting in regards to types of materials accepted and the ability for the Return-It Depots to accept additional material. Staff will be developing a public education piece on where to take recyclable materials. The report will be presented to the CSWM Board at the January 16, 2020 meeting with a recommendation to close the Courtenay Country Market depot in July 2020 and the Canex facility in July 2021.

Advisory comments:

- Correct the second paragraph on page 2 regarding the funding available for curbside versus depot services.
- Repeat some of the financial implications information from the previous report as a reminder.

Draft staff report: Regional Organics Compost Project – December 2019

G. Bau Baiges provided an overview of the above-noted report. This report is a follow up to the board subsequent to the selection of the Block J site as the location for the regional compost facility. Staff may be updating some of the costs before the report is presented to the board including any updates on

grant funding. The report will be presented to the CSWM Board at the January 16, 2020 meeting with the recommendation to approve the Community Employment Benefits (Social Procurement), as outlined in the report, to include indigenous peoples, apprentices and under-represented populations as the three groups the contractor will be required to work with. Staff will engage in public consultation in January and February and will be collecting feedback on areas of concern. Staff will be conducting a workshop with the staff working group on January 14, 2020 to further discuss the details of the regional organics compost project.

Advisory comments:

- Reconsider the wording of the last point regarding impacts to curbside collection costs under “Operational cost update...” on page 2, or leave it out altogether until more information is known.

CONFIDENTIAL ITEM:

In-camera minutes

The committee reviewed the minutes of the in-camera portion of the October 31, 2019 Comox Strathcona Waste Management Advisory Committee meeting and no errors or omissions were noted.

GENERAL:

The next Comox Strathcona Waste Management Advisory Committee meeting is scheduled for January 30, 2020 at 10:00 am.

TERMINATION:

The meeting terminated at 2:03 pm.

Recorded by:

Certified correct:

L. Dennis
Legislative Services Assistant

Andrew McGifford
Senior Manager of CSWM Operations