

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

Minutes from the meeting held on October 31, 2019 in the Comox Valley Regional District boardroom, located at 550B Comox Road, Courtenay, BC, commencing at 2:30 pm

<b>PRESENT:</b>	T. Kushner, Director of Public Works Services/Asst CAO	City of Courtenay
	S. Russwurm, Deputy Corporate Administrator	Town of Comox
	D. Hadfield, Director of Operations	City of Campbell River
	R. Crisfield, Manager of Operations	Village of Cumberland
	J. Humphreys, Environmental Services Coordinator	Strathcona Regional District
	M. Tatchell, Chief Administrative Officer	Village of Tahsis
	R. Dyson, Chief Administrative Officer	CVRD
	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
	S. Willie, Solid Waste Analyst	CVRD
	A. Idris, Engineering Analyst	CVRD
	J. Warren, General Manager of Corporate Services	CVRD
	A. Baldwin, Legislative Services Assistant	CVRD

### **ITEMS:**

#### **Minutes**

The committee reviewed the minutes of the August 15, 2019 Comox Strathcona Waste Management Advisory Committee meeting and no errors or omissions were noted.

#### **Agenda, minutes and in-camera minutes of the September 11, Comox Valley Solid Waste Joint Resources Committee meeting**

The committee reviewed the agenda, minutes and in-camera minutes of the September 11 Comox Valley Solid Waste Joint Resource Committee meeting. No comments or questions were raised.

The agenda was varied to consider item 12 (CSWM Depot Update) before item 3 (Finished Compost Material Utilization – Fireweed Farmstead) on the agenda.

D. Hadfield entered the meeting at 2:34 pm.

#### **Draft Staff Report: CSWM Depot Update**

J. Lee provided an overview of the above-noted staff report that recommends a strategy to phase out the non-Recycle BC depots from the services programs.

Advisory Comments: The City of Campbell River indicated that their preference (if a phased approach occurs) would be to phase out the depot at the Sports Plex before the Strathcona Gardens depot. The City is planning to redevelop the Sports Plex and will be cleaning up that site. These comments will be considered in the staff report.

#### **Draft Staff Report: Draft Staff Report: Finished Compost Material Utilization – Fireweed Farmstead**

S. Willie provided an overview of the above-noted staff report that outlines analytical testing results received from Fireweed Farmstead for the soil amended with the compost, and a comparison garden to illustrate the differences in vegetable growth between plants grown in regular soil and amended soil.

Advisory Comments: There were no comments or questions from the advisory committee. The report will go forward to the November 14, 2019 CSWM Board meeting.

#### **Draft Staff Report: Cost of Municipal Curbside Collection with Proposed Organics Project**

S. Willie presented information regarding the above-noted staff report. Municipalities were requested to provide financial details, if possible, for curbside costs to be included in a report going to the board. S. Willie outlined some assumptions in the report that have been made in absence of data.

Advisory Comments: The committee discussed the challenge of providing accurate information at this time as most of their curbside collection contracts have expired or will be expiring soon. Their numbers will also be affected by the frequency of garbage pickup (which has not been determined yet with the addition of organics collection) and the increased costs for curbside collection contracts. CVRD staff will undertake further analysis and may include curbside collection within the Regional Organics staff report going to the board on November 14th.

#### **Draft Staff Report: Regional Organics Compost Project – October 2019 CSWM Advisory Committee Update**

G. Bau Baiges advised that Agricultural Land Commission (ALC) has approved the non-farm use of block J for the siting of the organics facility. A synopsis of the report was provided.

Advisory Comments: The staff report will go forward to the board with a recommendation for the regional organics processing facility to be located at the Campbell River Waste Management Centre – Block J. CVRD staff are working closely with consultants and may adjust some of the numbers. A timeline for the project will be included in the report to assist the municipalities with business planning in the renewal on their contracts. The committee discussed capacity limitations of Block J and these comments will be included in the report. The report will also include comments on pricing and clarify that there will be another opportunity for the board to consider costs once the CVRD has received bids as part of the procurement process.

#### **Draft Staff Report: CSWM Procurement Annual Report**

A. McGifford provided an overview of the above-noted report that outlines all contracts awarded over the past year in excess of \$250,000 in accordance with the CVRD procurement policy.

Advisory Comments: A suggestion was made to include the budget amount in the summary of all the contracts awarded (Appendix A of the staff report). The staff report will be amended to include this information.

#### **Draft staff report: 2020-2024 Financial Plan Amendment – CSWM Service – Function 391**

A. McGifford presented information regarding the above-noted staff report. The staff report and preliminary Financial Plan will be presented to the CSWM Board on November 14, 2019 for information and feedback.

Advisory Comments: There were no comments or questions from the advisory committee.

#### **Draft Staff Report: Solid Waste Fees and Charges Bylaw No. 170 – Amendment Plan 2020-2022**

A. McGifford provided an overview of the above-noted staff report regarding amendments to Bylaw No. 170 to incorporate increases to the tipping fee schedule and changes to the waste category definition.

Advisory Comments: The general consensus of the committee was that the 7.6% increase in tipping fee is a significant amount to implement at once and will have implications on existing contracts. The committee acknowledged the rising costs and that there has not been a rate increase in five years. The committee discussed a phased approach and CVRD staff will investigate alternative options.

#### **Draft Staff Report: Comox Valley Waste Management Centre – Operational**

A. McGifford provided an overview of the above-noted staff report and recommendation to amend the hours of operation to 8:00 am to 5:30pm and to close the CVWMC on public holidays effective July 1, 2020.

Advisory Comments: The committee supported the recommendation. CVRD staff will communicate out to the community as soon as possible if the board supports the recommendation.

Adem Idris joined the meeting at 3:37 pm.

**Draft Staff Report: Campbell River Waste Management Centre – Carbon Credit Purchase Options**

S. Willie provided an overview of the above-noted staff report regarding justification and options for the purchase of carbon offsets related to emissions from the Campbell River Waste Management Centre.

Advisory Comments: The City of Campbell River raised a concern that the Ministry did not provide assurance that the purchase of carbon offset to mitigate the release of methane at CRWMC will reduce our liability while we are non-compliant. The report will go forward with a recommendation to purchase \$170,000 of voluntary carbon offsets from local BC based projects.

**Draft Staff Report: Comox Valley Waste Management Centre (CVWMC) – Strategies for Leachate Management**

A. Idris provided an overview of the above-noted staff report that outlines a strategy to reduce leachate generation in Cell 1 at the CVWMC.

Advisory Comments: There were no questions from the committee.

A. Idris left the meeting at 4:12 pm.

The committee discussed confidential items at 4:12 pm and resumed its open session at 4:19 pm.

**Municipal Service/Project Updates**

There were no municipal service/project updates.

The meeting terminated at 4:19 pm.

Recorded by:

Certified correct:

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A. Baldwin  
Legislative Services Assistant

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Marc Rutten  
General Manager of Engineering Services