

**COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE**

Minutes from the meeting held on May 27, 2021 by Zoom 2, commencing at 1:33 pm

**PRESENT:**

K. Shaw, Director of Public Works	City of Courtenay
S. Ashfield, Director of Operations	Town of Comox
D. Hadfield, Director of Operations	City of Campbell River
J. Humphreys, Environmental Services Coordinator	Strathcona Regional District
M. Tatchell, CAO	Village of Tahsis
J. Warren, Deputy CAO	CVRD
M. Rutten, General Manager of Engineering Services	CVRD
M. Foort, CFO	CVRD
V. Schau, Senior Manager of CSWM Services	CVRD
C. Makinson, Manager of CSWM Capital Projects	CVRD
S. Willie, Engineering Analyst	CVRD
J. Boguski, Engineering Services Assistant	CVRD

**ITEMS:**

**Minutes**

The committee reviewed the minutes of the April 1, 2021 Comox Strathcona Waste Management Advisory Committee meeting and no errors or omissions were noted.

**Verbal Update: Association of Vancouver Island Coastal Communities Earth Week Clean-Up Challenge 2022**

Vivian Schau provided a verbal update discussing the opportunity to encourage communities to participate in the initiative. A report is being developed to be brought forward to the CSWM Board. No comments or questions from the advisory members.

**Verbal Update: Comox Strathcona Waste Management Cell 2 Budget Amendment**

Cole Makinson provided a verbal update on the progress of work and planning to bring cell 2 of the CVWMC into operation.

No comments or questions from the advisory members.

**Verbal Update: Regional organics update**

Cole Makinson provided a verbal update on the regional organics project. Applications for Organic Matter Recycling Regulation permit and the development permit have been applied for. Construction tenders are scheduled to close mid-July which will produce a more comprehensive construction schedule that will be shared with the member municipalities to provide them as much notice as much in advance of their procurement process for waste collection services.

What is the planned time range for municipalities to start sending organics to the new facility?

Summer/fall 2022. Campbell River will be entering into a new collection contract in 2022 and it is important that they are apprised to the organics acceptance timeline to help influence any changes in the new contract.

Regardless of organics implementation, municipalities will still have yard waste to contribute into the stream.

**Draft staff report: Recycle BC Depot Eligibility Update**

Sarah Willie provided an overview of the staff report. Initial applications have not been accepted however we can still re-apply. In September we want to bring forward options to proceed. Outreach is planned for the summer to gain a better understanding of what type/level of service would work best for the facilities.

Advisory comments:

Drew Hadfield would like to receive feedback information to share with Campbell River Board members.

Do we have a proposed location for the Quadra Island site?

The location is not yet determined. More information on the Quadra recycle depot can be found in the Quadra Community Engagement and Recycling Transition staff report.

**Draft staff report: Quadra Community Engagement and Recycling Transition**

Sarah Willie provided an overview of the staff report on behalf of Stephanie Valdal. A community clean up event has been planned for June 2021 and will be used as an opportunity to gauge residents support or concerns about converting the depot and to raise awareness for the collection event happening in September. In addition to this report, staff will be appending a communications plan for consultation efforts which will be shared with the Strathcona Regional District once finalized in the coming weeks.

Advisory comments:

Advisory supported the recommendation.

**Draft Roundtable Agenda Discussion**

Vivian Schau provided a verbal update. In June, staff will host a round table via Zoom for CSWM Directors. First item for discussion will be construction/demolition waste diversion. This will be the first of a series of discussions/education with directors/board members to work towards the ability to recycle a higher volume of this material, one of the last outstanding waste diversion initiatives in the current Solid Waste Management Plan. Second item is a presentation on the procurement policy to provide Directors a refresher of the policy, specifically the highlight the separation of political and administrative functions in the procurement process. Third item is the upcoming Solid Waste Management Plan update, providing an overview of the plan, what items have been closed and what's outstanding, and establishing a timeline for the plan's initiatives. Fourth item is single use plastics, to be provide our support for municipal partners to reduce single use waste.

Advisory comments:

No comments or questions from advisory members

**MUNICIPAL SERVICE/PROJECT UPDATES:**

Mark Tatchell – an eco-tourism operator in Tahsis is organizing in a beach clean-up. Is there a means to engage CSWM with that initiative?

We do assist in these initiatives and help to navigate the tipping fee waivers and community clean up policies. Stephanie Valdal is the contact to help coordinate this.

Composting pilot project for Tahsis seems to be running well, is there an end date for the pilot project?

Staff will bring a staff report forward in fall 2021 to analyze the pilot project results.

Reminder that the two remaining multi-mix recycling depots at the Canex in Comox and Sportsplex in Campbell River will close July 2021.

**NEW BUSINESS:**

None.

**GENERAL:**

The next Comox Strathcona Waste Management Advisory Committee meeting is scheduled for August 26, 2021 at 1:30 pm.

**TERMINATION:**

The meeting terminated at 2:20pm.

Recorded by:

***J. Boguski***

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J. Boguski  
Engineering Services Assistant

Certified correct:

***V. Schau***

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V. Schau  
Senior Manager of CSWM Operations

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