

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

Minutes from the meeting held on March 21, 2019 in the Comox Valley Regional District boardroom, located at 550B Comox Road, Courtenay, BC, commencing at 1:34 pm

PRESENT:	S. Ashfield, Municipal Engineer	Town of Comox
	D. Hadfield, Transportation Manager (via teleconference)	City of Campbell River
	J. Humphreys, Environmental Services Coordinator	Strathcona Regional District
	M. Tatchell, Chief Administrative Officer	Village of Tahsis
	L. Plourde, Chief Administrative Officer	Village of Gold River
	R. Crisfield, Manager of Operations	Village of Cumberland
	R. O'Grady, Director of Engineering	City of Courtenay
	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
	L. Fraser, External Relations Advisor	CVRD
	A. Baldwin, Legislative Services Assistant	CVRD

ITEMS:

Minutes

The committee reviewed the minutes of the February 21, 2019 Comox Strathcona Waste Management Advisory Committee. No concerns were raised.

Draft staff report: Comox Strathcona Waste Management Advisory Committee - Terms of Reference (TOR)

R. Dyson provided an overview of the above-noted draft staff report. Discussion was around whether the advisory committee minutes should/should not still go forward to the CSWM Board given that the committee's supporting and dissenting views will be captured in the staff report. Comox, Courtenay, Cumberland and Campbell River staff were in support of the minutes going forward to the board and Tahsis and Gold River staff supported the new approach. SRD staff was neutral on the matter.

CVRD CAO will take all the comments under advisement and may amend the staff report and the TOR accordingly, if required. Regardless of whether the minutes go forward to the board, CVRD staff will continue to improve on reflecting the committee's feedback accurately under the intergovernmental section of the staff report.

Draft staff report: Regional Organics Compost Project - Anaerobic Digestion

G. Bau Baiges provided an overview of the above-noted staff report. Suggested additions to the staff report included:

- Highlighting the additional cost for municipal collection services;
- Also potential for producing electricity with the bio-gas recovered through the process and the opportunity for a possible solution to manage the biosolids;

The committee requested information related to the funding of the Regional Organics project. The Regional Organics project working group has reviewed a cost recovery model for both capital and operational costs. The model recovers costs through tipping fees at this time and all information provided to the board have been related to this cost recovery model.

Draft staff report: Campbell River Host Community Agreement– Extension

A. McGifford provided an overview of the draft staff report. The staff report will go forward to the April CSWM Board meeting with a recommendation to extend the host agreement with the City of Campbell River.

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

G. Bau Baiges provided an overview of the above-noted report and invited further feedback via email due to the late distribution of the report. The non-farm use application was submitted to the Agricultural Land Commission on March 19th. The City of Campbell River staff to follow up regarding the City's review of the application. Further feedback included:

- The shipping cost should reflect the current rates in the staff report.
- G. Bau Baiges will highlight the expected quantity of organic material available for this project in his presentation to the board and speak to the success of existing organic programs in other communities where capacity was reached much sooner than expected;
- It was noted that the acquisition of the land for the organics processing facility needs to be secured in order to ensure the ability to expand.

Draft staff report: Strategic Planning Follow Up

A. McGifford provided an overview of the above-noted report. R. Dyson advised that he had made a commitment to provide the board with a report regarding the role and purpose of the management advisory committee and provide the terms of reference. A further report will go forward in June that will clarify the organizational structure, the voting structure/weighted voting and look at how CVRD policies apply to CSWM business.

R. Dyson left the meeting at 2:38 pm.

IN-CAMERA ITEM:

The committee discussed confidential material at 2:38 pm and resumed its open session at 2:50 pm.

NEW BUSINESS:**Public Open House – April 2, 2019**

A. McGifford advised that a public open house will be held at the Maritime Heritage Centre in Campbell River from 5:00 pm to 7:00 pm on April 2, 2019 regarding the CSWM application for a substitution to landfill gas regulations and to provide an opportunity for the public to learn more about the expected changes at the Campbell River Waste Management Centre.

Fortis – Sale of Landfill Gas - Update

An update was requested regarding the feasibility study for the sale of landfill gas. Fortis is working on this and we expect to receive the preliminary results shortly. Landfill gas samples were retaken early this week, and the results will be added to the analysis.

MUNICIPAL SERVICE/PROJECT UPDATES:

The Village of Cumberland reported an odour in the village area, which could be due to a biosolids project underway. CVRD staff to follow up.

GENERAL:

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

TERMINATION:

The meeting terminated at 2:54 pm.

Recorded by:

Certified correct:

A. Baldwin
Legislative Services Assistant

Andrew McGifford
Senior Manager of CSWM Operations