

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

Minutes from the meeting held on October 7, 2021 by Zoom 2, commencing at 1:34 pm

PRESENT:

K. Shaw, Director of Public Works	City of Courtenay
J. Nelson, Director of Finance	City of Courtenay
J. Wall, CAO	Town of Comox
D. Hadfield, Director of Operations	City of Campbell River
S. Ashfield, Director of Operations	Town of Comox
G. Morphy, Director of Operations	Village of Gold River
M. Rutten, General Manager of Engineering Services	CVRD
V. Schau, Senior Manager of CSWM Services	CVRD
C. Makinson, Manager of CSWM Capital Projects	CVRD
J. Lee, Manager of CSWM Operations	CVRD
K. Morro, Engineering Services Assistant	CVRD

ITEMS:

Minutes

The committee reviewed the minutes of the August 26, 2021 Comox Strathcona Waste Management Advisory Committee meeting and one minor edit updated.

Draft staff report: CSWM Service Asset Management Plan (2019 to 2038)

V. Schau provided a verbal overview of the drafted staff report regarding the CSWM Service Asset Management Plan (2019 to 2038). Asset management planning is a strategic guide to capital planning and infrastructure investments to build and maintain a reliable solid waste system. The CSWM service needs to ensure there is efficient funds to operations and planned capital projects, as well as costs associated with post closure liabilities. The total replacement of all CSWM system assets is valued at \$27M, which will require an annual reinvestment of \$1.03M over the 20 year analysis period. The CSWM service will start to utilize this asset management plan as part of the 2022 – 2026 financial planning process.

Advisory comments:

Discussions around the average annual reinvestment funding needed for the CSWM being \$1.03 M and assumptions that fed into this analysis as it may impact tip fees and waste diversion.

M. Rutten clarified the \$1.03 M is not additional costs to the service and it is already reflected in our capital and financial plans. This asset management plan simply formalizes where these funds are allocated.

The analysis was based on the assumed population growth and 70 per cent diversion rate per the 2012 CSWM Solid Waste Management Plan. The success of waste diversion programs will directly correlate to the volume of landfilled waste, which will have an impact on tip fees. This will be monitored to ensure revenues are on par with expenditures.

Draft staff report: Extended Producer Responsibility 5-Year Action Plan 2021 - 2026

V. Schau provided an overview of the staff report for the new EPR 5 year Action Plan to inform the board of the newly updated Provincial EPR program. The report provides a list of the new products to be added to BC's Recycling Regular and EPR program, with corresponding timelines. Key highlights include the addition of mattresses and expanded hazardous waste products which comes at a significant cost to the CSWM service annually. The Province is also taking action on tackling plastic pollution, which includes the inclusion of milk and milk alternative beverage containers as part of the deposit refund system starting Feb 1, 2022. This will need to be reflected in the upcoming curbside collection calendars/communications.

Advisory comments:

Advisory supported the recommendation.

Draft staff report: Waste Receptacles in the CSWM Service

V. Schau provided an overview of the staff report regarding a recommendation brought forward from the June board to look at receptacles within the CSWM service area for beach accesses. Staff reviewed the authorities under the CSWM service and determined that MOTI is responsible for most of these accesses as our service does not manage the collection and disposal of waste from receptacles. The parks departments at the CVRD and SRD already oversee and provide this service in some of these areas, which meet their respective review criteria. Encourage residents and users of the parks and beaches to follow the pack in pack out policy to ensure materials are properly disposed of and recycled.

Advisory comments:

Advisory supported the recommendations.

D. Hadfield – City of Campbell River provides collection along the beach walk and the majority of waste is domestic waste, this is a huge undertaking with a high cost. Reach out to Mainroad to clarify what they maintain under their contract with MOTI.

Draft staff report: September 2021 Solid Waste Management Plan Roundtable Summary

V. Schau provided an overview of the staff report regarding the September 2021 SWMP roundtable summary. In September of 2019, it was recommended that staff hosts 2 roundtables a year to provide an opportunity for board members to voice their views and concerns/issues they would like to see addressed as part of the CSWM service. Provided an overview of the 3 stages for the SWMP review.

M. Rutten highlighted the possible high level schedule and the resources required to conduct this work at the staff level. Inquired with the municipal staff for their feedback in regards to the schedule and timing of this Solid Waste Management Plan review process as it relates to their overall work load. This was supported by municipal staff given its significance and impact to the management of solid waste in the region.

D.Hadfield – in agreement that while the background work can be done prior to next fall to prepare for the initiation of the plan review, the decision making process and the setting of the plan direction should lie with the new Board in late 2022.

S. Ashfield – Inquired if the committee makeup be similar to liquid waste planning process and provided input on her views for a possible SWMP Advisory Committee structure that would streamline administrative efficiencies while ensuring a balance of public and technical input to the CSWM solid waste planning and operations. The CSWM staff are working through a preliminary review of possible committee makeup, including the 2012 SWMP public and technical advisory committee Terms of Reference, to best reflect a balanced representation of the diversity of interests, taking into

consideration urban/rural and north and south geographic mix, private sector and non-profit groups, public and technical input. As part of this process, staff reviewed the Terms of Reference for the current CSWM Advisory Committee, which appears to have evolved out of the last SWMP review and should have transitioned into a plan implementation monitoring committee following plan adoption in 2013 in accordance with the Ministry's SWMP guideline. In light of this, may need to look at the possibility of dissolving this committee and turning into an advisory group for the SWMP process, with a separate process for report collaboration and review.

K. Shaw – there is value to having the technical meetings prior to formal meetings where staff are provided the background information and has the opportunity to digest/get clarity on the subject matter to understand the ramifications.

Advisory comments:

Advisory supported the recommendations.

GENERAL:

The next Comox Strathcona Waste Management Advisory Committee meeting is scheduled for November 18, 2021 at 1:30 pm.

TERMINATION:

The meeting terminated at 2:15pm.

Recorded by:

K. Morro

K. Morro
Engineering Services Assistant

Certified correct:

V. Schau

V. Schau
Senior Manager of CSWM Services