

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

Minutes from the meeting held on November 15, 2018 in the Comox Valley Regional District boardroom, located at 550B Comox Road, Courtenay, BC, commencing at 10:30 am

PRESENT:	S. Topham, Chief Administrative Officer	Village of Cumberland
	L. Plourde, Chief Administrative Officer	Village of Gold River
	M. Tatchell Chief Administrative Officer	Village of Sayward
	S. Ashfield, Municipal Engineer	Town of Comox
	R. O'Grady, Director of Engineering	City of Courtenay
	D. Hadfield, Transportation Manager	City of Campbell River
	R. Dyson, Chief Administrative Officer	CVRD
	A. McGifford, Senior Manager of CSWM Services	CVRD
	G. Bau Baiges, Manager of CSWM Projects	CVRD
	K. Douville, Manager of Financial Planning	CVRD
	L. Dennis, Legislative Services Assistant	CVRD

ITEMS:

Minutes

The committee reviewed the minutes of the September 20, 2018 Comox Strathcona Waste Management Advisory Committee meeting and no errors or omissions were noted.

Agenda and minutes of the September 26, 2018 Solid Waste Joint Resource Committee meeting

The committee reviewed the agenda and minutes of the September 26, 2018 Solid Waste Joint Resource Committee meeting.

Draft staff report: Comox Strathcona Waste Management – History

A. McGifford provided an overview of the above-noted staff report. The committee made the following suggestions:

- Expand the discussion on the history of the service to include the Letters Patent and the split between the CVRD and the SRD;
- Speak to the determination of weighted voting and the governance model.

CVRD staff will include information regarding the Letters Patent in the report and will cover in depth weighted voting and governance during one of the orientation sessions.

Draft staff report: Biosolid Leachate Treatment and Revenue

A. McGifford provided an overview of the above-noted staff report. Leachate from the biosolids composting facility will be treated at the CVWMC leachate treatment plant by a metered system that will result in efficient delivery of service and synergies related to costs incurred by both services. The cost allocation is based use of the facility for both capital and operational costs and as staff strive to ensure that costs are allocated fairly, this arrangement will be reviewed annually. The committee suggested that staff check with the ministry on any intake requirements. The report will be presented to the CSWM Board at the November 29, 2018 meeting for information only.

Draft staff report: Comox Strathcona Waste Management Service overview – Function 391

A. McGifford provided an overview of the above-noted staff report and PowerPoint presentation which include an overview of the CSWM services. The committee discussed including a cost per tonne comparison table between regional districts, while recognizing that the difficulty in presenting this comparison requires context including level of service provided and identifying the unique cost drivers

for the CSWM service. The committee also suggested including reference to any provincial policy changes/legislation or trends that staff anticipate in the future. The report will be presented to the CSWM Board at the November 29, 2018 meeting for information only, as part of the new board's orientation process.

Draft staff report: 2019-2023 Preliminary Financial Plan – CSWM Service - Function 391

A. McGifford provided an overview of the above-noted staff report and PowerPoint presentation. The committee discussed the following points:

- Include mention of landfill gas revenues in the text, or include with recoverables;
- Include a schedule of reserves; may be a good tool to illustrate why diversion is important and how it affects the proposed increased tax requisition;
- Provide more information regarding grant funding for capital projects;
- Add a bullet to the PPT slide showing debt to indicate where the services is today;
- Suggestion to move the Solid Waste Management Plan line item forward.

The report will be presented to the CSWM Board at the November 29, 2018 meeting for information only as part of the new board's orientation process.

Draft staff report: Solid Waste Advanced Technology Update

A. McGifford provided an overview of the above-noted staff report and PowerPoint presentation. The committee had a general discussion regarding the most effective way to present the information in the report and of outlining resources that may be required. The report will be provided to the CSWM Board at the November 29, 2018 meeting to provide historical information and status of solid waste advanced technology as part of the new board's orientation process.

NEW BUSINESS:

Organics

The committee discussed planning a separate meeting to discuss some outstanding issues regarding organics. CVRD staff will look into scheduling this meeting.

GENERAL:

The next Comox Strathcona Waste Management Advisory Committee meeting is scheduled for December 13, 2018 at 1:30 pm.

TERMINATION:

The meeting terminated at 12:57 pm.

Recorded by:

Certified correct:

L. Dennis
Legislative Services Assistant

A. McGifford
Senior Manager of CSWM Operations