



**MINUTES OF THE AVICC
SPECIAL COMMITTEE ON SOLID WASTE MANAGEMENT
HELD AT NANAIMO REGIONAL DISTRICT
Wednesday, November 30, 2016**

REPRESENTATIVES:

AVICC 2nd Vice President Edwin Grieve, Committee Chair
Director Pat Corbett-Labatt, Mount Waddington
Director CaroleAnn Leishman, Powell River
Director John McNabb, Alberni-Clayoquot
Director Alec McPherson, Nanaimo
Director Ian Morrison, Cowichan Valley
Director Jude Schooner, Strathcona
Director Ian Winn, Sunshine Coast

STAFF IN ATTENDANCE:

Randy Alexander, Gen Mgr of Reg. and Comm. Utilities, Nanaimo
Phyllis Carlyle, CAO, Nanaimo
Brian Carruthers, CAO, Cowichan Valley
Liz Cookson, Executive Coordinator, AVICC
Tristan Evans, Engineering Student, Comox Valley
Larry Gardner, Manager Solid Waste Services, Nanaimo
Meghan Larson, Solid Waste Planner, Nanaimo
Janette Loveys, CAO, Sunshine Coast
Debra Oakman, CAO, Comox Valley
James Mathers, Senior Manager Solid Waste Serv., Comox Valley
Russ Smith, CAO Designate, Capital
Tauseef Waraich, Manager Recycling & Waste Mgmt, Comox Valley

UNAVAILABLE PRIMARY REPS: Director Rod Nichol, Comox Valley
Director Ryan Windsor, Capital

Chair AVICC 2nd Vice President Edwin Grieve called the meeting to order at 11:15 am, and thanked attendees for making the time to participate in today's meeting. Attendance was confirmed.

MINUTES OF AUGUST 23, 2016 MEETING

On motion by Alberni-Clayoquot Director McNabb, seconded by Cowichan Valley Director Morrison, That the minutes of the August 23, 2016 meeting be adopted with a correction to the location from teleconference to Nanaimo Regional District was CARRIED

RECEIVE NOTES FROM STAFF MEETINGS

On motion by Alberni-Clayoquot Director McNabb, seconded by Powell River Director Leishman, That the notes from the Administration Group meeting on November 16, 2016; the Technical Group meeting on October 19, 2016; and the Communications Group meeting on October 16, 2016 be received was CARRIED

ACTION 1: PARTNERSHIP – COMMUNICATIONS GROUP

Meghan Larson, Solid Waste Planner for Nanaimo Regional District gave a presentation on the work done to date by the Communications Group since it was established at the August 23rd meeting. She

reviewed the commonalities identified by participants at the first meeting held on October 16th. She also reviewed the opportunities for collaboration discussed at the meeting including leveraging funds available by sharing campaigns and production costs. The Communications Group will continue meeting quarterly. The next meeting is scheduled for January 31st. The Administration Group has requested the Communications Group to identify and develop one communication priority campaign for a spring launch with a formal presentation to the AVICC membership at the April 2017 convention in Campbell River. This will be part of Chair Grieve's update to the membership on the work of the AVICC Special Committee.

In response to a question about illegal dumping, Debra Oakman advised staff will be providing a presentation on this topic at the next special committee meeting.

In response to a question about MMBC funding, Larry Gardner noted this was discussed at the October 12th Communication Group meeting. He advised that MMBC provides regional districts with funding for communication and education efforts, but there are no specific requirements. AVICC members already apply funding received from MMBC to a wide range of communication and education efforts. Some examples of these initiatives are radio, newsletters, temporary positions for curbside outreach, newspaper ads, and print and digitals schedules. He advised that the Communications Group saw merit in collaborating across regional districts on communication, they saw no benefit in tying this to dedicated MMBC funding. This would complicate program delivery and may conflict with existing programs that are already committed.

Vice Chair McPherson commented on the value of staff from all the regional districts getting together and exchanging information and ideas. Chair Grieve seconded that comment, and thanked Meghan Larson for her presentation.

On motion by Strathcona Director Schooner, seconded by Powell River Director Leishman,
That the presentation by Meghan Larson on the Communications Group meeting held on October 16,
2016 be received was CARRIED

ACTION 2: PARTNERSHIP – TECHNICAL GROUP

Russ Smith, CAO designate for the Capital Regional District, spoke to Task 2.2 and the proposal requested from Tetra Tech to maintain and update the 2015 baseline report (attached to the package). He advised that technical staff from each regional district had met as the Technical Group on October 19th in conjunction with the CWMA meeting held in Victoria. Two representatives from Tetra Tech also participated in the meeting. The Technical Group discussed discrepancies in the 2015 report, and what should be involved in the process for updating the data. The Group also noted the benefits of working together, and moving in the right direction to ensure the tables are accurate and meaningful for the work of the Special Committee.

Russ Smith advised that he had circulated the proposal from Tetra Tech to the Administration Group for feedback. The Administration Group's recommendation was to engage Tetra Tech, but to amend Tetra Tech's proposal so that the workshop with the Special Committee would follow the review and update rather than being held beforehand.

In response to a question on timing, Russ Smith advised that the initial focus would be to get the tables to a place where all RDs can feel comfortable with the data, and then the update will include a

determination of how frequently to maintain the tables. He did not anticipate the workshop with the Special Committee being held prior to the April Convention.

Chair Grieve thanked Russ Smith for the update.

On motion by Alberni-Clayoquot Director McNabb, seconded by Powell River Director Leishman, THAT the AVICC Special Committee on Solid Waste endorse the recommendation of the Administration Group to:

- engage Tetra Tech to update Tables 2 and 4 in the September 2015 baseline report;
- that the update include an explanation of the differences between the various Regional District data outcomes;
- that the updated tables be reviewed with the AVICC Special Committee in a future workshop;
- and that \$5,000 be authorized for the work by Tetra Tech

was

CARRIED

ACTION 3: ADVOCACY

Task 3.1 Chair Grieve reviewed the meetings held at the UBCM Convention with the Minister of Environment, Mary Polak, and with the Assistant Deputy Minister, Mark Zacharias, and referred to the follow up correspondence received from the Ministry. The meetings were attended by Chair Grieve, Vice Chair McPherson, AVICC President Barbara Price, Debra Oakman, and Liz Cookson. Chair Grieve noted that the Ministry was interested in the work of the Special Committee and was supportive. The ADM has provided a staff contact to participate in AVICC meetings to answer questions and provide a provincial perspective, but will not be providing funding.

On motion by Strathcona Director Schooner, seconded by Alberni-Clayoquot Director McNabb, That the verbal report from Chair Grieve and the correspondence from the Ministry of Environment be received was

CARRIED

Task 3.2: Russ Smith, CAO designate for the Capital Regional District, spoke to Task 3.2 about identifying industry groups to engage in a review and expansion of waste reduction and diversion policies. He noted that the Auditor General for BC had just released a report on stewardship programs for the Ministry of Environment. The AG is satisfied with the performance of current MOE stewardship programs. The MOE has identified a number of improvements that would better ensure quality outcomes through the current provincial stewardship programs. These will be the focus of the MOE until 2018, and new stewardship could be added at that time.

Russ Smith gathered feedback from the Administration Group on a recommendation to the Special Committee. The Administration Group supported deferring action on Task 3.2 based on the AG report. Special Committee members discussed having participation from MOE staff in the Special Committee and its sub groups, and were very supportive of this approach. Strathcona Director Schooner suggested additional wording to the proposed resolution to reflect this.

On motion by Strathcona Director Schooner, seconded by Cowichan Valley Director Morrison, THAT the AVICC Special Committee on Solid Waste endorse the recommendation of the Administration Group to:

- defer action on Task 3.2 based on the Auditor General report;
- invite MOE staff to present to the Special Committee in 2017 on potential areas of interest for diversion stewardship programs for 2018 and beyond;
- and additionally to invite MOE staff to attend Special Committee meetings on a regular basis as a resource

was

CARRIED

The Special Committee broke for a lunch break, and Alberni-Clayoquot Director McNabb left the session.

ACTION 4: ADVOCACY

Task 4.1: Cost Allocation. AVICC Executive Coordinator Liz Cookson provided an update on response from the Regional Districts to the October 18th letter with the cost allocation formula approved by the Special Committee on August 23rd for \$20,000. She noted that:

- The Alberni-Clayoquot, Comox Valley, Cowichan Valley, Mt. Waddington, Powell River and Strathcona regional districts have approved the cost sharing funding formula.
- The Capital, Sunshine Coast and Nanaimo regional district boards will consider the cost sharing funding formula in December.

She advised that cheques were being received from the regional districts, and the funds would be held in the AVICC's accounts. The Tetra Tech proposal would be paid from the \$20,000 collected.

On motion by Cowichan Valley Director Morrison, seconded by Powell River Director Leishman, That the verbal report from the AVICC Executive Coordinator and the correspondence from the Regional Districts be received was

CARRIED

ACTION 5: REGULATIONS AND ENFORCEMENT

Tasks 5.1 James Mathers, Senior Manager of Solid Waste Services, Comox Valley advised that the CVRD had been gathering information on disposal bans, bylaws and illegal dumping for a report back to the Special Committee. He introduced Tristan Evans, an Engineering Student at Comox Valley who reviewed the information that had been gathered so far. He explained how the information had been put together, noted this was still in draft form, and that the next steps would be to have each Regional District review the raw data for accuracy and completeness. James Mathers advised that the next steps would also include information on enforcement strategies.

On motion by Strathcona Director Schooner, seconded by Powell River Director Leishman, That the presentation and draft information received on disposal bans, bylaws and illegal dumping be received was

CARRIED

OTHER BUSINESS

Cowichan Valley Director Ian Morrison requested a synopsis of the Special Committee's work to date be made available for members to bring back to their respective Boards. Brian Carruthers offered to provide Special Committee members with the synopsis that he prepares for his Board.

NEXT MEETING

The Special Committee members directed staff to set a face-to-face meeting for late February/early March to be held at the Nanaimo Regional District.

ADJOURNMENT

The Chair adjourned the meeting at 1:45 pm.

AVICC 2nd VP Edwin Grieve
Chair

Liz Cookson, AVICC Executive Coordinator