



**MINUTES OF THE AVICC  
SPECIAL COMMITTEE ON SOLID WASTE MANAGEMENT  
HELD AT NANAIMO REGIONAL DISTRICT  
Friday, March 3, 2017**

**REPRESENTATIVES:**

AVICC 2<sup>nd</sup> Vice President Edwin Grieve, Committee Chair  
Director Pat Corbett-Labatt, Mount Waddington  
Director John McNabb, Alberni-Clayoquot  
Director Alec McPherson, Nanaimo  
Director Rod Nichol, Comox Valley  
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  
Russell Dyson, CAO, Alberni-Clayoquot  
Janette Loveys, CAO, Sunshine Coast  
Debra Oakman, CAO, Comox Valley  
James Mathers, Senior Manager Solid Waste Serv., Comox Valley  
Russ Smith, CAO Designate, Capital

**UNAVAILABLE PRIMARY REPS:**

Director CaroleAnn Leishman, Powell River  
Director Ian Morrison, Cowichan Valley  
Director Jude Schooner, Strathcona  
Director Ryan Windsor, Capital

**ALTERNATES IN ATTENDANCE:** Chair Garry Nohr, SCRD

Chair AVICC 2<sup>nd</sup> Vice President Edwin Grieve called the meeting to order at 11:05 am, and thanked attendees for making the time to participate in today's meeting. Attendance was confirmed.

Chair Grieve read the following message from AVICC President Barbara Price who was unable to attend the meeting:

“I am very impressed by the work that has taken place through the Special Committee and the progress made. Our Regional Districts, working together, at the political and staff level, have created a wonderful model for cooperation and information sharing. I very much look forward to seeing the commercial sponsored by us all. It is a very tangible product of resource sharing across boundaries. I hope that the work of this AVICC Special Committee continues. It is a model for collective action and I thank you all for your enthusiasm, knowledge and commitment.”

**MINUTES OF NOVEMBER 30, 2016 MEETING**

On motion by Sunshine Coast Director Winn, seconded by Alberni-Clayoquot Director McNabb,  
That the minutes of the November 30, 2016 meeting be adopted was CARRIED

## RECEIVE NOTES FROM STAFF MEETINGS

On motion by Alberni-Clayoquot Director McNabb, seconded by Sunshine Coast Director Winn,  
That the notes from the Administration Group meeting on February 10, 2017 and the Communications  
Group meeting on January 31, 2017 be received was CARRIED

## ACTION 1: PARTNERSHIP – COMMUNICATIONS GROUP

Randy Alexander referred to the notes from the Communications Group's meeting that provide a good summary of what each of the regional districts is working on with respect to solid waste campaigns. Communication between the staff from each of the regional districts has been very beneficial, and the in-person meetings give staff an opportunity to review their work and campaigns with their colleagues.

The Communications Group discussed the direction from the Administration Group to develop one communication priority campaign for a spring launch with a formal presentation to the AVICC membership at the spring convention. While there was support for a shared campaign around illegal dumping, there was concern that the spring timeline was too short as each RD was already committed with certain campaigns for the year using existing resources. After receiving that input from the Communications Group, the Administration Group's recommendation to the Special Committee was to allocate \$5,000 from the \$20,000 cost-shared budget for a one minute animated video similar to Recycling 2.0 that would focus on illegal dumping. The video would have 45 seconds of common content with 15 seconds featuring Regional District specific information at the end. The timeframe proposed is spring development with a fall launch. The Cowichan Valley Regional District has offered to make their bulk buy arrangement from the Recycling 2.0 clip available for the AVICC Special Committee to take advantage of cost savings.

Randy Alexander also advised that there could be a spring rollout of updated radio ads for shared use of the member regional districts for a further \$2,000. This option was for the three radio ads from the Comox Valley Regional District on illegal dumping that were played at the November 30, 2016 meeting. Debra Oakman clarified that an external company had produced the ads, and their use would require a purchase of licensing rights.

On motion by Sunshine Coast Director Winn, seconded by Comox Valley Director Nichol,  
That the report from Randy Alexander on the Communications Group meeting held on January 31,  
2017 be received was CARRIED

On motion by Alberni-Clayoquot Director McNabb, seconded by Mount Waddington Director  
Corbett-Labbatt,  
That \$5,000 from the \$20,000 cost-shared budget be allocated for the development of a one minute  
animated commercial on illegal dumping was CARRIED

On motion by Alberni-Clayoquot Director McNabb, seconded by Nanaimo Director McPherson,  
That an additional \$2,000 from the \$20,000 cost-shared budget be allocated to update the three  
radio ads on illegal dumping previously aired by the Comox Valley RD for the shared use of Special  
Committee member regional districts subject to resolving licensing rights was CARRIED

Sunshine Coast Director Winn asked for clarification of the budget spend to date included in the meeting package showing remaining budget of \$794. Liz Cookson advised that the \$794 referred to the amount remaining from the \$20,000 contributed by the AVICC Executive Committee to the

operation of the Special Committee. The \$20,000 cost-shared budget was separate to the AVICC Executive Committee's contribution.

**ACTION 2: PARTNERSHIP – TECHNICAL GROUP**

Russ Smith gave a verbal update on Task 2.2 and the work being carried out by Tetra Tech to maintain and update the 2015 baseline report. He advised that technical staff from each regional district had met as the Technical Group on January 30<sup>th</sup> by teleconference with two representatives from Tetra Tech. Tetra Tech confirmed their approach with the Technical Group and participants had an opportunity to express any concerns with the metrics and work plan. Tetra Tech will communicate their level of confidence in the existing metrics and highlight any areas of concerns.

The proposed timing will be to start engaging with staff in early April to collect 2016 data to populate the tables with the most current data available. The first cut of the revised tables should be available for the Technical Group's review in May with a workshop with the Special Committee to follow in June or September.

Russ Smith advised that the proposal had been confirmed with the Administration Group at its February 10<sup>th</sup> meeting, and that Liz Cookson had signed the contract on behalf of the AVICC:

On motion by Alberni-Clayoquot Director McNabb, seconded by Sunshine Coast Director Winn, THAT the verbal report from Russ Smith on the Technical Group be received was **CARRIED**

**ACTION 3: ADVOCACY**

Russ Smith provided a verbal update on Task 3.1 – Engage Ministry of Environment. He advised that following the meetings held by Chair Grieve and Vice-Chair McPherson with the Minister of Environment and Assistant Deputy Minister Zacharias at the UBCM Convention, Liz Cookson had set up a meeting with the staff representative nominated by the MoE. Russ Smith and Liz Cookson met with Kris Ord, Executive Director of the Environmental Standards Branch and Sonya Sundberg, Director of Clean Communities. The purpose of the meeting was to brief staff on the work of the Special Committee and to discuss how the MoE could be involved and support the Special Committee's work.

The MoE staff advised that they are not able to designate staff to attend Special Committee meetings on a regular basis. They could potentially attend a meeting with a specific agenda item where input or expertise was requested from the MoE. They have requested to be kept informed and to receive updates from the Special Committee meetings. Regarding the Advocacy action item under Task 3.1 they advised they do not feel it is the Ministry's role to act as a facilitator.

There was discussion on the impact of the Provincial election on MoE staff's involvement, and Chair Grieve noted it would be appropriate to reconnect with the MoE following the election.

On motion by Alberni-Clayoquot Director McNabb, seconded by Nanaimo Director McPherson, THAT the verbal report from Russ Smith on engaging with the Ministry of Environment be received was **CARRIED**

**ACTION 4: ADVOCACY**

Chair Grieve spoke to the presentation he gave in February on the work of the Special Committee to the Electoral Area Directors Forum organized by the UBCM. He advised that it was well attended by EA Directors and staff from the other area associations, and there was a lot of interest in following

the Special Committee's shared co-operative model elsewhere. Several directors requested copies of the radio ads and the Recycling 2.0 clip to take back to their respective Boards. Chair Grieve suggested it would be appropriate to provide a similar update at the UBCM Convention in 2018 when the campaigns and other work have been implemented.

Task 4.1: Cost Allocation. Liz Cookson reviewed the budget summary distributed with the meeting package. She noted that there were two \$20,000 budgets – one funded as a cost sharing agreement between the member regional districts in October 2016, and another \$20,000 provided by the AVICC Executive Committee through \$15,000 in 2015 and \$5,000 in 2016 to support the work of the Special Committee. She noted that approximately \$794 was left at the end of 2016 from the AVICC's contribution, and that the AVICC Executive Committee would review further funding following the April Convention.

\$12,000 from the \$20,000 cost-shared budget has been allocated by the Special Committee with \$7,000 to the Communications Group and \$5,000 to the Technical Group. All funds have been received from the member regional districts, and are being held in the AVICC's bank account and recorded as a separate line item in the AVICC's budget. Liz Cookson advised that the amounts held from the cost-shared budget were a total of \$20,000 and not \$20,000 plus GST. GST will be payable on the contracts with Tetra Tech and the communication campaigns.

On motion by Mount Waddington Director Corbett-Labatt, seconded by Alberni-Clayoquot Director McNabb,

That the verbal report from Liz Cookson on the cost-shared budget and allocations be received was

CARRIED

#### **ACTION 5: REGULATIONS AND ENFORCEMENT**

James Mathers provided an update on the work of Comox Strathcona Waste Management on gathering information on disposal bans, bylaws and illegal dumping for a report back to the Special Committee. He advised that each Regional District has been asked to review the raw data gathered to date for accuracy and completeness. The bylaw changes and proposed enforcement strategies would take into account the impact on neighbouring regional districts. Private landfills would be included in the review.

Director Corbett-Labatt requested clarification on leakage from other regional districts, and advised that Mount Waddington does not have any private landfills. James Mathers confirmed that Nanaimo and Capital Regional Districts accept out of region asbestos and construction/demolition waste.

Chair Grieve advised that the Comox Strathcona report on illegal dumping would be coming out in the spring and would include discussion of alternatives to the Provincial RAPP line. Staff are looking into a smart phone app for citizens to report illegal dumping. In response to a question, James Mathers advised that his understanding was that illegal dumping on crown land and on private forest land is the responsibility of whoever is responsible for otherwise managing that property. Regional districts work with private forest landowners on ways to mitigate illegal dumping.

On motion by Comox Valley Director Nichol, seconded by Sunshine Coast Director Winn,

That the verbal report from James Mathers on the work being done on disposal bans, bylaws and illegal dumping be received was

CARRIED

## **AVICC CONVENTION – PRESENTATION AND RESOLUTION**

The Special Committee reviewed the 2016 Resolution approved by AVICC members at the 2016 Convention, and the proposed resolution for the 2017 Convention. Chair Grieve proposed adding an action item to the work plan under Partnership “Development of a Shared Communication Campaign for participating members.”

On motion by Alberni-Clayoquot Director McNabb, seconded by Mount Waddington Director Corbett-Labbatt,

THAT the proposed resolution as amended to include Partnership be presented to the AVICC membership as a resolution at the 2017 Convention was CARRIED

The full resolution will read as follows:

WHEREAS the Association of Vancouver Island and Coastal Communities’ (AVICC) special committee on solid waste management, with representatives from nine regional districts, was formed in 2015 to research, prepare and present the findings and recommendations to the 2016 convention on this mandated service;

AND WHEREAS the special committee reported to the AVICC membership at the 2016 convention, the membership endorsed the 2016 action plan and further directed the special committee to report back to the 2017 convention with outcomes;

THEREFORE BE IT RESOLVED THAT the AVICC endorses and supports the continuation of the special committee on solid waste with areas of work being: Partnership; Advocacy; Long-term Disposal; Regulations and Enforcement and the 2017 action plan being:

Partnership – Develop a shared communication campaign for participating members.

Advocacy – engage the British Columbia Ministry of Environment and industry groups to review and expand waste reduction and diversion policies.

Long-term Disposal – conduct an assessment to forecast future solid waste disposal demand of AVICC member populations in twenty, forty and sixty years time.

Regulations and Enforcement – ensure that, where practicable, disposal bans and bylaws are consistent across regions to reduce leakage across borders.

AND FINALLY THAT the AVICC special committee on solid waste management report back to the 2018 convention with outcomes.

## **NEXT MEETING**

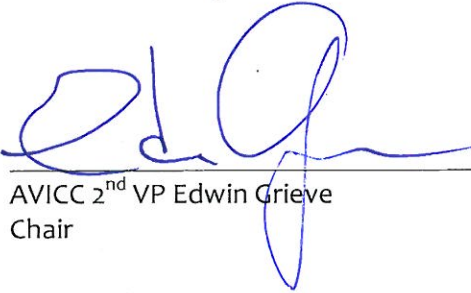
The Special Committee members directed staff to set a face-to-face meeting for June to be held at the Nanaimo Regional District with an option for participants to join the session by teleconference.

**ADJOURNMENT**

On motion by Nanaimo Director McPherson, seconded by Mount Waddington Director Corbett-Labbatt,

That the meeting be adjourned at 1:55 pm was

CARRIED



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AVICC 2<sup>nd</sup> VP Edwin Grieve  
Chair



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Liz Cookson, AVICC Executive Coordinator