



**MINUTES OF THE AVICC  
SPECIAL COMMITTEE ON SOLID WASTE MANAGEMENT  
BY TELECONFERENCE  
Friday, August 24, 2018**

**REPRESENTATIVES:**

AVICC President Edwin Grieve, Committee Chair  
Director Dennis Buchanan, Mount Waddington  
Director CaroleAnn Leishman, qathet  
Director John McNabb, Alberni-Clayoquot  
Director Alec McPherson, Nanaimo, Committee Vice-Chair  
Director Ian Morrison, Cowichan Valley  
Director Rod Nichol, Comox Valley  
Director Brad Unger, Strathcona  
Director Ian Winn, Sunshine Coast

**STAFF IN ATTENDANCE:**

Randy Alexander, GM, Regional and Community Utilities, Nanaimo  
Phyllis Carlyle, CAO, Nanaimo  
Liz Cookson, Secretary-Treasurer, AVICC  
Russell Dyson, CAO, Comox Valley  
Janette Loveys, CAO, Sunshine Coast  
Mark Rutten, General Manager Engineering, Comox Valley  
Russ Smith, CAO Designate, Capital  
Kris Schumacher, Manager, Communications & Engagement,  
Cowichan Valley  
Heather Zenner, Land and Resources Coordinator, Alberni-Clayoquot

Chair and AVICC President Edwin Grieve called the meeting to order at 9:00 am, and thanked members for attending today's meeting.

**MINUTES OF MARCH 16, 2018 MEETING AND JULY 20, 2018 ADMINISTRATION GROUP**

On motion by Comox Valley Director Nicol, seconded by Cowichan Valley Director Morrison, That the draft minutes of the March 16, 2018 meeting be amended with the following changes in the section on committee member individual updates:

In the ComVRD update - remove "using waste to energy technology including initiatives to turn compost into fuel pellets" and add "engineering firm retained by the ComVRD to complete an evaluation of WTE technologies and provide a report back to the board"

In the qathet update - change "working towards solid waste" to "working towards zero waste"

In the Nanaimo update - change "amendment to the Local Government Act" to "amendment to the Local Government Act or other specific authority"

was

CARRIED

On motion by Alberni-Clayoquot Director McNabb, seconded by qathet Director Leishman, That the minutes of the March 16, 2018 special committee meeting be adopted as amended, and the notes of the July 20, 2018 Administration Group teleconference be received was

CARRIED

## **SPECIAL COMMITTEE RESOLUTION AT AVICC CONVENTION**

Liz Cookson advised that the resolution members discussed at the March 16, 2018 meeting was brought forward as an AVICC Executive resolution to the 2018 AGM and Convention, where it was endorsed by the membership. A copy of the resolution was included in the meeting package for information.

## **UBCM CONVENTION**

Liz Cookson advised that AVICC had submitted a request for a meeting with the Minister of Environment to discuss the Special Committee during the UBCM Convention in September. She had been advised that the request would likely be granted, but wouldn't have confirmation for another week.

The meeting request document was discussed at the July 20<sup>th</sup> Administration Group meeting. The CAOs in attendance suggested reducing the number of attendees to just those special committee members who are also on the AVICC Executive, and focussing the request to a clear ask - support from the Ministry. The request included in the meeting request summary note was:

“seeking a partnership commitment from the Province for staff to participate on the committee and/or on the sub-groups (technical and communications).”

The meeting summary note was included with the special committee's meeting package for the August 24<sup>th</sup> teleconference.

AVICC President Grieve suggested that the AVICC could schedule a follow up meeting in Victoria following the UBCM convention if necessary, and asked for comment from the committee members. Director McPherson advised he would like to attend the meeting as Vice Chair of the Special Committee. Director Unger noted a small committee for the initial meeting and a larger group for any follow up would be appropriate. Director Winn confirmed that the briefing note would include a summary of the background of the committee and a listing of who the committee members are.

On motion by Alberni-Clayoquot Director McNabb, seconded by Nanaimo Director McPherson, That if the AVICC Special Committee is not granted a meeting with the Minister of Environment at the UBCM Convention, that the Committee immediately request a meeting with the Minister in Victoria was CARRIED

On motion by Cowichan Valley Director Morrison, seconded by Alberni-Clayoquot Director McNabb, That the verbal report on the meeting with the Minister of Environment be received was CARRIED

## **TECHNICAL GROUP UPDATE – OPTIONS FOR KEEPING METRICS UPDATED**

Russ Smith from CRD spoke to his report on determining a go forward methodology for the collection and reporting of solid waste metrics from AVICC regional districts. These are the metrics that were initially prepared for the 2015 Tetra Tech and then fine-tuned and updated for presentation at the March 16, 2018 meeting. Russ Smith noted he had not included a recommendation in the report as alternatives were not discussed at the Administration Group teleconference in July.

The three alternatives presented were:

Alternative 1

Tetra Tech contracted by the AVICC Special Committee on Solid Waste to continue working with the regional districts to update the solid waste information tables - \$5,000/year.

Alternative 2

Regional district staff to each update their own solid waste metrics, using the 2016 AVICC Data Collection Master spreadsheet provided by Tetra Tech, and submit to AVICC for consolidation and reporting.

Alternative 3

Discontinue populating the AVICC solid waste information tables and have regional district staff each provide their waste per capita number, as per BC Ministry of Environment calculation methodology, and submit to AVICC for consolidation and reporting.

There was general discussion on maintaining annual collection, the importance of dealing with the Ministry with current data to show the special committee's commitment, and having consistent numbers on an ongoing basis. Liz Cookson advised that there was approximately \$12,000 remaining from the funding supplied to the special committee by the member regional districts.

On motion by Comox Valley Director Nichol, seconded by Mount Waddington Director Unger,  
That the report from Russ Smith on AVICC Solid Waste Metrics be received was CARRIED

On motion by Sunshine Coast Director Winn, seconded by Comox Valley Director Nichol,  
That the Special Committee contract with Tetra Tech to update the solid waste information tables  
for \$5,000 per year was CARRIED

**COMMUNICATIONS GROUP UPDATE – DIRECTION ON COORDINATED CAMPAIGNS**

AVICC President Grieve noted that there had been staff turnover within the Communications Group that had affected timing since the group had developed three possible shared campaigns in November 2017. The Administration Group had discussed the Communication Group's three possible campaigns at their December 2017 teleconference, and determined that #2 should be developed for the review of the Special Committee. These three possible shared campaigns were presented to the Special Committee at the March meeting:

1. A video around wildlife issues with solid waste disposal – reminding people to be bear aware, WildSafe liaison, best practices on timing and containers for putting waste out when wildlife present.
2. How to set up a home recycling system – communications staff have been told by recycling depot staff that citizens are having trouble understanding some of the requirements, e.g. the need to wash recyclables.
3. Social media package of 30-second short videos with recycling tips, depot information, etc. with a communications plan/best practices on producing videos for a consistent approach across the RDs.

AVICC President Grieve advised that ComVRD does have scripts for 30 second radio spots that could be shared with other regional districts for other campaigns. Director Morrison noted that Cowichan Valley had recently developed educational videos around recycling issues for members to look at.

On motion by Cowichan Valley Director Morrison, seconded by Sunshine Coast Director Winn, THAT the Communications Group bring back a proposal for a campaign on setting up a home recycling system to the next Special Committee meeting was CARRIED

### **COMMITTEE MEMBERS INDIVIDUAL UPDATES**

AVICC President Grieve asked if there are any individual regional district initiatives that would benefit from support from the AVICC. Committee members spoke on work being carried out in their areas.

Director Buchanan: Mount Waddington bio cover project using ultrasonic meters; disposal of garden waste/dumping of invasive species; federal government services in remote first nations communities.

Director Unger: Strathcona has an old mill site in Gold River that recently sold, no announcements yet; everything ticking along.

Director Nichol: ComVRD looking at alternative technologies for handling solid waste. Will send out a notice to special committee members with information on the time of the upcoming meeting in Campbell River for the presentation from Sustane Technologies of Halifax.

Director McNabb: ACRD is focusing on organics, spending a \$6 million grant from the federal Gas Tax program, looking at collection of organics in the city including commercial.

Director McPherson: Nanaimo approved its SWMP and it is with the Ministry now; have requested a meeting with the Minister on Waste Hauler Licensing.

Director Leishman: qathet still waiting for SWMP approval by Ministry, curbside pilot continuing, hoping to expand to cover the full city.

Director Winn: SCRCD upcoming trash bash in Pender Harbour, community groups taking initiative to set up their own clean ups; waiting on organics; really likes communications group campaign on setting up a home recycling system.

Director Morrison: Cowichan Valley officially grand opened \$5.4 million recycling centre at Meade Creek; RecycleBC advised of contamination crisis in CowVRD recycling from southern electoral areas, received a warning letter.

Russ Smith: Capital SWMP is back on track, had been impacted by sewage treatment project; Junk to Joules presentation at UBCM with Fortis on landfill gas utilization; looking at expression of interest for a kitchen scrap facility in the region, and a natural digester is one of the options being looked at.

On motion by Comox Valley Director Nicol, seconded by Strathcona Director Unger, That the round the table discussion be received was CARRIED

**NEXT MEETING**

General discussion on the impact of the civic election on the next meeting as newly elected officials will not be sworn in until mid to end of November. AVICC President Grieve suggested January for the next meeting, and thanked the current committee members for their work.

**ADJOURNMENT**

On motion by Comox Valley Director Nichol, seconded by Sunshine Coast Director Winn,  
That the meeting be adjourned was

CARRIED

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AVICC President Edwin Grieve  
Chair

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Liz Cookson, AVICC Secretary-Treasurer

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