

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

Minutes from the meeting held on August 27, 2020 in the Comox Valley Regional District Civic Room located at 770 Harmston Avenue, Courtenay, BC, and by Zoom 2, commencing at 1:30 pm

Present:	T. Kushner, Deputy CAO	City of Courtenay
	S. Ashfield, Municipal Engineer	Town of Comox
	D. Sargent, City Manager	City of Campbell River
	R. Neufeld, Deputy City Manager	City of Campbell River
	D. Hadfield, Director of Operations	City of Campbell River
	J. Humphreys, Environmental Services Coordinator	Strathcona Regional District
	M. Mason, Chief Financial Officer	Village of Cumberland
	R. Dyson, CAO	Comox Valley Regional District
	J. Warren, Deputy CAO	Comox Valley Regional District
	M. Rutten, General Manager of Engineering Services	Comox Valley Regional District
	M. Foort, Chief Financial Officer	Comox Valley Regional District
	K. Douville, Manager of Financial Planning	Comox Valley Regional District
	S. Hainsworth, Manager of Operating and Capital Procurement	Comox Valley Regional District
	G. Bau Baiges, Manager of CSWM Projects	Comox Valley Regional District
	J. Lee, Manager of CSWM Operations	Comox Valley Regional District
	C. Wile, Manager of External Relations	Comox Valley Regional District
	A. Idris, Engineering Analyst	Comox Valley Regional District
	S. Willie, Solid Waste Analyst	Comox Valley Regional District
	S. Valdal, Service Coordinator	Comox Valley Regional District
	J. Wallis, Branch Assistant Engineering Services	Comox Valley Regional District

Items Discussed

Minutes

The Comox Strathcona Waste Management Advisory Committee (Committee) reviewed the minutes of the June 11, 2020 Committee meeting. No errors or omissions were noted.

Draft staff report: Campbell River Waste Management Centre – 2020 Closure and Upgrading Plan

A. Idris provided an overview of the draft report Campbell River Waste Management Centre – 2020 Closure and Upgrading Plan for the Campbell River Waste Management Centre (CRWMC) landfill. The report recommends that the 2020 Closure and Upgrading Plan for the Campbell River Waste Management Centre, dated August 2020 and prepared by GHD Limited (GHD), be received and approved for submission to the Ministry of Environment and Climate Change Strategy.

Advisory comments

- In response to a question regarding natural attenuation, staff confirmed that this terminology is used to describe an un-lined landfill where rainwater passes through the waste and into the ground.

- A. Idris will confirm with GHD (design consultant) to ensure that specific seismic analysis of the CRWMC has been and continues to be completed as part of the closure design.
- It was confirmed that GHD's report Closure and Upgrading Plan Campbell River Waste Management Centre, Campbell River BC, was in draft and could be modified slightly prior to submission.

Draft staff report: Comox Valley Waste Management Centre Cell 2 Landfill Expansion

S. Willie summarized the draft report Comox Valley Waste Management Centre Landfill Expansion Cell 2 Project, which provides an update on the timeline and regulatory steps necessary to begin the expansion of the Comox Valley Waste Management Centre landfill by constructing Cell 2. This report was for information purposes only.

- Cell 1 was constructed in 2016-2017 and is anticipated to reach capacity in 2023-2024. Airspace is effected by population growth, tonnages received, and transitioning from operating on the historical landfill to the fully lined Cell 1 in 2017-2018. Future reports will address airspace capacity based on the latest statistics.
- With the anticipation of the higher volumes of waste to be managed at the Comox Valley Waste Management Centre, staff are proceeding with the procurement for the design of Cell 2. There are supporting projects that will be integrated into the consulting engineer procurement of Cell 2 design for cost effectiveness and efficiencies.
- An amendment to the Comox Valley Waste Management Centre operational certificate may be required to support changes to leachate management infrastructure or permitted discharge rates. The construction of Cell 2 was included in the 2020-2024 Financial Plan and identified as an expenditure for 2021, to be funded from the Capital Works Reserve Fund.

Advisory comments:

There were no questions from the Committee.

Draft staff report: Regional Organics Compost Project – September 2020

G. Bau summarized the draft report Regional Organics Compost Project, to provide an update on the procurement of the compost processing facility and transfer station, cost estimates and timeline, and recommend next steps.

- In July 2020, a design-bid procurement process was unsuccessful. This was due in part to various concerns expressed by proponents which did not align with the original parameters set by the Comox Strathcona Waste Management Board. Staff re-evaluated procurement options and concluded that a design-bid-build process was best suited for this project going forward. There will be two separate procurement processes, including one for design and one for facility construction.
- Additional project funding will be from the Capital Works reserves and will not impact long term reserve fund balances. An extension has been requested with the New Building Canada Fund, although a progress report is required before an extension will be approved.
- This project has been delayed six months and is expected to be completed by fall 2022. Staff suggest the pilot project continue while exploring other interim options.

Advisory comments

- Staff clarified that proponents withdrew from the procurement process for various reasons including internal resource constraints, cost constraints, and a preference to participate in a design-build-operate model.

- Members asked if there was additional feedback from proponents on siting a facility based on footprint size. Staff responded that property size was not a factor in withdrawing from the procurement process.
- Members expressed concerns about the changes to costs and perceived increased restrictions within the procurement processes.
 - G. Bau responded that although a design-bid-build process does take more time, it will allow an efficient design of the most cost effective technology. Other technologies that require less space are more intensive and more costly, and may require higher volumes to be cost effective. M. Rutten responded that Morrison Hershfield had previously examined other technologies and continued to recommend Gore.
 - R. Dyson responded that staff were trying to provide this complex project in the most cost effective way, and thanked advisory members for working with the Comox Valley Regional District staff to continually provide the most up-to-date changes of the project and its interests to stakeholders, as a collective share.
 - M. Rutten said that the reason staff could not consider the design-bid-**operate** model, as a part of the process going forward, was that a change to process would require electoral consent. Life-cycle costs were, however, a part of the RFP evaluation criteria.
- Clarification was requested on the six month project delay. G. Bau stated that at this time the project startup date remains an estimate but understands that a firmer date will be required by next summer to provide municipalities time to start negotiating with collectors. M. Rutten recognized the feelings of pressure within the municipalities and understands the need for all areas to work together to refine this schedule so municipalities can begin to negotiate with garbage collectors within their areas.
- Members asked if the new procurement process would allow for the application of on and off island bidders. Staff responded yes, as it allows for a broader market potential under the design-bid-build model. D. Sargent commented that on-island construction is a benefit of the new approach as it supports local economies.

Draft briefing note: Regional Organics Update

C Wile provided a draft briefing note to members regarding the procurement for the regional organics project relaunching, outlining changes to meet current market realities. Once approved, this document will be brought forward to the Comox Strathcona Waste Management Board members prior to their September 2020 meeting.

Advisory comments:

There were no questions from the Committee.

Draft staff report: CSWM Depot Closure Gold River

S. Valdal summarized the draft report Comox Strathcona Waste Management Depot Closure – Gold River, recommending that the recycling depots located within the Village of Gold River be removed, effective October 31, 2020.

Advisory comments:

There were no questions from the Committee.

Draft staff report: COVID-19 Renewal

M. Rutten summarized the draft report COVID-19 Response and Renewal – Comox Strathcona Waste Management, recommending that the COVID-19 action plan for the Comox Strathcona Waste Management service be approved. Staff have identified \$439,000 cost saving ideas within operations

plus \$1,000,000 of reduced requisition in 2020-2021. Costs savings, if approved, will be embedded into the proposed 2021-2025 Financial Plan and brought forward as a part of the financial planning process.

Advisory comments:

There were no questions from the Committee.

Draft staff report: Living Wage Procurement Policy Amendment

S. Hainsworth summarized the draft report Living Wage Procurement Policy Amendment which provides an update to the Board of the Comox Valley Regional District's procurement policy. This revised policy will be adopted by the Comox Valley Regional District Board once approved by the Comox Strathcona Waste Management Board.

Advisory comments:

There were no questions from the Committee.

Municipal Service/Project Updates

There were no municipal service/project updates.

The meeting terminated at 3:05 pm.

Certified correct

M. Rutten

M. Rutten, P.Eng.
General Manager Engineering
Services