

COMOX STRATHCONA WASTE MANAGEMENT ADVISORY COMMITTEE

Minutes from the meeting held on June 11, 2020 in the Comox Valley Regional District Civic Room located at 770 Harmston Avenue, Courtenay, BC, and by teleconference line 1-877-385-4099, commencing at 1:30 pm

Present:	S. Ashfield, Municipal Engineer	Town of Comox
	D. Hadfield, Director of Operations	City of Campbell River
	J. Humphreys, Environmental Services Coordinator	Strathcona Regional District
	W. Parada, Capital Projects Manager	Strathcona Regional District
	R. Crisfield, Manager of Operations	Village of Cumberland
	R. Dyson, CAO	Comox Valley Regional District
	James Warren, Deputy CAO	Comox Valley Regional District
	M. Rutten, General Manager of Engineering Services	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
	Sarah Wille, Solid Waste Analyst	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 March 26, 2020 Committee meeting. S. Ashfield, Municipal Engineer at the Town of Comox had been added to the attendance in error and will be removed, and S. Russwurm, Corporate Officer at the Town of Comox had been omitted from the attendance and will be added. No other errors or omissions were noted.

Draft staff report: Regional Organics Compost Project – June 2020

G. Bau Baiges provided an overview of the report Regional Organics Compost Project - June 2020 which summarizes the progress made on the project over the past several months as well as presents project next steps. This report is for information purposes only.

The Regional Organics Compost Project will go forward at the September Comox Strathcona Waste Management (CSWM) Board (Board) in September, with the addition of an adjusted project time line.

Advisory comments:

- In response to a question on how the request from proponents to extend the procurement due date would impact the overall schedule, G. Bau Baiges confirmed that there would be an extension to the project of approximately four months.
- It was confirmed that the City of Campbell River would have a response from their Council to the food and yard waste feedstock commitment letter by the end of next week.
- There was a comment that utilizing the design-bid-build model for the transfer station made sense.

- It was suggested that a revised timeline should be included with the September report to the CSWM Board.

Draft staff report: COVID-19 Response and Actions

M. Rutten and C. Wile provided an overview of the report COVID-19 Response and Actions, which summarizes the COVID-19 response for the CSWM service, as well as the work plan adjustments for the remainder of the year. This report was for information purposes only.

The COVID-19 Response and Actions report will be presented at the September CSWM Board meeting.

Advisory comments:

- There was appreciation expressed about the garbage can sticker campaign which communicates the need for all garbage to be placed in bags for worker safety.
- The committee supported a recommendation to the Board for staff to review any opportunities for program efficiencies post pandemic.
- M. Rutten expressed that staff was considering adding a recommendation to provide follow-up on any renewal work findings to the Board.

Draft staff report: COVID-19 Impact on Tipping Fees

S. Wille provided an overview of the report regarding COVID-19 Impact on Tipping Fees, which gives an update on the impacts to tipping fee revenues from the coronavirus pandemic, as it relates to the recommended 2020-2024 Financial Plan for the CSWM service, function 391. This report is for information purposes only.

The COVID-19 Impact on Tipping Fees report will be presented at the September CSWM Board meeting.

Advisory comments:

There were no questions from the Committee.

Municipal Service/Project Updates

There were no municipal service/project updates.

The meeting terminated at 2:48 pm.

Certified correct

M. Rutten

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