

Capital Regional District

Meeting Minutes

Solid Waste Advisory Committee

Friday, January 7, 2022

12:30 PM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

PRESENT:

F. Baker (EP); C. Blanchard (EP) M. Coburn (EP), J. Collins (EP), B. Desjardins (Chair), S. Gose (EP), M. Kurschner (EP), E. Latta (EP), N. MacDonald (EP), M. McCullough (EP), D. Monsour (EP), R. Newlove (EP), J. Oakley (EP), K. Siefried (EP), J. Shaw (EP), D. Thran (EP), R. Tooke (Vice-Chair)

Staff: A. Chambers, Senior Administrative Secretary, Environmental Resource Management (ERM) (Recorder); W. Dunn, Program Coordinator, ERM; L. Ferris, Senior Project Coordinator, ERM (EP); K. Masters, Communications Liaison, ERM; R. Smith, Senior Manager, ERM

Regrets: L. Jenson, D. Paul Jr., J. Rintoul, C. Tuggle, S. Young Jr.

EP - Electronic Participation

The meeting was called to order at 12:30 pm.

Note: A half-hour Orientation Session was held for newly appointed Solid Waste Advisory Committee (SWAC) members prior to the 12:30 start of the SWAC meeting. A copy of the presentation is attached as Appendix A.

1. Territorial Acknowledgement

2. Introductions

A round of introductions were made, welcoming the newly appointed members to the committee.

3. Approval of Agenda

Agenda for the January 7, 2022 Solid Waste Advisory Committee meeting.

MOVED by J. Shaw, SECONDED by C. Blanchard
That the agenda be approved as circulated.
CARRIED

4. Adoption of Minutes

Minutes from the November 5, 2021, 2021 Solid Waste Advisory Committee meeting.

MOVED by D. Monsour, SECONDED by M. Coburn
That the minutes of the November 5, 2021 Solid Waste Advisory Committee meeting
be adopted as circulated.
CARRIED

5. Chair's Remarks

There were no Chairs Remarks at the January 7, 2022 meeting.

6. Committee

a. Solid Waste Advisory Committee - Plan Monitoring Role

R. Smith provided an update. The Solid Waste Advisory Committee has transitioned from assisting with the development of the Solid Waste Management Plan (SWMP) to a Plan Monitoring Role. Once the SWMP is approved by the Province, CRD staff will provide a quarterly update to the Board showing the progress of the plan implementation as we work towards the waste per capita target, and staff will look to SWAC for feedback on this report. Staff will provide an annual report to the Province as per the *Guide to Solid Waste Management Planning* that provides updates on the plan implementation and shows accountability.

A discussion ensued on the following:

- Provisional timeline for province to approve SWMP (late Spring 2022)
- Timing of reporting to the Province (spring time)

b. Solid Waste Management Plan – Short Term Implementation Framework (update)

The short-term implementation framework was endorsed by the Solid Waste Advisory Committee and has since been endorsed by the CRD Board (this included waste stream licensing).

c. Actual and Projected Monthly Refuse Tonnages at Hartland Landfill (standing item)

The tonnage graph is attached as Appendix B. A request was made to include on the tonnage graph, what measures have been implemented so far to reach the per capita target. Staff promised to circulate [2016 Solid Waste Stream Composition Study](#) and the [Zero Waste Victoria Report](#) to the committee for information.

7. Other Business

There was no other business.

8. Next Meeting

The next Solid Waste Advisory Committee meeting will be March 4, 2022.

9. Closing Comments

The Chair welcomed the new members to the committee and thanked everyone for their participation, there were no further closing comments.

10. Adjournment

The meeting adjourned at 13:32.

MOVED by J. Shaw, SECONDED by R. Tooke
That the Solid Waste Advisory Committee be adjourned.
CARRIED



The Capital Regional District's Solid Waste Management Plan and the Solid Waste Advisory Committee

Presented to Solid Waste Advisory Committee

January 7, 2021

- The Environmental Management Act gives regional districts authority for planning and managing solid waste
- All regional districts must have an approved plan for the management of solid waste and recyclable materials
- A SWMP provides a region-wide vision for solid waste management in the CRD for the next ten years

An approved plan provides authority to:

- Operate sites
- License facilities
- Implement programs
- Set and charge fees
- Borrow money for capital projects
- Enact bylaws

The plan covers all types of municipal solid waste and considers all organizations/stakeholders involved with solid waste

Role of SWAC is to advise the Environmental Services Committee (ESC) by:

- Providing input on major solid waste management matters
- Serving as the advisory committee to the Steering Committee (ESC) on the development of the SWMP – **COMPLETE**
- Act as plan monitoring advisory committee (PMAC) for the SWMP, once approved

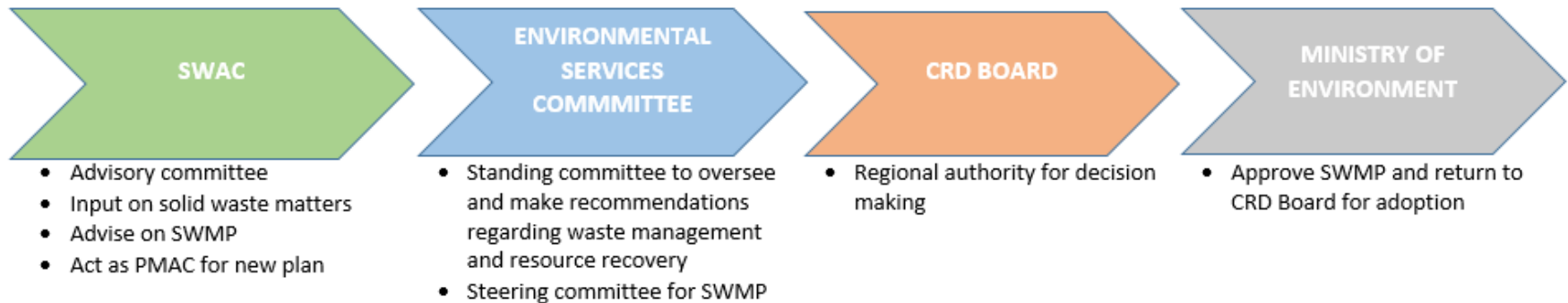
Plan Implementation

- We are here:



- Implementation of Strategies (schedule)
- Monitoring (Plan monitoring advisory committee or PMAC)
- Reporting (annual, 5 year effectiveness, 10 year renewal)

Committee Roles



Plan Targets



SHORT TERM (3 YEARS)	MEDIUM TERM (5 YEARS)	LONG TERM (10 YEARS)
<ul style="list-style-type: none">• Construction, renovation and demolition waste• Organic waste from single-family, multi-family and ICI sectors	<ul style="list-style-type: none">• Recyclables and organic waste from single-family, multi-family and ICI	<ul style="list-style-type: none">• Extended Producer Responsibility for ICI-generated paper, packaging and textiles• Refine programs to increase performance for all sectors
340 kg	285 kg	250 kg

Plan Strategies



Strategies		
REDUCTION & REUSE	RECYCLING	RECOVERY & RESIDUALS MANAGEMENT
<ol style="list-style-type: none">1. Continue and Enhance Education Programs2. Encourage Waste Prevention3. Support Reduction of Avoidable Food Waste4. Support Reuse Activities in the Region5. Support Local Governments in Working Towards Zero Waste and a Circular Economy6. Continue and Enhance Policy Development	<ol style="list-style-type: none">7. Increase Residential Diversion8. Increase Multi-Family Diversion9. Increase Industrial, Commercial and Institutional Diversion10. Support Existing and New Extended Producer Responsibility Programs11. Increase Organics Diversion and Processing Capacity12. Increase Construction, Renovation, and Demolition Material Diversion13. Encourage Proper Public Space Waste Management Activities	<ol style="list-style-type: none">14. Optimize Landfill Gas Management15. Enhance Hartland Disposal Capacity

SWMP Next Steps



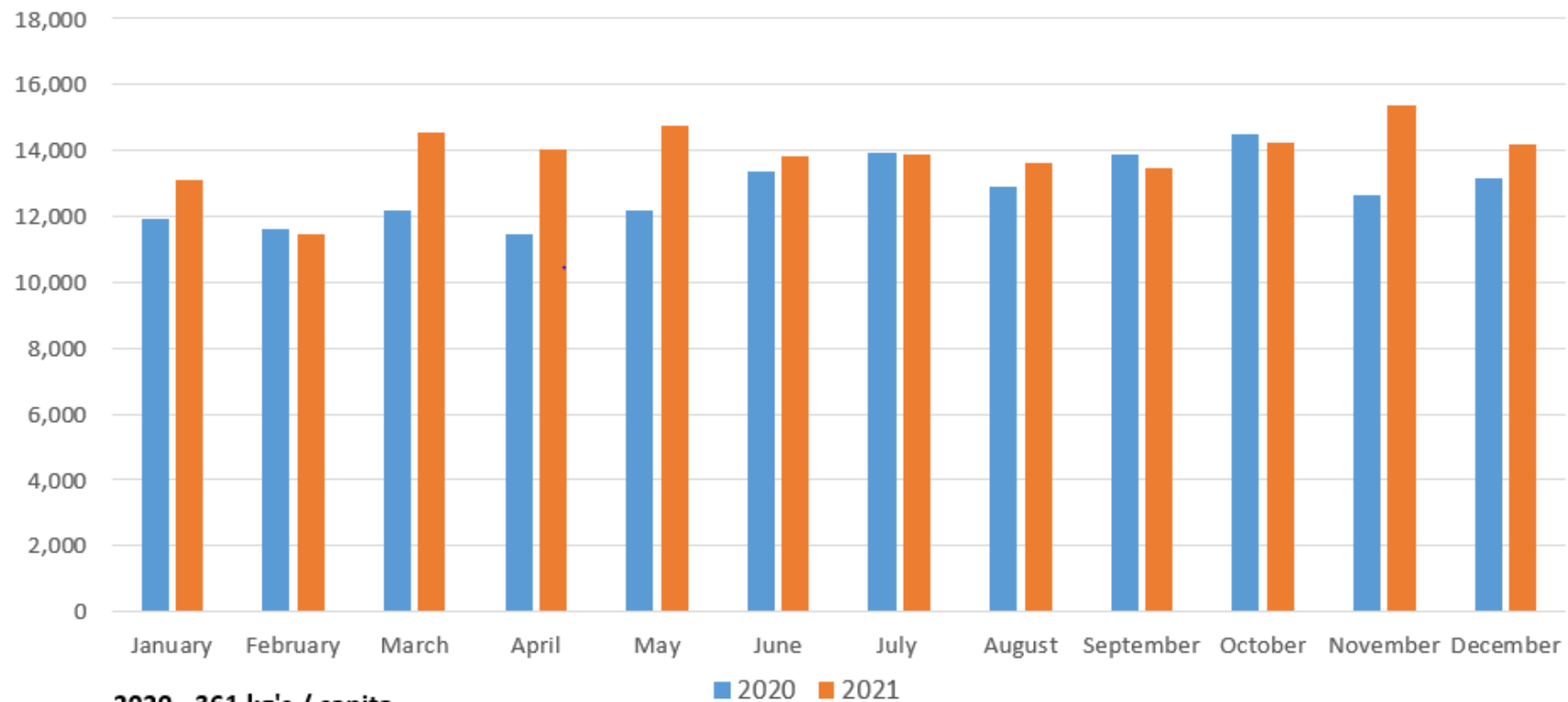
1. Staff to develop Q3/Q4 2021 work plan for ESC consideration based on approved Strategies and Targets (September 2021, Complete)
 - SWAC to provide feedback to staff on work plan
2. Staff implement work plan and provide updates to ESC on work plan progress
 - SWAC to provide feedback
3. Staff prepares for ESC the annual progress report on strategy/action outcomes in relation to SWMP targets (2022)
 - SWAC input into annual progress report scope and content
 - SWAC feedback on plan effectiveness

Questions?



Solid Waste Advisory Committee
January 7, 2022

Hartland Landfill Monthly Refuse Tonnages



2020 - 361 kg's / capita
2021 - 381 kg's / capita (est.)
Population 2020 - 425,500
Population 2021 - 431,900 (est.)

2020 - 153,700 tonnes disposed
2021 - 166,400 tonnes disposed