

Capital Regional District

Meeting Minutes

Solid Waste Advisory Committee

Friday, June 6, 2025

CRD Boardroom
625 Fisgard Street
Victoria, BC V8W 2S6

PRESENT: M. Coburn, B. Desjardins (Chair), M. Hauzer, M. Kurschner (EP), E. Latta, M. McCullough (EP), D. Monsour, J. Oakley (EP), R. Pirie, C. Remington, J. Smith (EP), M. Tromp Hoover, S. Young Jr.

STAFF: A. Chambers (Recorder), R. Smith, A. Gilmour Ford, K. Masters (EP), E. Middleton (EP), D. Moghaddam (EP), N. Salter (EP)

REGRETS: R. Anderson, F. Baker, E. Klimke, J. Shaw, A. Sibley, D. Thran

EP - Electronic Participation

The meeting was called to order at 12:31 pm.

1. Territorial Acknowledgement

2. Approval of Agenda

Agenda for the March 7, 2025 Solid Waste Advisory Committee meeting.

MOVED by D. Monsour, SECONDED by R. Pirie
That the agenda be approved as circulated.
CARRIED

3. Adoption of Minutes

Minutes from the March 7, 2025, Solid Waste Advisory Committee meeting.

MOVED by D. Monsour, SECONDED by C. Remington
That the minutes of the March 7, 2025, Solid Waste Advisory Committee meeting be adopted as circulated.
CARRIED

4. Chair's Remarks

- Capital Regional District Board toured Hartland Landfill at the end of May and visited the new material diversion transfer station, kitchen scraps transfer station and Hartland North scales.
- The official opening event for the Renewable Natural Gas plant was held at the end of May.

5. Presentations/Delegations

There were none.

6. Committee Business

a. Staff Reports (for information)

R. Smith and A. Gilmour Ford provided verbal updates on the two staff reports listed/linked below.

- [Solid Waste Management Plan – 2024 Progress Report](#) (April 16, 2025, ESC): A. Gilmour Ford presented on the 2024 Solid Waste Management Plan Progress Report, and it is attached as Appendix A.
- [Hartland Public Drop-Off – Extension of Expanded Hours Pilot](#) (April 16, 2025, ESC)

b. Rethink Waste Community Grant

A. Gilmour Ford spoke to the Rethink Waste Community Grant. The CRD are expanding the grant program to increase community involvement as much as possible. This now includes Zero Waste events, this program is designed to support the reduction of waste produced at events within the capital region.

c. In-Progress Projects

- Space and Access Project: will assist new developments to ensure buildings are designed to support diversion.
- Multi-Family Dwelling Sign Project: the CRD has hired two outreach assistants that will visit participating multi-family units and will provide signage that will encourage and clarify proper waste sorting practices.
- Disaster Debris Management Planning: currently have an RFP out, in partnership with the City of Victoria, which will see a consultant preparing a Disaster Debris and develop a strategy to be used in the event of a disaster.
- Waste Generator Study: this will assist staff in understanding the different waste streams and go directly from the source. This study will be done every 3-years.

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

The tonnage graphs are posted via this link: <https://www.crd.bc.ca/about/data/hartland-landfill-tonnage>

7. Correspondence

There was no correspondence.

8. Next Meeting

The next Solid Waste Advisory Committee meeting will be September 5, 2025.

9. Closing Comments

There were no closing comments.

10. Adjournment

The meeting was adjourned at 13:20

**MOVED by D. Monsour, SECONDED by E. Latta
That the Solid Waste Advisory Committee be adjourned.
CARRIED**

2024 Solid Waste Management Plan Progress Report

Solid Waste Advisory Committee

June 6, 2025

Agenda

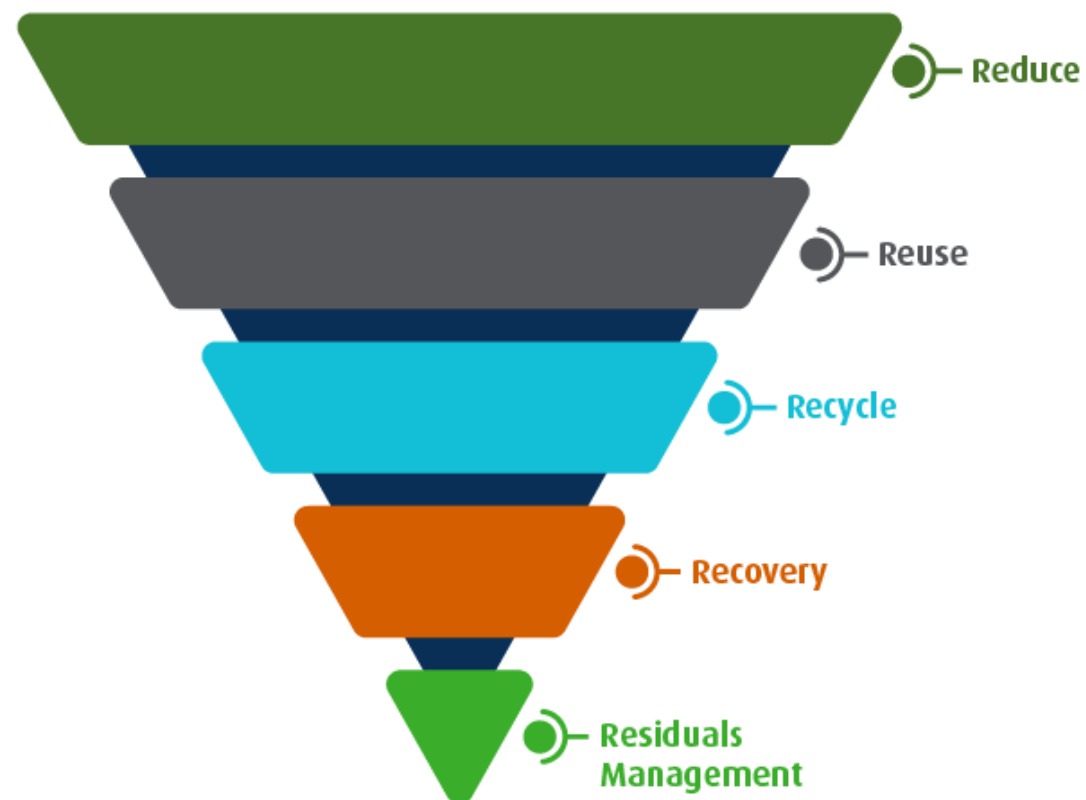
1. Solid Waste Management Plan
2. Targets and Tracking
3. Progress Summary
4. Looking Ahead
5. Report Card



Solid Waste Management Plan



In BC, regional districts develop SWMPs under the provincial *Environmental Management Act* that are high-level, long-term visions of how the regional district would like to manage its solid waste, in accordance with the 5R Pollution Prevention Hierarchy.



Solid Waste Management Plan

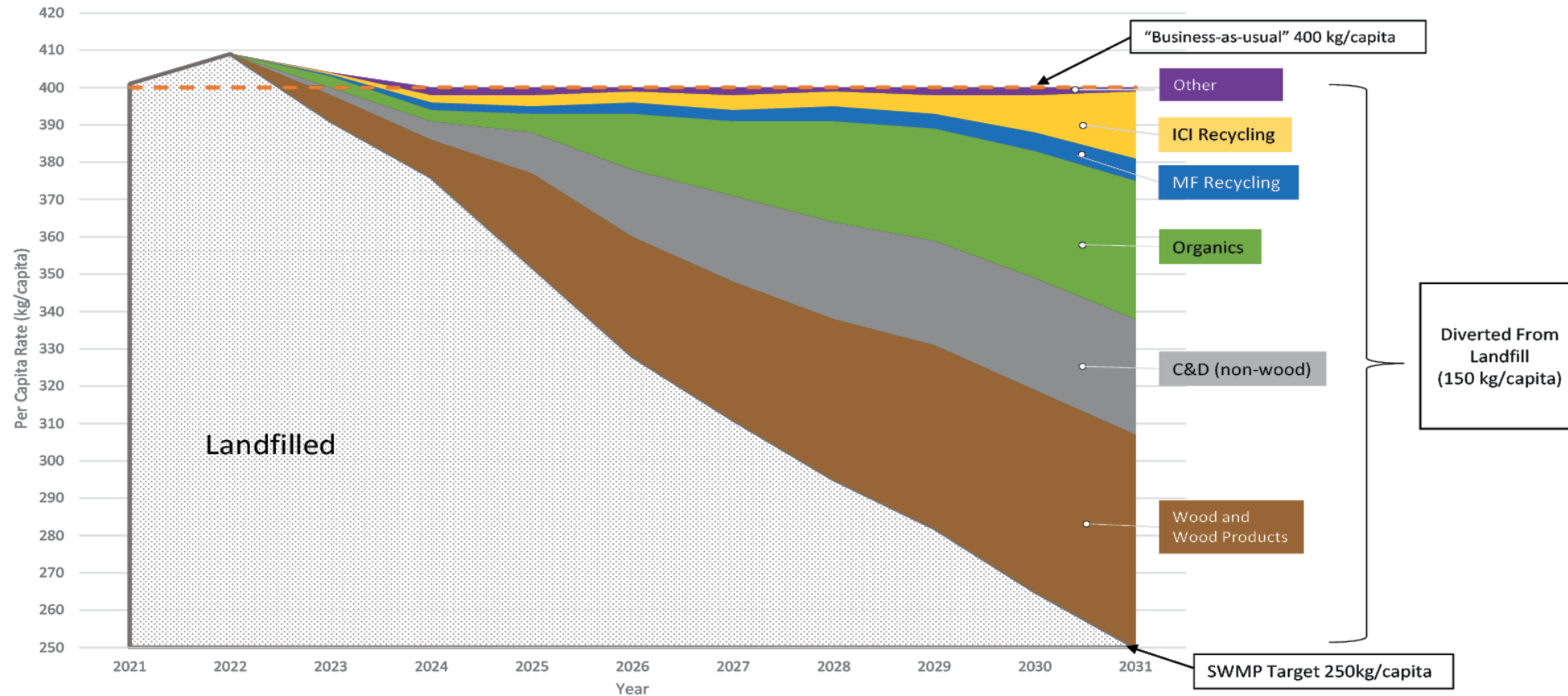


Goals			
To surpass the provincial per capita waste disposal target	To extend the life of Hartland Landfill to the year 2100 and beyond	To have informed citizens that participate effectively in proper waste management practices	To ensure that the CRD's solid waste services are financially sustainable

Focus Areas		
Reduce and Reuse <i>Strategies 1-6</i>	Recycling <i>Strategies 7-13</i>	Recovery and Residuals Management <i>Strategies 14-15</i>

Targets and Tracking

Conceptual Pathway to Regional Waste Disposal Rate of 250 kg/capita



Per Capita – Progress Report



Year	Population ²	Hartland Landfill ¹			Disposal Rate kg/ person	Percentage Change from 2021
		Received	Beneficial Use ³	Landfilled ⁴		
2021	432,062	173,899	-1,013	172,886	400	N/A
2022	439,950	183,397	-5,107	178,290	405	+1.3%
2023	455,092	179,075	-5,100	173,975	382	-4.5%
2024	464,934	168,055	-10,866	157,189	338	-15.5%

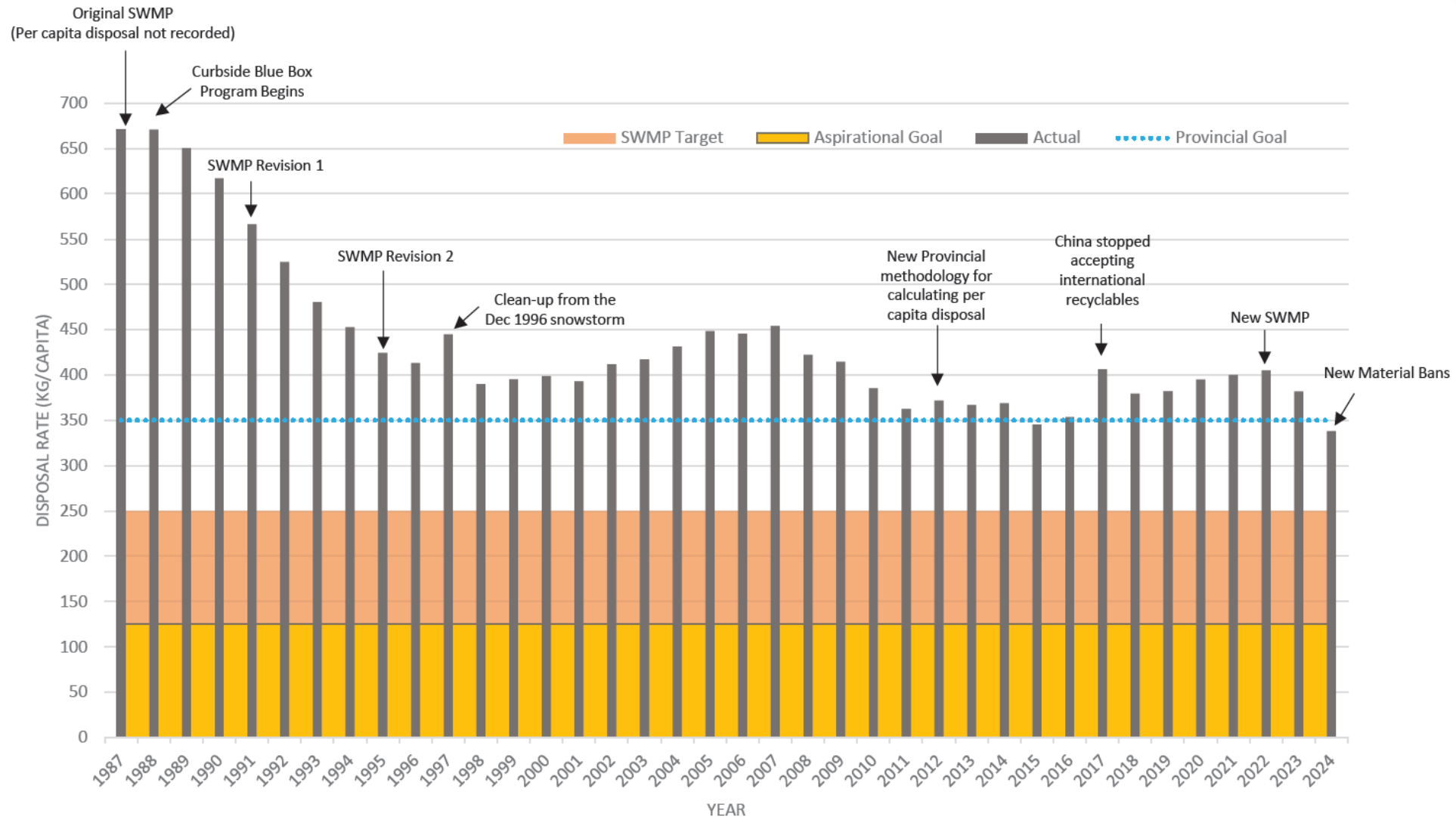
1 Excluding blended biosolids; see pg. 11 for more information

2 BC Stats

3 Onsite beneficial use of material based on ENV guidelines

4 The figure for 2021 includes 6,730 tonnes landfilled at Tervita Highwest Landfill

Per Capita – Historic





Progress Summary



2024 Overall SWMP Progress On track

The following sections are intended to provide a high-level, easy-to-understand overview of the CRD's progress related to implementing the SWMP and to summarize progress made in 2024 as it relates to the plan's goals and focus areas.



Progress Summary - Goals



The four goals of the SWMP may be achieved within the timeframe of this plan, but a goal may also be aspirational, something for the CRD to strive for beyond the timeframe of this plan. Measures of success and progress status definitions for the goals were developed with the SWAC in 2023.



Goal 1: To surpass the provincial per capita waste disposal target (350kg/capita/year) and aspire to achieve a disposal rate of 125 kg/capita/year.



Goal 2: To extend the life of Hartland Landfill to the year 2100 and beyond.



Goal 3: To have informed citizens that participate effectively in proper waste management practices.



Goal 4: To ensure that the CRD's solid waste services are financially sustainable.

Goal Area Icon Legend



On Track



Opportunity for Improvement



Attention Required

Developed in collaboration with the SWAC, each goal has a unique definition for "On Track", "Opportunity for Improvement" and "Attention Required." Review the following section for definitions.



On Track

Goal 1

To surpass the provincial per capita waste disposal target (350kg/capita/year) and aspire to achieve a disposal rate of 125 kg/capita/year.

Indicators and Inputs Summary:

- Calculated a disposal rate of 338 kg/capita, a decrease of 15.48% or 62 kg/capita from when the plan began in 2021.
- 2022 Solid Waste Stream Composition study indicated 47% of the garbage sent to Hartland Landfill could have been diverted through reuse, recycling or energy recovery.
- In 2025, the CRD will complete a waste generator study to further analyze where and how waste is generated.

Icon Definitions



Community is trending towards a per capita disposal rate to be **less than 350 kg/capita** over the life of the plan.



Community is trending towards a per capita disposal rate of **350 kg/capita** over the life of the plan



Community is trending towards a per capita disposal rate **above 350 kg/capita** over the life of the plan.



Opportunity for Improvement

Goal 2

To extend the life of Hartland Landfill to the year 2100 and beyond.

Indicators and Inputs Summary:

- Calculated a 2024 compaction density rate of 0.98 tonnes of general refuse per cubic metre, surpassing the landfill guideline target of 0.85 tonnes per cubic metre by 15.29%.
- Calculated a 5-year average (2020-2024) Airspace Utilization Factor (AUF) of 0.68 tonnes of material per cubic metre of airspace, missing the target of 0.76 tonnes of material per cubic metre by 11.76%. AUF is the total volume of general refuse, controlled waste and cover material landfilled.
- Landfilled 157,188 tonnes of general refuse at Hartland Landfill, a decrease of 15,698 tonnes (15.48%) from when the plan began in 2021.

Icon Definitions



Air space utilization is on track to extend the life of Hartland Landfill to the year **2100 and beyond**.



Air space utilization is only trending to extend the life of Hartland Landfill to the year **2100**.



Air space utilization will not extend the life of Hartland Landfill to the year **2100**.



On Track

Goal 3

To have informed citizens that participate effectively in proper waste management practices.

Indicators and Inputs Summary:

- The 2024 Solid Waste Market Research and Engagement Study reported 74% of residents show positive attitudes across five waste management behaviours, including reducing waste, supporting circular economy, composting, confidence in their waste disposal knowledge and supporting community initiatives.
- Provided \$312,152 in funding for non-profit waste reduction organizations, organics diversion education and the Rethink Waste Grant, a 54% increase from when the plan began in 2021.
- Delivered 273 waste reduction workshops and tours (landfill tours, 3Rs, composting) to 6,014 children and adults in the capital region, a 70.63% increase from when the plan began in 2021.

Icon Definitions



Engagement and participation in proper waste management practices is **higher** than previous years.



Engagement and participation in proper waste management practices is **equivalent** to previous years.



Engagement and participation in proper waste management practices is **less** than previous years.



On Track

Goal 4

To ensure that the CRD's solid waste services are financially sustainable.

Indicators and Inputs Summary:

- Solid waste service continues to be a self-funded and achieve a surplus.

Icon Definitions



Solid waste service self-funding model is **financially sustainable** for the remainder of the plan.



Solid waste service self-funding model is **trending in the wrong direction**, adjustments may be necessary.



Solid waste service self-funding model is trending in the wrong direction and is currently **not sustainable** for the remainder of the plan.



Progress Summary – Focus Areas



Focus Areas

The focus areas form the basis of service plans and work plans that are approved by the Board annually as part of the financial planning process. Collaboration with First Nations governments, municipalities, other solid waste services, CRD divisions and stakeholders will be integral to this process. The 15 strategies and 72 actions contained within the SWMP are divided into three focus areas.



Reduce and Reuse



Recycling



Recovery and Residuals Management

Focus Areas Icon Legend



On Track: 75% or greater of yearly target progress



Opportunity for Improvement: 50%-75% of yearly target progress



Attention Required: less than 50% of yearly target progress



Reduce and Reuse

Governments, residents, non-profits, and businesses all have an important role to play in reducing and diverting waste from the landfill. Reducing the amount of waste created, and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.



Overall Action Status
On Track



Progress Summary

- The 2024 Solid Waste Market Research and Engagement Study reported 74% of residents show positive attitudes across five waste management behaviours
- The Rethink Waste Community Grant funded 24 projects (\$70,300)
- Connected with over 4,631 residents through education and outreach programs



Recycling

By participating in recycling programs, residents and businesses take responsibility for the products they have purchased and support a system where these materials can be used repeatedly.



Overall Action Status
On Track

Progress Summary

- General refuse material bans at Hartland Landfill on wood (clean and treated) and asphalt shingles resulted in 9,600 tonnes of material being diverted for recycling or energy recovery.
- New contractor began service for the CRD blue box program.
- Started the Waste Stream Collector Incentive Program to promote multi-stream collection services.





Recovery and Residuals Management

Once material has been reduced, and technology has been applied to recover as much energy as possible, residuals management provides a safe and effective way to manage materials that don't have a next and best use.



Overall Action Status
Opportunity for
Improvement

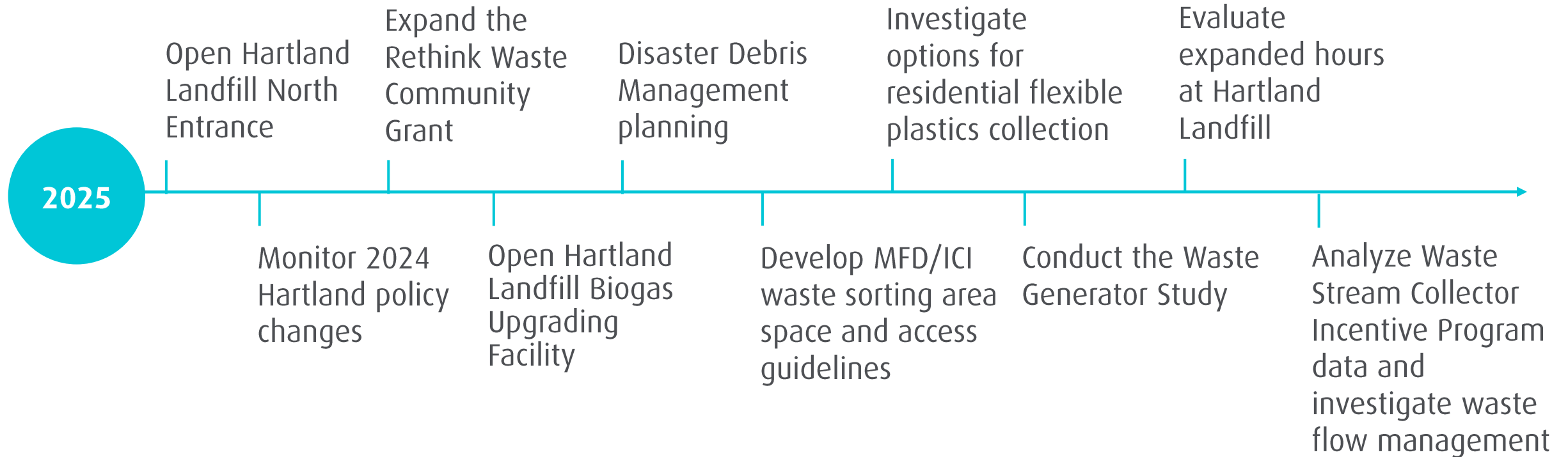


Progress Summary

- 2024 disposal rate was 338 kg/capita*, a decrease of 11.6% or 44 kg/capita from 2023
- Built the Material Diversion Transfer Station at Hartland Landfill
- 5-year average (2020-2024) Airspace Utilization Factor (AUF) was 0.68 tonnes of material per cubic metre of airspace, missing the target of 0.76 tonnes of material per cubic metre by 11.76%

*This number excludes blended biosolids

Looking Ahead - 2025





Thank you

agilmourford@crd.bc.ca | 250.360.3318



Capital Regional District



CRDVictoria



crd.ca

