

Capital Regional District

Meeting Minutes

Solid Waste Advisory Committee

Wednesday, September 15, 2021

12:30 PM

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

PRESENT:

M. Coburn, J. Collins (EP), B. Desjardins (Chair), K. King (EP), M. Kurschner, E. Latta, M. McCullough (EP), A. Meisen (EP), D. Monsour, J. Oakley (EP), D. Paul Jr., J. Rintoul (EP), K. Siefried (EP), D. Thran, R. Tooke (Vice-Chair)

Staff: A. Chambers, Senior Administrative Secretary, Environmental Resource Management (ERM) (Recorder); K. Masters, Communications Liaison, ERM; R. Smith, Senior Manager, ERM; K. Stevenson, Accounting Clerk, ERM; M. Tromp-Hoover, Supervisor, Communication and Education Development, Environmental Protection; T. Watkins, Manager, Policy & Planning, ERM

Regrets: J. Hillis, L. Jenson, J. Shaw, R. Speller, C. Tuggle, S. Wiebe, S. Young Jr.

EP - Electronic Participation

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

1. Territorial Acknowledgement

2. Approval of Agenda

Agenda for the September 15, 2021 Solid Waste Advisory Committee meeting.

**MOVED by D. Monsour SECONDED by D. Paul Jr.
That the agenda be approved as circulated.
CARRIED**

3. Adoption of Minutes

Minutes from the June 4, 2021 Solid Waste Advisory Committee meeting.

**MOVED by R. Tooke, SECONDED by E. Latta
That the minutes of the June 4, 2021 Solid Waste Advisory Committee meeting be
adopted as circulated.
CARRIED**

4. Chair's Remarks

Environmental Resource Management staff Karen Stevenson, Accounting Clerk and Kate Masters, Communications Liaison were introduced to the committee.

5. Committee

a. Staff Report: Solid Waste Management Plan Implementation Update

T. Watkins spoke to the report. CRD staff are looking for any Solid Waste Advisory Committee feedback, if there is any. A discussion ensued on the following:

- Industrial, commercial, institutional and multi-family and the make-up in the waste stream
- What can be done within the capital region to decrease waste
- Approval structure of the Solid Waste Management Plan and implementation of the plan.
- Waste management licensing

MOVED by R. Tooke, SECONDED by E. Latta

That the Capital Regional District prioritize waste stream management licensing as part of the short-term strategies to support municipalities in their initiatives.

CARRIED

MOVED by A. Meisen, SECONDED by D. Monsour

That an overview report be provided on the fate of diverted waste from the Capital Regional District's Hartland Landfill.

CARRIED

MOVED by E. Latta, SECONDED by M. Coburn

That the Solid Waste Management Plan Implementation Update staff report be received for information

CARRIED

The Solid Waste Management Plan Implementation Update staff report is attached as Appendix A.

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

The graph has been updated to include per capita and each year will have the estimated population growth incorporated.

The tonnage graph is attached as Appendix B.

c. Waste Management (standing item)

There was nothing to report.

6. Correspondence

a. CRD Response to Letter dated May 11, 2021 Re: Waste Reduction and Recycling at the CRD

A letter regarding the above came through for the attention of the Solid Waste Advisory Committee (SWAC) dated May 11, 2021 and was presented to the SWAC at their June meeting. CRD staff drafted a response and provided a copy of this letter for information to the SWAC.

The letter is attached as Appendix C.

7. Other Business

There was no other business.

8. Next Meeting

The next Solid Waste Advisory Committee meeting will be November 5, 2021.

9. Closing Comments

There are thirteen Solid Waste Advisory Committee members whose terms expire December 31, 2021. CRD staff will look to advertise for these vacancies and will circulate the volunteer notice to the committee when available.

10. Adjournment

The meeting adjourned at 13:30

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



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ERM 21-35

**REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, SEPTEMBER 29, 2021**

SUBJECT **Solid Waste Management Plan – Implementation Update**

ISSUE SUMMARY

To provide an update on implementation of the Solid Waste Management Plan.

BACKGROUND

On May 12, 2021, the Capital Regional District's (CRD) new Solid Waste Management Plan (SWMP) was approved by the CRD Board. At the same meeting, staff were directed to submit the plan to the Ministry of Environment and Climate Change Strategy (ENV) for regulatory approval and to immediately begin implementing the plan. In response to this direction, staff have submitted the Plan to ENV for review and approval, have developed a short-term work plan and framework, and have begun plan implementation. Details are provided below for information.

The new SWMP has a goal to surpass the provincial waste disposal target and aspires to achieve a disposal rate of 125 kg/capita/year. By the end of its tenth year, the plan targets a waste disposal rate of 250 kg per capita (or less). This represents an overall regional waste reduction of approximately one-third, or around 40,000 tonnes of waste against 2020 levels within 10-years – a significant challenge for a growing region.

The CRD has focused on waste reduction for many years and has already been successful in diverting a significant portion of the region's waste from the landfill. Between 1989 and 2019, the CRD's per capita waste disposal rate went down approximately 43%, as a result of a variety of CRD initiatives, including the blue box program, recycling depots, landfill disposal bans on materials when viable alternatives exist (including processing systems and end markets), as well as the introduction of the Extended Producer Responsibility programs regulated by the Province.

To meet the targets of the new SWMP, the CRD will need to build on these successes and implement new and expanded programs, policies and regulations, as identified within the plan, to continue to reduce, reuse and recycle materials, and recover materials and energy from the waste stream.

To support meeting the plan's waste disposal target within the timeframe, staff have developed a short-term work plan and framework (Appendix A) and have prioritized the plan's 72 actions through the lenses of those actions that will be most effective in reaching the plan targets, align with community (including municipal) priority areas, and are areas that fall within the CRD's jurisdiction and operational control.

On this basis, staff have identified five short-term focus areas for immediate implementation (see details in Appendix A). The vast majority of waste reduction is expected to be achieved through the targeted material stream diversion of wood waste, organics, paper and plastics, which combined represent about two-thirds of the materials currently being disposed at Hartland Landfill.

Insert here - SWAC feedback from September 15, 2021 meeting

CONCLUSION

The final draft Solid Waste Management Plan has been submitted to the Ministry of Environment and Climate Change Strategy for regulatory approval. Meeting the targeted waste disposal rate of 250 kg per capita (or less) per year within 10 years represents an overall reduction of approximately one-third of the current solid waste generation and will be a significant challenge for our growing region. Staff have begun plan implementation and have prioritized the 72 plan actions into five short-term focus areas through the lenses of actions that will be most effective in reaching the plan targets, align with community (including municipal) priority areas, and are areas that fall within the CRD’s jurisdiction and operational control.

RECOMMENDATION

The Environmental Services Committee recommends to the Capital Regional District Board:

That this report be received for information.

Submitted by:	Russ Smith, Senior Manager, Environmental Resource Management
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENT

Appendix A: Solid Waste Management Plan – Short-Term Implementation Framework and Timeline

SOLID WASTE MANAGEMENT PLAN SHORT-TERM IMPLEMENTATION FRAMEWORK

September 2021

Staff have developed a short-term work plan and framework and have prioritized the plan's 72 actions through the lenses of those actions that will be most effective in reaching the plan targets, that align with community (including municipal) priority areas, and are areas that fall within the Capital Regional District's (CRD) jurisdiction and operational control.

Priority Areas

The immediate priority areas include:

- **Targeted Material Stream Diversion:** Wood waste, organics, paper and plastic account for over 65% of the total materials currently sent to the landfill and represent an immediate opportunity for diversion and recovery of material and energy from the solid waste stream. Staff have begun developing new programming and tools to reduce waste and recover energy from these material streams. Actions under evaluation include modifying the tipping-fee structure to incent diversion, expanding landfill material bans for streams where viable alternatives exist, facilitating the diversion of material and energy recovery of diverted material and expanding regulatory enforcement, where required. Staff will be consulting with municipalities and the private sector on proposed operational changes over the fall and expect to bring a proposed material stream diversion program, including associated tipping fee and bylaw changes to the committee for consideration in early 2022.
- **Multi-Family/Industrial, Commercial and Institutional (ICI) Strategy:** ICI refers to waste generated through industrial, commercial and institutional sectors. Multi-family refers to waste generated by residential housing that is not considered single-family. Collectively, these two sectors generate approximately 53% of the solid waste stream. Much of the CRD's historical efforts and successes in diverting 43% of materials from the waste stream over the previous decades have been realized through an early focus on the single-family sector with the residential blue box collection program. Opportunity exists to enhance diversion activities and programming to the ICI and multi-family sectors. This focus area was also identified as a priority by municipalities during the plan's consultation phase. Staff are working to develop an ICI/multi-family sector specific strategy, and have included a budget request through the CRD's annual budgeting process for a new Initiatives Coordinator position, which would begin in early 2022.
- **Municipal Collaboration:** Municipalities are primary partners in implementing the Solid Waste Management Plan and provide various curbside collection or drop-off services to residents and other sectors; education and outreach associated with local solid waste services; litter collection, streetscape sanitation and waste collection services for public spaces; along with many other critical roles. Through programming, regulation and bylaws, municipalities have the ability to access waste streams and incent diversion in areas that are outside of the scope or authority of the CRD. Staff are working to enhance the collaboration with municipalities on plan implementation. Immediate first steps include inventorying current municipal initiatives and reenergizing and expanding the existing staff inter-municipal solid waste working group through the development of a terms of reference and populating the working group.

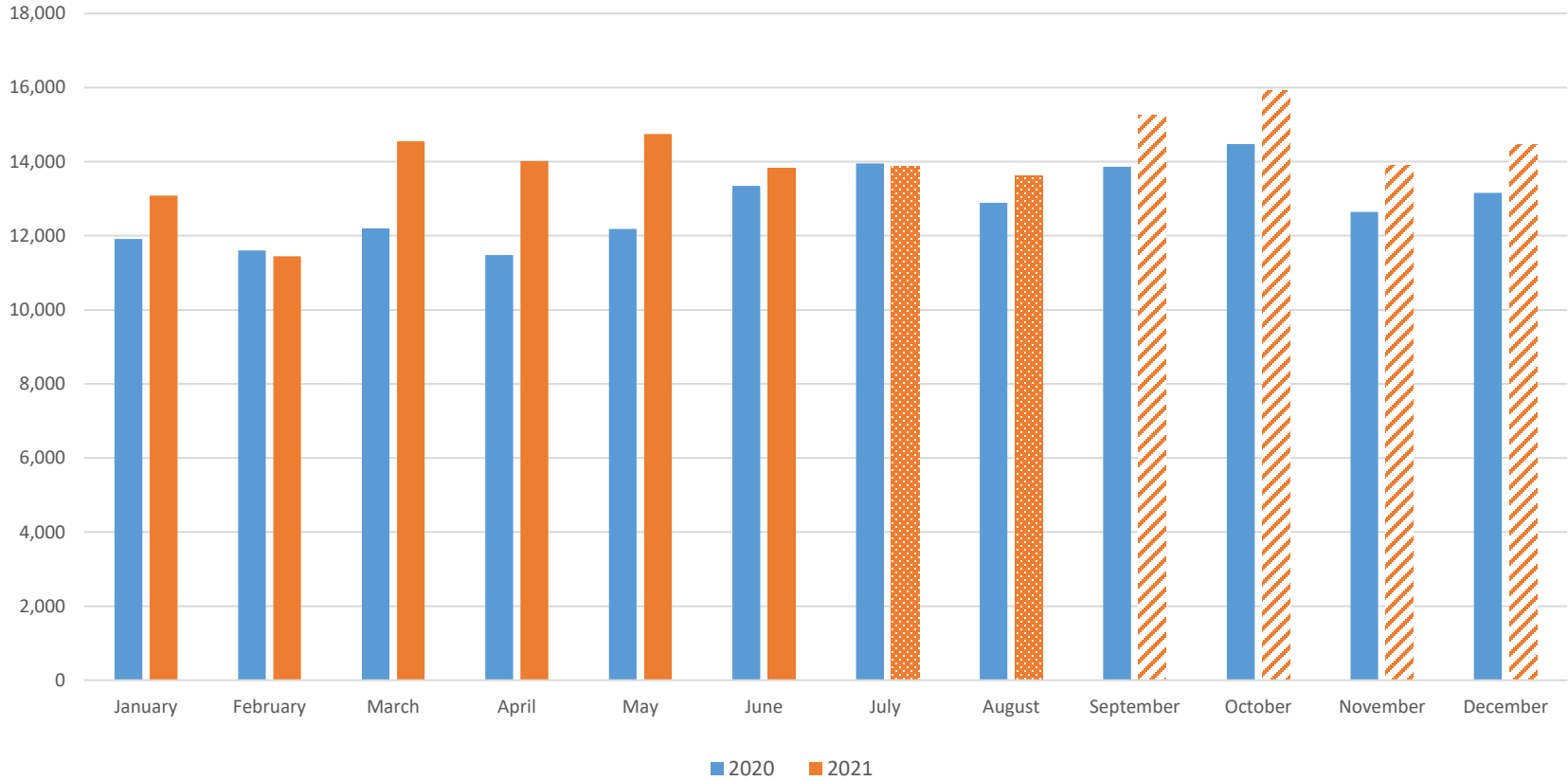
- **Community Grant Program:** Through the Solid Waste Management Plan consultation, the CRD heard many waste reduction ideas with potential from the community. A community-based waste reduction grant program will provide resources and support for individuals and groups that want to turn their ideas into action. Funds have been allocated to the program within the Environmental Resource Management budget, and staff are currently developing program guidelines and looking to launch the program in 2022.
- **Technology Research:** Staff continue efforts researching, investigating and reporting out on emerging waste management technologies, including alternatives to landfilling, such as integrated resource management and gasification. On July 14, 2021, the CRD Board directed staff to facilitate, where possible, the business case process the Township of Esquimalt has undertaken to explore feasibility of gasification of solid waste and kitchen scraps management, and CRD staff continue to work with and support staff at Esquimalt. Additionally, the CRD is investigating the feasibility of testing municipal solid waste in conjunction with the CRD's biosolids gasification testing and will bring results of these investigations to the Environmental Services Committee.

SOLID WASTE MANAGEMENT PLAN SHORT-TERM IMPLEMENTATION TIMELINE

2021

FOCUS AREA	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
Material Stream Diversion																		
Multi-Family/Industrial, Commercial and Institutional Strategy																		
Municipal Collaboration																		
Community Grant Program																		
Technology Research																		
investigate																		
implement																		

Hartland Landfill Actual and Projected Monthly Refuse Tonnages



2020 - 395 kg's / capita
2021 - 391 kg's / capita (est.)

2020 - 153,700 tonnes disposed
2021 - 168,700 tonnes disposed (est.)



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June 30, 2021

File: 0620-20
Solid Waste Management Plan
Revision 3

Ms. Maxine Leichter
706 Mt. Belcher Hts.
Salt Spring Island, BC V8K 2J3
Via email mleichter@telus.net

RE: WASTE REDUCTION AND RECYCLING AT THE CAPITAL REGIONAL DISTRICT

Dear Ms. Leichter:

Thank you for your letter dated May 11, 2021 with regard to reducing solid waste and your observations with respect to the practices at the CRD's Salt Spring Island office. It is my understanding that the Salt Spring Island office is now providing its agenda packages in a double-sided format as you requested.

Your suggestions with regard to minimizing waste in all of the CRD's facilities are appreciated and align with the CRD's operating practices and principles. The new Solid Waste Management Plan is looking to build on these practices through its Strategies and Actions. Recycling and waste management services for the CRD are administered through the CRD's Facilities Management group and if you have specific questions about these services you are encouraged to contact Chaz Whipp, Manager of Facilities at cwhipp@crd.bc.ca.

Regards,

A handwritten signature in black ink, appearing to read 'R. Smith', with a long horizontal flourish extending to the right.

Russ Smith, Senior Manager, Environmental Resource Management

c.c. Barb Desjardins, Solid Waste Advisory Committee Chair
Larisa Hutcheson, General Manager, Parks & Environmental Services, CRD
Karla Campbell, Senior Manager, Salt Spring Island Administration, CRD
Chaz Whipp, Manager of Facilities, CRD