



PEACE RIVER REGIONAL DISTRICT Solid Waste Committee Meeting Minutes

DATE: Thursday, January 5, 2017

PLACE: Calvin Kruk Centre for the Arts, 10401 – 10th Street, Dawson Creek, BC

PRESENT: Director Karen Goodings, Electoral Area 'B'
Director Dan Rose, Electoral Area 'E'
Alternate Director Mel Deck, District of Chetwynd
Director Dale Bumstead, City of Dawson Creek
Director Lori Ackerman, City of Fort St. John
PRRD Chair Brad Sperling, ex officio

Staff

Paulo Eichelberger, General Manager of Environmental Services
Fran Haughian, Communications Manager/Commission Liaison
Phil Kovacs, Manager of Solid Waste
Loryn Day, Solid Waste Coordinator
Suzanne Garrett, Corporate Services Coordinator

- 1) Call to Order The meeting was called to order at 1:20 pm

- 2) Election of
Committee Chair The General Manager of Environmental Services called for nominations for the office of Committee Chair for 2017.

Director Goodings nominated Director Rose for the office of Committee Chair for 2017. Director Ackerman seconded the nomination.

Director Rose accepted the nomination.

The General Manager of Environmental Services called a second time for nominations for the office of Committee Chair for 2017.

Hearing none, the General Manager of Environmental Services declared Director Rose Chair of the Solid Waste Committee for 2017.

- 3) Election of
Vice-Chair The General Manager of Environmental Services called for nominations for the office of Committee Vice-Chair for 2017.

Director Rose nominated Director Ackerman for the office of Committee Vice-Chair for 2017. Director Goodings seconded the nomination.

Director Ackerman accepted the nomination.

The General Manager of Environmental Services called a second time for nominations for the office of Committee Vice-Chair for 2017.

Hearing none, the General Manager of Environmental Services declared Director Ackerman Vice-Chair of the Solid Waste Committee for 2017.

ADOPTION OF THE AGENDA:

- 4) Adoption of the Agenda MOVED by Director Bumstead, SECONDED by Alternate Director Deck, that the Solid Waste Committee agenda for the January 5, 2017 meeting including Director's new business and additional items for the agenda, be adopted as amended:
- Call to Order**
 - Election of Chair and Vice-Chair**
 - Notice of New Business**
 - Adoption of the Agenda**
 - Minutes**
 - M-1 Solid Waste Committee Meeting Minutes of November 3, 2016
 - M-2 Solid Waste Committee Special Meeting Minutes of November 24, 2016
 - Business Arising from the Minutes**
 - Correspondence**
 - C-1 December 16, 2016 letter from Tervita requesting an extension to Waste Transfer Station Operation and Haulage Contract Agreement No. 02-2012.
 - Reports**
 - R-1 December 8, 2016 report regarding extending solid waste facility hours of operation.
 - R-2 December 14, 2016 report regarding Waste Composition Study contract award.
 - New Business**
 - NB-1 Meeting schedule for 2017
 - Items for Information**
 - I-1 Solid Waste Summary Report for period ending December 31, 2016
 - Adjournment**
- CARRIED.

MINUTES:

- 3) M-1 Oct 6 SWC Mtg Min. MOVED by Director Bumstead, SECONDED by Alternate Director Deck, That the Solid Waste Committee meeting minutes of October 6, 2016 be adopted.
- CARRIED
- 4) M-2 Nov 24 SWC Mtg. Min MOVED by Alternate Director Mel Deck, SECONDED by Director Bumstead, That the Solid Waste Committee Special meeting minutes of November 24, 2016 be adopted.
- CARRIED.

CORRESPONDENCE:

- 5) C-1 Tervita It was noted that the expiry dates for the Waste Transfer Station Operation and Haulage Contracts are different, due to transfer station construction. Contract No, 02-2012 operation of transfer stations located at Kelly Lake, Pink Mountain, Prespatou, Rose Prarie, Tomslake, Wonowon and Dawson Creek. Contract No. 03-2013 operation of transfer stations located at Buick Creek, Cecil Lake, Goodlow, Upper Halfway, Moberly and Rolla. The Contractor, Tervita, is requesting that both contracts expire on the same date. Staff will be preparing new tenders for the operation/haulage contracts in the near future, with the idea of splitting the transfer stations into zones, i.e. West, North and South Peace.

Correspondence: (continued)

- 5) C-1 MOVED by Director Bumstead, SECONDED by Director Goodings,
- a) That the Solid Waste Committee recommends to the Regional Board that for consistency and retendering purposes Waste Transfer Station Operation and Haulage Contract No. 02-2012 expiration date be changed to November 19, 2017 to coincide with the expiration date of Waste Transfer Station Operation and Haulage contract No. 09-2013; and
 - b) That the Solid Waste Committee be authorized to review the Waste Transfer Station Operation and Haulage tender documents prior to the tender being issued.

CARRIED.

REPORTS:

- 6) R-1 As a result of the 2016 Solid Waste Customer Satisfaction Survey, the
extended hours Regional Board, at its September 22, 2016 meeting, approved the preparation
of operation of a report outlining options with respect to implementing "seasonal" hours of
 operation at the Bessborough, Chetwynd, North Peace Regional landfills and
 the Dawson Creek Transfer Station.

- MOVED by Director Bumstead, SECONDED by Director Ackerman,
That the Solid Waste Committee recommends to the Regional Board that:
- a) The Dawson Creek Transfer Station days of operation be increased to 7 days per week, 8:00 am to 6:00 pm, for a six month period (May to October), and return to regular days/hours of operation at 5 days per week, 9:00 am to 6:00 pm, from November to April; and
 - b) That the Chief Financial Officer be directed to include the increase operational contract costs under the appropriate line item in the 2017 Annual Financial Plan.

CARRIED.

MOVED by Director Bumstead, SECONDED by Director Ackerman,
That the Solid Waste Committee recommends to the Regional Board that the hours of operation for the North Peace Regional landfill remain as is until 2018, after construction is complete to enable staff time to collect data and identify any trends that may have taken place.

CARRIED.

It was noted that the communication plan for the change of hours at the Dawson Creek Transfer Station will include local media, signage at the site, and the Regional District website.

- 7) R-2 MOVED by Director Bumstead, SECONDED by Alternate Director Deck,
Waste Composition a) that the Solid Waste Committee recommends to the Regional Board
Study that the Waste Composition Study contract be awarded to Tetra Tech
 EBA Inc., in the amount of \$121,712.32, excluding taxes; and
 b) that the Chair and Chief Administrative Officer be authorized to sign the
 contract on behalf of the Regional District.

CARRIED.

The Committee stressed the importance of focusing on the ICI (Industrial/Commercial/Institutional) waste stream.

The Committee further requested that particular attention be made toward waste materials generated by work camps in the region.

NEW BUSINESS:

8) 2017 Meeting Schedule First Thursday of every month, with the exception of February. The Committee will meet on February 7th (due to NCLGA and the Resource forum).

9) Joint Meeting PMAC Members were asked for feedback on the morning session with the Plan Monitoring Advisory Committee (PMAC) and review of the Solid Waste Management Plan. Comments included:

- good discussion
- valuable input from the contractors
- beneficial, PMAC should meet regularly
- still feel the need to go through the Plan section by section, regulatory changes – what are the impacts, policy review for changes, etc.
- use survey, high profile feedback that identifies issues

Action Item: Chair Rose suggested that members read the following Sections:
Section 3 – Establishing the Vision
Section 4 – The Planning Framework
Section 5 – Phase 1 – Building a Foundation
And highlight any issues for discussion.

Action Item: Parking lot issues identified during morning session, to be forwarded to PMAC for discussion.

10) I-1 SW Summary Report for period ending Dec 31, 2016 The Committee inquired if, for easier reference, information for each solid waste site/facility could be grouped together on the financial report?
Discussion ensued with respect to the need to clarify “surplus” amounts in the solid waste budget.
MOVED by Director Sperling, SECONDED by Alternate Director Deck,
That the Solid Waste Committee recommends to the Regional Board that staff be directed to bring in a reduced solid waste budget, by 10%, less than the 2016 solid waste budget.
CARRIED.
(NAYS – Director Goodings)

11) Committee Report MOVED by Director Goodings, SECONDED by Alternate Director Deck,
That the recommendations from the Solid Waste Committee meeting of January 5, 2017 be recommended to the Regional Board for approval.
CARRIED.

12) Adjournment The meeting adjourned at 2:45 pm

Director Dan Rose,
Chair – Solid Waste Committee

S. Garrett,
Corporate Services Coordinator