



REGIONAL DISTRICT OF CENTRAL KOOTENAY

Resource Recovery Plan Advisory Committee MINUTES

A meeting of the Resource Recovery Plan Advisory Committee was held on Tuesday, August 18, 2020 by remote meeting due to Novel Coronavirus 2019 (COVID-19).

COMMITTEE MEMBERS

Director Watson	Chair, RDCK Board
Director Jackman	Chair, East Resource Recovery Committee; Chair, RRPAC
Director Newell	Chair, Central Resource Recovery Committee
Director Popoff	Chair, West Resource Recovery Committee
Colin Farynowski	Town of Creston
Chris Barlow	City of Castlegar
Kevin Cormack	City of Nelson
Bruce Edson	Community Member

MEMBERS ABSENT

Steve Harry	Alpine Group (absent)
Brant Gray	Gray's Contracting (absent)

STAFF

Stuart Horn	Chief Administrative Officer
Uli Wolf	General Manager of Environmental Services
Amy Wilson	Resource Recovery Manager
Alayne Hamilton	HB Tailings Facility Technologist
Todd Johnston	Environmental Coordinator, Environmental Services
Travis Barrington	Resource Recovery Technician
Shanna Eckman	Administration Coordinator/Recording Secretary

CONSULTANTS

Carey McIver	Carey McIver and Associates Ltd.
Jeff Ainge	Maura Walker and Associates Ltd.

1. CALL TO ORDER

Committee Chair Jackman called the meeting to order at 9:00 am.

2. MINUTES OF THE PREVIOUS MEETING

Review of Minutes of previous meeting.

2.1 Outcomes and Intentions – Amy Wilson

Due to COVID-19, Emergency Operations Centre activation, and the recycling transition, Resource Recovery (RR) staff have had to prioritize and adjust the Resource Recovery Plan (RRP) timeline resulting in deferring the model and finances to a future meeting.

Chair and staff elected to keep the August meeting to engage with the Resource Recovery Plan Advisory Committee (RRPAC) members to provide updates and review a few outstanding or new items.

3. REGIONAL COMPOSTING UPDATES – ALAYNE HAMILTON

3.1 Compost Facilities and Organics Transfer Upgrades Projects

- In early June, TetraTech was awarded contract to complete the organics compost facility and transfer station upgrade designs, and construction procurement, administration and oversight.
- Geotechnical investigations were completed at the Ootischenia, Central and Creston Landfills between July 6 - 8, 2020.
- Archaeological overview assessments were completed for the Creston and Ootischenia Landfills.
- Compost facility pad base preparation at the Central Landfill will be completed in 2020 starting August 24th.
- TetraTech is currently working on all detailed designs, with the 35% design review expected in early September.
- Projects are still on schedule to proceed with the construction procurement process in late November, and full facility construction in Summer 2021.

3.2 Regional Organics Curbside Collection Feasibility Study

- In response to interest expressed by Municipal partners for the RDCK to investigate expansion of curbside collection services to rural areas, a feasibility study will be completed by Maura Walker and Associates (MWA).
- The project will identify potential areas for curbside collection and provide high-level costs.
- Expanding curbside would significantly increase food waste diversion rates which could result in:
 - Lower per capita operating costs at the composting facilities;

- Additional reductions in GHG emissions from RDCK landfills;
- Draft summary and recommendations report will be presented to the Joint Resource Recovery Committee in the fall.
- Staff and MWA agreed to review the information from the Kaslo and New Denver composting projects, however this is likely outside of the economic/feasible distance.

4. REGIONAL SEPTAGE STRATEGY UPDATES – TODD JOHNSTON

- In 2019 RDCK staff began investigating a septage strategy to improve upon the current landfill chip bed model for the Central and West Sub-regions in both meeting current and future demand and also environmental performance. Kerr Wood Leidal (KWL) was awarded the contract to review and recommend options within these Sub-regions as well as provide a Class D Cost Estimate.
- Out of the options presented in the KWL review, the preferred option is to build a receiving station with capacity to service the Central and West Sub-regions at the North Lagoon Wastewater Treatment Facility, which is owned and operated by the City of Castlegar.
- The Board directed staff to enter into formal discussions between the RDCK and the City of Castlegar to discuss the potential of a mutually beneficial partnership, and also to increase the tipping for septage disposal to begin building reserves.
- To date, the RDCK and the City of Castlegar have met twice to establish interests, concerns such as liabilities, revenue models and disposal options, but with no commitments to date.
- Discussions have been temporarily suspended and will resume in a few months to give the City of Castlegar some time to complete assessments of their South Waste Water Treatment Plant.
- There has been some informal interest from the private sector, but to date no proposals have been submitted.
- Staff were directed by the Joint Resource Recovery Committee (JRRC) to continue to look at potential opportunities with the private sector, specifically CELGAR.
- The City of Castlegar has an existing partnership with CELGAR for raw water supply and has committed to initiating a meeting and site visit between the RDCK and CELGAR Staff.
- The chip bed at the Nakusp Landfill receives significantly smaller volumes of septage than the Ootischenia and Central Landfills (approximately 4% of the Region's totals).

- Staff were under the impression at the start of this work that the Village of Nakusp's Wastewater Treatment Plant was taking septage from haulers, however, that was a misunderstanding which was later clarified (the hauler is bringing in BC Ferry holding tank waste only). It was determined that septage services for that area of the West Sub-region needs further consideration.
- The Village of Nakusp is currently upgrading their treatment works, and there is a question of whether they could expand their services to include septage to service Areas H and K; RDCK staff are meeting with Village of Nakusp staff this month to learn more about their upgrade plans and find out if there is a potential for additional septage receiving services for the Nakusp area.
- The Town of Creston is currently developing their own receiving facility for the East Sub-region (in collaboration with the RDCK).

5. RECYCLE BC UPDATES – TRAVIS BARRINGTON

- All 23 depots are operating under the Recycle BC (RBC) program as of August 8th.
- Waste Management of Canada (WM) would not continue to service depots during transition in July as previously stated, and some depots had bins removed ahead of the agreed upon schedule. These service interruptions led to complaints from users.
- RBC changed Post Collection Partners from Green By Nature to Green For Life in mid-May, thus across the province service was affected and depot supplies were difficult to acquire.
- Developing depot service schedules and routes was a challenge at first and some servicing capacity was restricted due to delivery of bins to remaining sites; however, more regular servicing is coming and Staff are working closely with haulers to add capacity.
- Collection infrastructure (roll-off bins) was slow to arrive at sites due to manufacturing delays, which delayed the launch of several depots.
- Staffing for new sites has also been a challenge.
- Some commercial users are unhappy with the loss of service at smaller depots and restriction to cardboard only for ICI users; it has been difficult to communicate changes to them and staff are encouraging them to assist in lobbying efforts for an ICI recycling stewardship program. Some private haulers have expanded their range for servicing businesses; this will likely grow with demand.
- Many residents are happy with the cleaner, more secure sites, being able to recycle more materials, and are more confident in the end result of recycling.

6. OUTSTANDING OR NEW RECOMMENDATIONS – AMY WILSON

6.1 EcoDepots

- RRPAC meeting in November (diversion); staff recommended EcoDepots in the East and Central Sub-regions. West Sub-region was not specified.
- These recommendations echoed in the November 2018 EPR statement endorsed by the Board includes supporting EcoDepots, however new RRPAC recommendations from the November 2019 meeting refer to promoting existing depots (with no new costs).
- The EcoDepot established in the Central Sub-region, operated by the Nelson Leafs is working well and staff will be assessing data collected. Permitting from the City of Nelson for the Leafs' EcoDepot is short term, and they will need a new location. It was noted that a future Eco Depot could possibly be combined with a new Nelson recycling depot.
- The RDCK issued a Request for Proposal for an EcoDepot in the East Sub-region. No proposals were received; however there was interest from the private sector. Eco Depot Budgeted in East to proceed in 2021.
- The West Sub-region is in question. The Nakusp and Ootischenia depots were in the finance model presented to RRPAC at last meeting (\$100k per year operating; \$70k for Ootischenia and \$30k for Nakusp / \$35k for each to establish).
- Borrowing capacity is not required at this time; however the RRPAC was asked if they support identifying this in RRP to leave the door open to expanding throughout the RDCK.
- The Chair of the West Resource Recovery Committee (WRRC) would like to see an EcoDepot in the West discussed at a future WRRC meeting.

6.2 Hauling Infrastructure

- Another item added to the RRP financials at the last meeting was \$40k/year for staff and \$1M for fleet building to be shared by the West and Central Sub-regions, but only if West hauling changes to in house.
- As fleet expands to accommodate compost transfers and possibly the West Sub-region hauling we will grow beyond what is reasonable for our current fleet support.
- It has been a request of fleet staff for some years to get a heated storage building to address compacting trailer issues.

- It was noted that there is no ability to maintain or store supplies for the fleet, all maintenance other than minor items is contracted. Staff feel they could do more regular/minor maintenance saving time/money.
- The RDCK is reviewing the staffing levels in the Resource Recovery Department.

6.3 Nakusp Composting Facility

- Staff suggested the cost for a small scale composting facility in Nakusp in the future (2026 suggested) as this can further diversion goals and save hauling costs once the landfill is closed.
- Post landfill closure no need for organics materials such as wood waste, yard & garden for cover material so would need to find a purpose such as compost or haul to Ootischenia/Central.
- Suggested in Draft RRP financials \$500K estimate for capital expenditure and \$50K/year for operations.
- WRRRC Chair would like it discussed at upcoming WRRRC meeting to confirm committee's approval to add it to RRP as a placeholder.

6.4 Nelson & Area Recycling Depot

- Some of the challenges of running two depots are:
 - High cost
 - Confusion of Core vs. Satellite Depot
- Staff were directed by the Board to issue Request For Expression of Interest.
- Considerations for improvements include:
 - Cost benefit of purchasing property vs. leasing property
 - Re-development and expansion at the Grohman Narrows Transfer Station
- \$2M is proposed for inclusion in the RRP Capital Plan to allow for long term borrowing capacity; the funding required may be less, but would allow for worst case scenario, if required.
- Staff could investigate combining an EcoDepot (HHW) and hauling infrastructure if those proceed to reduce total cost.

6.5 Staff Restructuring

- At the March 2020 RRPAC meeting staff presented the current Resource Recovery department structure, however, RDCK management are reassessing the Resource Recovery department structure.

- The Driver Foreman role is evolving to into less driving and more route & maintenance planning for an expanding fleet, procurement and asset management, and also potentially overseeing some operations such as the future compost program. Staff presented the cost to shift the Driver Foreman position to a Supervisor position in the RRP draft financials (~\$40k/yr additional).
- New recycling depot staff brings field staff to approx. 60 (includes Site Operators, Landfill Attendants and Recycling & Waste Educators) which fall under the supervision of the Resource Recovery Operations Supervisor.
- At the November 2019 RRPAC meeting staff incorrectly estimated no additional office staffing would be required for recycling as we were solely considering the program management (overseen by the Resource Recovery Technician) not the staffing supervision.
- Hiring and supervising the 30 new Recycling & Waste Educators is a significant workload for the Resource Recovery Operations Supervisor and the Resource Recovery Operations Coordinator. Hiring, training, safety, performance management will be ongoing and some tasks currently assigned to these roles may need to be re-assigned to other RR staff members, which should be addressed in RRP recommendations.

7. ADJUSTED TIMELINES

- RDCK staff have been delayed in the delivery of the Cost Model and Financial Analysis Component originally scheduled for July 2020. Staff are currently working on both of these initiatives with our consultants and are aiming to present to the RRPAC at the September or October meetings.
- Staff received a draft of the RRP last week from MWA and are in the processing of reviewing the it. Staff expect to have MWA present a near final DRAFT in to the RRPAC in October or November 2020.
- Public Consultation is targeted for mid-late Fall and the approach will be influenced by COVID-19 protocols in place at that time.
- In the event that in-person engagement is prohibited, staff will work with RDCK Planning to apply the most inclusive engagement scenarios possible, likely a combination of online sessions, manual and digital surveys, and consulting with Directors on the best methods for reaching out to groups that may not have internet.
- Following consultation, staff and MWA will make suggested revisions based on feedback; which will be presented to the Joint Resource Recovery Committee (JRRC)

in December 2020 / January 2021. Once approved by the Board the RRP will be submitted to MOE for review/approval. It was noted that their approval could take anywhere from a few months to a year.

8. ADJOURNMENT

Meeting adjourned at 11:32 am.

CERTIFIED CORRECT

A handwritten signature in black ink, appearing to read 'G. Jackman', written over a horizontal line.

Director G. Jackman
Chair, August 18, 2020 RRPAC meeting