

**PEACE RIVER REGIONAL DISTRICT  
Solid Waste Committee Meeting Minutes**

DATE: June 4, 2020

PLACE: Regional District offices, Dawson Creek, BC

PRESENT: Director Rose, Electoral Area 'E' – Committee Chair  
Director Sperling, Electoral Area 'C' - ex officio  
Director Goodings, Electoral Area 'B' – *(via teleconference)*  
Director Bumstead, City of Dawson Creek  
Director Zabinsky, City of Fort St. John

Staff

Shawn Dahlen, Chief Administrative Officer  
Paulo Eichelberger, General Manager of Environmental Services  
Loryn Day, Solid Waste Coordinator  
Suzanne Garrett, Corporate Services Coordinator

1) Call to Order The meeting was called to order at 11:05 am

**Directors Notice of New Business:**

Director Goodings Plant sale at Cecil Lake Transfer Station  
Director Bumstead Update - curbside recycling  
Director Rose Update - Vermicomposting project

**ADOPTION OF THE AGENDA:**

MOVED by Director Bumstead, SECONDED by Director Zabinsky,  
that the Solid Waste Committee agenda for the June 4, 2020 meeting, including additional items  
for the agenda, be adopted as amended:

1. **Call to Order**
2. **Notice of New Business**
3. **Adoption of the Agenda**
4. **Adoption of the Minutes**
  - 4.1 Solid Waste Committee Meeting Minutes of April 30, 2020
5. **Business Arising from the Minutes**
6. **Delegation**
7. **Correspondence**
8. **Reports**
  - 8.1 June 4, 2020 - Contract Award RFQ 22-2020 – Decommissioning of Bulky Pits at PRRD Transfer Station Sites Phase 1
  - 8.2 June 4, 2020 – Contract Award RFQ 23-2020 – Recycling Sheds
  - 8.3 June 4, 2020 – Contract Award 27-2020 – Bessborough Landfill Leachate/Landfill Works
  - 8.4 June 4, 2020 - Contract Award RFP 12-2020 – NPRLF 2020 LFG Stage 2 Phase 2
  - 8.5 June 4, 2020 – North Peace Regional Landfill Bio-Sul Production Agreement
  - 8.6 June 4, 2020 – Chetwynd Landfill Phase B Closure Update
9. **New Business**
  - 9.1 Plant sale at Cecil Lake Transfer Station
  - 9.2 Update - curbside recycling
  - 9.3 Update - Vermicomposting project
10. **Items for Information**
  - 10.1 Solid Waste Committee Terms of Reference
11. **Adjournment**

CARRIED.

**MINUTES:**

4.1 SWC Mtg Min. of Apr 30, 2020      MOVED by Director Zabinsky, SECONDED by Director Bumstead,  
That the Solid Waste Committee Meeting Minutes of April 30, 2020 be adopted.

CARRIED.

**Business Arising from the Minutes:**

Item 9.1 re:      This year, with the COVID-19 pandemic, it appears more major renovations are taking place by the  
Spring cleanup      amount of demolition waste. Did the Committee envision demolition/commercial waste being part  
of free dumping? Staff noted that tonnages received during spring clean up are tracked and will be  
reported to the Committee. It was felt there is a need to make a distinction between community  
clean up and commercial/construction waste.

Staff clarified that the Spring Clean-up Campaign and Community clean up events are separate.  
Spring Clean-up events take place during the two week period while community clean-up programs  
can take place any time of the year. Organizations designate a point of contact to fill out the Disposal  
Fee Waiver Request Form (Board approved Policy 0340-60-13) and submit for approval prior to their  
community cleanup event.

**REPORTS:**

8.1 re: Contract      Currently, three of seven Tier 1 Transfer Sites utilized “bulky pits” for handling bulky waste items.  
Award – Bulky Pits      These sites are Cecil Lake, Kelly Lake and Rose Prairie. In the fall of 2018, representatives from the  
Ministry of Environment and Climate Change Strategy visited the sites and inquired on the operation  
of the pits. The PRRD was advised that in order to continue using these pits a more prominent  
separation between where the water gathers and where the waste is deposited would need to be  
established. Additionally, the bulky pits were not specifically noted in the site permits, as a result the  
permits would have to be amended in order to continue using the pits.

In 2019 it was determined that the pits would be decommissioned and capped. As an alternative  
tipping rails and 40 yard bins will be utilized to manage the bulky waste. The project has been split  
into 2 phases – Phase 1 2020 construction of ramps and tipping rails; Phase 2 2021  
decommissioning/closing of bulky pits.

Staff issued a Request for Quotation for the works and received six bids. Through evaluation,  
Chapman Industries was the recommended proponent for the project. The Company is based in  
Vernon, and plans on using local subcontractors for this project.

MOVED by Director Zabinsky, SECONDED by Director Bumstead,  
That the Solid Waste Committee recommends that the Regional Board award RFQ 22-2020,  
“Decommissioning of Bulky Pits at PRRD Transfer Station Sites Phase 1”, for construction of ramps  
and lock block retaining wall for installation of 40 Yard bulky material bins and completion of  
associated site works to Chapman Industries Ltd. at a cost of \$335,797.06 (excluding GST); further,  
that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the  
PRRD.

CARRIED.

MOVED by Director Goodings, SECONDED by Director Bumstead,  
That the following item be diarized:  
Upon completion of the decommissioning of the bulky waste pits at Rose Prairie and Cecil Lake, that  
staff conduct a review of the two sites to determine if the properties would be suitable for  
subdivision and subsequent sale to market if the properties are deemed no longer required for  
Regional District operations.

CARRIED.

**REPORTS:** (continued)

8.2 re: Contract Award – Recycling Sheds In 2019, Recycle BC (RBC) advised the Regional District of operational changes to its program. The major change was moving from a collection system that previously utilized a combined roll off bins and mega bags to a strictly mega bag system. At this time it was proposed to invest in 14'x32' storage sheds at the transfer station sites, having nine buildings for the designated depot sites, leaving the three satellite depot sites as is to reduce budgeted infrastructure costs. The sheds will provide a singular collection point for all 7 streams of recyclables collected, as well as, provide a weather-proof storage location of up to 18 full mega bags.

A Request for Quotation (RFQ) was issued to secure the best pricing for nine 14'x32' sheds to be used to house the 7 streams of recyclables collected at Tier 1 and Tier 2 transfer stations. Nine bids were received. Through the evaluation process, Northern Portables was the preferred proponent.

MOVED by Director Goodings, SECONDED by Director Zabinsky,  
That the Solid Waste Committee recommends that the Regional Board award RFQ 23-2020, "Recycling Sheds", for the supply of 9 – 14'x32'x9 sheds to rural transfer stations to Northern Portables at a cost of \$115,200.00 (excluding GST); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

8.3 re: Contract Award – BBLF Leachate and LF works

As Phase 1 of the Bessborough landfill started to approach its design capacity, plans for the construction of Phase 3 began. Phase 3 will provide storage for 199,500m<sup>3</sup> of material and is estimated to provide 5.88 years of landfilling. In 2018 staff placed a tender for the construction of phase 3 however, due to the pricing received, it was determined that the project would be split into two parts.

1. Phase 3A Construction & Phase 1A Cover & Phase 2 Cover
2. Phase 3B Construction & Phase 1B Cover

Phase 3A construction and Phase 1A & 2 closure was tendered and constructed in 2019, leaving Phase 3B Construction & Phase 1B Cover to be completed in 2020.

Additionally in 2018, a Leachate Management Plan was developed for the landfill. The plan provided methods for collection, treatment, and disposal for leachate generated on the site. The leachate management system was slated for construction in 2020. With the initial timelines this would have given the site a year between capital projects. However, due to the construction of Phase 3 being both delayed and split, the construction season for 2020 would have potentially seen 2 capital projects at the site.

With concerns of the short construction season, it was decided to combine Phase 3B construction with the leachate management works rather than delaying leachate works to 2021. By combining the projects in the same year under the same contract a reduction in constructions was anticipated. As the consulting engineer for the design and QA/QC was the same for both projects. Staff issued a tender to secure the best pricing, resulting in six bids being received. Through the evaluation process, OCL Industries was the preferred proponent.

MOVED by Director Bumstead, SECONDED by Director Zabinsky,  
That the following resolution be forwarded to the Regional Board for consideration, coupled with an explanation as to why the lowest bid was not accepted during the tendering process:  
That the Solid Waste Committee recommends that the Regional Board award RFP 27-2020, "Bessborough Landfill: Leachate Pond, Phase 1B Closure and Phase 3B Expansion" for construction of a leachate pond and associated works; Phase 1A closure including final cover, passive gas vents, and perimeter ditches; Phase 3B expansion including leachate collection system, berms; extensions of existing roads and associated ditches and culverts, to OCL Industrial Services Ltd. at a price of \$2,961,628.05 excluding taxes; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

**REPORTS:**

**8.4 re: Contract  
Award – Landfill  
Gas Expansion**

The North Peace Regional Landfill contains a Landfill Gas Collection and Control System (GCCS) which mitigates the impacts of landfill gas generated from breakdown of the garbage mass in the landfill by incineration/reuse of methane. Under the Landfill Gas Regulation, a site needs to maximize the amount of methane captured as per its design plan via placement of piping into the waste at various stages of landfill development. Expansion of the field adds to the capacity of methane gas capture which will benefit the total volume available for potential reuse/flaring. The site has 4 stages in which this construction takes place. A Request for Proposal to expand the next stage (Stage 2) of the landfill gas field was issued resulting in 4 bids being submitted. Through the evaluation process, Knappett Industries Ltd. was identified as the preferred proponent.

MOVED by Director Bumstead, SECONDED by Director Zabinsky,  
That the Solid Waste Committee recommends that the Regional Board award RFP 12-2020, "North Peace Regional Landfill 2020 LFG Stage 2 Phase 2", to Knappett Industries Ltd., for construction of the landfill gas expansion Stage 2, for \$268,998.50, excluding GST; further, that the Chair and Chief Administrative Officer be authorized to sign the purchase agreement on behalf of the PRRD.

CARRIED.

**8.5 re: Bio-Sul  
Production  
Agreement**

Bio-Sul is a material created by blending finished compost with elemental Sulphur. It is used as a nutrient treatment in the agricultural industry, particularly in Saskatchewan.

On August 18, 2018 the composting division of Green for Life (GFL) began the Soil Amendment production of Bio-Sul on the composting pad at the North Peace Regional Landfill (NPRLF). At this time, GFL brings truckloads of compost to the NPRLF from other composting sites they operate in Alberta. The material is stockpiled and blended with elemental Sulphur. Once blended and screened, the material leaves the NPRLF and heads to markets in Saskatchewan.

A draft agreement was created in 2018 for the production of Bio-Sul at the NPRLF. The agreement outlined that GFL would use the composting pad for blending operations while the Regional District would receive a revenue of \$5/tonne for the finished material that leaves the site. To date, 30,892.5 metric tonnes of material has been moved through the site. This equates to a revenue of \$154,462.

The agreement was never finalized back in 2018. Therefore, the operation is working under the current landfill contract that expires July 31, 2020. Staff would like ratify the original 2018 agreement which will include an additional clause citing a term of one year extending from August 1, 2020 to July 31, 2021. During this term, staff will issue a Request for Proposal (RFP) for composting services to secure a composter for future operations. As part of the RFP, Bio-Sul Amendment will be included in the scope of work as per the current Composting Operations Manual for the site.

MOVED by Director Bumstead, SECONDED by Director Zabinsky,  
That the Solid Waste Committee recommends that the Regional Board enter into an agreement with Green for Life Environmental (GFL) for production of Bio-Sul material at the North Peace Regional Landfill for a 1 year term, commencing August 1, 2020; further, that the Chair and Chief Administrative Officer be authorized to sign the purchase agreement on behalf of the PRRD.

CARRIED.

**8.6 re: Chetwynd  
Landfill Phase B  
update**

In 2019, the Chetwynd Landfill Phase B Closure project was awarded for \$1,428,773. While the project was underway, the prime construction contractor defaulted, prompting a claim on the performance bond for the contract by the Regional District. To complete the project, it was decided that two contracts would be established:

1. Contract #1 – Earthworks
  - a. All outstanding line items from the original contract (minus the liner install).
  - b. This contract was retendered.
2. Contract #2 – Liner Installation
  - a. Installation of the liner and landfill gas piping.
  - b. Sole-source to the subcontractor under the previous prime contractor.

**REPORTS:**  
(continued)

8.6 re: Chetwynd  
Landfill Phase B  
update

Discussions between the project engineer, Sperling Hansen (SHA), and previous liner subcontractor, Western Tank & Lining (WTL) confirmed that they would hold their original contract price for installation of the liner materials in 2020. Therefore, Contract #2 was kept separate as WTL had already provided the material which remains on site at the Chetwynd Landfill. SHA will perform quality assurance and supervision for both contracts in order to complete the project. The PRRD is responsible for the cost of the work up to the original contract price of \$1,428,773 and any overages will be paid out by Trisura to a maximum of the bond amount of \$714,387. It is expected that the project will be substantially completed by August 15, 2020, and with total completion by September 30, 2020.

MOVED by Director Bumstead, SECONDED by Director Zabinsky,  
That the report providing an update on the status of the Chetwynd Landfill Phase B Closure retender process be received and forwarded to the Regional Board for information.

CARRIED.

**NEW BUSINESS:**

9.1 re: Cecil Lake  
Transfer Station

MOVED by Director Goodings, SECONDED by Director Zabinsky,  
That the May 15, 2020 letter received from the Nor' Pioneer Women's Institute regarding the plant sale at the Cecil Lake Transfer Station be received for discussion.

CARRIED.

A Plant Swap, organized by the Nor' Pioneer Women's Institute (WI) took place at the Cecil Lake Transfer Station resulting in a letter forwarded to the transfer station contractor Tervita Corporation advising that due to not following proper approval process, in light of the COVID-19 pandemic, the WI would not be allowed to continue with their public outreach. Public Health orders need to be followed to ensure the health and safety of the attendant and public are maintained. It was felt that the current approval process was lengthy and needs to be uncomplicated:

- Forward request to Area Director to hold an event on PRRD lands/sites;
- Area Director forwards request to Solid Waste Committee;
- Solid Waste Committee forwards recommendation to Regional Board;
- Regional Board approves or denies.

MOVED by Director Goodings, SECONDED by Director Bumstead,  
That the Solid Waste Committee recommends to the Regional Board that a letter be forwarded to Tervita Corporation, with a copy to the Nor' Pioneer Women's Institute, clearly explaining:

- a. why a public outreach event could not be held at the Cecil Lake Transfer Station in May, 2020; and further,
- b. how to refer any requests to conduct a public outreach event at a PRRD site to the Regional District for consideration.

CARRIED.

9.2 re: curbside  
recycling

The City of Dawson Creek will be undertaking an audit of its curbside recycling over the next three weeks in the hopes of reducing contamination levels being experienced.

9.3 re:  
vermicomposting

Vermicomposting pilot project underway at the North Peace Regional Landfill. Staff undertook public outreach to obtain material – food, mixed paper, and bio-solids from the Charlie Lake sewer. Project is being monitored. It is anticipated that a similar project will take place at the Bessborough Landfill in the spring of 2021.

Committee Report

MOVED by Director Goodings, SECONDED by Director Zabinsky,  
That the recommendations from the Solid Waste Committee meeting of June 4, 2020 be recommended to the Regional Board for approval.

CARRIED.

The Chair adjourned the meeting at 12:30 p.m.