



## PEACE RIVER REGIONAL DISTRICT

### SOLID WASTE COMMITTEE MEETING MINUTES

THURSDAY, DECEMBER 3, 2020

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**LOCATION** Peace River Regional District Office, Dawson Creek, BC

#### ATTENDANCE

##### Directors

Director Rose, Electoral Area 'E' – Committee Chair  
Director Bumstead, City of Dawson Creek  
Director Zabinsky, City of Fort St. John  
Alternate Director Deck, District of Chetwynd  
Director Sperling, Electoral Area 'C' – ex officio

Director Goodings, Electoral Area 'B'  
(via teleconference)

##### Staff

Shawn Dahlen, Chief Administrative Officer  
Paulo Eichelberger, GM of Environmental Services  
Teri Vetter, Chief Financial Officer  
Gerritt Lacey, Solid Waste Manager  
Loryn Day, Solid Waste Coordinator  
Suzanne Garrett, Recording Secretary

##### Delegations (10:45 am)

8.1 Cleanfarms, Shane Hedderson, Carly Fraser  
(via teleconference)

#### 1. CALL TO ORDER

The Chair called the meeting to order at 10:02 a.m.

#### 2. ELECTION OF CHAIR AND VICE CHAIR

##### Election of Chair

The General Manager of Environmental Services called for nominations for the Office of Committee Chair for 2021.

Director Sperling nominated Director Rose for the Office of Committee Chair for 2021.

Director Zabinsky 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 2021.

The General Manager of Environmental Services called a third time for nominations for the Office of Committee Chair for 2021.

Hearing none, the General Manager of Environmental Services declared Director Rose Chair of the Solid Waste Committee for 2021.



## **Election of Vice Chair**

The General Manager of Environmental Services called for nominations for the Office of Committee Vice-Chair for 2021.

Director Sperling nominated Director Zabinsky for the Office of Committee Vice-Chair for 2021. Director Bumstead seconded the nomination.

Director Zabinsky accepted the nomination.

The General Manager of Environmental Services called a second time for nominations for the Office of Committee Vice-Chair for 2021.

The General Manager of Environmental Services called a third time for nominations for the Office of Committee Vice-Chair for 2021.

Hearing none, the General Manager of Environmental Services declared Director Zabinsky Vice-Chair of the Solid Waste Committee for 2021.

Committee Chair Rose assumed the Chair at 10:10 a.m.

## **3. DIRECTORS' NOTICE OF NEW BUSINESS**

3.1 Director Rose Update on the Ultimate Thermal Organics Converter (UTOC).

## **4. ADOPTION OF AGENDA**

4.1 Adoption of Agenda MOVED Director Hiebert, SECONDED Director Sperling,  
That the Solid Waste Committee adopt the December 3, 2021 Meeting Agenda:

1. **Call to Order**
2. **Election of Chair and Vice Chair**
3. **Notice of New Business**
4. **Adoption of Agenda**
5. **Gallery Comments or Questions**
6. **Adoption of Minutes**
  - 6.1 Solid Waste Committee Meeting Minutes of November 5, 2020
7. **Business Arising from the Minutes**
8. **Delegations**
  - 8.1 Overview of the Agricultural Plastics Recycling Pilot, Cleanfarms
  - 8.2 2021 Solid Waste Budget Presentation
9. **Correspondence**
10. **Reports**
  - 10.1 Solid Waste Agreements – Status Update ENV-SWC-025
11. **New Business**
  - 11.1 Ultimate Thermal Organics Converter (Waste to Energy)
12. **Diary**
13. **Item(s) for Information**
  - 13.1 Solid Waste Committee Terms of Reference
14. **Adjournment**

**CARRIED**



## 5. GALLERY COMMENTS OR QUESTIONS

None

## 6. ADOPTION OF MINUTES

6.1 November 5, 2020  
SWC Meeting Minutes

MOVED Director Zabinsky, SECONDED Director Bumstead,  
That the Solid Waste Committee adopt the November 5, 2020 Meeting Minutes  
**CARRIED**

## 7. BUSINESS ARISING FROM THE MINUTES

None

## 8. DELEGATIONS

8.2 2021 Solid Waste  
Budget Presentation

The Committee was provided with an overview of the draft 2021 Solid Waste Budget. Topics included:

- Funding options
- Proposed requisition increase
- Proposed tipping fee increase
- Proposed requisition/tipping fee increase
- Proposed 2021 funding structure
- Proposed 5 year plan

A question and answer period ensued. Topics included:

- Tax rates are not accurate, 2020 rate is 0.28 however on some properties the assessed value is at 0.30.
- Need to provide accurate numbers for taxpayers.
- Solid Waste and Finance staff will investigate with BC Assessment, to determine how the funding formula works to provide more accurate tax rates, using property tax information provided by Directors Goodings, Rose and Bumstead.
- New assessments will be impacted as “dormant wells/pipelines” are removed from the industrial tax base.
- Would like to see tipping fees split into “residential” and “industrial/commercial/institutional” (ICI), with 2% increase for residential and double increase for ICI.
- Investigate a further option – Option 5 - incremental increase in taxes/requisition combined with expansion of tipping fees to reach 6%; reduce recycling 15-20%; decrease use of operational surplus over 3 years; maintain current level of service operationally, reduce new capital expense by \$1,000,000 in 2021.

8.1 Cleanfarms Pilot  
Program

The Committee was provided with an overview of the Agricultural Plastics Recycling pilot program from Cleanfarms. Topics included:

- Cleanfarms is a not-for-profit industry stewardship organization



Cleanfarms pilot program  
(Cont'd)

- Purpose of the pilot program is to deliver and evaluate agricultural plastics collection programs in agricultural-intensive regions with an overarching goal to establish convenient and cost-effective collection programs for the benefit of farmers, the local region and the environment.
- Cleanfarms will work with PRRD to develop and test different collection models to determine the most effective and cost-efficient way to best serve producers.
- Pilot program will develop over a three year period.
- Collection materials being considered include grain bags, bale wrap, silage bags/covers, and twine.

A question and answer period ensued. Topics included:

- Focus is on end use of materials collected, working with other jurisdictions to consolidate, right now some materials can be marketed, others are used for waste-to-energy recovery.
- Pilot identified three locations – collection locations should be expanded to offer more convenience to producers. The Pilot would allow for different locations (consolidation and transportation) to make it more convenient. Budget restrictions are a factor to consider when determining locations.
- End goal is to gather sufficient data to come up with a long term solution for agricultural plastics.

8.2 2021 Solid Waste  
Budget Presentation  
(Cont'd)

MOVED Director Bumstead, SECONDED Director Zabinsky,  
That the Solid Waste Committee recommend to the Regional Board that an additional Solid Waste Committee meeting be scheduled for January 15, 2021 to provide the Committee an opportunity to review the draft 2021 Solid Waste Management budget.

**CARRIED**

**9. CORRESPONDENCE**

**10. REPORTS**

10.1 SWC Agreements –  
Status Update – ENV-  
SWC-025

MOVED Director Bumstead, SECONDED Alternate Director Deck,  
That the Solid Waste Committee receive the report titled “Solid Waste Agreements – ENV-SWC-025” which provides a status report on solid waste service agreements with First Nations, haulers, and municipalities, for information.

**CARRIED**

- Term of the First Nations Communities Agreements is two years
- \$50/household is the rate calculated to match the rate applied to household in the service area, using an average assessed value of \$173,000
- \$50 fee is too low, should be increased to better reflect what other residents pay
- Finance is working with the province to obtain assessed value numbers



SWC Agreements – Status  
Update – ENV-SWC-025  
(Cont'd)

- Draft municipal solid waste management service agreements will be provided for Committee review

## **11. NEW BUSINESS**

11.1 Ultimate Thermal  
Organics Converter -  
Update

At the February 27 Committee of the Whole meeting Directors were provided an overview of a waste system called the Ultimate Thermal Organics Converter (UTOOC). Staff advised that the company has finished construction of its first prototype, testing of the system will begin in early 2021.

## **12. DIARY**

12.1

No changes were made to the Diary

## **13. ITEMS FOR INFORMATION**

13.1 SWS ToR

Further to the Committee resolution that the Regional Board approve a review of the Solid Waste Committee Terms of Reference to identify options and opportunities for expansion to include other Board members and First Nations, staff will forward suggested amendments to the Committee for review. Once approved by the Committee a report and revised Terms of Reference will be forwarded to the Regional Board for approval at its January 14, 2021 meeting.

## **14. ADJOURNMENT**

14.1

The Chair adjourned the Meeting at 11:50 a.m.

**CARRIED**

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Director Rose, Meeting Chair

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S Garrett, Recording Secretary