

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

DATE: April 2, 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  
Alternate Director Deck, District of Chetwynd – via teleconference  
Director Bumstead, City of Dawson Creek – via teleconference  
Director Zabinsky, City of Fort St. John – via teleconference

Staff

Shawn Dahlen, Chief Administrative Officer – via teleconference  
Paulo Eichelberger, General Manager of Environmental Services  
Gerritt Lacey, Solid Waste Manager  
Loryn Day, Solid Waste Coordinator - via teleconference  
Suzanne Garrett, Corporate Services Coordinator

1) Call to Order The meeting was called to order at 10:00 am

**ADOPTION OF THE AGENDA:**

MOVED by Alternate Director Deck, SECONDED by Director Bumstead,  
that the Solid Waste Committee agenda for the April 2, 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 March 5, 2020
5. **Business Arising from the Minutes**
6. **Delegation**
7. **Correspondence**
8. **Reports**
  - 8.1 April 2, 2020 - Paulo Eichelberger, GM Environmental Services – Contract Award – RFP 01-2020 – Operations of PRRD Landfills.
  - 8.2 April 2, 2020 - Paulo Eichelberger, GM Environmental Services – Contract Award – RFP 04-2020 – PRRD Closed Landfill Closure Reports.
  - 8.3 April 2, 2020 - Paulo Eichelberger, GM Environmental Services – Contract Award – RFP 05-2020 - Bessborough and Chetwynd Landfills Design, Operations and Closure Plans.
  - 8.4 April 2, 2020 – Paulo Eichelberger, GM Environmental Services – Recycle BC and Commingle Curbside.
9. **New Business**
  - 9.1 Discussion Item – COVID-19 and its effect on solid waste streams
  - 9.2 Accepting cash at transfer stations
10. **Items for Information**
  - 10.1 Solid Waste Committee Terms of Reference
11. **Adjournment**

CARRIED.

Director Sperling left the meeting at 10:02 am

**MINUTES:**

4.1 SWC Mtg Min.  
of Mar 5, 2020

MOVED by Director Goodings, SECONDED by Alternate Director Deck,  
That the Solid Waste Committee Meeting Minutes of March 5, 2020 be adopted.

CARRIED.

**REPORTS:**

8.1 re: Contract Award – Operations of Landfills

MOVED by Director Bumstead, SECONDED by Alternate Director Deck,  
That the Solid Waste Committee recommends that the Regional Board award RFP 01-2020, “Operations of Peace River Regional District Landfills”, to Whissell Waste Solutions BC Ltd. (Whissell) at a cost of \$16,005,482 (excluding GST) over a 5 year period, beginning August 1, 2020; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

8.2 re: Contract Award – Closed Landfill Closure Reports

MOVED by Director Goodings, SECONDED by Alternate Director Deck,  
That the Solid Waste Committee recommends that the Regional Board award RFP 04-2020, “PRRD Closed Landfill Closure Reports,” to GHD Limited at a cost of \$118,289 (excluding GST); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

Director Goodings inquired if following completion of the decommissioning of the closed landfills, could unused portions of the Rose Prairie and Cecil Lake properties be subdivided and sold so that land can be put back into agricultural production.

Staff advised a review of these two closed sites could be undertaken to determine if the properties would be suitable for subdivision and subsequent selling to market if deemed no longer required.

8.3 re: Contract Award – DOCP update

MOVED by Alternate Director Deck, SECONDED by Director Bumstead,  
That the Solid Waste Committee recommends that the Regional Board award RFP 05-2020, “Bessborough and Chetwynd Landfill Design, Operations and Closure Plan Update,” to Tetra Tech Canada Inc. (Tetra Tech) at a cost of \$99,781.04 (excluding GST); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

8.4 re: RBC and Comingled Curbside

MOVED by Director Bumstead, SECONDED by Director Goodings,  
That the April 2, 2020 report entitled Recycle BC and Comingled Curbside be received for discussion.

CARRIED.

The recycling component of the Solid Waste Budget has been of concern due to increasing costs of recycling. Staff have been continuously examining options to reduce costs of recycling while continuing to provide service to our residents. A business case was developed and presented to Recycle BC (RBC) that outlines a hybrid collection system for low population density regional districts to work within their current program. The proposed hybrid program involves inserting the PRRD in place of incorporated municipalities and rural unincorporated communities as the direct point of contact with RBC, representing a “community” of 63,000 residents. In the event the hybrid program proceeds the PRRD’s private recycling contractor has advised they are open to the idea at this point.

Staff had a conference call with RBC to discuss the proposed program. Below are the highlights of the discussion:

- RBC will only work with incorporated municipalities that meet 4.3.5 of their Recycling Steward Program for curbside recycling.
- With respect curbside recyclables and PRRD municipalities:
  - Dawson Creek is part of “Phase 5” of RBC’s plan to add on new members and they will be re-approaching the City in upcoming months.
  - Fort St. John remains on the list of candidates to be re-approached and on-boarded.
  - Pouce Coupe will not be eligible as they do not meet the current criteria.
  - Tumbler Ridge could potentially be on-boarded, pending current criteria.
- The hybrid program will not be considered by RBC as it does not fit in the current Recycling Stewardship Plan.

8.4 re: RBC and  
Comingled  
Curbside

MOVED by Director Goodings, SECONDED by Alternate Director Deck,  
That the Regional Board forward a letter to the Honourable Minister Heyman, Minister of  
Environment and Climate Change Strategy, lobbying for support for a hybrid recycling collection  
system for low population density regional districts to work within current stewardship programs, as  
a result of the April 2, 2020 report entitled "Recycle BC and Comingled Curbside" from the Solid  
Waste Committee.

**CARRIED.**

Director Sperling returned to the meeting at 10:50 am.

**NEW BUSINESS:**

9.1 COVID-19

Staff provided an update on COVID-19 and its effect on solid waste systems. Staff have been  
participating in weekly calls with the BC Product Stewardship Council (BCPSC) to hear what other  
jurisdictions are doing in light of the COVID-19 crisis. In order to ensure customer services maintain  
safety, business continuity plans include restricted hours, ensuring staff have proper personal  
protective equipment (PPE), or complete closure of some facilities if Provincial COVID-19 safety  
guidelines could not be met. Recycling has been designated an "essential service" by the Province,  
however the BCPSC are generally frustrated and will be seeking clarification from the Province with  
respect to control guidelines to limit the risk of exposure to COVID-19.

Some areas in the Central Interior and Lower Mainland have noticed a significant increase in usage of  
solid waste services. The Regional District could experience a drastic uptake in customers during  
spring clean-up, scheduled for June 1 to 14.

9.2 Accepting  
Cash at transfer  
stations

As of March 28 the Regional District has not been accepting cash at any solid waste facility due to  
COVID-19. Other forms of payment, credit, debit, coupons, or business charge accounts continue to  
be accepted.

Director Goodings inquired if a "punch card" system could be implemented at rural transfer stations  
to reduce public frustration when the attendants will not accept cash.

It was suggested that tipping fees be waived during the COVID-19 crisis. Need to work with  
contractors and staff to minimize risk and ensure the Regional District is meeting provincial  
guidelines.

MOVED by Director Bumstead, SECONDED by Director Goodings,  
That the Solid Waste Committee recommends to the Regional Board that the Regional District waive  
any requirement for cash handling at all of the PRRD solid waste facilities for the duration of the  
COVID-19 crisis; further, that other forms of payment, such as credit, debit, coupons or business  
charge accounts, continue to be accepted.

**CARRIED.**

Committee Report

MOVED by Director Goodings, SECONDED by Director Bumstead,  
That the recommendations from the Solid Waste Committee meeting of April 2, 2020 be  
recommended to the Regional Board for approval.

**CARRIED.**

The Chair adjourned the meeting at 11:15 a.m.