

## Meeting Minutes

### Solid Waste Advisory Committee

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Friday, June 2, 2023

12:30 PM

CRD Boardroom  
625 Fisgard Street  
Victoria, BC V8W 2S6

PRESENT: R. Anderson (EP); C. Blanchard, M. Coburn, J. Collins, B. Desjardins (Chair), S. Gose (EP), M. Kurschner, E. Latta, N. Macdonald (EP), M. McCullough (EP), D. Monsour (EP), R. Newlove (EP), R. Pirie, J. Shaw, K. Siefried, R. Tooke (Vice-Chair), S. Young Jr.

STAFF: A. Chambers (Recorder), W. Dunn, L. Ferris, A. Gilmour Ford, A. Panich, T. Watkins (EP)

REGRETS: F. Baker, J. Oakley, J. Rintoul, W. Stevens, D. Thran,

GUEST: C. Remington (CEC)

EP - Electronic Participation

The meeting was called to order at 12:30 pm.

#### 1. Territorial Acknowledgement

#### 2. Approval of Agenda

Agenda for the June 2, 2023 Solid Waste Advisory Committee meeting.

**MOVED by J. Shaw, SECONDED by R. Pirie  
That the agenda be approved as circulated.  
CARRIED**

#### 3. Adoption of Minutes

Minutes from the April 21, 2023, Solid Waste Advisory Committee meeting.

**MOVED by R. Tooke, SECONDED by M. Coburn  
That the minutes of the April 21, 2023, Solid Waste Advisory Committee meeting be  
adopted as circulated.  
CARRIED**

#### 4. Chair's Remarks

- Tymac have arranged for a tour of a cruise ship at Ogden Point for June 29. Allison will provide information to this group on what is needed to register if interested.

#### 5. Presentations/Delegations

Delegation – Ron Dumont; Resident of Victoria Re:  
Agenda Item 6a. Actual and Projected Monthly Refuse Tonnages at Hartland Landfill

R. Dumont spoke to item 6a

## 6. Committee Business

- a. Actual and Projected Monthly Refuse Tonnages at Hartland Landfill (standing item)

The tonnage graph is included via this link: <https://www.crd.bc.ca/about/data/hartland-landfill-tonnage>.  
The diversion report mentioned in 5b, has measures to assist with tonnages coming into the landfill.

- b. Proposed Hartland Bylaw Amendments – Material Stream Diversion Presentation

A. Panich presented to the group, the presentation is attached as Appendix A.

- c. Solid Waste Management Plan 2022 Progress Report Presentation

A. Gilmour Ford presented to the group, the presentation is attached as Appendix B.

- d. Progress Report Indicators Discussion

L. Ferris spoke to this agenda item and noted this is part 1 of a 2-step process, with the second step at the July SWAC meeting. A detailed discussion ensued amongst the group and staff requested from committee members that they provide additional input to Allison Chambers at [achambers@crd.bc.ca](mailto:achambers@crd.bc.ca) by June 9, 2023. Staff will compile the information for the part 2 discussion at the July 7, SWAC meeting.

## 7. Correspondence

There was no correspondence.

## 8. Next Meeting

The next Solid Waste Advisory Committee meeting will be July 7, 2023.

## 9. Closing Comments

There were no closing comments.

## 10. Adjournment

The meeting was adjourned at 14:18.

**MOVED by R. Pirie, SECONDED by R. Newlove  
That the Solid Waste Advisory Committee be adjourned.  
CARRIED**

# Proposed Hartland Bylaw Amendments – Material Stream Diversion

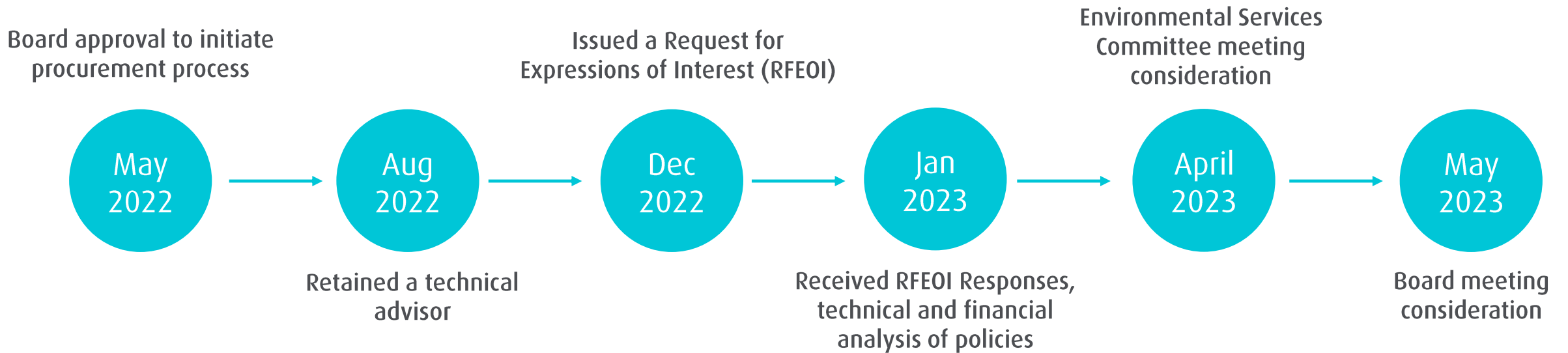
Solid Waste Advisory Committee  
June 2, 2023

# Agenda

1. Background
2. Diversion potential
3. Materials for diversion
4. Progress



# Background

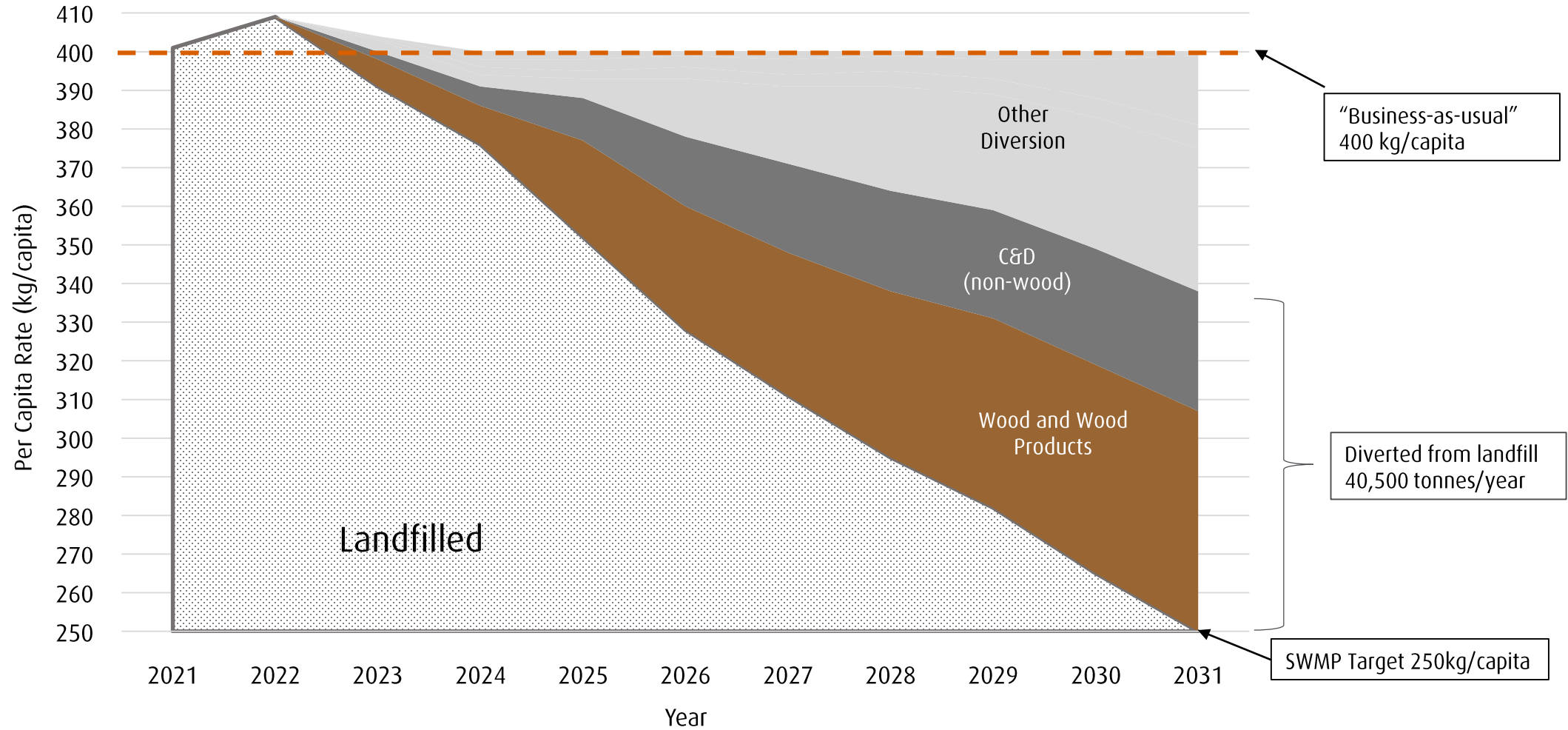


# Proposed Bylaw Amendments

1. Active face material bans
2. Modernization of tipping fee schedule
3. Hauler incentive program
4. Enhanced bylaw enforcement capacity



# Diversion Potential



# Active Face Material Bans

Wood (clean, treated and salvageable)



Asphalt roofing shingles



Carpet and backing





# Proposed Tipping Fee Schedule



Rate Category	Current Rate (per tonne)	Proposed Rate (per tonne)
General Refuse	\$110	\$150
2024 General Refuse Hauler Incentive Rate	N/A	\$125
2025 General Refuse Hauler Incentive Rate	N/A	\$135
Mandatory Recyclables: treated wood, asphalt shingles, carpet and underlay	N/A	\$110
Mandatory Recyclables: clean wood	N/A	\$80
Mandatory Recyclable: salvageable wood	N/A	\$0
Clean Renovation and Demolition Waste	\$110	\$150
Unsorted Renovation and Demolition Waste (double charge)	\$110	\$300

# Proposed Tipping Fee schedule (January 2024)



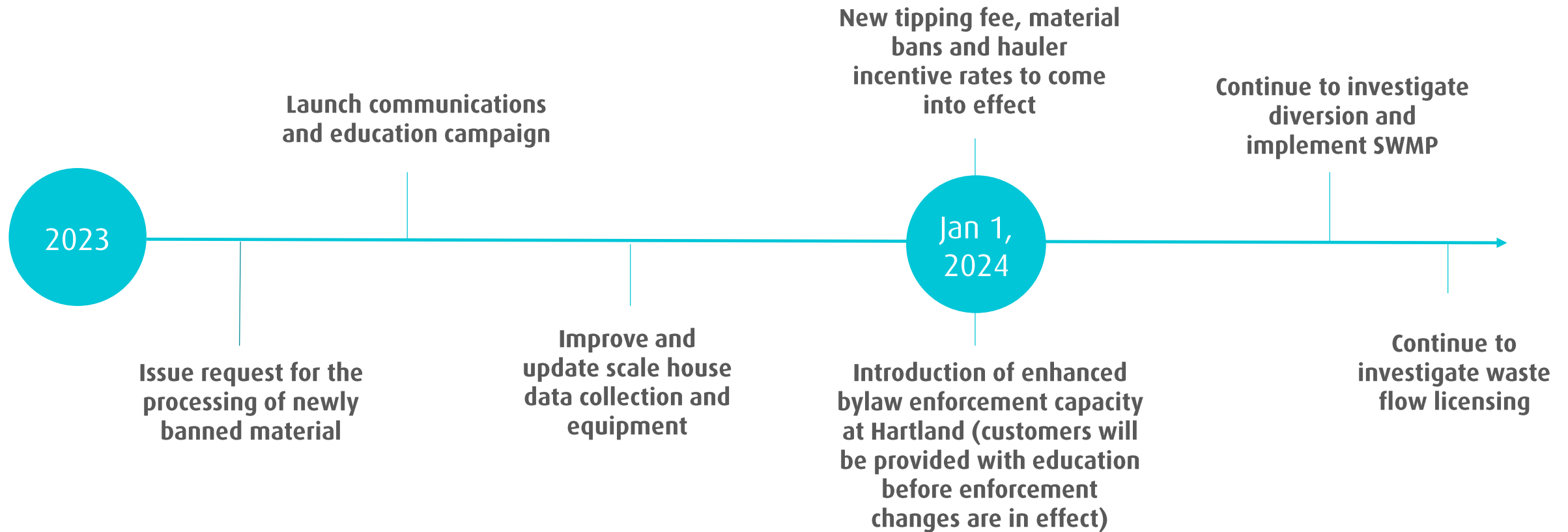
Rate Category	Current Rate (per tonne)	Proposed Rate (per tonne)	Description
General Refuse	\$110	\$150	General refuse rate is increased to align with neighbouring jurisdictions, and fund increased processing costs for mandatory recyclable materials.
2024 General Refuse Hauler Incentive Rate	N/A	\$125	Private and municipal haulers are eligible for a reduced rate if they have programs in place to ensure that organics and recyclable materials aren't going into the general refuse stream and voluntarily self-report waste collection data. This time-limited rate will minimize the financial impact of the general refuse rate increase.
2025 General Refuse Hauler Incentive Rate	N/A	\$135	Private and municipal haulers are eligible for a reduced rate if they have programs in place to ensure that organics and recyclable materials aren't going into the general refuse stream and voluntarily self-report waste collection data. This time-limited rate will minimize the financial impact of the general refuse rate increase.

# Proposed Tipping Fee Schedule (January 2024)



Rate Category	Current Rate (per tonne)	Proposed Rate (per tonne)	Description
Mandatory Recyclables: treated wood, asphalt shingles, carpet and underlay	N/A	\$110	These materials are currently accepted as General refuse at \$110/tonne. Under the proposed fee structure, source separated mandatory recyclable materials will be accepted at \$110/tonne to incent source separation of these materials. When these materials arrive at Hartland under the mandatory recyclable category, they will be reused, recycled or recovered through contracts with the private sector.
Mandatory Recyclables: clean wood	N/A	\$80	These materials are currently accepted as General refuse at \$110/tonne. They include wood products that are untreated, unstained and unpainted such as dimensional lumber, pallets, crating, wood fencing, wood shingles and wooden doors
Mandatory Recyclable: salvageable wood	N/A	\$0	Salvageable wood will be processed off-site for reuse and accepted at the Hartland depot free of charge.
Clean Renovation and Demolition Waste	\$110	\$150	Renovation and demolition material is currently accepted at the general refuse rate at \$110. Clean renovation and demolition material, that does not include mandatory recyclable materials, will be accepted at the new general refuse rate of \$150/tonne.
Unsorted Renovation and Demolition Waste (double charge)	\$110	\$300	Renovation and demolition material that includes mandatory recyclable materials (wood, asphalt shingles and carpet and backing) will be subject to a 'double charge' rate of \$300/tonne. The rate will help offset the increased processing costs for mandatory recyclable materials and incent source separation of these materials in support of the Solid Waste Management Plan targets.

# Looking Ahead (subject to Board direction)





# Thank you

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@crdvictoria



Capital Regional District



CRDVictoria



crd.bc.ca

# 2022 Solid Waste Management Plan Progress Report

*Solid Waste Advisory Committee*

*June 2, 2023*

# Agenda

## 1. 2022 Progress Report

- Report Card
- Progress Summary
- Looking ahead

## 2. Performance Indicators Discussion

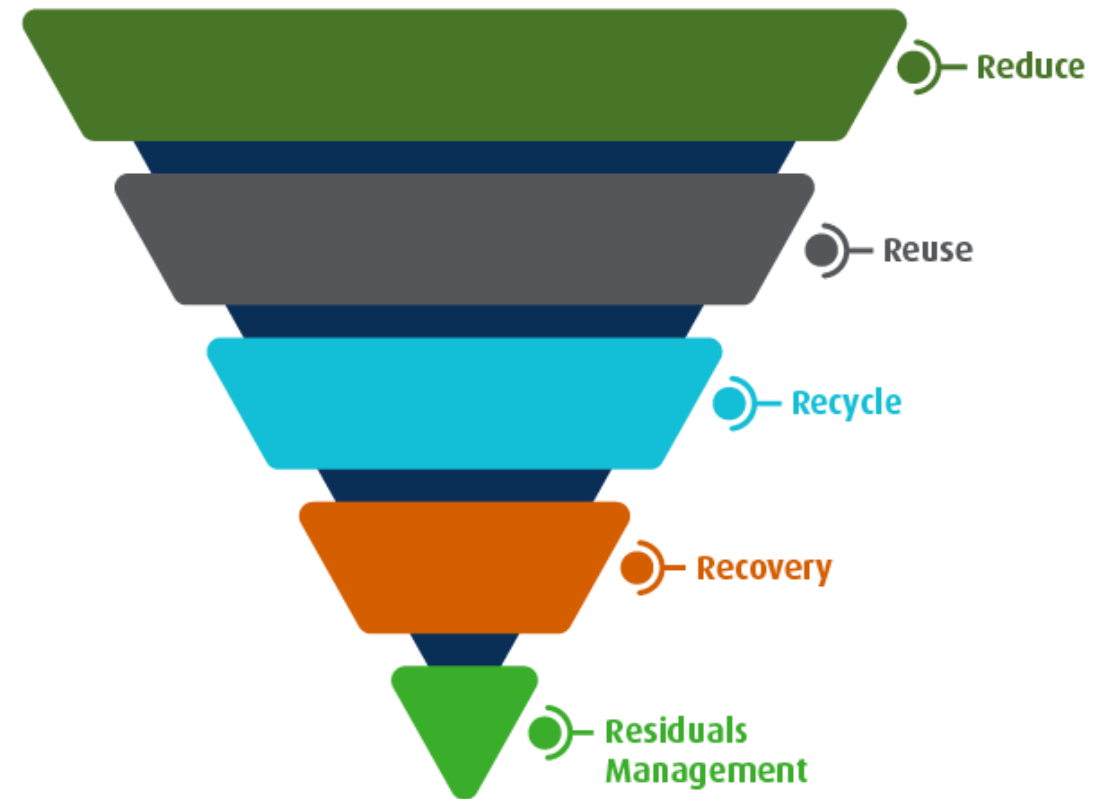
- Which indicators from the 2022 report worked well?
- Which indicators could be improved?
- Were any indicators missing?



# Solid Waste Management Plan



In BC, regional districts develop SWMPs under the provincial Environmental Management Act that are high-level long-term visions of how the regional district would like to manage its solid waste in accordance with the 5R Pollution Prevention Hierarchy.





# Solid Waste Management Plan



## Goals

To surpass the provincial per capita waste disposal target

To extend the life of Hartland Landfill to the year 2100 and beyond

To have informed citizens that participate effectively in proper waste management practices

To ensure that the CRD's solid waste services are financially sustainable

## Focus Areas

Reduce and Reuse  
*Strategies 1-6*

Recycling  
*Strategies 7-13*

Recovery and Residuals  
Management  
*Strategies 14-15*



# Report Card



## 2022 Overall SWMP Progress On track

The 2021 SWMP identifies specific actions to guide the CRD's efforts over the lifespan of the Plan. These include 15 strategies with 72 sub-actions and associated timelines divided into three focus areas. Further indicators will be developed in 2023 in consultation with SWAC.

### Focus Areas:



**Reduce and Reuse**



**Recycling**



**Recovery and Residuals Management**

#### Legend: Action Status



On Track



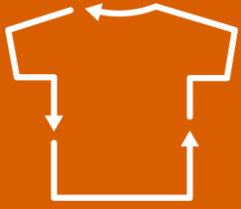
Opportunity for Improvement



Attention Required



Future Action



## Reduce and Reuse

Governments, residents, non-profits and business all have an important role to play in reducing and diverting waste from the landfill. Reducing the amount of waste created, and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.



**Overall Action Status**  
On Track



## Progress Summary

- Launched Rethink Waste Community Grant and Rethink Waste Newsletter
- Continued support for 10 local non-profits
- Resumed in-person education programming
- Established a Local Government Waste Reduction Working Group



## Reduce and Reuse

Reducing the amount of waste created and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.



Overall Focus Area Status  
On track

Status	Strategy	Update
<b>Progress on Strategies</b>		
	<b>1 Continue and enhance education programs</b>	<ul style="list-style-type: none"> <li>Launched CRD Rethink Waste Newsletter, sent out issues in August and October</li> <li>Responded to 21,769 Infoline inquiries via phone and email and received 439,309 visits to myrecyclopeda.ca</li> <li>Delivered 51 3R programs to 1,431 K-12 students, and sent a spring and fall Educators Newsletter to 591 teachers</li> <li>Conducted 6 public education campaigns including advertorials, digital advertising, print advertising and bus shelter advertising</li> <li>Delivered 4 public landfill tours to 84 residents, 12 community group tours to 255 residents and 13 technical landfill tours to 200 industry partners</li> <li>Attended 5 events with a 3R display</li> <li>Received 11,788 new RecycleCRD app installs and received 6,953 Ready, Set, Sort! game plays by residents</li> <li>Added 13,731 residents to receive reminders and alerts via RecycleCRD app, email, voicemail and mobile calendar for the Curbside Recycling Program</li> <li>Continued participation in Coast Waste Management Association communications/educators working group</li> <li>Continued sponsorship of Ecostar awards</li> <li>Completed review of solid waste webpages, identified gaps and opportunities to communicate to a broader audience (e.g., MFD, ICI)</li> <li>Identified need for a broader communications plan, to be developed in 2023</li> </ul>
	<b>2 Encourage waste prevention</b>	<ul style="list-style-type: none"> <li>Launched the CRD Rethink Waste Community Grant and supported 16 projects (\$35,500) in 2022</li> <li>Participated in national 2022 Waste Reduction Week</li> <li>Participated in Coast Waste Management Association Single-Use Items working group, quarterly meetings in 2022</li> <li>Federal Government - single-use plastics regulation on import and manufacturing implemented December 2022</li> <li>Town of Sidney - Adopted bylaw to regulate single-use items</li> </ul>
	<b>3 Support reduction of avoidable food waste</b>	<ul style="list-style-type: none"> <li>Conducted a fall Love Food Hate Waste (LFHW) education campaign, which featured bus shelter ads, social media, local print and digital media ads</li> <li>Work in collaboration with the District of Saanich to design LFHW branded signs for its municipal garbage trucks</li> <li>Partnered with the Compost Education Centre for provision of composting and conservation education</li> </ul>
	<b>4 Support reuse activities in the region</b>	<ul style="list-style-type: none"> <li>Continued to provided support (\$86,000) for 10 local non-profit reuse organizations to assist them in managing unusable donations</li> <li>Collected 22 tonnes of reusable goods at Hartland Depot for redistribution by local non-profit reuse organizations</li> <li>Supported 8 reuse projects through the CRD's Rethink Waste Community Grant</li> </ul>
	<b>5 Support local governments in working towards zero waste and a circular economy</b>	<ul style="list-style-type: none"> <li>Established a Local Government Waste Reduction Working Group, 9 municipalities participating, 8 meetings held in 2022</li> <li>Continued work with WSANEC Leadership Council (WLC)/CRD Solid Waste Working Group to develop a partnership agreement that addresses WCL/CRD discussions regarding Hartland Landfill and the SWMP</li> <li>Worked with Pacheedaht First Nation to clean up illegal dumping activity in their community</li> </ul>
	<b>6 Continue and enhance policy development</b>	<ul style="list-style-type: none"> <li>Hired technical advisor to advise on expanded material bans, tipping fee rate structure and bylaw enforcement</li> <li>Began market research and procurement for the processing and marketing of new source separated material streams</li> <li>Issued Request for Expressions of Interest for processing of material diverted through potential material bans</li> <li>Began investigation of regulatory mechanisms to regulate MSW and recyclable materials</li> <li>Began investigation of licensing waste management facilities in the region</li> <li>Continued to administer the solid waste service for the Port Renfrew community</li> </ul>



# Recycling

By participating in recycling programs, residents and businesses take responsibility for the products they've purchased and support a system where these materials can be used repeatedly.



**Overall Action Status**  
On Track



## Progress Summary

- Collected 20,562 tonnes of provincially regulated recyclables through the Hartland Depot, Electoral Areas Depots and the Curbside Blue Box Program
- Completed the Multi-family Dwelling Market Research
- Awarded the 2024-2029 Curbside Recycling Contract



## Recycling

By participating in recycling programs, residents and businesses take responsibility for the products they've purchased and support a system where these materials can be used repeatedly.



### Overall Action Status

On Track

Status	Strategy	Update
<b>Progress on Strategies</b>		
	<b>7 Increase residential diversion</b>	<ul style="list-style-type: none"> <li>Partnered with Recycle BC for local collection of 19,104 tonnes of residential PPP through the Hartland Depot, the curbside single-family home recycling program and depot services for rural/island residents</li> <li>Secured collection contractor for 2024-2029 for Curbside Blue Box Program</li> <li>Issued Request for Expressions of Interest for local processing of materials diverted from the landfill</li> </ul>
	<b>8 Increase multi-family diversion</b>	<ul style="list-style-type: none"> <li>Finalized MFD market research analysis</li> <li>Developed waste sorting area signage for use by MFD managers to help reduce contamination and increase diversion</li> <li>Prepared specific waste sorting area signs to be piloted with CRD Housing</li> </ul>
	<b>9 Increase diversion from industrial, commercial and institutional (ICI) facilities</b>	<ul style="list-style-type: none"> <li>Provided information, resources and a landfill tour for the Department of National Defence to aid in their waste diversion initiatives</li> <li>BC Government - conducted an ICI sector Waste Flow Study</li> </ul>
	<b>10 Support existing and new extended producer responsibility (EPR) programs</b>	<ul style="list-style-type: none"> <li>Continued to partner with 12 EPR stewards for local collection of 20,562 tonnes of provincially regulated recyclables through the Hartland Depot, Gulf Islands and Port Renfrew Depot and the Curbside Blue Box Program</li> <li>Provided feedback to the Province on implementation of their Five-Year Action Plan, and conveyed how the regulation of these new products plays a key role in our region achieve its SWMP goals</li> <li>Participated in Recycle BC's 2024-2028 program plan consultation</li> <li>BC Government - Province indicated through their Five-Year Action Plan the expansion of the Recycling Regulation in 2023 to include mattresses/foundations, compressed canisters, fire extinguishers, additional battery types and electronic accessories and medical sharps. It is expected programs would be operational beginning 2025</li> <li>BC Government - The Province is working with other jurisdictions toward national EPR consistency</li> </ul>
	<b>11 Increase organics diversion and processing capacity</b>	<ul style="list-style-type: none"> <li>Provided consolidation, transfer and processing services for 9,567 tonnes of kitchen scraps collected by municipalities and private service providers</li> <li>Provided transfer and processing services for 1,627 tonnes of yard and garden material collected at Hartland Depot</li> <li>Conducted planning and design for new kitchen scraps transfer station</li> <li>Provided safe disposal for invasive species</li> <li>City of Victoria - launched Sustainable Takeout Guide</li> </ul>
	<b>12 Increase construction, renovation and demolition (CR&amp;D) material diversion</b>	<ul style="list-style-type: none"> <li>Began procurement process for processing and marketing of new source separated material streams</li> <li>Introduced separate collection bins for clean, unfinished wood and C&amp;D material streams at Hartland Depot</li> <li>Transitioned clean wood material stream from onsite beneficial use to offsite use a alternative fuel</li> <li>City of Victoria - Demo and Deconstruction Bylaw stepped impementation began September 2022</li> <li>City of Victoria - Deconstruction Industry Training sessions</li> </ul>
	<b>13 Encourage proper public space waste management activities</b>	<ul style="list-style-type: none"> <li>Conducted an education campaign on illegal dumping/abandoned waste highlighting how residents can dispose of items according to the 5Rs</li> </ul>



# Recovery and Residuals Management

Once material has been reduced, and technology has been applied to recover as much energy as possible, residuals management provides a safe and effective way to manage materials that don't have a next and best use.



**Overall Action Status**  
Opportunity for Improvement



## Progress Summary

- Calculated a disposal rate of 409 kg/capita, an increase of 9 kg/capita over the previous year
- Conducted a solid waste stream composition study
- Hired a technical advisor and commenced work on developing a material diversion and beneficial use strategy



## Recovery and Residuals Management

Once material has been reduced, and technology has been applied to recover as much energy as possible, residuals management provides safe and effective way to manage materials that don't have a next and best use.



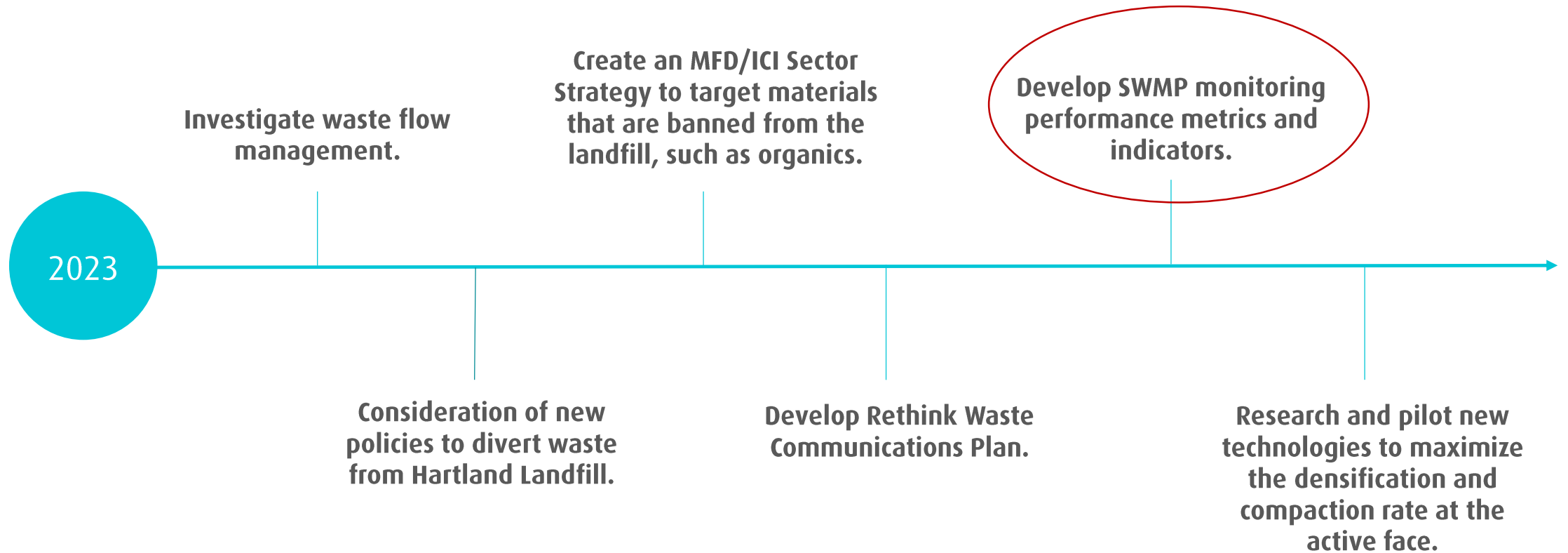
### Overall Action Status

Opportunity for improvement

Status	Strategy	Update
<b>Progress on Actions</b>		
	<b>14 Optimize landfill gas management</b>	<ul style="list-style-type: none"><li>• Achieved a gas collection efficiency of 70% (ENV model) 81% (UBCi model), exceeding the 75% requirement</li><li>• Produced 1.6 megawatts of green power, providing green power for the equivalent of 1,600 homes</li><li>• Began construction of new methane to RNG facility</li><li>• Implemented strategies to improve gas collection and mitigate fugitive emissions</li><li>• Partnered with the University of Victoria on fugitive emissions study</li></ul>
	<b>15 Enhance Hartland disposal capacity</b>	<ul style="list-style-type: none"><li>• Calculated a disposal rate of 409 kg/capita, an increase of 9 kg/capita over the previous year</li><li>• Launched thermal pilot to study disposal alternatives for managing C&amp;D material</li><li>• Hired a technical advisor and commenced work on developing a material diversion and beneficial use strategy</li><li>• Initiated tipping fee rate and associated fines review work for a bylaw amendment in 2023</li><li>• Conducted a solid waste stream composition study to analyze materials sent to landfill</li><li>• Received Board approval to increase tipping fee for international high risk cruise ship waste from \$157 to \$500 tonne beginning January 2024</li><li>• Continued to expand onsite beneficial use opportunities with 5,107 tonnes of select waste material streams processed and utilized onsite in place of virgin material as per ENV guidelines</li><li>• Conducted a shredding trial, with specific material streams in an effort to manage incoming volumes and further densify material</li><li>• Achieved a landfill utilization factor of 0.67 t of refuse/m<sup>3</sup> of airspace</li><li>• Updated Design Operations Closure Plan in 2022, and submitted to ENV with 2021 SWMP submission</li><li>• Removed 30,000 m<sup>3</sup> of overburden and 225,000 m<sup>3</sup> of in-situ rock to prepare the new landfilling cell to receive future garbage.</li><li>• Constructed new scale building at Hartland North and installed new gate at entrance</li><li>• Produced and applied biosolids growing medium as a topsoil alternative as outlined in the approved biosolids beneficial use contingency plan</li><li>• Received 17,832 tonnes of controlled waste</li><li>• Measured average controlled waste trench compaction 0.93 t/m<sup>3</sup></li><li>• Received 4,145 tonnes of asbestos containing material</li><li>• Issued 559 tickets and 13 warnings, primarily related to banned materials in garbage</li></ul>



# Looking Ahead - 2023



# Looking Ahead:

## Develop SWMP monitoring performance metrics and indicators

Today's next steps:

### 1. Review

- Plan Monitoring and Measurement Obligations
- SWMP Goals and Focus Areas
- Metrics reported in the 2022 Progress Report

### 2. Discussion

- Which indicators from the 2022 Progress Report worked well?
- Which indicators could be improved?
- Were any indicators missing?

# Plan Monitoring and Measurement

The implementation of the Solid Waste Management Plan will be monitored to determine its on-going effectiveness. The following monitoring and measurement action will be undertaken:

1. **Plan Monitoring:** Monitoring progress on the Plan's implementation will be undertaken by SWAC on an annual basis.
2. **Annual Reporting:** On an annual basis, CRD staff will continue to prepare and publicize a progress report that describes the CRD's current solid waste management activities and provides several metrics including the amount of waste landfilled per capita.
3. **BC Disposal Calculator:** CRD will continue to compile data annually on all the municipal solid waste disposal activities in the regional district for reporting to the BC Ministry of Environment's online disposal calculator.
4. **Interim Assessment/Plan Update:** Five years into the implementation of the Plan, the CRD intends to carry out a review of the plan's implementation and effectiveness.
5. **Waste Composition Study:** The CRD will continue to undertake these studies to provide valuable insight into how the Plan's implementation is affecting what is landfilled.

The Solid Waste Advisory Committee will act as the plan monitoring advisory committee for the SWMP.

# Solid Waste Management Plan



## Goals

To surpass the provincial per capita waste disposal target

To extend the life of Hartland Landfill to the year 2100 and beyond

To have informed citizens that participate effectively in proper waste management practices

To ensure that the CRD's solid waste services are financially sustainable

## Focus Areas

Reduce and Reuse  
*Strategies 1-6*

Recycling  
*Strategies 7-13*

Recovery and Residuals  
Management  
*Strategies 14-15*

# Metrics from 2022 Progress Report

FOCUS AREAS	SWMP GOAL			
	1	2	3	4
<b>Reduce/Reuse (waste generation)</b>				
• Number of Infoline inquiries received			*	
• Number of Myrecyclopedia visits	*		*	
• Number of Ready, Set, Sort! game plays	*		*	
• Number of 3R K-12 programs delivered/student reach	*		*	
• Number of Educators Newsletters issued/subscribers			*	
• Number of public landfill tours/participants	*		*	
• Number of community group tours/participants	*		*	
• Number of technical tours/participants			*	
• Number of CRD 3R outreach events	*		*	
• Number of public education campaigns	*		*	
• Number and value of Rethink Waste Community Grants awarded	*		*	
• Number of reuse projects funded through the RWCG	*		*	
• Value of diversion incentive funding provided to number of re-use organizations	*		*	
• Quantity of reusable products received at Hartland Depot for redistribution by number of community partners	*		*	
• Number of Rethink Waste Newsletters issued	*		*	
• Number of awards supported for environmental/sustainability recognition	*		*	
• Number of new legislations, bylaws, etc (all levels of government)	*	*	*	
• Number of advocacy letters/consultation letters CRD issued	*	*		

# Metrics from 2022 Progress Report

FOCUS AREAS	SWMP GOAL			
	1	2	3	4
<b>Recycle (all diversion)</b>				
• Number of new subscribers receiving reminders and alerts			*	
• Number of new RecycleCRD app installs			*	
• Quantity of PPP collected through curbside program	*		*	
• Volume of source separated material received at Hartland for subsequent offsite processing and marketing <ul style="list-style-type: none"> <li>○ Food scraps</li> <li>○ Yard material</li> </ul>	*		*	
• Quantity of EPR materials collected on behalf of producers in partnership with product stewards	*	*	*	*
• Number of LGWRWG meeting held/participating munis	*		*	
<b>Recovery (landfill gas)</b>				
• Achievements in gas collection efficiency				*
• Quantity of electricity produced from landfill gas				*
<b>Residual Management (landfill services)</b>				
• Quantity of general refuse landfilled annually		*		
• Waste composition study data	*	*	*	
• Achievements in airspace utilization (t/m3)		*		
• Quantity of aggregate displaced with source separated material beneficially used onsite	*	*		
• Quantity of material received requiring controlled waste disposal protocol				
• Achievements in controlled waste trench compaction (t/m3)		*		
• Quantity of material received requiring ACM disposal protocol				
• Number of warnings and tickets issued	*	*	*	
• Number of pilots or studies completed	*	*		

# Performance Measures Discussion

- Which indicators from the 2022 Progress Report worked well?
- Which indicators could be improved?
- Were any indicators missing?

## Next Meeting – Friday, July 7, 2023

- Staff will return with options and suggestions for performance measures and indicator modifications for the 2023 Progress Report based on today's discussion.