

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****WASTE MANAGEMENT COMMITTEE****AGENDA**

Thursday, May 13, 2021

<b><u>PAGE NO.</u></b>		<b><u>ACTION</u></b>
	<b><u>CALL TO ORDER</u></b>	
	<b><u>AGENDA</u></b> – May 13, 2021	Approve
	<b><u>SUPPLEMENTARY AGENDA</u></b>	Receive
	<b><u>MINUTES</u></b>	
3-6	Waste Management Committee Meeting Minutes – April 8, 2021	Approve
	<b><u>ADVOCACY AND COMMUNITY ENGAGEMENT</u></b>	
	None	
	<b><u>SOLID WASTE ADVISORY COMMITTEE UPDATE</u></b>	
	<b><u>Discussion Item</u></b>	
	<ul style="list-style-type: none"><li>• Recruitment</li></ul>	
	<b><u>POLICY REVIEW</u></b>	
	None	
	<b><u>DIVERSION &amp; RECYCLING</u></b>	
7	Alex Eriksen, Director of Environmental Services - Re-use Shed Opening	Receive
8-9	Alex Eriksen, Director of Environmental Services - Agricultural Plastic Recycling – Transfer Station Collection Bays	Receive
	<b><u>Discussion Items</u></b>	
	<ul style="list-style-type: none"><li>• Wood sorting bays</li><li>• Other diversion – asphalt shingles, wax boxes</li></ul>	
	<b><u>OPERATIONS UPDATE</u></b>	
10	Alex Eriksen, Director of Environmental Services - Department Activity Update	Receive
	<b><u>MISCELLANEOUS</u></b>	

**NEXT MEETING – SUGGESTED TOPICS**

**SUPPLEMENTARY AGENDA**

**NEW BUSINESS**

**IN-CAMERA MOTION**

In accordance with Section 90 of the Community Charter, it is the opinion of the Board of Directors that matters pertaining to Section 90(1)(k) – negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Committee, could reasonably be expected to harm the interests of the Regional District if they were held in public (Recycling) may be closed to the public, and therefore exercise their option of excluding the public for this meeting.

**ADJOURNMENT**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**WASTE MANAGEMENT COMMITTEE MEETING**  
**(VIRTUAL)**

**Thursday, April 8, 2021**

**PRESENT:**

Chair	Mark Fisher
Directors	Gladys Atrill Shane Brienen Chris Newell Jerry Petersen Michael Riis-Christianson Gerry Thiessen
Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Alex Eriksen, Director of Environmental Services John Illes, Chief Financial Officer Deborah Jones-Middleton, Director of Protective Services Wendy Wainwright, Executive Assistant
Others	Dolores Funk, Village of Burns Lake Tom Greenaway, Electoral Area "C" (Fort St. James Rural) Clint Lambert, Electoral Area "E" (Francois/Ootsa Lake Rural) Brad Layton, Village of Telkwa Linda McGuire, Village of Granisle Bob Motion, District of Fort St. James Mark Parker, Electoral Area "D" (Fraser Lake Rural) Sarrah Storey, Village of Fraser Lake

**CALL TO ORDER**

Chair Fisher called the meeting to order at 11:54 a.m.

**AGENDA**

Moved by Director Riis-Christianson  
Seconded by Director Brienen

WMC.2021-2-1

"That the Waste Management Committee Agenda for April 8, 2021 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Waste Management  
Committee Meeting Minutes  
-March 11, 2020

Moved by Director Petersen  
Seconded by Director Atrill

WMC.2021-2-2

"That the Minutes of the Waste Management Committee for March 11, 2021 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **ADVOCACY AND COMMUNITY ENGAGEMENT**

### **Discussion Items**

#### **RDBN Letter of Support for Inclusion of ICI Cardboard in EPR**

RDBN Letter of Support for  
 Inclusion of ICI Cardboard  
 in EPR

Moved by Director Riis-Christianson  
 Seconded by Director Atrill

WMC.2021-2-3

“That the Waste Management Committee recommend that the Board write a letter of support to the Smithers District Chamber of Commerce regarding its resolution to the BC Chamber of Commerce in regard to Industrial Commercial and Institutional (ICI) recycling; and further, that the letter be forwarded to Nathan Cullen, MLA - Stikine and John Rustad, MLA – Nechako Lakes.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Chair Fisher and staff will follow up with the Smithers District Chamber of Commerce to contact RDBN member municipalities in regard to letters of support.

#### **RDBN Review and Recommendation Letter for a 10¢ Bottle Deposit Refund for all Cans**

Alex Eriksen, Director of Environmental Services provided an overview of the bottle deposit refund for cans paid by the Brewers Association and Encorp Pacific (Canada). The Brewers Association provides 8¢ per can and Encorp Pacific (Canada) provides 10¢ per can. The Province of BC conducted a successful pilot project wherein all bottle deposit refunds for all cans was 10¢ but is no longer continuing the project.

RDBN Review and  
 Recommendation Letter for  
 a 10¢ Bottle Deposit Refund  
 for all Cans

Moved by Director Petersen  
 Seconded by Director Riis-Christianson

WMC.2021-2-4

“That the Waste Management Committee recommend that the Board write a letter to the Minister of Environment and Climate Change Strategy requesting that a consistent deposit system for the return deposit for all cans is paid in its entirety; and further, that the system is implemented throughout the Province.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **SOLID WASTE ADVISORY COMMITTEE UPDATE**

Addressing Illegal Dumping

Moved by Director Riis-Christianson  
 Seconded by Director Atrill

WMC.2021-2-5

“That the Committee receive the Director of Environmental Services’ Addressing Illegal Dumping memorandum.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

The following was discussed:

- Identifying the illegal dump sites that are used continuously
- Conducting an education program
  - Refrigerators no longer have a fee when disposing of them at RDBN Transfer Stations

### **SOLID WASTE ADVISORY COMMITTEE UPDATE (CONT'D)**

- Association of Vancouver Island and Coastal Communities
  - Collaboration - recycling education video
- Potentially having Conservation Officers attend future meeting to provide an update in regard to illegal dumping
- Involving youth
- Cariboo Regional District – illegal dumping budget
- Enforcement for those responsible for illegal dumping
- Chair Fisher and staff to contact Conservation Officers
- Signage at RDBN Transfer Stations regarding appliance fees
- Organizations/societies wanting to conduct clean up operations
  - Potentially provide grant in aid funding.

### **Verbal Report – Waste Audit Update**

- Staff currently working on the Waste Audit RFP to be complete early next week.

### **POLICY REVIEW**

None

### **DIVERSION & RECYCLING**

#### **Smithers-Telkwa Commercial Curbside Update**

Discussion took place regarding

- The common suggestions outlined in the Smithers – Telkwa Commercial Cardboard Discussion: Self-hauled OCC Memorandum
- Suggestion 1
  - An unmanaged bin
- Interest from businesses in Smithers to find a solution
- Potential locations for bin placement
  - Smithers and District Chamber of Commerce
  - Other Chamber of Commerce locations in the region
- Staffing capacity and constraints and ability to oversee bins
- Contamination penalties
- Location challenges
- Initiate discussions with community groups and Chamber of Commerce
  - Determine potential solutions/ideas
- Suggestion #3
  - Could be hosted at any site
  - Requires infrastructure
  - Capital cost
  - Staff investigate
- Suggestion #4
  - Staff begin discussions with Chamber of Commerce in the region
- ICI cardboard is not the responsibility of the RDBN
- Support businesses and economic development initiatives
- Bioenergy Plants potentially utilizing the material
- Staff will continue to explore options.

### **Verbal Report – Smithers and Telkwa Curbside Update**

Director Atrill provided a brief overview of Smithers and Telkwa Curbside collection. Mr. Eriksen mentioned that RDBN Recycling Attendants at the Smithers-Telkwa Transfer Station will assist in distributing education material in regard to curbside recycling in Smithers and Telkwa.

### **OPERATIONS UPDATE**

#### Operations Update

Moved by Director Atrill  
 Seconded by Director Brienen

#### WMC.2021-2-6

“That the Committee receive the Director of Environmental Services’ Operations Update memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **MISCELLANEOUS**

None

### **NEW BUSINESS**

#### Future Committee Topic -Metal Recycling

Director Newell requested that Metal Recycling at RDBN Transfer Stations be a future Committee Topic for discussion.

### **IN-CAMERA MOTION**

Moved by Director Atrill  
 Seconded by Director Newell

#### WMC.2021-2-7

“In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(1)(K) – negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Committee, could reasonably be expected to harm the interests of the Regional District if they were held in public (Recycling) may be closed to the public and therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **ADJOURNMENT**

Moved by Director Newell  
 Seconded by Director Atrill

#### WMC.2021-2-8

“That the meeting be adjourned at 12:52p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY



Mark Fisher, Chair

Wendy Wainwright, Executive Assistant



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**MEMORANDUM**

To: Chair Fisher and the Waste Management Committee  
From: Alex Eriksen, Director of Environmental Services  
Date: May 13, 2021  
Subject: Re-use shed reopening

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**RECOMMENDATION**

1. That the Committee receive the update.

**BACKGROUND**

In March 2020, the RDBN closed all of the Re-use sheds due to the risk of COVID 19 transmission and the consequent additional labour requirements were they to remain open.

The main concern for the RDBN is safety for our employees and the public when it comes to touching dropped off items. The re-use sheds generate significant traffic at the larger sites (Vanderhoof, Ft. St. James, Burns Lake and Smithers-Telkwa) which will require additional management during COVID. The re-use sheds are often treated as social locations and this may be even more true during COVID restrictions.

Throughout 2020 and 2021, the COVID-safe operation of the Re-use sheds has been periodically evaluated and in April 2021 it was decided to re-establish operations.

A re-opening plan that conforms with current Provincial COVID-19 protocols was created and will be implemented on May 25, 2021, unless additional Provincial protocols are introduced.

Respectfully submitted,

A handwritten signature in blue ink that reads "Alex Eriksen".

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Alex Eriksen  
Director of Environmental Services



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
MEMORANDUM

To: Chair Fisher and the Waste Management Committee  
From: Alex Eriksen, Director of Environmental Services  
Date: May 13, 2021  
Subject: Agricultural Plastic Recycling – Transfer Station Collection Bays

**RECOMMENDATION**

- 1. That the Committee receive the update.

**BACKGROUND**

March 25<sup>th</sup>, the Board approved the cost of \$35,000 towards the establishment of the collection bays at (7) transfer stations within the RDBN. Staff considered several design options for the collection bays and evaluated them based on function, aesthetics, installation requirements, and cost. The collection bays will be constructed by June 1, 2021.

**CATTLE PANEL COLLECTION BAYS**

Staff concluded that Cattle Panel Collection Bays are the best option for the Agricultural Plastics Recycling Program. This type of collection bay has been used at other CleanFarms collection points and conforms to the style of the agricultural sector. The collection area for the agricultural plastics material will be approximately 10' x 24'. Cattle Panels will be placed to separate each material (Silage Film, Bale Wrap and Twine). Rig Mats will be laid in each bay to keep product off the ground. Signage that CleanFarms will provide will be posted for each of the material bays.

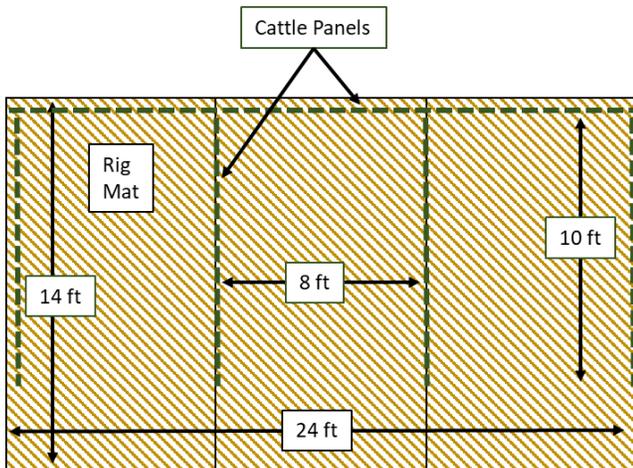


Figure 1. Cattle Panel Collection Bays Design

Agricultural Recycling Collection Bays  
May 13, 2021



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**Cost:**

10' Cattle Panel (light duty) – 4 x \$175 = \$700  
24' Cattle Panel (light duty) – 1 x \$400 = \$400  
Fir Rig Mats (Used) – 3 x \$200 = \$600  
Total: \$1,700 (7 sites = \$11,900)

The cost for these bays can be absorbed within the approved 2021 budget.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Alex Eriksen".

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Alex Eriksen  
Director of Environmental Services

Attachments: none



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
MEMORANDUM**

To: Chairperson Fisher and the Waste Management Committee  
 From: Alex Eriksen, Director of Environmental Services  
 Date: May 13, 2021  
 Subject: Department Activity Update

**RECOMMENDATION**

(All/Directors/Majority)

1. That the Committee receive the update.

**DEPARTMENT ACTIVITY**

1. Capital Purchases: Purchased new GMC Sierra 3500 Flat deck. Exceeded budget by \$6,000 due to scope changes;
2. Capital Purchases: Evaluating quotes for the supply of a new tandem tractor truck for East Hauling;
3. All Sites: Planning the construction for the Agricultural Plastics Recycling collection bays;
4. Smithers-Telkwa Transfer Station: Wood sorting bays, service road and Recycling loading dock are complete. Pole shed extension and stairs in progress;
5. Knockholt Landfill: Design Operations and Closure Plan (DOCP) submitted to MoE. Planning Phase 3 expansion and developing a creative fill plan to accommodate the lack of space. Installed the new sampling dock and aeration system at the lagoon and upgrading the discharge system;
6. Granisle and Southside Transfer stations: Planning the implementation of a full recycling program (currently cardboard only);
7. Burns Lake Transfer Station - In progress: Wood pad expansion and loading access. Metal pad and water diversion improvements;
8. Area 'D' Transfer Station: No projects in progress;
9. Ft. St. James Transfer Station: No projects in progress;
10. Vanderhoof Transfer Station: No projects in progress;
11. Clearview Landfill: DOCP under review. Planning the construction of a litter catchment net; and
12. Ft. Fraser Water & Sewer: Bi-annual water-main flushing complete. Planning capital upgrades.

Respectfully submitted,

Alex Eriksen  
 Director of Environmental Services