

Minutes of the Plan Advisory Committee Meeting #2 held on Thursday, May 10, 2018 at the Island Savings Centre boardroom, 2687 James Street, Duncan BC at 10:00 A.M.

**PRESENT:** Sandy McPherson - Public  
Kim Barnard - Public  
Denis Martel - Public  
Dan Lazaro – Business Community  
Andrea Davis – Waste Management (Private Sector)  
Nathan Harben – Waste Management (Non-profit Sector)  
Melissa Tokarek – Cowichan Tribes  
Monroe Grobe – Organizations & Institutions  
Len Thew – City of Duncan  
Melissa Kriegerfox – Island Health  
Geoff Goodall – Town of Ladysmith  
Tauseef Waraich - CVRD  
Harmony Huffman - CVRD

**ALSO PRESENT:** Melissa Nielson – Tetra Tech  
Wilbert Yang – Tetra Tech  
Andrew Kanute – Cowichan Tribes  
Spencer Atkinson – Fisher Road Recycling  
Jason Adair – Solid Waste Operations Superintendent  
Chloe Boyle, Environmental Technologist  
Lynda Lee, Secretary IV

**ABSENT:** Clay Reitsma – District of North Cowichan  
Nagi Rizk – Town of Lake Cowichan  
Luc Lachance – Ministry of Environment & Climate Change Strategy

## ITEMS

- 1 **Housekeeping**
  - a. **Review Minutes of PAC Meeting #1 from March 29, 2018**

The Chair advised the Committee that meeting minutes will summarize any action items derived from the meeting and comments received will be recorded separately.
  - b. **Approval of Agenda for PAC Meeting #2**

The draft agenda was approved.
- 2 **Recap of Planning Process**

The Chair outlined the meeting objectives as, to establish the guiding principles, a preliminary shortlist and to consider goals.

**3 Consultation Plan Updates**

**a. Communications with First Nation Stakeholders**

The Chair reported that the consultation with First Nation stakeholders is in progress and that a report of communications will be provided.

**b. Open House Report**

The open house held April 25, 2018 was attended by 19 people. An additional two open houses are scheduled during the planning process.

**c. Letter from VIRWIC**

A letter was received from Vancouver Island Recycling & Waste Industry Coalition regarding adequate representation on the PAC from private businesses. The Chair reported that although attempts were made to recruit representatives only two responses were received and both of those respondents are Committee members.

**d. Survey Report**

Surveys were submitted by 118 participants on the CVRD website and PlaceSpeak. A majority of responses reported being mostly satisfied with garbage collection, recycling collection and public drop off depots. Less than half of respondents reported satisfaction with communication and education. The top 3 values were waste reduction, diversion and environmental protection. Preliminary comments included frustration with which materials can be recycled and lack of collection for bulky items, yard waste, single-use items, film plastic and glass.

**4 Other Updates**

**a. Workshop Report**

Nine Committee members participated in the webinar held May 3, 2018 that considered options and successes, and promoted information sharing.

**5 Solid Waste Management Plan Presentation**

Tetra Tech consultants provided the PowerPoint presentation 'CVRD Solid Waste Management Plan Update'.

**a. Recap of Process**

This meeting objectives include setting guiding principles, creating a preliminary shortlist of options and considering goals.

**b. Guiding Principles – Summary of Feedback**

Ministry SWMP guiding principles were presented as a template to adopt these as CVRD SWMP guiding principles with suggested modifications to fourth principle, 'Support polluter and user pay approaches and manage incentives to maximize behavior outcomes.' In order to incorporate elements of education to influence systems change, the suggested language for the fourth principle is 'Support structural and systemic changes (e.g. polluter and user pay approaches) and corresponding behavior change programs to optimize system changes and promote principles one and two.'

**c. Goal for SWMP**

Three suggested goals for the CVRD SWMP were presented as:

1. Adopt zero waste
2. Target regional disposal rate of 180 to 300 kg. per capita by 2030
3. Target 90% of all businesses and residents have minimum service levels (e.g. recycling and organics collection) by 2025.

The Committee members broke into partners to discuss the goals and record feedback on worksheets. Members discussed and shared their feedback with the group.

**d. Feedback on Options**

The Committee was presented with eight options under the reduce, reuse, recycle category, four under recovery and residuals management, and three under operational improvements, for consideration and were asked to identify the most important options. Members were asked to vote on options that they felt most strongly about during a feedback exercise.

**e. Presentation of Preliminary Shortlist**

A preliminary shortlist of options was presented indicating how each weighted in conjunction with the draft guiding principles.

**f. Summary of PAC Feedback on Options**

Results of options 'dotmocracy' were tallied and divided into 'go', 'no-go' and 're-visit' categories.

**g. Recap**

**h. Action Items**

Members were asked to look at the wording of the guiding principles, re-write and email to Committee for consensus building.

6

**Next Steps**

Members are encouraged to attend the next webinar in order to maximize progress at upcoming meetings.

**a. Webinar #2 Schedule**

The next webinar/workshop is scheduled for Thursday, June 14, 2018. Tech memo #3 will be released prior to the webinar.

**b. PAC Meeting #3 Schedule**

The next PAC meeting is scheduled for Thursday, June 21, 2018 at 10:00 a.m. in the boardroom at the Island Savings Centre.

**ADJOURNMENT** The meeting ended at 1:00 p.m.