



Notice of Meeting and Meeting Agenda Environmental Services Committee

Wednesday, October 18, 2023

1:30 PM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

B. Desjardins (Chair), S. Tobias (Vice Chair), J. Brownoff, J. Caradonna, G. Holman,
D. Kobayashi, D. Murdock, M. Tait, D. Thompson, A. Wickheim, C. Plant (Board Chair, ex-officio)

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [23-764](#) Minutes of the July 19, 2023 and September 27, 2023 Environmental Services Committee Meetings

Recommendation: That the minutes of the Environmental Services Committee meetings of July 19, 2023 and September 27, 2023 be adopted as circulated.

Attachments: [Minutes - July 19, 2023](#)
[Minutes - September 27, 2023](#)

4. Chair's Remarks

5. Presentations/Delegations

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

6. Committee Business

- 6.1. [23-707](#) Proposal For Academic And Legal Reviews Of Biosolids Land Application
- Recommendation:** The Environmental Services Committee recommends to the Capital Regional District Board:
 That academic and legal reviews of the risks and benefits of biosolids land application be reconsidered after the provincial technical working group has completed its review of the Organic Matter Recycling Regulation and released its report.
- Attachments:** [Staff Report: Academic and Legal Reviews of Biosolids Land Application](#)
- 6.2. [23-713](#) Implications of Regulating Curbside Organics Collection
- Recommendation:** That the Environmental Services Committee recommends to the Capital Regional District Board:
 That staff continue implementing the organics diversion strategy as currently outlined in the new Solid Waste Management Plan.
- Attachments:** [Staff Report: Implications of Regulating Curbside Organics Collection](#)
 [Appendix A: Collection by Municipality by Material Type and Sector](#)
- 6.3. [23-779](#) Previous Minutes of Other CRD Committees and Commissions for Information
- Recommendation:** There is no recommendation. The following minutes are for information only.
 - Climate Action Inter-Municipal Task Force Meeting - September 29, 2023
 - Solid Waste Advisory Committee Meeting - October 6, 2023
- Attachments:** [Minutes: Climate Action Inter-Municipal Task Force - September 29, 2023](#)
 [Minutes: Solid Waste Advisory Committee - October 6, 2023](#)

7. Notice(s) of Motion

8. New Business

9. Motion to Close the Meeting

- 9.1. [23-788](#) Motion to Close the Meeting
- Recommendation:** That the meeting be closed for proposed service in accordance with Section (90)(1)(k) of the Community Charter. [1 item]

10. Adjournment

The next meeting is November 15, 2023.

To ensure quorum, please advise Jessica Dorman (jdorman@crd.bc.ca) if you or your alternate cannot attend.

Meeting Minutes

Environmental Services Committee

Wednesday, July 19, 2023

1:30 PM

6th Floor Boardroom

625 Fisgard St.

Victoria, BC V8W 1R7

PRESENT

Directors: B. Desjardins (Chair), S. Tobias (Vice Chair), J. Bateman (for M. Tait) (1:57 pm) (EP), J. Brownoff, J. Caradonna, G. Holman (1:51 pm) (EP), D. Kobayashi (EP), D. Murdock, M. Tait (EP), D. Thompson, A. Wickheim (EP), C. Plant (Board Chair, ex-officio) (1:47 pm) (EP)

Staff: T. Robbins, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; G. Harris, Senior Manager, Environmental Protection; R. Smith, Senior Manager, Environmental Resource Management; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Guests: P. Ross, Raincoast Conservation Foundation

The meeting was called to order at 1:30 pm.

1. Territorial Acknowledgement

Vice Chair Tobias provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Tobias, **SECONDED** by Director Brownoff,
That the agenda for the July 19, 2023 Environmental Services Committee meeting
be approved.
CARRIED

3. Adoption of Minutes

3.1. [23-501](#) Minutes of the June 21, 2023 Environmental Services Committee Meeting

MOVED by Director Thompson, **SECONDED** by Director Tobias,
That the minutes of the Environmental Services Committee meeting of June 21,
2023 be adopted as circulated.
CARRIED

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations

There were no delegations.

- 5.1. [23-519](#) Presentation: Peter S. Ross, Raincoast Conservation Foundation; Re: Healthy Waters meets Tod Creek
P. Ross presented on Healthy Waters meets Tod Creek.

6. Committee Business

- 6.1. [23-500](#) Healthy Waters Project for Tod Creek on the Saanich Peninsula - Update - July 2023

G. Harris presented Item 6.1. for information.

Discussion ensued on the following:

- funding options and operating reserves
- understanding baseline information
- source control program and watersheds

Director Plant joined the meeting electronically at 1:47 pm.

Director Holman joined the meeting electronically at 1:51 pm.

Director Tait left the meeting at 1:52 pm.

Alternate Director Bateman, (for M. Tait) joined the meeting electronically at 1:57 pm.

Motion Arising:

MOVED by Director Caradonna, SECONDED by Director Tobias,

That the Environmental Services Committee recommends to the Capital Regional District Board:

That the CRD move forward with the study of Healthy Waters Project for Tod Creek on the Saanich Peninsula.

CARRIED

OPPOSED: Holman

- 6.2. [23-475](#) Implications of Increasing Fine Rates at Hartland Landfill

R. Smith presented Item 6.2. for information.

Discussion ensued on the following:

- compliance and risk issues
- fee versus fine application
- material stream diversion policy and bylaw
- illegal dumping

6.3. [23-496](#) Long-Term Biosolids Management Planning

G. Harris presented Item 6.3 for information.

Discussion ensued on the following:

- expressions of interest and consultations for thermal processing pilot study
- First Nations consultation
- timelines for pilot project and potential plan amendments
- land application in short term versus long term plan
- pilot study versus full scale facility
- associated risks and community wellness
- procurement model for expressions of interest

Director Wickheim left the meeting at 2:35 pm

6.4. [23-503](#) Previous Minutes of Other CRD Committees and Commissions for Information

The following minutes were received for information:

a) Solid Waste Advisory Committee - July 7, 2023

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Thompson, **SECONDED** by Director Tobias,
That the July 19, 2023 Environmental Services Committee meeting be adjourned
at 2:43 pm.
CARRIED

CHAIR

RECORDER

Meeting Minutes

Environmental Services Committee

Wednesday, September 27, 2023

11:30 AM

6th Floor Boardroom

625 Fisgard St.

Victoria, BC V8W 1R7

Special Meeting

PRESENT

Directors: B. Desjardins (Chair), S. Tobias (Vice Chair) (12:32 pm), J. Brownoff, J. Caradonna, G. Holman (EP), D. Murdock, M. Tait (EP), D. Thompson (EP)

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; R. Smith, Senior Manager, Environmental Resource Management; N. Elliott, Manager, Climate Action Programs; K. Jo, Senior Financial Advisor, Financial Services; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director(s) D. Kobayashi, A. Wickheim, C. Plant

The meeting was called to order at 11:32 am.

1. Territorial Acknowledgement

Director Brownoff provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Caradonna, **SECONDED** by Director Murdock,
That the agenda for the September 27, 2023 Environmental Services Committee
meeting be approved.

CARRIED

3. Presentations/Delegations

- 3.1. [23-702](#) Delegation - Lyndsey Smith; Costal Douglas-fir Conservation Partnership:
Re: Agenda Item 4.3. Service Planning 2024 - Climate Action Community
Need Summary

L. Smith spoke to Item 4.3.

4. Special Meeting Matters

4.1. [23-645](#)**Service Planning 2024 - Solid Waste & Recycling Community Need Summary**

L. Hutcheson spoke to Item 4.1.

Discussion ensued on the following:

- material stream diversion and current triage processes at Hartland
- enforcement of bylaws
- kitchen scraps and organics waste stream processing
- Millstream Meadows Remediation

**MOVED by Director Caradonna, SECONDED by Director Murdock,
The Environmental Services Committee recommends the Committee of the
Whole recommend to the Capital Regional District Board:
That Appendix A, Community Need Summary - Solid Waste & Recycling, be
approved as presented and form the basis of the Provisional 2024-2028 Financial
Plan.**

CARRIED

4.2. [23-672](#)**Environmental Resource Management - 2024 Operating and Capital Budget**

L. Hutcheson and R. Smith spoke to Item 4.2.

Discussion ensued on the following:

- termination of BC Hydro contract for transition to natural gas
- transition from producing electrical power to natural gas
- thermal processing pilot project operating and capital budget
- decommissioning process of power generating facility
- debt versus reserve funding for Renewable Natural Gas facility

**MOVED by Director Caradonna, SECONDED by Director Murdock,
The Environmental Services Committee recommends the Committee of the
Whole recommend to the Capital Regional District Board:
That Appendix A, Operating & Capital Budget - Environmental Resource
Management be approved as presented and form the basis of the Provisional
2024-2028 Financial Plan.**

CARRIED

4.3. [23-658](#) Service Planning 2024 - Climate Action Community Need Summary

L. Hutcheson spoke to Item 4.3.

Discussion ensued on the following:

- decrease of greenhouse gas and the correlation with policy response
- policy analysis and reduction goal achievement
- climate strategy versus alignment with local and senior government
- connections between environmental biologist and invasive species coordinator
- outstanding EV grant applications

Director Tobias joined the meeting at 12:23 pm.

**MOVED by Director Tobias, SECONDED by Director Murdock,
The Environmental Services Committee recommends the Committee of the
Whole recommend to the Capital Regional District Board:
That Appendix A, Community Need Summary - Climate Action, be approved as
presented and form the basis of the Provisional 2024-2028 Financial Plan.
CARRIED**

4.4. [23-676](#) 2022 Regional Greenhouse Gas Inventory

N. Elliott presented Item 4.4. for information

Discussion ensued on the following:

- tracking of Community Energy and Emissions Inventories versus BASIC+
- territorial emissions
- regional versus corporate emissions
- sequestrated emission changes
- GHG impacts of regional parks trail widening

Motion Arising:

**MOVED by Director Caradonna, SECONDED by Director Tobias,
That the Environmental Services Committee recommend to the Capital Regional
District Board:
Given an increase in CRD emissions, staff to present new, innovative, and
ambitious options, and measures to reduce this trend in future years.**

**MOVED by Director Thompson, SECONDED by Director Caradonna,
That the motion arising be amended to add the words ", and achieve our existing
2038 emissions target."
CARRIED**

The questions was called on the motion arising as amended.

**That the Environmental Services Committee recommend to the Capital Regional
District Board:**

**Given an increase in CRD emissions, staff to present new, innovative, and
ambitious options, and measures to reduce this trend in future years, and
achieve our existing 2038 emissions target.**

CARRIED

4.5. [23-663](#) Vancouver Island and Coastal Communities Climate Leadership Steering Committee - Funding Request

N. Elliott spoke to Item 4.5.

Discussion ensued on the concepts of adaptation and mitigation.

MOVED by Director Thompson, **SECONDED** by Director Caradonna,
The Environmental Services Committee recommends to the Capital Regional District Board:

That the CRD provide \$31,500 to the Community Energy Association to act as a secretariat and support priority initiatives of the Vancouver Island and Coastal Communities Climate Leadership Steering Committee through 2024.

CARRIED

4.6. [23-656](#) Vancouver Island and Coastal Communities Committee on Solid Waste and Circular Economy - Terms of Reference and CRD Appointment

R. Smith spoke to Item 4.6.

Discussion ensued on the following:

- thermal processing opportunities
- integrated resource management

Director Murdock left the meeting at 12:58 pm.

MOVED by Director Caradonna, **SECONDED** by Director Tobias,
The Environmental Services Committee recommends to the CRD Board:

- 1. That the Vancouver Island and Coastal Communities Committee on Solid Waste and Circular Economy Terms of Reference be endorsed; and**
- 2. That the Environmental Services Committee Chair be appointed as the Vancouver Island and Coastal Communities Committee on Solid Waste and Circular Economy as the Capital Regional District elected representative, with the Environmental Services Committee Vice-Chair as alternate.**

CARRIED

5. Adjournment

MOVED by Director Tobias, **SECONDED** by Director Brownoff,
That the September 27, 2023 Environmental Services Committee meeting be adjourned at 1:01 pm.

CARRIED

CHAIR

RECORDER

**REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, OCTOBER 18, 2023**

SUBJECT **Proposal For Academic And Legal Reviews Of Biosolids Land Application**

ISSUE SUMMARY

To provide the Environmental Services Committee with a proposal for independent academic and legal reviews of the risks and benefits of biosolids land application.

BACKGROUND

At the August 9, 2023 Capital Regional District (CRD) Board meeting, staff were directed to “*report back with a proposal that CRD Environment Service fund University of Victoria or other suitable independent academic institution to prepare a review: a) of available literature, to determine whether there are validated examples and/or peer reviewed papers assessing the risks and benefits of the application of biosolids on environmental and human health, and b) based on this and on The Precautionary Principle, whether CRD may have a legal liability for such application.*”

Staff have confirmed that there are at least three independent academic institutions willing to undertake the literature review: the University of Washington College of the Environment, the Toronto Metropolitan University Department of Chemistry and Biology, and the University of Victoria Department of Engineering and Computer Science (civil engineering).

The terms of reference for the literature review would consider the following:

- Previous literature reviews.
- Risks and concerns that have resulted in land application bans elsewhere.
- Impacts of long-standing land application programs elsewhere.
- Contaminant concentrations in biosolids relative to levels of exposure in general society.
- Extrapolating lab-based toxicity testing to observations in the environment.
- Acknowledgement of uncertainty (e.g., toxicity and environmental fate of emerging substances and microplastics, contaminant mixture effects, etc.).
- Techniques for evaluating and addressing uncertainties.
- Affirming the intent of the Precautionary Principle.

Biosolids land application is regulated under the BC Organic Matter Recycling Regulation (OMRR). The BC Ministry of Environment and Climate Change Strategy convened a Technical Working Group (TWG) in October 2022 to undertake a comprehensive review of OMRR to ensure it remains protective of human health and the environment. The TWG consists of academics, consulting practitioners, and representatives from federal, various provincial and local governments. TWG is effectively undertaking the same literature review exercise that the CRD Board requested. They had their last meeting at the end of September 2023 and expect to release a summary report of their findings and recommendations by the end of November 2023 at the earliest. A similar timeline of a number of months would be expected if CRD staff were to fund an independent academic review.

ALTERNATIVES

Alternative 1

The Environmental Services Committee recommends to the Capital Regional District Board: That academic and legal reviews of the risks and benefits of biosolids land application be reconsidered after the provincial technical working group has completed its review of the Organic Matter Recycling Regulation and released its report.

Alternative 2

The Environmental Services Committee recommends to the Capital Regional District Board:

1. That staff be directed to proceed with an academic review of the risks and benefits of biosolids land application; and
2. That staff be directed to proceed with a legal opinion related to potential liabilities for the regional government.

Alternative 3

That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

Costs for the proposed biosolids literature review and legal opinion will be approximately \$35,000 and can be covered by existing Core Area wastewater and biosolids budgets. However, if staff are directed to proceed with the literature review, it will likely be redundant with the expected findings of the provincially led OMRR TWG. A legal review could be undertaken independently of the literature review and would likely cost approximately \$10,000-\$15,000, depending upon the instruction letter.

Social Implications

The upcoming consultation on biosolids long-term management will help determine the public's perspectives on all options, including any land application risks and benefits that are identified by an independent review or the provincial efforts to re-evaluate OMRR. Public information on these risks and benefits is currently available.

Legal Implications

Any legal opinion would be specific to the CRD and based on biosolids generated in the capital region, not on biosolids generally, as the facts and assumptions would need to be defined and applicable to the region's risk profile.

The legal opinion could wait until after the independent literature review or provincial OMRR findings are released or could be initiated immediately.

CONCLUSION

The Environmental Services Committee (ESC) directed staff to investigate and propose additional scientific and legal reviews in support of the long-term biosolids planning. Staff identified possible

options for ESC to consider but also identified a current provincial process that is addressing the scientific issues. A legal review would be specific to regional concerns; results from the provincial review of the Organic Matter Recycling Regulation and upcoming public consultation may inform any concerns regarding liability.

RECOMMENDATION

The Environmental Services Committee recommends to the Capital Regional District Board: That academic and legal reviews of the risks and benefits of biosolids land application be reconsidered after the provincial technical working group has completed its review of the Organic Matter Recycling Regulation and released its report.

Submitted by:	Glenn Harris, Ph.D., R.P.Bio., Senior Manager, Environmental Protection
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

**REPORT TO ENVIRONMENTAL SERVICES COMMITTEE
MEETING OF WEDNESDAY, OCTOBER 18, 2023**

SUBJECT Implications of Regulating Curbside Organics Collection

ISSUE SUMMARY

To present implications of regulating curbside organics collection from municipalities and electoral areas in the region.

BACKGROUND

The Capital Regional District's (CRD) new Solid Waste Management Plan (SWMP) was developed to reduce the amount of waste material sent to the Hartland Landfill, and guide how the region's solid waste is managed in a safe, secure and sustainable way now and in the future. The plan targets greater than one-third reduction of waste from current levels of 409 kg/capita annually to 250 kg/capita in 10 years.

In 2022, the CRD completed a Waste Stream Composition Study which estimated that approximately 16.7% of waste currently sent to Hartland Landfill is organic material (approximately 28,500 tonnes per year). Organic material is not garbage and should be diverted for processing in support of a circular economy. When reviewing the Waste Stream Composition Study results, the Solid Waste Advisory Committee passed a motion recommending the CRD regulate mandatory collection of organic waste and, subsequently at the April 12, 2023 meeting, the CRD Board directed staff to explore regulating mandatory curbside organics collection from the municipalities and electoral areas in the region.

Disposal of organic waste has been trending downward, with waste stream composition studies showing that the organic waste received for disposal at Hartland Landfill decreasing from:

- 120 kg/capita in 2010
- 75 kg/capita in 2016 (37% decrease from 2010)
- 67 kg/capita in 2021 (11% decrease from 2016)
- 42 kg/capita is the 2031 SWMP organic waste target

To meet the Solid Waste Management Plan target of reducing waste disposal down from 400kg/capita (2021) to 250kg/capita (2031) requires a 37% decrease by 2031 – equating to a 25kg/capita reduction in kitchen scraps being disposed of at Hartland landfill.

A landfill ban on food scraps and soiled paper products was put in place at Hartland Landfill in January 2015 contributing to this downward trend, and the ban is enforced by CRD bylaw officers. The CRD has programs in place to support the reduction and diversion of organic materials from the landfill. In addition to the 2015 landfill ban of organics, these programs include operating a food scraps transfer station, receiving yard and garden material at rates lower than general refuse, funding the Victoria Compost Education Centre and partnering with Love Food Hate Waste Canada.

Within the new SWMP, strategy 3 commits the CRD to support reduction of avoidable food waste, and strategies 7-9 commit the CRD to increasing waste diversion (including organics diversion) within the single family, multi-family and institutional, industrial and commercial (ICI) sectors. A new hauler incentive policy set to begin in 2024, is designed to incent multi-stream waste collection including organics. With the implementation of this new policy along with the other

programs in place to support reduction and diversion of organic materials it's anticipated that the downward trend in organic waste disposal will accelerate. The next waste composition study, which will provide further insight into organics disposal trends, is scheduled for 2026.

Currently in the capital region, curbside organics collection falls under municipal purview and is offered by 6 out of the 13 municipalities to single family residents. Within the remaining 7 municipalities, electoral areas and amongst all multi-family and ICI sectors in the region, residents and businesses can obtain organics collection through private service providers on a voluntary basis. A summary of current curbside collection service can be found in Appendix A. In response to Board Direction, staff have obtained a legal opinion to understand the feasibility of regulating mandatory curbside organics collection, region-wide. This review found that the CRD Board has authority under the Local Government Act to establish a bylaw to regulate a mandatory curbside collection for organics in the capital region. Such a bylaw could be written to involve a combination of:

- **Municipal Collection Service:** Collection service provided directly or through service contracts managed by municipalities;
- **Private Collection Service:** Collection service procured by residents or businesses contracting directly with the private sector; or
- **CRD Collection Service:** Collection service provided or contracted by the CRD, similar to the curbside blue box recycling program.

Given that regulating mandatory organics collection is a departure from the strategies for managing organics that are currently set out in the SWMP, it is likely that regulating mandatory curbside organics collection would require a SWMP Amendment and associated consultation and Provincial approval would be required.

ALTERNATIVES

Alternative 1

That the Environmental Services Committee recommends to the Capital Regional District Board: That staff continue implementing the organics diversion strategy as currently outlined in the new Solid Waste Management Plan.

Alternative 2

That the Environmental Services Committee recommends to the Capital Regional District Board: That staff accelerates the current organics diversion strategy by beginning the process to amend the current Solid Waste Management Plan by consulting on the CRD regulating mandatory curbside organics collection.

IMPLICATIONS

Financial Implications

Financial implications associated with regulating mandatory curbside organics collection include costs associated with enforcing the bylaw, and depending on selected service delivery approach (e.g., service provided by municipalities, the CRD, or residents contracting for service directly with the private sector), the cost associated with delivering curbside collection service. A market sounding and/or tender would be required to confirm current market pricing; however, it is expected that costs to operate a regionally provided curbside organics collection service are comparable to the cost to operate the blue box collection, program (\$62.87/household/year (2024 rates)).

Service Delivery Implications

If the Board wishes to further explore regulating mandatory curbside collection, staff will need to begin by consulting with municipalities to determine support for regulating mandatory curbside organics collection and preferences for service delivery approach (e.g., service provided by municipalities, the CRD, or residents contracting for service directly with the private sector). Once consultation has been completed, staff would return to the Board to seek direction on subsequent next steps.

Should a CRD or expanded municipal collection service be established, this would generate additional organics feedstock tonnages owned by the relevant collection provider that would require processing. Between 2019 and 2021, the CRD investigated establishing an in-region organics processing facility. In 2021, it was determined that the CRD and the municipalities didn't control sufficient tonnages of organic waste feedstock to validate the business case to build a dedicated in-region organics processing facility, and the decision to develop an in-region processing facility was tabled until feedstock conditions or on-island processing capacity changed. Regulation of region-wide mandatory organic curbside collection may change the business case for developing an in-region organics processing facility by providing further guaranteed feedstock tonnages if this service were to be provided by the CRD and/or municipalities.

CONCLUSION

The Capital Regional District's (CRD) recently approved Solid Waste Management Plan outlines proposed organic diversion strategies. The CRD has authority under the Local Government Act to regulate curbside collection service for organics in the capital region. Regulating mandatory curbside collection can be done through the adoption of a bylaw which could require curbside collection of organics for some or all residents and/or businesses through services provided directly or contracted by the CRD, municipalities, or the private sector. It's anticipated that the downward trend in organic waste disposal (67kg/capita in 2021) will continue to trend towards the 2031 disposal target of 42kg/capita and no change in organics collection policy is deemed necessary at this time.

RECOMMENDATION

That the Environmental Services Committee recommends to the Capital Regional District Board: That staff continue implementing the organics diversion strategy as currently outlined in the new Solid Waste Management Plan.

Submitted by:	Russ Smith, Senior Manager, Environmental Services Committee
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Solid Waste Collection Provided by Municipality by Material Type and Sector

**SOLID WASTE COLLECTION PROVIDED BY MUNICIPALITY
BY MATERIAL TYPE AND SECTOR**

	Garbage		Yard & Garden Materials		Kitchen Scraps		Sectors Serviced
	Collection	Drop-off	Collection	Drop-off	Collection	Drop-off	
Municipality							
Central Saanich							
Colwood				M			SF
Esquimalt	M			M	M		SF
Highlands							
Langford							
Metchosin							
North Saanich				M			SF
Oak Bay	M	M	M	M	M		SF
Saanich	M		M	M	M		SF
Sidney	M*		M*		M*		SF
Sooke							
Victoria	M		M	M	M		SF
View Royal	M*		M*	M	M*		SF
Electoral Area							
Juan de Fuca		M					SF
Southern Gulf Islands							
Salt Spring Island							

M - Waste collection service provided by municipality

M* - Municipally managed program with direct service provided by contractor

SF - Single-family

Capital Regional District
Meeting Minutes
Climate Action Inter-Municipal Task Force (IMTF)

Friday, September 29, 2023

9:30 AM

Room 488/MS Teams
625 Fisgard St.
Victoria, BC V8W 1R7

Present:

Councillor S. Riddell (Central Saanich), Councillor D. Grove (Colwood), Councillor S. Duck (Sidney), Councillor M. Gardiner (Victoria), Councillor A. MacKenzie (View Royal), Councillor D. Cavens (Esquimalt), Councillor C. Smart (Oak Bay), Councillor A. Baird (Highlands)

Electronic Participation: Director P. Brent (SGI EA), Councillor M. Wagner (Langford), Councillor S. Gray (Metchosin), J. Brownoff (Saanich), Councillor T. St-Pierre (Sooke)

Staff: N. Elliott (Manager, Climate Action Programs), M. Rowe (Climate Action Program Assistant; Recorder), M. Greeno (Community Energy Specialist), L. Hutcheson (General Manager, Parks & Environmental Services)

Regrets: Mayor P. Jones (North Saanich), Director G. Holman (SSI EA), Director A. Wickheim (JdF EA)

The meeting was called to order at 9:30 am.

1. Welcome and Introductions

- N. Elliott provided a Territorial Acknowledgment with acknowledgment of National Day for Truth and Reconciliation. A round of introductions was then made by Task Force members and CRD staff.

2. Climate Action Program Updates

- N. Elliott provided background information and updates for the CRD Climate Action Service, including:
 - Heat vulnerability mapping and dashboard development for December 2023, updated regional climate projections for December 2023, Charge Your Ride e-mobility campaign, upcoming electric vehicle (EV) charging Learning Lab and BC Hydro/CRD Memorandum of Understanding related to EV chargers, Home Energy Navigator regional building retrofit program, Zero Carbon Step Code policy updates and Staff Reports from the September 27, 2023, Environmental Services Committee meeting.
 - Staff were encouraged to investigate funding and financing options for multi-family dwellings with respect to both EV charging infrastructure and building energy retrofits.

Actions:

- a) CRD staff to investigate funding options for multi-family dwelling infrastructure upgrades.
- b) CRD staff to include [registration link](#) for EV Learning Lab with meeting minutes.

3. 2022 Regional GHG Inventory Overview

- M. Greeno provided an overview of the 2022 Regional GHG inventory which was presented to the Environmental Services Committee on September 27, 2023, and will go to the CRD Board on October 11, 2023.
 - There was a 1% increase in regional GHG emissions when compared to 2020 levels, which led to a motion arising at the ESC meeting, proposing that staff “present new innovative and ambitious options and measures to reduce this trend in future years, and achieve our existing 2038 emissions target”.
 - Task Force members discussed opportunities for increasing public education efforts to help support further emissions reduction.

4. Carbon Budgeting Workshop Debrief and Next Steps Discussion

- N. Elliott summarized results collected at the Board-directed Carbon Budgeting workshop on June 26, 2023.
 - Members discussed the key themes that emerged from the workshop, opportunities and challenges, and provided feedback for potential recommendations for next steps. This feedback, along with feedback gathered at the September CRD Climate Action Inter-Municipal Working Group meeting, will be summarized in a final “what we heard” report and recommendations for a forthcoming staff report to the CRD Board.
 - CRD staff will follow up with Task Force members prior to reporting to the Board.

5. Climate Action Outreach and Education Initiatives

- Education and outreach remained a central theme throughout the meeting. Members agreed that tools such as the upcoming Extreme Heat Vulnerability dashboard, Saanich’s Carbon Calculator, Oak Bay’s Coolkit program and the CRD’s Climate Action to-go Kits, are useful for engaging the public, as well as program-specific outreach such as the Home Energy Navigator program. Members discussed potential ideas and opportunities to enhance education-focused efforts across the region.
- Members requested that future Home Energy Navigator program promotion focus more directly on targeting fossil fuels and requested a one-page document dispelling myths promoted by the fossil fuel industry.
- Members have agreed to share their municipal projects and key takeaways on the collaborative SharePoint site.

Actions:

- c) CRD staff to develop one-page promotional document that dispels fossil fuel heating myths.
- d) Members to utilize Task Force SharePoint site to share key documents and resources between members.

6. Municipal Roundtable – Open Discussion

- Attendees provided brief updates regarding current projects and areas of interest in their

respective municipalities and electoral areas. Discussion related to Zero Carbon Step Code policy, deconstruction bylaws, urban forest policies, traffic safety, strategic and climate plan adoption, increasing staff capacity and where to focus public education and engagement efforts.

7. Future Meeting Topics

- Potential topics for future discussion include:
 - Vancouver Island and Coastal Communities Climate Leadership Plan Steering Committee
 - Public climate education activities
 - Emergency management
 - Local food/farmlands trust
 - Natural asset management
 - Waste and recycling management
 - Interpreting climate projections

8. Task Force SharePoint Site

- Members were asked to contact Megan Rowe, Climate Action Program Assistant at mrowe@crd.bc.ca if they had any issues accessing the [collaboration site](#).

9. Adjournment

- Meeting adjourned at 11:35 am.

New Actions	Responsibility	Timeline
Staff to investigate funding and financing options for multi-family dwellings with respect to EV charging and energy retrofits.	Staff	Next meeting
Staff to include an invitation to the Regional EV Learning Lab co-hosted by the CRD, Introba and Watt Consulting on October 25 with the meeting minutes.	Staff	ASAP
Staff to develop one-page promotional document that dispels fossil fuel heating myths.	Staff	Next meeting
Members to utilize Task Force SharePoint site to share key documents and resources between members.	IMTF	Ongoing
To provide future meeting topic requests to Manager, Climate Action Programs.	IMTF	Ongoing
Members are encouraged to look at the collaborative site for useful resources. If you need assistance accessing the collaborative site, please contact staff.	IMTF	Ongoing

Capital Regional District

Meeting Minutes

Solid Waste Advisory Committee

Friday, October 6, 2023

12:30 PM

CRD Boardroom
625 Fisgard Street
Victoria, BC V8W 2S6

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

STAFF: A. Chambers (Recorder), R. Smith, L. Ferris, K. Masters, A. Richter, T. Urquhart, D. Moghaddam

REGRETS: R. Anderson; F. Baker, N. Macdonald, R. Newlove, J. Oakley, J. Rintoul, W. Stevens, D. Thran,

EP - Electronic Participation

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

1. Territorial Acknowledgement

2. Approval of Agenda

Agenda for the October 6, 2023 Solid Waste Advisory Committee meeting.

MOVED by D. Monsour, SECONDED by R. Pirie
That the agenda be approved as circulated.
CARRIED

3. Adoption of Minutes

Minutes from the July 7, 2023, Solid Waste Advisory Committee meeting.

MOVED by M. Kurschner, SECONDED by S. Gose
That the minutes of the July 7, 2023, Solid Waste Advisory Committee meeting be adopted as circulated.
CARRIED

4. Chair's Remarks

Claire Remington has replaced Kayla Siefried as the representative from the Compost Education Centre. Welcome to Claire and we thank Kayla for her contribution to SWAC

CWMA Conference: October 25-27: SWAC members registered for virtual attendance are: Margaret, Don, Elizabeth, Claire

Expiring terms: Dennis Thran, James Collins, Julie Oakley, Rory Tooke, Nikki Macdonald

Members are welcome to re-apply, and CRD staff will also be advertising through Times Colonist and Black Press for these vacancies.

5. Presentations/Delegations

6. Committee Business

- a. Approval of the Solid Waste Management Plan

The Solid Waste Management Plan was approved by the Province in July 2023. The plan is posted on the CRD website via this link: <https://www.crd.bc.ca/service/waste-recycling/solid-waste-management/reports-publications>

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

The tonnage graphs are posted via this link: <https://www.crd.bc.ca/about/data/hartland-landfill-tonnage>.

- c. 2023 Solid Waste Annual Outreach Campaigns

K. Masters and A. Richter presented to the group. The presentation is attached as Appendix A.

- d. Multi-Family Dwelling Waste Diversion Project Final Presentation

D. Moghaddam presented on the multi-family dwelling (MFD) project final results. The presentation is attached as Appendix B.

7. Correspondence

There was no correspondence.

8. Other Business

There was no other business.

9. Next Meeting

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

10. Closing Comments

There were no closing comments.

11. Adjournment

The meeting was adjourned at 14:30.

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

2023 Solid Waste Annual Outreach Campaigns

*Solid Waste Advisory Committee
October 6, 2023*

Agenda

1. Background on Annual Campaigns
2. Unwanted Items Campaign
3. Household Hazardous Waste (HHW)
Safe Summer
4. Love Food Hate Waste
5. Make Memories, Not Waste



Background



Annual campaigns align with the strategies and actions in the Solid Waste Management Plan, as well as help to achieve the plan's goal to have informed citizens that participate effectively in proper waste management practices.

Unwanted Items Background



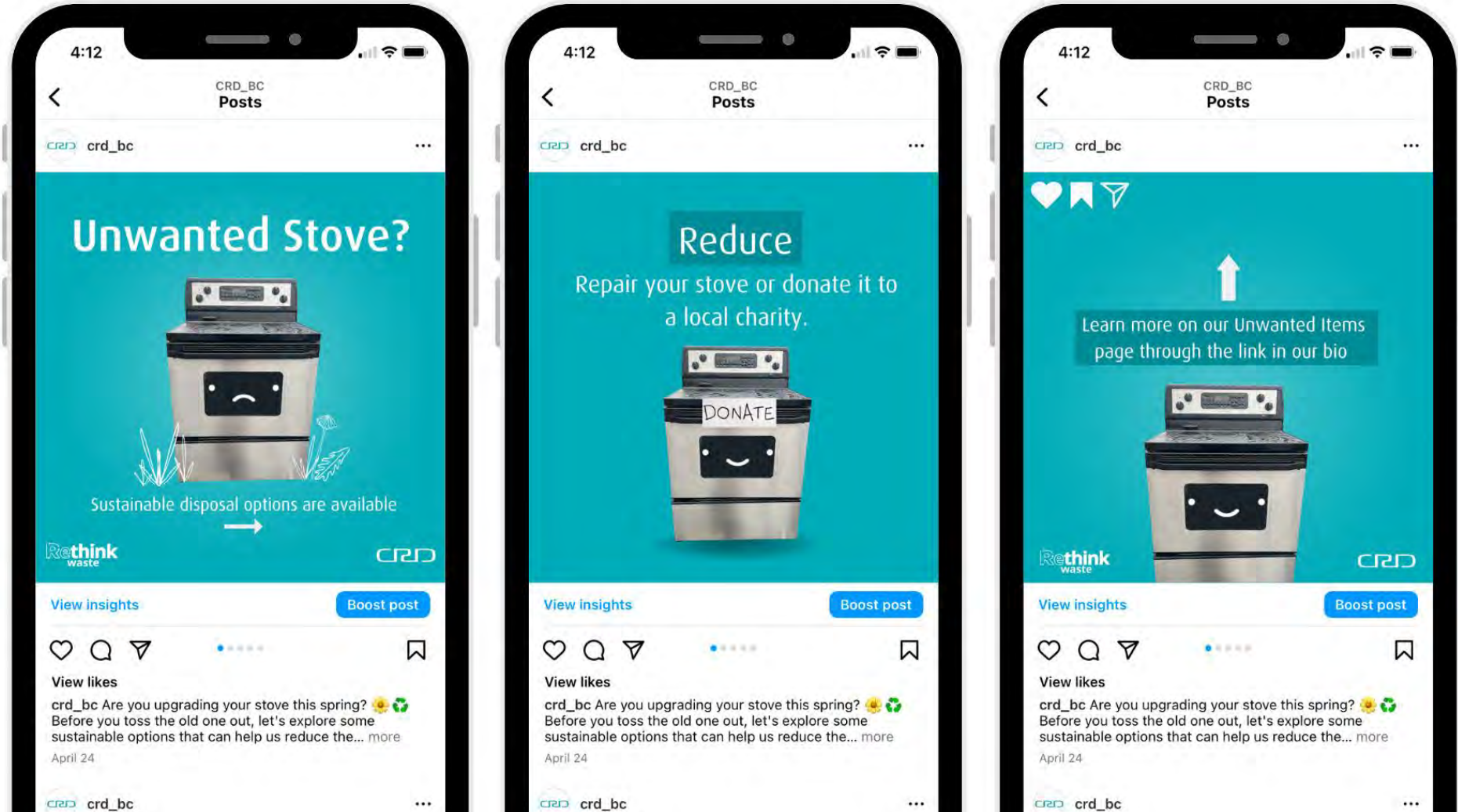
Campaign takes place April to May

- Social posts scheduled throughout the entire campaign

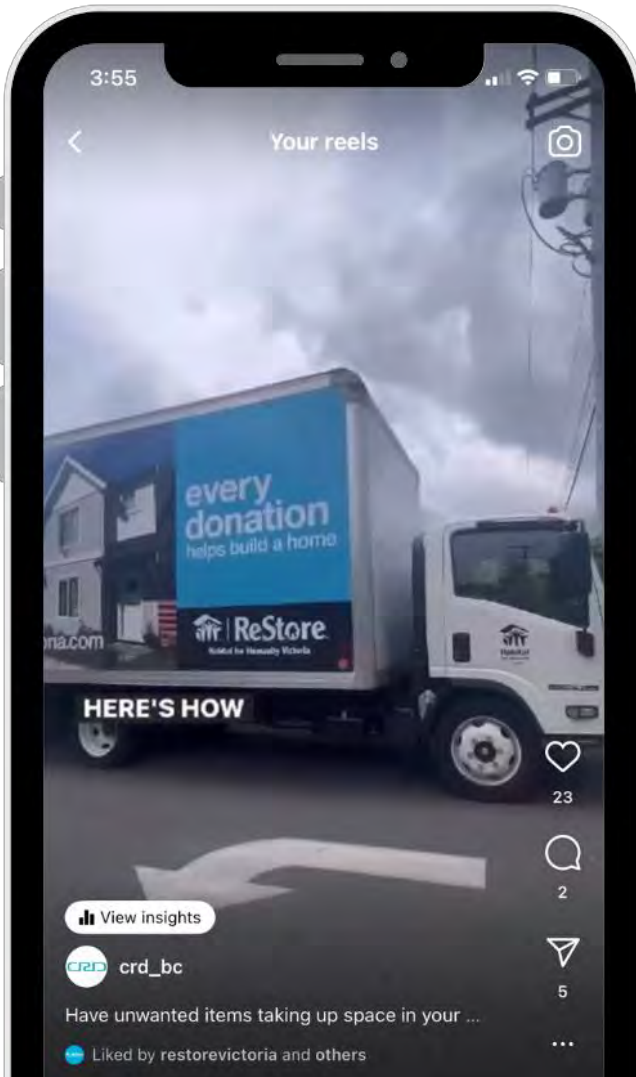
Organizational Goals	Communications Goals	Metrics
<ul style="list-style-type: none">- Increase public awareness of proper disposal.- Decrease the amount of illegal dumping in CRD.	<p>Through organic and paid efforts:</p> <ul style="list-style-type: none">- Increase awareness of sustainable alternatives.	<ul style="list-style-type: none">- Reach- Engagement- Learnings

Unwanted Items Social Media

- Educational carousel posts vs. plain photo content



Unwanted Items Social Media



[Habitat for Humanity](#)
[Facebook and Instagram Reel](#)

HHW Safe Summer Background



Campaign takes place July to September

- Organic and Boosted Social Media Campaign

Organization Goals	Communications Goals	Metrics
<ul style="list-style-type: none">- Protect safety of landfill workers.- Support waste reduction.	<p>Through organic and paid efforts:</p> <ul style="list-style-type: none">- Increase awareness of safety risks.- Educational content on safe disposal, transportation, and drop off at Hartland.	<ul style="list-style-type: none">- Reach- Engagement- Learnings



Print Ads (Times Colonist)

Pool Chemicals



Improper pool chemical disposal can **start fires**.

Learn how to safely dispose of your household hazardous waste at:

crd.bc.ca/hhw

CRD | Rethink waste

Propane Tanks



Improper propane canister disposal can **start fires**.

Learn how to safely dispose of your household hazardous waste at:

crd.bc.ca/hhw

CRD | Rethink waste

Batteries



Improper disposal of toys with batteries can **start fires**.

Learn how to safely dispose of your household hazardous waste at:

crd.bc.ca/hhw

CRD | Rethink waste

Bus Ads



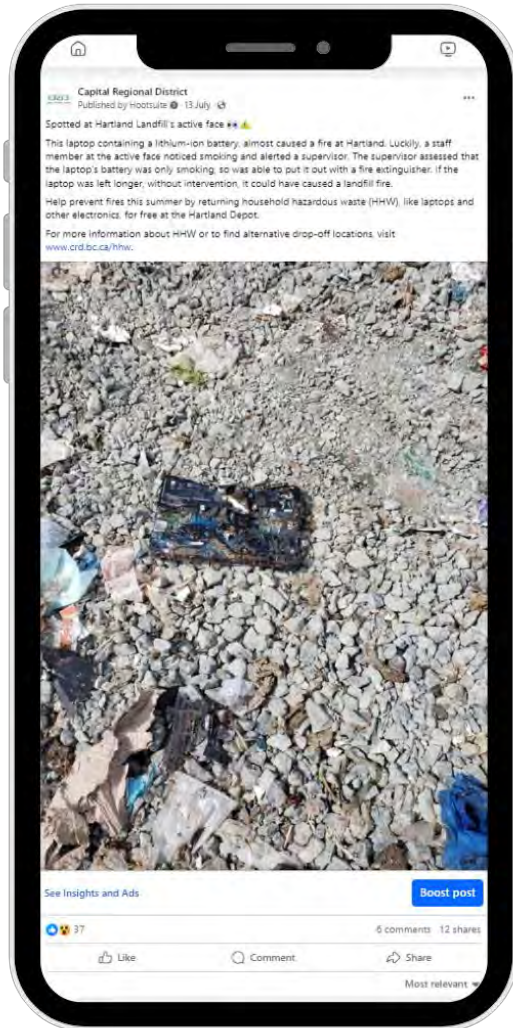
HHW Community Outreach



- Outreach staff attended five community events from June to August
- Engaged with over 300 residents on the topic
- Educated residents with games and activities

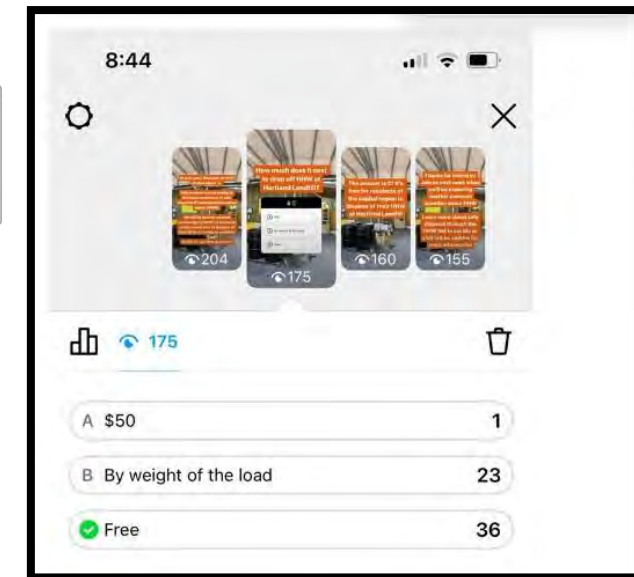
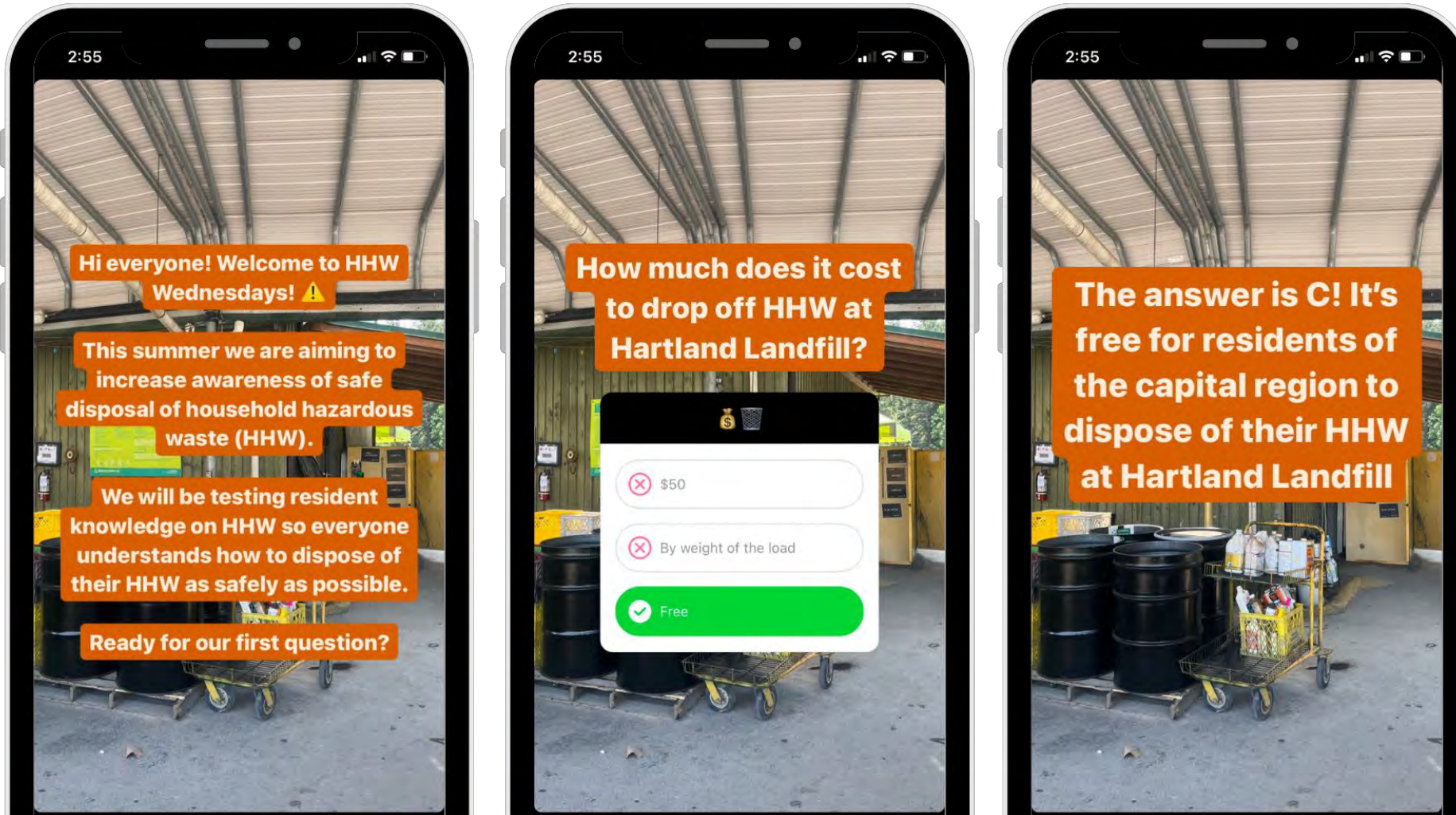


Social Posts – Spotted at Hartland

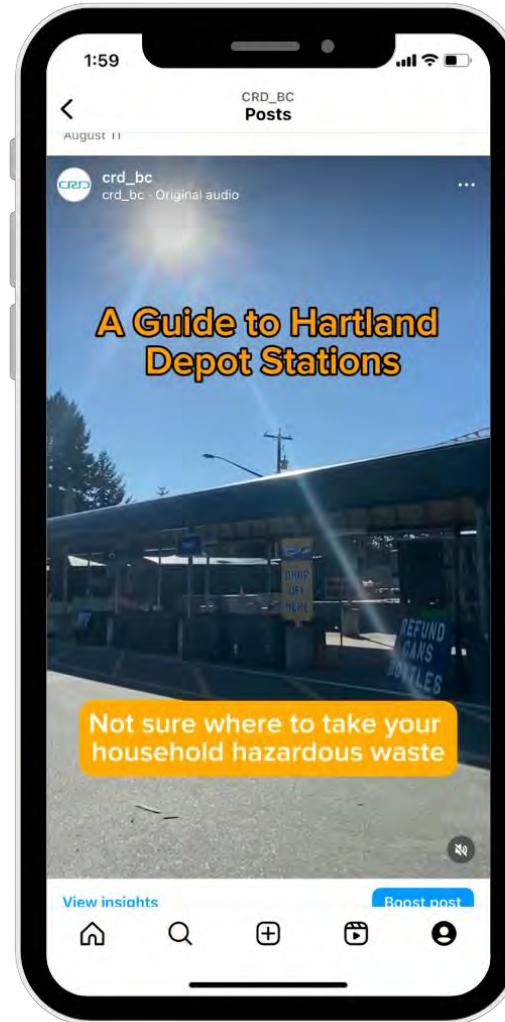
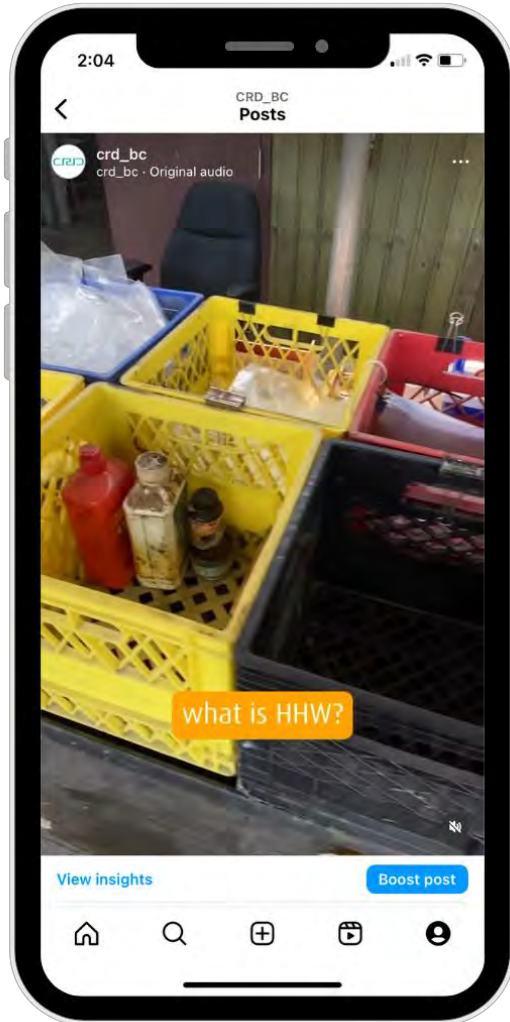


- Victoria News – July 13 ["Smouldering Battery Nearly Causes Saanich Landfill fire"](#)
- Check News – July 13 ["Quick Action By Hartland Employee Prevents Landfill Fire"](#)
- Victoria Buzz – July 14 – ["Incorrectly disposed of laptop almost ignites fire at Hartland Landfill"](#)

Interactive Quiz (Social Stories)



Educational Reels



[What is HHW?](#)
[Propane Tank](#)
[Stations Video](#)

Love Food Hate Waste

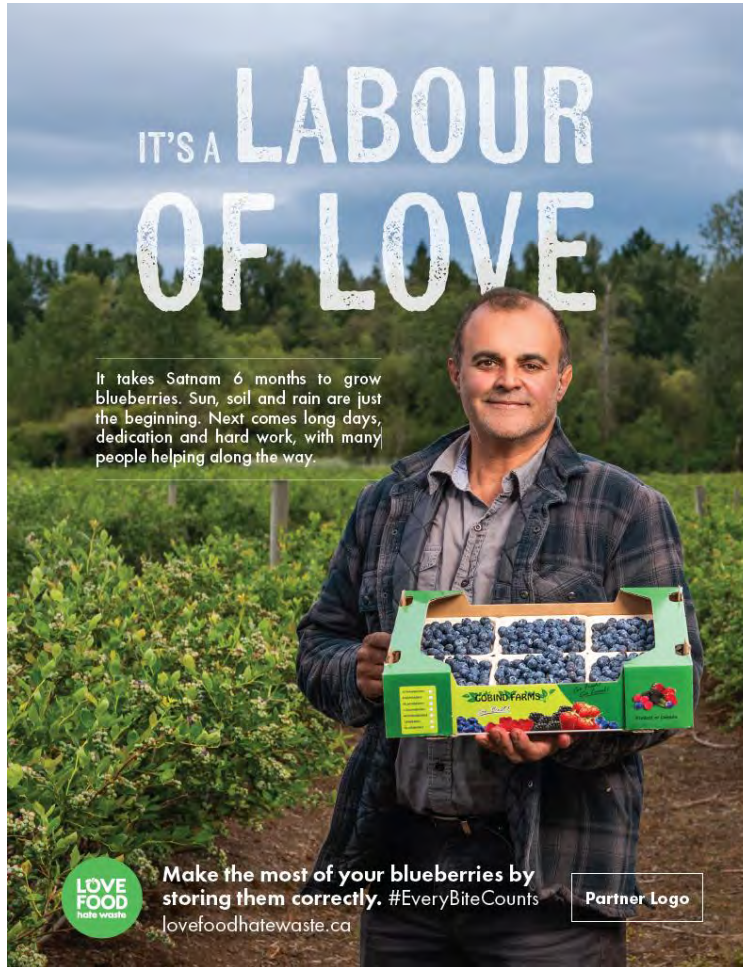


Social and paid advertising campaign take place October to November.
Summer outreach event take place from June to August.

- Social posts scheduled throughout the entire campaign

Organizational Goals	Communications Goals	Metrics
<ul style="list-style-type: none">- Encourage waste prevention.- Support resident food waste reduction.	<p>Through organic and paid efforts:</p> <ul style="list-style-type: none">- Increase awareness of food storage tips.- Increase awareness of local farming efforts.	<ul style="list-style-type: none">- Reach- Engagement- Learnings

Sample Imagery for 2023



Sample Social Media - LFHW



- Updated posts from the national campaign

LFHW Community Outreach



- Outreach staff attended five community events from June to August
- Engaged with over 250 residents on the topic
- Educated residents with games and activities
- Upcoming: City of Victoria's Circular Speaker Series event on Food Waste Tuesday, October 17



Make Memories, Not Waste

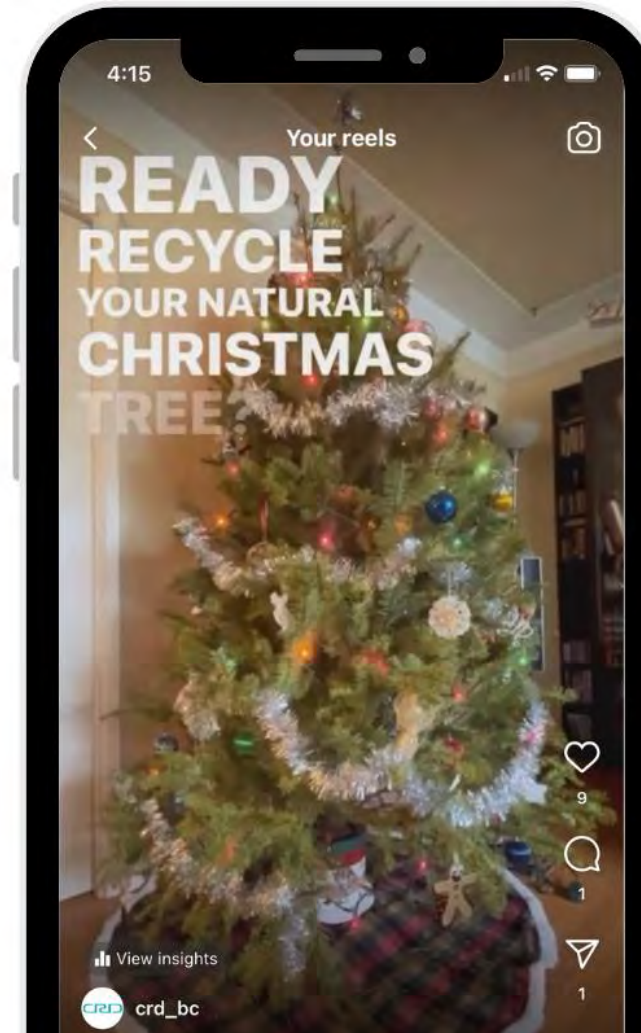
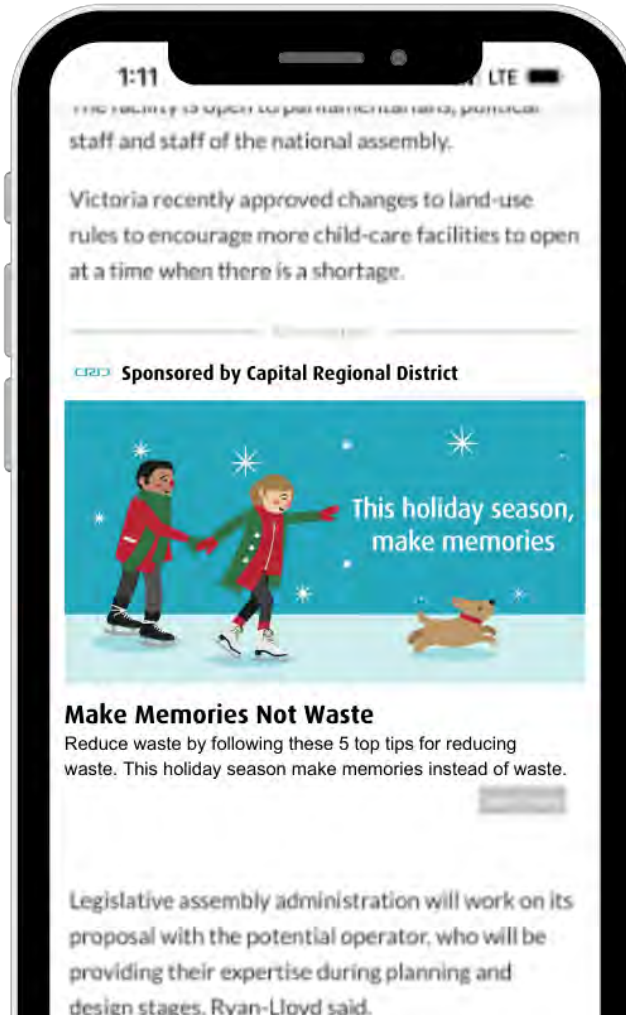


Campaign takes place Mid November to January

- Social posts scheduled throughout the entire campaign

Organizational Goals	Communications Goals	Metrics
<ul style="list-style-type: none">- Increase resident awareness of waste reduction behaviours.- Divert as much waste from landfill as possible.	<p>Through organic and paid efforts:</p> <ul style="list-style-type: none">- Increase awareness of sustainable alternatives related to holiday activities.	<ul style="list-style-type: none">- Reach- Engagement- Learnings

Display Ads and Social Media (2022)



[Recycled Christmas Tree Reel](#)



Thank you

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@crdvictoria



Capital Regional District



CRDVictoria



crd.bc.ca

2023 Multi-Family Dwelling Waste Diversion Project Final Presentation

Solid Waste Advisory Committee
October 6, 2023

Agenda

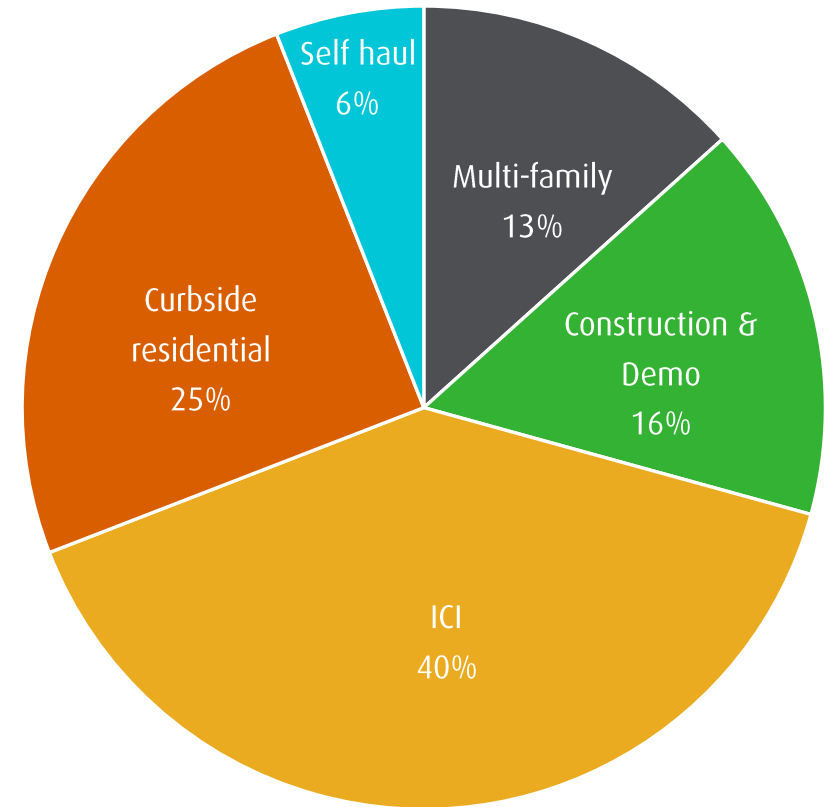
1. Background/Introduction
2. Project Objectives
3. Project implementation
4. Results/Outcomes
5. Challenges and Lessons Learned
6. Next Steps



Background



- The 2022 Multi-Family Dwelling (MFD) market research project identified gaps in signage and outreach materials for MFD residents.
- The MFD Waste Diversion Project encompasses Strategy 8 of the 2021 Solid Waste Management Plan.
- The 2022 Solid Waste Composition Study estimated MFDs contribute 13.4% of waste to Hartland Landfill
- By introducing proper educational materials, effective signage, and support to residents of MFDs, we believe we can make an impact on this number



Project Objectives



Educate

- Educational and Outreach materials
- Universal signage

Divert

- Support less contamination, more diversion
- Extend the life of Hartland Landfill

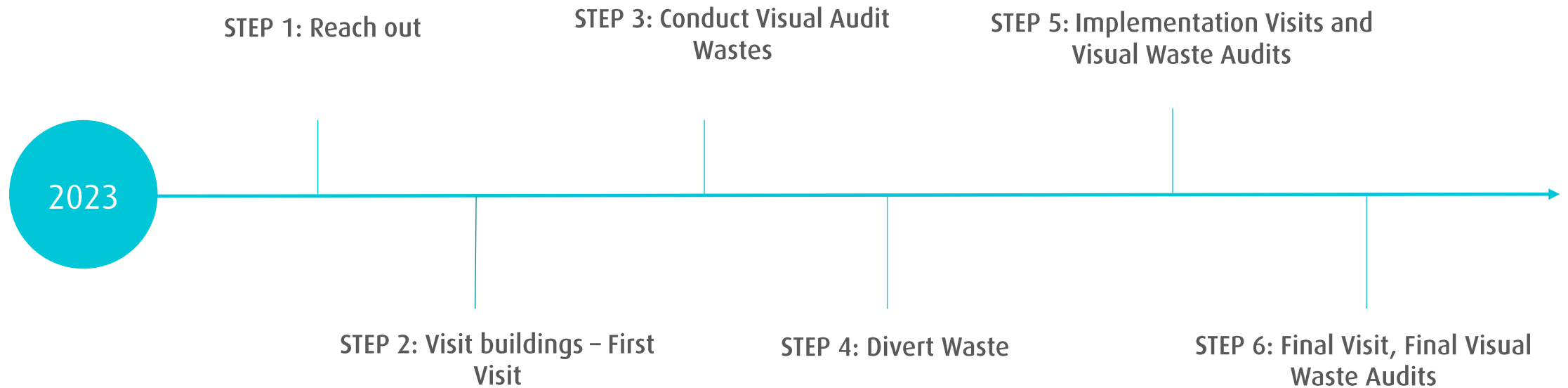
Learn

- Relationship building
- Information gathering

Expand

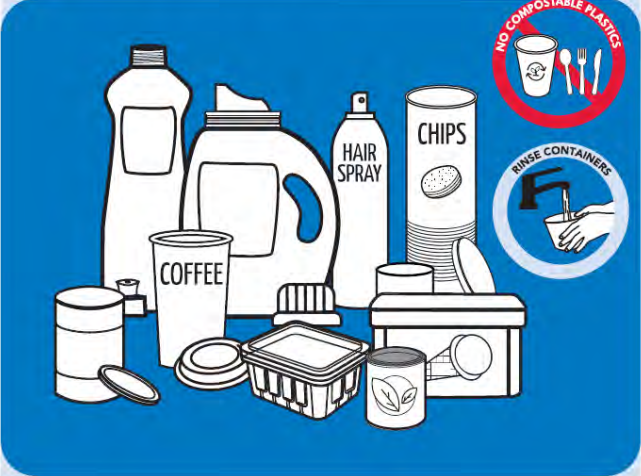
- Use lessons learned to expand and modify multi-family dwelling programming

Project Implementation



Waste Sorting Area Signs

Mixed Containers




NO PLASTIC BAGS

NO COMPOSTABLE PLASTICS

RINSE CONTAINERS

Questions?

Glass



NO PLASTIC BAGS

REMOVE LIDS

RINSE CONTAINERS

Questions?

Garbage

Garbage Examples:




Questions?

Waste Sorting Area Signs



Paper & Cardboard



NO PLASTIC BAGS

NO COFFEE CUPS

NO CARTONS

FLATTEN BOXES

Questions?

Organics



NO PLASTIC BAGS

NO COMPOSTABLE PLASTICS

NO PET WASTE

NO COFFEE CUPS

NO CARTONS

Questions?

Flexible Plastics



Questions?

Resources Used

Move Out Guide: Responsibly Manage Unwanted Items

Moving out can create a lot of waste, which can quickly overcrowd shared waste sorting areas. Learning ways to responsibly dispose of unwanted items, garbage, and recycling before moving day will help keep shared spaces clean and make moving day easy.

Here are 8 tips and tricks on how to move out and be environmentally conscious:

- 1. Start early.**
If you plan to do a clean out so you have less to move, give yourself enough time to sort through and find responsible disposal options. Especially if you have items that could be donated, sold or you have larger items to get rid of.
- 2. Clean out your fridge responsibly.**
Instead of throwing out old condiments, jars, or other unwanted food products, handle them responsibly.
 - Start to use up items before you move so you have less to pack.
 - Give items you don't want to friends or family to use up or donate to local food organizations.
 - If the above options are not available, discard the left-over food product into the green bin and rinse out containers and place in the recycle bin.
- 3. Did you know that TVs aren't trash?**
Not just your TVs, but your toasters, blenders, light fixtures, computers, or anything that plugs into a wall or runs off batteries do not belong in the garbage.
 - If it still works, consider taking it to a local charity and donating it.
 - Electronics can be recycled for free. Find locations for drop off by searching myrecyclopeda.ca.
- 4. Large bulky items do not go in regular dumpsters and should not be abandoned at the curb.**
 - Online used marketplaces are a great resource to get rid of unwanted furniture.
 - Donate to used goods stores that accept furniture; some may even offer pick-up.
 - Items that are not suitable for resale can be taken to Hartland Landfill. If you can't transport items yourself, ask friends with a vehicle for help or call a junk hauling company.

Move In Guide: Welcome to the Building!

Moving into a new building can generate more waste than normal. When the waste isn't disposed of properly it can clutter shared spaces and create extra costs to properties and tenants.

Here are four tips to help you dispose of waste responsibly and make your move in process easier:

- 1. Become familiar with the building's waste disposal area.**
When first moving in, allow yourself some time to look at the waste area. Look at where waste is sorted and which materials are collected (e.g., paper, mixed containers, organics, glass, garbage, etc.).
- 2. Don't throw out cardboard boxes, reuse them!**
Offer your moving boxes to someone else, who might be getting ready to move, or post on online marketplaces.
- 3. Have a plan for getting rid of bulky items in advance.**
Buildings often have limited space to manage waste and do not have systems to manage large bulky items. Replacing old furniture with new things to fit your space? Come up with a plan on how to get rid of bulky items before bringing more into your home.
 - Do not abandon items near dumpsters or in other communal areas.
 - Purchase items from companies that also take away old items.
 - If you need to borrow or rent a vehicle to transport items, consider planning out a day where you take all the bulky items at once.
 - Alternatively contact a junk hauling company to pick up items for you.
- 4. Ask questions if you aren't sure.**
If you have questions about getting rid of items or are uncertain about what your building recycles, reach out to your building manager. They are there to answer questions and would be happy to help you participate effectively in proper waste management practices.

What goes where?

Waste sorting guide for apartments and condos

Mixed Containers • PLEASE RINSE CONTAINERS / NO COMPOSTABLE PLASTICS

Aluminum cans and lids, Plastic bottles and caps, Paper cups and lids, Plastic containers, Aerosol spray cans and lids, Ice cream tubs and cartons, Spiral-bound cans

Paper • NO COFFEE CUPS / NO CARTONS

Cereal boxes, Paper cartons, toilet paper rolls, Newspapers, mail, envelopes, Shredded product boxes

Cardboard • FLATTEN BOXES

(Bin might be combined depending on building)

Corrugated cardboard

Organics • NO COMPOSTABLE PLASTICS / NO PET WASTE / NO COFFEE CUPS / NO CARTONS

Cooking grease, Dried flowers, Soiled paper towels, Uncoated takeout boxes, Kitchen scraps, Coffee filters, Wooden cutlery

Glass

Non-recyclable glass bottles and jars

Garbage

Garbage Examples:

- Rubber bands
- Sanitary products
- Compostable plastics
- Flushable wipes
- Used instant pads
- Pet waste
- Toothpaste tubes
- Broken dishware
- Coat hangers

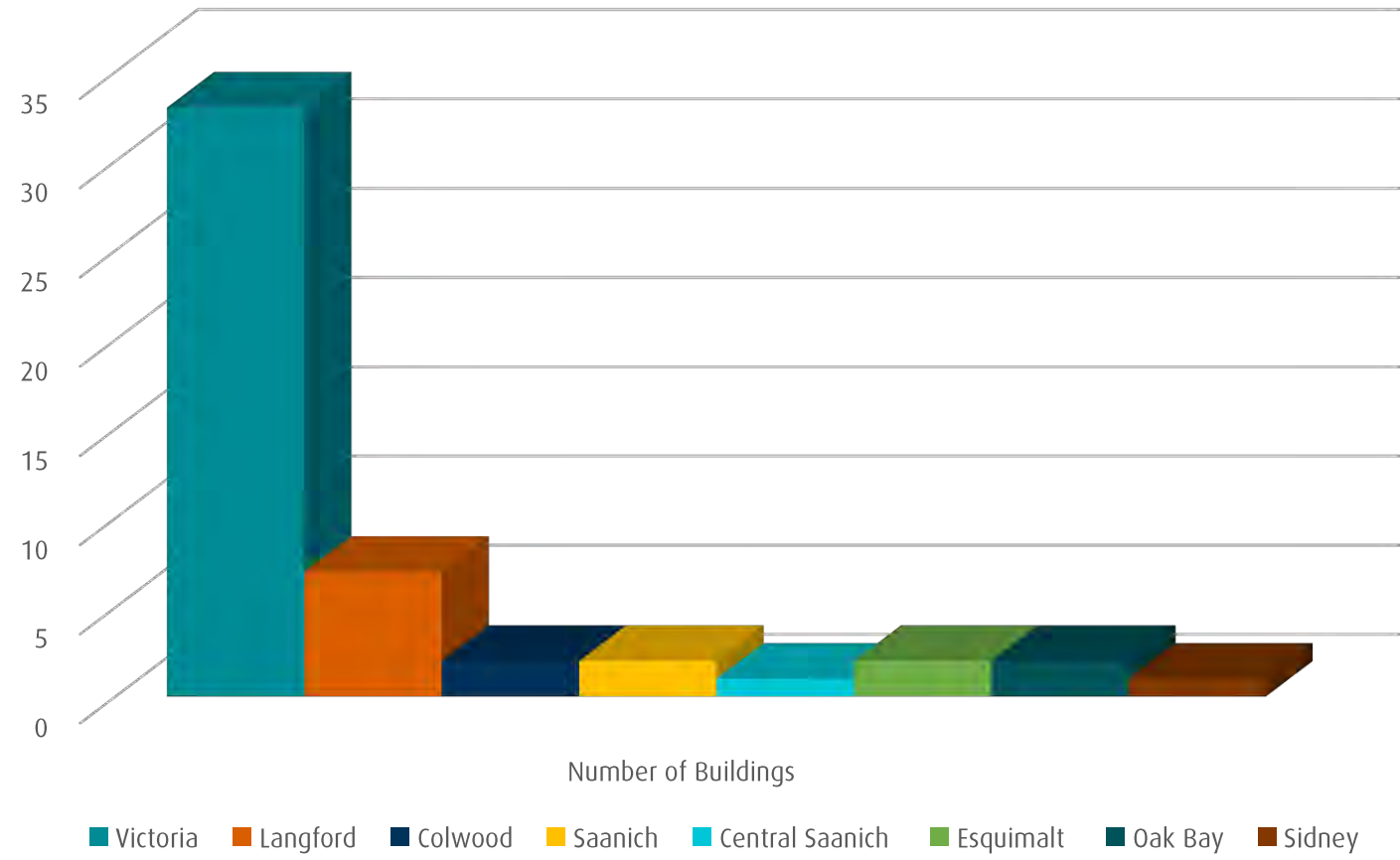
Depot/Other

Find out where to take liquids, paint, flammable liquids, batteries, batteries, non-recyclable beverage containers and more by visiting myrecyclopeda.ca

• REMOVE LIDS / RINSE GLASS

Results

Number of Multi-family Buildings per Municipality



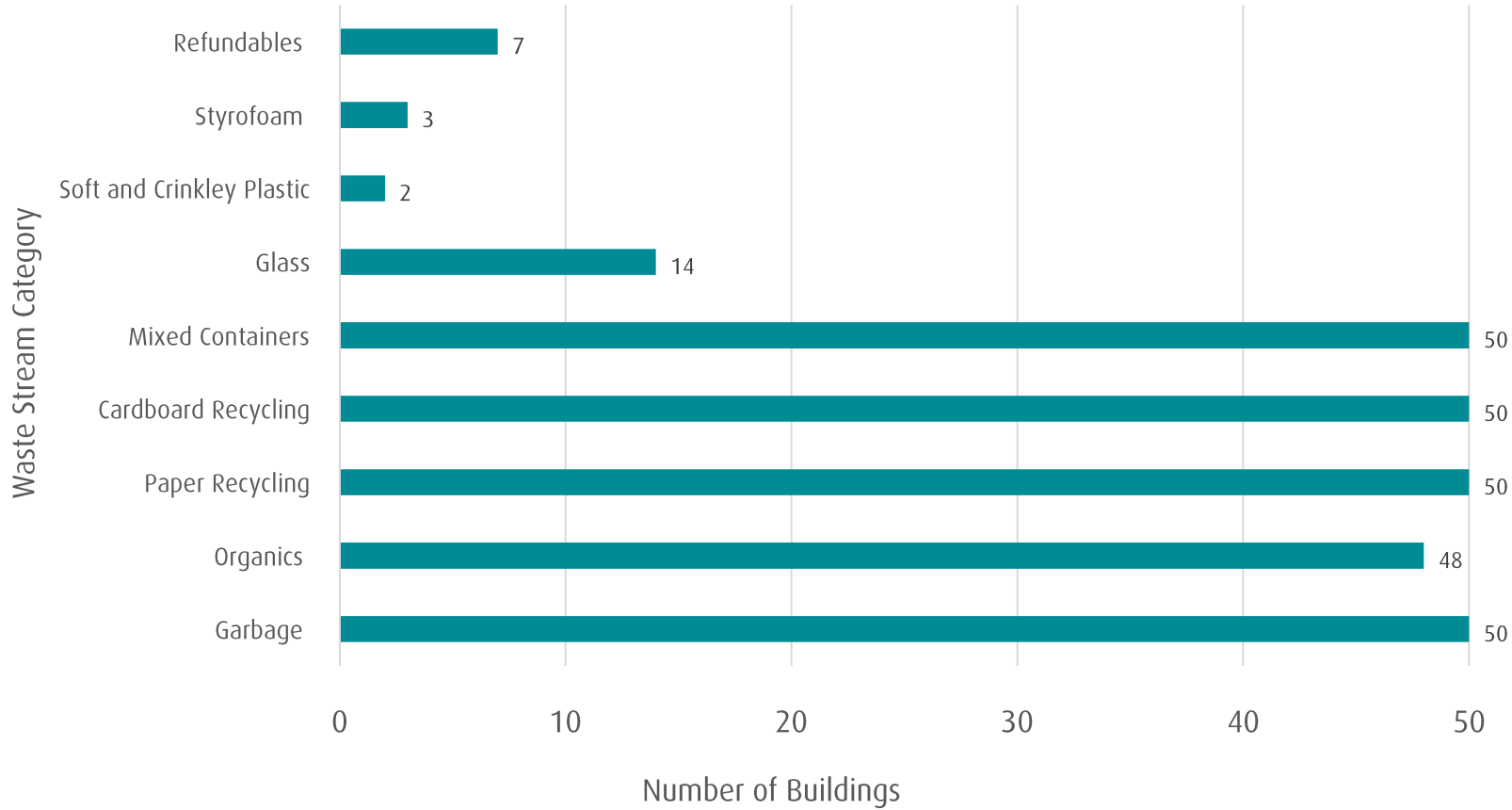
Buildings from 8 out of
13 Municipalities
Represented



9 properties are
Capital Regional
Housing

Results

Waste Categories Collected at Buildings



Results – Before Sign Installation



Feedback – After Sign Installation



“We also want to express our gratitude for the new signage in the garbage shed.”

“It’s a great help since some seniors have a hard time distinguishing where to put the recyclables, but with the pictures they were able to easily see where to put it.”

“I really like the signs, they were “friendly” and “useful”. They explained well which recycling object goes where.”

“What a great set of tools available for no charge to stratas. To have consistent information about various streams in the region is great.”

“Several people mentioned they learned something from the sorting guides you provided.”



Feedback - After Sign Installation

"The signs get really dirty being on top of the bins."

"Not sure how duct tape will hold up over time."

"People don't read signs. If the CRD wants to change behaviour, they are going to have to come up with something that informs people without them reading anything."

"Separate pictures (well done graphics) only, that represent, one object each."

"Waste haulers are still not performing on schedule"

"Multi-family buildings and industrial, commercial and institutional need more diverse collection receptacles and pick up."



Case Study-Building “A”



- At building “A”, soft plastics and paper could be seen in mixed container bins at the initial visits at buildings.
- At the final visit, there was a noticeable difference in how the mixed container bins were sorted.
- Comparing to the first visit, there were fewer soft plastics and paper items seen in the mixed container bins.

Case Study-Building “B”



- At Building “B” in Victoria, there were a variety of items placed in the mixed container bins that were wrongly organized
- There were plastic bags, flexible plastic packaging (chip bags) and cardboard
- After sign implementation, there is better sorting and less contamination seen

Challenges and Lessons Learned



Number of Buildings
vs. Follow-up visits

Alternatives to
adhesives

Organizing visits based
on pick-up dates

Sorting guides were
beneficial

Waste audits made
more effective

Education and
Outreach

Next Steps



Program Objectives for 2024

More direct Education and Public Awareness	<ul style="list-style-type: none">• Pop-up booths, posters, information sessions (e.g., piggy-back on strata meetings).
Targeting a realistic number of buildings	<ul style="list-style-type: none">• 30-40 Buildings• Revisiting buildings targeted in 2023
Earlier Project start	<ul style="list-style-type: none">• Consider starting in May 2024
Program Funding	<ul style="list-style-type: none">• Participants can apply for grants to effectively sort waste e.g., Rethink Waste Grant.
Survey	<ul style="list-style-type: none">• Develop a survey to gather feedback from property managers and tenants





Thank you

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