



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

DATE: February 1, 2018
PLACE: Regional District offices, Dawson Creek, BC

PRESENT: Director Rose, Electoral Area 'E' – Committee Chair
Director Goodings, Electoral Area 'B'
Alternate Director Deck, District of Chetwynd

Staff

Chris Cvik, Chief Administrative Officer
Paulo Eichelberger, General Manager of Environmental Services
Phil Kovacs, Solid Waste Manager
Loryn Day, Solid Waste Coordinator
Crystal Brown, Electoral Area Manager
Suzanne Garrett, Corporate Services Coordinator

1) Call to Order The meeting was called to order at 1:25 pm

DIRECTORS NOTICE OF NEW BUSINESS:

Director Goodings Agriculture Plastics

ADOPTION OF THE AGENDA:

2) Adoption of the MOVED by Alternate Director Deck, SECONDED by Director Goodings,
Agenda that the Solid Waste Committee agenda for the February 1, 2018 meeting,
including additional items for the agenda, be adopted as amended:

Call to Order

Notice of New Business

Adoption of the Agenda

Minutes

M-1 Solid Waste Committee Meeting Minutes of January 12, 2018

Business Arising from the Minutes

Correspondence

Reports

R-1 January 23, 2018 – Direct Award of Professional Services – Bessborough Landfill
R-2 January 22, 2018 – Location of the Lone Prairie Solid Waste Transfer Station
R-3 January 22, 2018 – Purchase and survey of land for future site of the Lebel TS
R-4 January 24, 2018 – Direct Award of Professional Services for NPRLF Gas Collection
R-5 Review of the 2018 draft Regional Solid Waste Management budget
R-6 For Information - Bessborough Landfill Wetland Characterization
R-7 For Information – Landfill Gas Collection and Control System network expansion
R-8 For Information – Schedule for Bessborough LF Cell 3 Construction/Cell 1 Closure

New Business

Items for Information

I-1 Solid Waste Committee Terms of Reference

Adjournment

CARRIED.

MINUTES:

3) M-1 Jan 12/18
SWC Mtg Min. MOVED by Alternate Director Deck, SECONDED by Director Goodings,
That the Solid Waste Committee meeting minutes of January 12, 2018 be adopted.
CARRIED.

BUSINESS ARISING FROM THE MINUTES:

4) Item #7
PMAC rep MOVED by Director Goodings, SECONDED by Alternate Director Deck,
That the Solid Waste Committee recommends to the Regional Board that staff be
authorized to contact Mr. Colin Meek to determine if he is interested in sitting on the
Solid Waste Plan Monitoring and Advisory Committee as an agricultural
representative.
CARRIED.

REPORTS:

5) R-1 re:
Bessborough
Landfill In 2017 the Board approved a contract for the design, preparation of construction
documents, tender services, contract administration and construction oversight for
the closure of the Bessborough Landfill Phase 1 Cell. The original schedule for the
construction of the Phase 3 Cell and closure of Phase 1 and Phase 2 cells was for these
projects to be completed by 2018. Following a review of construction documents and
discussions with the landfill contractor it was identified that the construction of the
Phase 3 cell and partial closure of the Phase 1 cell would need to be performed in two
phases during 2018 and 2019 to prevent a disruption in landfill operations.

Staff feel that it would be more efficient to continue with one consultant involved in
the design and construction. It was noted that GHD Inc. is already familiar with the
landfill and that proposed rates have not changed in the 3 years. Previous cost
estimates provided by GHD during the procurement process have historically been
competitive.

MOVED by Director Goodings, SECONDED by Alternate Director Deck,
That the Solid Waste Committee recommends to the Regional Board that the
purchasing policy be waived and staff be authorized to increase the scope of work
under the 2015/2016 Design and Contract Administration Services for the
Bessborough Landfill Contract No. 04-2015 with GHD Inc., to including the following:

- a) Design, preparation of construction documents, tender services, contract
administration, and construction oversight for the construction of Bessborough
Landfill Phase 3B cell in 2019 at a cost of \$25,012 (excluding taxes) and Phase 1
cell in 2019 at a cost of \$25,012 (excluding taxes); and
- b) Preparation of an Environmental Management Plan for Bessborough Landfill at a
cost of \$2,936 (excluding taxes); and
- c) Preparation of a Leachate Management Plan for Bessborough Landfill at a cost of
\$34,279 (excluding taxes).

CARRIED.

- 6) R-2 re:
Transfer station
Lone Prairie
- MOVED by Alternate Director Deck, SECONDED by Director Goodings, that the Solid Waste Committee recommends to the Regional Board that, in order to establish the Lone Prairie Waste Transfer Station, subject to subdivision approval by the Agricultural Land Commission, and Ministry of Transportation and Infrastructure, that staff be authorized to proceed with the following:
- a) Conduct the legal and topographical survey of a portion of private land located near the intersection of Lone Prairie Road, and Highway No. 29 for the purpose of creating construction drawings for tender; and
 - b) Negotiate a corresponding lease agreement to be entered into with the landowner for 25 years at \$5,300/year (subject to renegotiation every 5 years); and
 - c) That upon completion of a) and b) the Chair and Chief Administrative Officer be authorized to sign the Lease Agreement on behalf of the Regional District.
- CARRIED.
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- 7) R-3 re:
Transfer station
Lebel
- MOVED by Alternate Director Deck, SECONDED by Director Goodings, that the Solid Waste Committee recommends to the Regional Board that, in order to establish the Lebel Waste Transfer Station, subject to subdivision approval by the Agricultural Land Commission, and Ministry of Transportation and Infrastructure, that staff be authorized to proceed with the following:
- a) Conduct the legal and topographical survey of 0.607 ha of land located at the intersection of Triangle Road and Old Alaska Highway for the purpose of creating construction drawings for tender; and
 - b) Prepare a Purchase and Sale Agreement to be entered into with the landowner [550633 BC Ltd.] for a sale price of \$60,000; and
 - c) That upon completion of a) and b) the Chair and Chief Administrative Officer be authorized to sign the Purchase and Sale Agreement on behalf of the Regional District.
- CARRIED.
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- 8) R-4 re:
NPRLF GCCS
O&M
- MOVED by Director Goodings, SECONDED by Alternate Director Deck,
- a) That the Solid Waste Committee recommends to the Regional Board that the purchasing policy be waived and staff be authorized to directly award the contract to GHD Inc. for technical oversight and data management during 2018 for the operation and maintenance of the gas collection and control system at the North Peace Regional Landfill at a cost of \$39,635 (excluding taxes); and
 - b) That the Regional Board authorize staff to directly award the contract to Epscan Industries Ltd. for the monitoring, inspection, and routine maintenance during 2018 for the operation and maintenance of the gas collection and control system at the North Peace Regional Landfill at an estimated cost of \$32,883 (excluding taxes).
- CARRIED.

Staff were requested to provide additional information with respect to 2017 monitoring data as back up, for the Board reference.

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9) R-5 re: Draft SWM budget
MOVED by Director Goodings, SECONDED by Alternate Director Deck,
That the 2018 Regional Solid Waste Management budget be accepted, as presented,
and forwarded to the Regional Board for consideration in the 2018 Annual Financial
Plan.

CARRIED.

It was noted that, depending on the Board's wishes, the budget may need to be
increased to include the annual "waste reduction calendar."

10) R-6 re: Bessborough Landfill
MOVED by Director Goodings, SECONDED by Alternate Director Deck,
that the January 23, 2018 Bessborough Landfill Wetland Characterization report be
received by the Regional Board for information.

CARRIED.

11) R-7 re: LF Gas Collection
MOVED by Alternate Director Deck, SECONDED by Director Goodings,
that the January 22, 2018 Landfill Gas Collection and Control System network
expansion report be received by the Regional Board for information.

CARRIED.

12) R-8 re: Bessborough Landfill
MOVED by Director Goodings, SECONDED by Alternate Director Deck,
that the January 22, 2018 Schedule for Bessborough Landfill Cell 3 Construction and
Cell 1 Closure report be received by the Regional Board for information.

CARRIED.

NEW BUSINESS:

13) NB-1 re: Commercial Haulers
Staff noted that Metro Vancouver has forwarded a letter requesting support for its
proposed levy to be imposed on haulers transporting solid waste out of the solid
waste jurisdiction. The letter will be on the February 8th consent.

14) NB-2 re: ag plastics
Director Goodings updated members on her discussions with other Regional District's
during the Electoral Area Directors forum held January 30 and 31st in Richmond, BC
with respect to agriculture plastics. Bulkley-Nechako, Fraser Fort-George and 100
Mile House North Committee are all very interested in working together. There is a
need to determine how much agricultural plastics are out there in order to establish a
system of dealing with this material. Additionally, this research should look at the
possibility of including all types of plastics into such a system.

15) Committee Report
MOVED by Director Goodings, SECONDED by Alternate Director Deck,
That the recommendations from the Solid Waste Committee meeting of February
1, 2018 be recommended to the Regional Board for approval.

CARRIED.

16) Adjournment The meeting adjourned at 3:30 pm

Original signed by

Director Rose,
Chair – Solid Waste Committee

Original signed by

Suzanne Garrett,
Corporate Services Coordinator