

REGIONAL DISTRICT OF NANAIMO
SOLID WASTE MANAGEMENT SELECT COMMITTEE
AGENDA

Tuesday, May 15, 2018

2:00 P.M.

Committee Room

Pages

1. CALL TO ORDER
2. APPROVAL OF THE AGENDA
That the agenda be approved as presented.
3. ADOPTION OF MINUTES
 - 3.1 Solid Waste Management Select Committee Meeting - April 3, 2018 3
That the Solid Waste Management Select Committee minutes held April 3, 2018, be adopted.
4. INVITED PRESENTATIONS
 - 4.1 Update on Solid Waste Management Plan
Staff to provide presentation.
5. DELEGATIONS
6. CORRESPONDENCE
7. UNFINISHED BUSINESS
8. COMMITTEE MINUTES AND RECOMMENDATIONS
 - 8.1 Regional Solid Waste Advisory Committee - April 19, 2018 5
That the minutes of the Regional Solid Waste Advisory Committee meeting held April 3, 2018, be adopted.

9. REPORTS

9.1 Church Road Transfer Station Hauling Contract 2018-2020

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That the contract for the hauling of Municipal Solid Waste, Food Waste and Yard Waste from the Church Road Transfer Station be awarded to Magnum Disposal Services for the period from July 2, 2018 to June 30, 2020 for the approximate value of \$340,000 per year.

10. BUSINESS ARISING FROM DELEGATIONS

11. NEW BUSINESS

12. IN CAMERA

That pursuant to Section 90 (1)(k) of the *Community Charter* the Committee proceed to an In Camera meeting for discussion related to negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages.

13. ADJOURNMENT

REGIONAL DISTRICT OF NANAIMO**MINUTES OF THE SOLID WASTE MANAGEMENT SELECT COMMITTEE MEETING****Tuesday, April 3, 2018****1:30 P.M.****Committee Room**

In Attendance:	Director A. McPherson	Chair
	Director H. Houle	Electoral Area B
	Director M. Young	Electoral Area C
	Director J. Stanhope	Electoral Area G
	Director B. McKay	City of Nanaimo
	Director D. Brennan	City of Nanaimo
	Director J. Hong	City of Nanaimo
	Director J. Kipp	City of Nanaimo
	Director B. Colclough	District of Lantzville
	Director T. Westbroek	Town of Qualicum Beach
Regrets:	Director K. Oates	City of Parksville
Also in Attendance:	Director J. Fell	Electoral Area F
	P. Carlyle	Chief Administrative Officer
	R. Alexander	Gen. Mgr. Regional & Community Utilities
	L. Gardner	Mgr. Solid Waste Services
	W. Idema	Director of Finance
	R. Graves	Recording Secretary

CALL TO ORDER

The Chair called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Solid Waste Management Select Committee Meeting - February 6, 2018

It was moved and seconded that the minutes of the Solid Waste Management Select Committee meeting held February 6, 2018, be adopted.

CARRIED UNANIMOUSLY

IN CAMERA

It was moved and seconded that pursuant to Sections 90 (1)(i), (j) and (k) of the *Community Charter* the Committee proceed to an In Camera meeting for discussions related to receipt of advice that is subject to solicitor-client privilege, third party business interests, negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages.

CARRIED UNANIMOUSLY

TIME: 1:31 PM

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 1:48 PM

CHAIR

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGIONAL SOLID WASTE ADVISORY COMMITTEE MEETING

Thursday, April 19, 2018

5:00 P.M.

RDN Board Chambers

In Attendance:	Director A. McPherson	Chair
	Director B. McKay	City of Nanaimo
	C. Evans	Member at Large
	J. Finnie	Member at Large
	B. Geselbracht	Member at Large
	M. Green	Member at Large
	D. Haarsma	Business Representative
	J. Hastings	Non Profit Representative
	G. Johnson	Member at Large
	D. Jones	Waste Management Industry
	J. McTaggart-Cowan	Member at Large
	E. Ross	Member at Large
	A. Ticknor	Member at Large
M. Tripp	Business Representative	
Regrets:	W. Wells	Business Representative
	S. Young	Business Representative
Also in Attendance:	R. Alexander	Gen. Mgr. Regional and Community Utilities
	L. Gardner	Mgr. Solid Waste Services
	C. Davies	City of Nanaimo
	C. Purdon	Town of Qualicum Beach
	M. Recalma	Qualicum First Nation
	S. Bajwa	Special Projects Assistant
	R. Graves	Recording Secretary

CALL TO ORDER

The Chair called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Regional Solid Waste Advisory Committee Meeting - July 13, 2017

It was moved and seconded that the minutes of the Regional Solid Waste Advisory Committee meeting held July 13, 2017, be adopted.

CARRIED UNANIMOUSLY

INVITED PRESENTATIONS

It was moved and seconded that the Stage 3 Consultation Report, Monitoring Committee Plan and Updated Solid Waste Management Plan be received for information.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 6:02 PM

CHAIR

TO: Solid Waste Management Select Committee **MEETING:** May 15, 2018

FROM: Ben Routledge
Superintendent,
Scale and Transfer Service **FILE:** 5360-01

SUBJECT: Church Road Transfer Station Hauling Contract 2018-2020

RECOMMENDATION

That the Board award the contract for the hauling of Municipal Solid Waste, Food Waste and Yard Waste from the Church Road Transfer Station to Magnum Disposal Services for the period from July 2, 2018 to June 30, 2020 for the approximate value of \$340,000 per year.

SUMMARY

The Church Road Transfer Station (CRTS) receives Municipal Solid Waste, Food Waste and Yard Waste from residential, commercial and municipal curbside customers. This material is loaded into walking floor or sealed end dump trailers and transported to the receiving facilities.

A tender for hauling services was released on March 12, 2018 through BC Bid. The tender closed on March 26, 2018. There were two proponents, both of which submitted compliant bids; Magnum Disposal Services (Magnum) in the amount of \$672,030 excluding tax and Ryler Holdings Ltd. (Ryler) in the amount of \$740,607.32 excluding tax. Magnum's bid was the lowest and meets all of the requirements of the tender.

Hauling rates are priced per load, and based on historical trends for materials transported, are expected to result in annual costs of approximately \$340,000 per year. The costs of this contract are provided for in the 2018 Solid Waste Budget.

BACKGROUND

The CRTS facility underwent a significant renovation in 2009 to facilitate increased residential and commercial traffic and accommodate receiving both Municipal Solid Waste (MSW) and Food Waste (FW). The CRTS site is the primary collection facility for the RDN Curbside Collection Program.

The CRTS site receives material seven days a week excluding statutory holidays. MSW trailers are hauled by the contractor to the Cedar Road Landfill, while FW and Yard Waste (YW) trailers are hauled to Nanaimo Organic Waste at Duke Point. The trailers are then returned to CRTS and the process is repeated as necessary.

Hauling totals for the past three years can be found below;

<u>Year</u>	<u>Solid Waste</u>	<u>Food Waste</u>	<u>Yard Waste</u>	<u>Total Loads</u>	<u>Total Tonnes</u>
2015	664	206	90	960	22,560
2016	698	209	92	999	22,907
2017	728	205	92	1025	23,091

The current contract was awarded to Magnum Disposal Services on May 1, 2013 and expires on April 30, 2018. Magnum has provided excellent service over the past five years, being flexible to the needs of the RDN. Magnum maintains open communication with RDN Staff and provides solutions to problems as they arise. Service will continue to be provided on a month to month basis until the Board's decision on the award of contract is complete.

ALTERNATIVES

1. Enter into contract with Magnum Disposal Services for the hauling of wastes from the CRTS to the receiving facilities.
2. Do not enter into contract and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

Of the proponents Magnum Disposal Services bid provided the lowest hauling fees. Their tender offers service at the following costs:

<u>Year</u>	<u>MSW</u>	<u>Food Waste</u>	<u>Yard Waste</u>	<u>Estimated Total</u>
2018 - 2019	\$325.00 per load	\$325.00 per load	\$325.00 per load	\$333,450
2019 - 2020	\$330.00 per load	\$330.00 per load	\$330.00 per load	\$338,580
			<u>Total</u>	<u>\$672,030</u>

These costs are provided for in the 2018 Solid Waste Budget and are in keeping with CPI and the hauling industry as a whole.

STRATEGIC PLAN IMPLICATIONS

Be Fair and Equitable – By reviewing this contract, appropriate service levels are maintained for the residents of the RDN.

Show Fiscal Restraint – Through issuing this tender the RDN can be assured that the services requested are provided in the most cost effective way.



Ben Routledge
broutledge@rdn.bc.ca
April 19, 2018

Reviewed by:

- L. Gardner, Manager Solid Waste
- R. Alexander, General Manager, RCU
- P. Carlyle, Chief Administrative Officer