



**METRO VANCOUVER REGIONAL DISTRICT  
SOLID WASTE AND RECYCLING INDUSTRY ADVISORY COMMITTEE**

**Tuesday, January 13, 2026  
2:00 pm – 4:00 pm  
Zoom Teleconference**

**A G E N D A**

**1. AGENDA**

**1.1 January 13, 2026 Meeting Agenda** 2:00 – 2:05 pm

**2. MINUTES**

**2.1 November 4, 2025 Meeting Minutes** 2:05 – 2:10 pm

**3. REPORTS AND ITEMS FOR DISCUSSION**

**3.1 2024 Solid Waste and Recycling Statistics and Biennial Report** 2:10 – 2:25 pm  
*For information and Q&A*  
*Designated speaker: Kelly Du, Project Engineer, Solid Waste Services*

**3.2 Next Steps for Draft Plan – Special meeting** 2:25 – 2:40 pm  
*For information and Q&A*  
*Designated speaker: Terry Fulton, Senior Project Engineer, Solid Waste Services*

**3.3 2026 IAC Draft Work Plan Development** 2:40 – 3:00 pm  
*For discussion*  
*Designated speaker: Paul Henederson, General Manager, Solid Waste Services and Lori Bryan, IAC Co-Chair*

**4. VOTING ITEM**

**4.1 Terms of Reference – Proposed Amendments** 3:00 – 3:20 pm  
*For discussion*  
*Designated speaker: Paul Henederson, General Manager, Solid Waste Services and Lori Bryan, IAC Co-Chair*

**5. OTHER BUSINESS**

**5.1 Zero Waste Committee and Other Updates** 3:20 – 3:30 pm  
*For information*  
*Designated Speaker: Paul Henderson, General Manager, Solid Waste Services*

**5.2 2026 IAC Member Submissions**

3:30 – 3:40 pm

*For information*

*Designated speaker: Samantha Joy, Engagement Specialist, Solid Waste Services*

**6. INFORMATION ITEMS**

3:40 – 3:45 pm

**6.1 Regional Waste Flows**

**6.2 2026 IAC Meeting Dates**

**6.3 [Residual Waste Management Options Review \(link\)](#)**

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Committee Co-Chairs:

Director Craig Hodge, Zero Waste Committee Vice-Chair

Lori Bryan, Executive Director, Waste Management Association of BC

Membership:

Abrams, Izzie – Waste Connections of Canada	Kaminski, Jamie – HSR Zero Waste	Pantazopoulos, Dimitri – Waste Connections of Canada
Agassiz, Sam – West Coast Reduction Ltd.	Kawakami, Sean – Convertus Canada Ltd.	Punja, Rustam – Geocycle Canada Inc.
Bryan, Lori – Waste Management Association of BC	Kheyrandish, Ataollah – Richmond Steel Recycling	Prasad, Shad – Cascade Recovery +
Collins, James – Tymac Launch Service Ltd.	Kiani, Aiden – Lock-Block Ltd.	Skei, Dayton – Evergen Infrastructure Corp.
Crawford, Jeremy – Waste Control Services	Lannin, Mike – Super Save Group	Skoropada, Lorne – Ridge Meadows Recycling Society
Furtado, Glen – Cement Association of Canada	MacNeil, Patrick – Wescan Disposal Ltd.	Sigmund, Sandy – Encorp Pacific Canada, Return-It
Hankins, Grant – Canada Minibins.com Ltd.	MacFarlane, Angus – Growing City	Van Beusekom, Brent – product Care Association
JansenVandoorn, Josh – Anaconda Systems Ltd.	Mallari, Achilles – Sierra Waste Services Ltd.	Vargas, Pinky - Republic Services
Janzen, Tessa – Recycle BC	McRae, Ralph – Revolution Infrastructure Inc.	Von Stefanelli, Nicole – Urban Impact Recycling Ltd.
Johnson, Gord – Northstar	Millman, David – Waste Management of Canada Corp.	Zarbl, Michael - Major Appliance Recycling Roundtable
Johnston, Kurt – CleanStart Property Services	Moucachen, Maya – Merlin Plastics	
	Muir, Wesley – Veolia North America (Canada)	

**METRO VANCOUVER REGIONAL DISTRICT  
SOLID WASTE AND RECYCLING INDUSTRY ADVISORY COMMITTEE MEETING**

Minutes of the Regular Meeting of the Solid Waste and Recycling Industry Advisory Committee Meeting held in person at Metro Vancouver Headquarters from 2:30 p.m. to 4:30 p.m. on Tuesday, November 4, 2025.

**MEMBERS PRESENT:**

Craig Hodge, Director, Zero Waste Committee  
(Co-Chair)

Bryan, Lori, Executive Director, Waste  
Management Association of BC (Co-Chair)

Abrams, Izzie – Waste Connections of Canada

Agassiz, Sam – West Coast Reduction Ltd.

Furtado, Glen – Cement Association of  
Canada

Hankins, Grant – Canada Minibins.com Ltd.

Johnson, Gord – Northstar

Kaminski, Jamie – HSR Zero Waste

MacFarlane, Angus – Growing City

Mallari, Achilles – Sierra Waste Services Ltd.

McRae, Ralph – Revolution Infrastructure Inc.

Millman, David – Waste Management of  
Canada Corporation

Moucachen, Maya – Merlin Plastics

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Pantazopoulos, Dimitri – Waste Connections  
of Canada

Prasad, Shad – Cascades Recovery +

Punja, Rustam – Geocycle Canada Inc.

Sigmund, Sandy – Encorp Pacific Canada,  
Return-It

Skei, Dayton – Evergen Infrastructure Corp.

Skoropada, Lorne – Ridge Meadows Recycling  
Society

Van Beusekom, Brent – Product Care  
Association

Vargas, Pinky – Republic Services

Zarbl, Michael – Major Appliance Recycling  
Roundtable

**MEMBERS ABSENT:**

Collins, James – Tymac Launch Service Ltd.

Crawford, Jeremy – Waste Control Services

Kawakami, Sean – Convertus Canada Ltd.

Kheyrandish, Ataollah – Richmond Steel

Kiani, Aiden – Lock-Block Ltd

Lannin, Mike – Super Save Group

JansenVandoorn, Josh – Anaconda Systems

Janzen, Tessa – Recycle BC

Johnston, Kurt – CleanStart Property Services

Mac Neil, Patrick – Wescan Disposal Ltd.  
Canada Corp.

Stefenelli, Nicole – Urban Impact  
Recycling Ltd.

**METRO VANCOUVER AND CITY OF VANCOUVER STAFF:**

Brooke Atkinson, Senior Engagement Specialist, Metro Vancouver  
Terry Fulton, Senior Project Engineer, Metro Vancouver  
Vanessa Halten, Program Manager, Metro Vancouver  
Paul Henderson, General Manager, Metro Vancouver  
Samantha Joy, Engagement Specialist, Metro Vancouver  
Allen Jensen, Senior Project Engineer, Metro Vancouver  
Stephanie Liu, Manager, Community Engagement, Metro Vancouver  
Zeenia Mizan, Program Assistant, Metro Vancouver  
Karen Storry, Senior Project Engineer, Metro Vancouver  
Chris Underwood, Division Manger SW Planning, Metro Vancouver  
Nanette van Doon, Communications Coordinator, Metro Vancouver

**GUESTS:**

Veronika Bylicki, Panel Member  
Komal Fatima, Panel Member  
Andrea Reimer, Panel Member

**PREPARATION OF MINUTES:** Priya Kullar, Raincoast Ventures Ltd.

**METRO VANCOUVER REGIONAL DISTRICT  
SOLID WASTE AND RECYCLING INDUSTRY ADVISORY COMMITTEE**

Tuesday, November 4, 2025  
2:30 p.m. to 4:30 p.m.  
Zoom Teleconference

**A G E N D A**

- 1. AGENDA**
  - 1.1 November 4, 2025 Meeting Agenda**
  
- 2. MINUTES**
  - 2.1 September 9, 2025 Meeting Minutes**
  - 2.2 October 7, 2025 Meeting Minutes**
  
- 3. REPORTS AND ITEMS FOR DISCUSSION**
  - 3.1 SWMP: Metrics and Targets**

*For plenary discussion – primary metrics and targets*  
*For small group discussion – secondary metrics*  
*Designated speaker: Terry Fulton, Senior Project Engineer, Solid Waste Services*
  
  - 3.2 2026 Industry Advisory Committee Draft Work Plan Development**

*For input/feedback – plenary discussion*  
*Designated speaker: Lori Bryan*  
*What are some potential topics the committee could focus on in 2026?*
  
- 4. OTHER BUSINESS**
  - 4.1 Zero Waste Committee and Other Updates**

*For information*  
*Designated Speaker: Paul Henderson, General Manager, Solid Waste Services*
  
  - 4.2 IAC 2026 Draft Meeting Dates**
  
- 5. INFORMATION ITEMS**
  - 5.1 Regional Waste Flows**
  - 5.2 2025 IAC Work Plan**
  - 5.3 Greenhouse Gas Emissions from Disposal\***
  - 5.4 Solid Waste Management Plan – Options Analysis Update (November 6, 2025 Zero Waste Committee Report)**
  - 5.5 Disposal Cost Comparison Details (October Manager’s Report excerpt)**
  - 5.6 Solid Waste Management Plan Update Draft Recycling and Waste Centre Strategic Approach**
  - 5.7 Solid Waste Management Plan Update Draft Regulatory Strategic Approach**

## MEETING MINUTES

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Co-Chair Craig Hodge, called the meeting to order at 2:32 p.m. and welcomed attendees to the Solid Waste and Recycling Industry Advisory Committee meeting. Members were reminded that the meeting was being livestreamed and recorded and will be posted to the Industry Advisory Committee webpage.

It was noted that there were four members from the Consultation Engagement Panel in attendance: Komal Fatima, Veronika Byliciki, Andrea Reimer, and Peter Fassbender. The intention behind the Consultation and Engagement Panel is to provide advice to Metro Vancouver staff on engagement practices for the solid waste management plan update and to help ensure transparent engagement and reporting of feedback.

### 1. AGENDA

#### 1.1 November 4, 2025, Meeting Agenda

Co-Chair Hodge reviewed the November 4, 2025, meeting agenda. No additions were made.

### 2. MINUTES

#### 2.1 September 9, 2025, Meeting Minutes

Co-Chair Hodge called for any additions or changes to the Minutes of the September 9, 2025, Industry Advisory Committee meeting. No additions or changes were made.

#### 2.2 October 7, 2025, Meeting Minutes

Co-Chair Hodge noted that the in-person meeting held on October 7, 2025 meeting was treated as a workshop because quorum was not reached. Highlights from the discussion were included in the agenda as workshop notes and not as official meeting minutes.

Co-Chair Hodge invited members to share related questions and/or comments. The following questions and comments (Q/C) and *responses (R)* were captured:

Q/C: Were there any agenda items that need to be carried forward to a future meeting?

R: *An information item related to greenhouse gas emissions and the adoption of the September 9, 2025, meeting minutes were carried forward to the November 4, 2025, meeting.*

Q/C: The summary of reports that was shared in the October 2025 workshop was important information that should be presented to the Industry Advisory Committee. Usual practice when there is no quorum is to cancel or postpone the meeting.

R: *The two agenda items that were discussed at the October meeting were about potential actions for recovery and actions that were considered inadvisable by staff. The presentation portion of these agenda items was included in the October agenda package, and Industry Advisory Committee members are encouraged to refer to those materials and provide feedback to Metro Vancouver staff.*

Q/C: The targets presented in the November agenda package are unrealistic and should not be made public. Members want an achievable plan where metrics are not illusory.

Q/C: Recycling and tipping fees continue to rise. Cost effectiveness should be embedded into the plan.

Q/C: This plan needs to be understandable and achievable. Focusing on four to five goals is a better strategy, rather than including too many goals and not being able to meet any of them.

### **3. REPORTS AND ITEMS FOR DISCUSSION**

#### **3.1 SWMP: Metrics and Targets**

Terry Fulton, Senior Project Engineer, Solid Waste Services, Metro Vancouver, shared a presentation titled “Selecting Targets and Metrics for an Updated Plan.” Highlights included:

- Explanation of how strategies and actions were used to inform draft metrics and targets
- How the performance metrics review study informed development of draft metrics and targets
- Overview of draft primary metrics and targets
- Overview of example secondary metrics and the importance of using both primary and secondary to offer a suite of metrics to gauge progress

Paul Henderson, General Manager, Metro Vancouver, noted that there is an overarching lens of affordability that applies to all of Metro Vancouver’s work. The affordability lens will be considered with respect to all aspects of the plan implementation and the draft plan will reflect this.

Plenary discussion ensued, and the following questions and comments (Q/C) and *responses* (R) were captured:

Q/C: A recommendation to be accountable and transparent. Construction and demolition waste should be considered separately from residential and commercial waste when calculating diversion rates. There should also be separate targets. The targets being set could reflect how well the program is performing – focus should be placed on source-separated recyclables and organics, rather than recovery (especially energy recovery).

R: *Individual targets will be considered once there is an overarching target.*

Q/C: There is a high possibility of skewing numbers if construction and demolition are not in their own sector.

*R: Metro Vancouver is tracking and reporting by sector.*

Q/C: What scientific justification led to the determined targets and metrics?

*R: Various considerations included waste composition studies, current data from annual reports, and the draft strategies and actions (i.e. what targets could be achieved if the draft actions were implemented). Waste composition studies are available on the Metro Vancouver website*

Q/C: There does not seem to be any scientific justification based on the information shared.

*R: Metro Vancouver can share high level calculations and how the targets relate to the materials in question.*

Q/C: There is not much value left in the recycling stream beyond metals and concrete. There is little value in wood waste and plastics – a very low percentage is recyclable, and it is down-cycled. Trying to divert those materials to reach our goals is unrealistic if the materials do not have value.

Q/C: Only 7-10% of plastics are currently recyclable, and more production of plastics will take place over the next 25 years. There is currently no effective way to turn these plastics into anything.

Q/C: Disposal capacity analysis should be a key element of the plan.

Terry Fulton stated that secondary metrics are a suite of metrics that provide additional context beyond high-level targets, helping to demonstrate progress in specific areas. An image of the waste hierarchy was shared. Within each goal, examples of secondary metrics were noted.

The Industry Advisory Committee was invited to join breakout rooms to further discuss the suggested secondary metrics and to identify new ones for consideration.

Members were asked to select a discussion room and focus on secondary metrics for the following levels of the hierarchy:

- Rethink/Reduce
- Reuse/Recycle
- Recover/Dispose

The Industry Advisory Committee moved into small group discussions at 3:21 p.m. and reconvened at 3:41 p.m.

Members were encouraged to share feedback on the discussions, and the following comments were offered:

- There are many goals embedded into the plan, with no consideration of costs
- Metro Vancouver is committed to spending millions of dollars on projects, and tipping fees are set to be increased
- There seems to be no consideration for taxpayers and how this will impact them
- Concrete and asphalt management should not be an element of the plan as very little of these materials originate from single family homes and Metro Vancouver does not license the facilities that process this material.
- There are significant issues with the two primary disposal options (Vancouver Landfill and Ecowaste), and it is unknown whether those facilities will be available long term
- There needs to be contingency planning to identify where materials will be going and the cost.

It was noted that Metro Vancouver staff were in the breakout rooms taking notes, and feedback will be considered as the solid waste management plan is drafted. A summary of the notes from the breakout rooms is attached to these minutes.

### **3.2 2026 IAC Draft Work Plan Development**

Co-Chair Lori Bryan, Waste Management Association of BC, led a review of the 2025 Work Plan topics that were discussed and noted that the following topics were not addressed in 2025:

- Public education – role of public and private entities
- Soil management
- Source reduction incentive program
- Vancouver landfill/long-term disposal planning options.

Members suggested the following topics could be included in the 2026 Work Plan:

- The two topics that were discussed in the October 7, 2025, meeting:
  - Actions related to recovery of materials and energy from non-recyclable materials
  - Actions considered unadvisable by Metro Vancouver staff
- Infrastructure over the next 15 years
- Utilizing Metro Vancouver's infrastructure to maximize benefit.

Paul Henderson noted that a key action for discussion will be the updated solid waste management plan.

The Industry Advisory Committee were advised that a draft Work Plan will be presented discussed in January 2026. Members will vote on the Work Plan in early 2026.

## **4. OTHER BUSINESS**

### **4.1 Zero Waste Committee and Other Updates**

Paul Henderson shared a presentation titled, "Zero Waste Committee and Other Updates," and highlighted:

- The next Zero Waste Committee meeting is scheduled for Thursday, November 6, 2025
- The 2026 tipping and recycling fees have been approved
- Report on waste reduction and recycling – materials collected and investments:
  - Described recycling activities are taking place at the recycling and waste centres
  - 88,000 tonnes which goes to recycling from Metro Vancouver solid waste facilities
  - Clean wood goes to recovery as an alternative fuel
  - Total annual investment is approximately \$25 million
- Funding was provided for the Coffee Cup Revolution, which recovered 213,841 cups
- Options Analysis update report is included in the Information Items and refers to feedback specifically from the Industry Advisory Committee
- Metro Vancouver is hosting a Record Keeping and Tipping Fee Bylaw webinar in January 2026

The following questions and comments (Q/C) and *responses (R)* were captured after the report-out:

**Q/C:** Member asked what happened to the coffee cups from the Binnars event once they were recovered?

**R:** *The cups were sent to the Waste-to-Energy Facility due to the number of coffee cups collected. There have been ongoing efforts to identify recycling opportunities for coffee cups, without success so far.*

#### **4.2 IAC 2026 Draft Meeting Dates**

Samantha Joy, Engagement Specialist, Metro Vancouver, shared the proposed 2026 meeting schedule. It was noted that the invitations for the January 2026 and February 2026 meetings will be sent soon.

Co-Chair Hodge advised that Industry Advisory Committee Membership submissions will take place in early February 2026. As stated in the committee Terms of Reference, existing members must resubmit their interest if they wish to continue serving on the Industry Advisory Committee.

### **5. INFORMATION ITEMS**

#### **5.1 Regional Waste Flows**

#### **5.2 2025 IAC Work Plan**

#### **5.3 Greenhouse Gas Emissions from Disposal**

#### **5.4 Solid Waste Management Plan - Options Analysis Update (November 6, 2025 Zero Waste Committee report)**

#### **5.5 Disposal Cost Comparison Details (October Manager's Report excerpt)**

#### **5.6 Solid Waste Management Plan Update Draft Recycling and Waste Centre Strategic Approach**

#### **5.7 Solid Waste Management Plan Update Draft Regulatory Strategic Approach**

Regarding Item 5.5, Disposal Cost Comparison Detail, a suggestion was made to keep transfer costs separate from the incinerator costs to support transparency. Paul Henderson advised that information is presented in a specific way in the tables, and a conclusion will also be provided.

**6. ADJOURNMENT**

It was noted that the next meeting was scheduled for January 13, 2026. Industry Advisory Committee members were thanked for their contributions and feedback for the year.

The Solid Waste and Recycling Industry Advisory Committee meeting adjourned at 4:13 p.m.

DRAFT

Solid Waste and Recycling Industry Advisory Committee  
 2026 Draft Work Plan Priorities

January 7, 2026

<b>Quarter 1</b>	<b>Status</b>	<b>Approach</b>
2024 Solid Waste and Recycling Statistics and Biennial report	Pending	
Draft Solid Waste Management Plan – Review and Initial Feedback	Pending	
Vancouver Landfill / Long-Term Disposal Planning	Pending	
Source Reduction Incentive Program	Pending	
SWMP: Monitoring and Implementation – committee role after approval of draft plan	Pending	
<b>Quarter 2</b>	<b>Status</b>	<b>Approach</b>
Draft Solid Waste Management Plan – Review of Revised Draft	Pending	
SWMP: Actions Related to Recovery of Materials and Energy from Recyclable Materials	Pending	
SWMP: Actions Considered Unadvisable by Staff	Pending	
Metro Vancouver Recycling and Waste Centre Strategy: How to Increase Opportunities for Waste Reduction and Recycling	Pending	
Disposal Ban Program Results	Pending	
<b>Quarter 3</b>	<b>Status</b>	<b>Approach</b>
WTEF Environmental Performance Summary	Pending	
Construction and Demolition Materials Recycling and Reuse Update	Pending	
Draft Capital Plan	Pending	
<b>Quarter 4</b>	<b>Status</b>	<b>Approach</b>
Solid Waste Services Annual Budget and 5-Year Financial Plan	Pending	
2025 Waste Composition Results	Pending	

# Solid Waste and Recycling Industry Advisory Committee

## Terms of Reference

Updated ~~June 30, 2023~~ January 7, 2026

### 1. PURPOSE

The purpose of the Solid Waste and Recycling Industry Advisory Committee (IAC) is to provide a forum for industry contribution, discussion, and advice on management planning, operations, and policy issues related to solid waste and recycling services in Metro Vancouver.

The purpose of these terms of reference is to describe the role of the committee.

### 2. OBJECTIVES

The IAC will:

- Provide industry representatives with a formal structure through which they can receive information and provide advice on management planning, operational operations, and policy ~~advice~~ related to solid waste and recycling within Metro Vancouver;
- Provide Metro Vancouver with a venue to engage the private waste services sector on solid waste and recycling plans, policies, and services within the region; and
- Provide affected industry stakeholders with the opportunity to be heard and to channel ongoing feedback to Metro Vancouver, including engagement on Metro Vancouver's and implementation of the updated solid waste management plan ~~update process~~ as well as other waste management issues of regional importance.<sup>1</sup>

### 3. MEMBERSHIP

The IAC membership is comprised of representatives of private waste and recycling collection and processing companies and their industry associations affected by existing and proposed operational and policy items related to solid waste and recycling plans, policies, and services within Metro Vancouver. A representative from the Zero Waste Committee will attend all IAC meetings and will be one of the Co-Chairs for the IAC.

Membership is voluntary, self-selecting, and carries a term of one year. The initial open call for membership will be advertised on Metro Vancouver's website and through Metro Vancouver's solid waste industry mailing list a minimum of 45 days prior to the inaugural IAC meeting. An annual open call for new members will be advertised a minimum of 30 days prior to each anniversary of the inaugural committee meeting. Existing members that wish to continue participation in the IAC will be asked to re-submit their statement of interest annually.

All private waste and recycling collection and processing industry representatives who express interest in participating in the IAC will be required to review the IAC Self-Selection Assessment Framework and complete the Statement of Interest Declaration confirming agreement and expressed intention, to work within the Terms of Reference. All persons who complete this process and meet the self-selection criteria will become members of the IAC for a term of one year.

<sup>1</sup> The IAC is not intended to be the sole venue or mechanism for industry consultation and engagement on the solid waste management plan update.

Although the IAC will provide feedback and advice related to the plan update process, the scope of the committee includes other regional solid waste management considerations and will continue beyond the plan approval of the solid waste management plan.

## 4. EXPECTATIONS OF MEMBERS

- Members must be prepared to invest time and energy towards learning and understanding existing and proposed solid waste and recycling policies, practices, and bylaws, as well as the regional waste management system and issues associated with their administration and implementation.
- Members must be prepared to work constructively and collaboratively at committee meetings to address areas of mutual concern, recognizing the multi-faceted issues and interests of all impacted stakeholders. While it is recognized that private companies are not accountable to other members of their same industry, it is expected that all IAC members act in good faith to present the experience and concerns that are reflective of their broader community.
- Members must be prepared to commit the time required to attend monthly committee meetings, pre-read the agenda and all supporting material provided for each meeting, participate fully and constructively in committee discussions, and complete required actions and tasks on time.<sup>2</sup> Members must provide advance written notice to the Co-Chairs if they are unable to attend a meeting. Members are permitted to send alternate representatives if they are unable to attend a meeting, members must provide advance written notice to the Co-Chairs advising the name and position title of their alternate.

## 5. CONFLICTS OF INTEREST

Members are to file with the IAC Co-Chairs a written disclosure statement detailing their relationship with Metro Vancouver.

Examples of information that would be expected to be shared in the disclosure statements include:

- Contracts with Metro Vancouver entities;
- Contracts providing services to Metro Vancouver facilities as a sub-contractor;
- Addresses of facilities that are licensed under Metro Vancouver's Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996; and
- The submission of a proposal in connection with a Metro Vancouver procurement process.

Any member or principal who does not have a relationship with Metro Vancouver must file a NIL disclosure statement to that effect. Members are asked to update that disclosure statement in a timely fashion to reflect any change of circumstances or if the IAC's deliberations expose relationships that may not have been initially apparent. Members who fail to file the requisite disclosure statement and updates will be excluded from the IAC and its deliberations until such time as ~~he or she~~ they fully ~~complies~~ comply.

Alternate representatives are not required to provide a disclosure statement to the Co-Chairs unless the alternate representative is attending three or more IAC meetings within the year. IAC member disclosure statements will be posted online on the IAC website and publically available.

Members should excuse themselves from any IAC discussions or matters that may place them in a conflict of interest, unless explicitly requested to speak, on a majority vote of the IAC to do so. A conflict of interest is considered to be a pecuniary or other interest in the business of a Metro Vancouver entity that would cause a real or perceived conflict of interest in the member's ability to carry out his or her duties in connection with the IAC.

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<sup>2</sup> It is anticipated that this may represent a time commitment of 6 hours+ per month.

The Co-Chairs also have the power to remove any IAC member whose actual or potential conflicts of interest are inconsistent with a fair and objective deliberation of the issues that may come before the IAC. The Co-Chairs will rely exclusively on the information provided by members in their disclosure statements to inform such decisions.

## 6. CHAIRS

There will be two IAC Co-Chairs. The Zero Waste Committee representative will be a Co-Chair and a second Co-Chair will be elected annually for a term of one year by a 50%+1 majority vote of voting members present.

Voting members are defined as IAC members who have held membership for at least one month prior to the day of the vote.

Co-Chair elections will take place at the meeting on the one-year anniversary of the member Co-Chair's appointment. Nominations will be called at the previous meeting, with additional nominations allowed on the day of the election.

## 7. ADVISORY STRUCTURE & DECISION MAKING

The IAC is an advisory body, providing advice and recommendations to Metro Vancouver staff and, through the IAC Co-Chairs, to the Independent Consultation and Engagement Panel and the Zero Waste Committee. While sincere efforts will be made to achieve consensus on recommendations and advice, consensus is not a precondition to advancing committee recommendations. Where consensus exists it will be noted, and where it does not exist, all perspectives will be included in the meeting minutes. The IAC is not generally a voting body. Voting will only occur in the following four circumstances, and in these circumstances, there will be one vote allocated per company/entity represented:<sup>3</sup>

1. annual election of the second Co-Chair;
2. updates to the terms of reference;
3. confirmation of the annual work plan; and
4. during the appeal of member's dismissal, as described in section 11 of this Terms of Reference.

In each of these scenarios, voting will be a 50% +1 majority decision-making model of votes cast.

## 8. WORK PLAN

A work plan for the IAC will be developed by Metro Vancouver staff based on an annual call for work plan topics submitted by IAC members reflecting priority issues they would like to see considered during the year. The work plan, once confirmed by the IAC, will guide the development of meeting agendas for the year. The work plan may be amended during the year, at the agreement of both Co-Chairs, to allow for flexibility to address emerging issues or unanticipated, time-sensitive topics. Implementation of the annual work plan is at the prerogative of IAC members and does not direct activities of Metro Vancouver staff or resources, beyond the provision of committee secretariat support functions.

## 9. MEETINGS

- Meetings will be ~~held~~ held scheduled monthly, except in July, August, and December, ~~where no meetings will be held~~. The meeting dates and times will be determined by the Co-Chairs in consultation with IAC members, with a confirmed pre-set schedule for all meetings within the calendar year. On agreement of both Co-Chairs, meetings may be added or canceled as appropriate.

<sup>3</sup> If there are multiple members representing a single company, they will be asked to convene among themselves to determine their collective vote.

• Metro Vancouver will provide a venue, and a third-party note taker, and refreshments for meetings, or as determined otherwise by the IAC. Through 2023 all meetings will be held virtually for IAC members, with the exception of two workshops to be held in person.

• Meetings can be held virtually or in person.

• The Co-Chairs will work with Metro Vancouver staff to draft meeting agendas and coordinate any necessary meeting materials, which will be circulated to meeting participants a minimum of 72 hours in advance of the meeting.

• The meetings will be structured to encourage free and open discussion of relevant issues within the constraints of the planned agendas.

• Meeting minutes and action trackers will be kept for each meeting, through secretariat support provided by Metro Vancouver staff.<sup>4</sup> Minutes shall not reflect the names of individual speakers or their stance on issues; rather, they shall reflect the issues discussed, significant points of view on the issues and the resolutions or actions to be taken.

• A meeting quorum will be 50%+1 of active members. A quorum of 50% plus one active members is required to conduct any voting items (with the exception of electing a temporary chair in accordance with the procedure described below) or to elect the committee Co-Chair. Meetings without quorum will proceed for discussion, feedback, and information sharing, with any voting items deferred to a future meeting. The IAC may establish other meeting procedures, which will be considered as an appendix to these terms of reference.

• Meetings will be open to any individuals who wish to observe the discussions either in person or through video or teleconference livestream, although only IAC members will be provided standing to participate in the discussion. Individuals interested in observing in-person meetings can request meeting information two weeks in advance of the meeting time and date. Individuals interested in observing online meetings can access the livestream through the committee webpage. Non-member stakeholders may request an opportunity to present to the IAC, through two weeks' advance written submission for consideration by the Co-Chairs.

• The IAC may invite groups and subject-matter experts to present to the IAC and provide advice and feedback on specific IAC agenda items, at the discretion of the Co-Chairs.

• All IAC agendas will be published and publicly available in advance of meetings, with IAC presentations and meeting minutes posted for information on Metro Vancouver's website.

• If both Co-Chairs are unable to attend a meeting or portion of a meeting, the committee will elect a temporary chair to preside. Generally following the approach outlined *Robert's Rules of Order Newly Revised*, the meeting will be called to order by staff or by one of the Co-Chairs in the event that no Co-Chair is available at the beginning of the meeting with the first order of business being the appointment of a temporary chair. Any member may nominate a committee member including nominating themselves to serve as temporary chair; nominations do not require a seconder. The temporary chair will be elected by majority vote of members present and serve only for the duration of the Co-Chairs' absence, relinquishing the role upon the arrival of a Co-Chair. The name of the temporary chair and the start and stop time that they act as Chair will be recorded in the meeting minutes.

## 10. CODE OF CONDUCT

This code is intended to serve as a framework to guide the spirit and intent of how IAC members are expected to deliver on the IAC's purpose, objectives, and intent in an ethical and respectful manner.

1. Respect and Collaboration: Discussions and debates shall take place in an atmosphere of mutual respect and solutions-oriented collaboration, recognizing the value of different perspectives and seeking to understand the interests and needs of all affected parties.
2. Transparency: It is expected that all members speak honestly and transparently, engaging in good-faith dialogue and sharing information openly to encourage fact-based dialogue.

<sup>4</sup> Metro Vancouver staff are not members of the IAC, but will attend meetings of the IAC to provide information on various issues, respond to questions etc.

**3.** Treatment of other Members: Members of the committee have a duty to treat other members with respect during IAC meetings. Specifically, members have a duty to avoid:

- a. Disrupting meetings by making continual interruptions or whispered asides;
- b. Making offensive or abusive remarks directed at other members;
- c. Impugning the motives of other IAC members or supporting staff;
- d. Ignoring the legitimate direction of the Co-Chairs.

Members who object to the behaviour of another member as identified in this code of conduct are asked to identify their concerns immediately to the IAC Co-Chairs.

## **11. MEMBERSHIP DISMISSAL**

IAC members must recognize the importance of their commitment through active participation, regular attendance, and adherence to the IAC Terms of Reference. The following are potential reasons for membership dismissal.

- Failure to attend two or more consecutive monthly meetings, or,
- Lack of adherence to the IAC Terms of Reference, specifically including section 10: Code of Conduct, and Section 14: Media Protocol.

At the agreement of both Co-Chairs, members who have committed one or more of the potential reasons for losing membership may be dismissed from the committee by way of written notification. The dismissed member is ineligible for reinstatement at the subsequent annual call for membership.

If the member wishes to appeal the dismissal, they can request a vote from the IAC membership, to be undertaken using secret ballot. Voting will be a 50% +1 majority decision-making model. The impacted member is not eligible to vote in this process.

## **12. MEMBERSHIP RESIGNATION**

Members wishing to resign from IAC committee membership should provide written notice of their intent to resign, including the effective date of their resignation, addressed to the IAC Co-Chairs.

If a member leaves the IAC, the company or association the member represents can appoint another representative for the remainder of the IAC term.

## **13. BUDGET AND RESOURCES**

Funding for general meetings, secretariat, and support expenses is provided by Metro Vancouver. Any additional funding for special projects or studies is subject to Metro Vancouver approval.

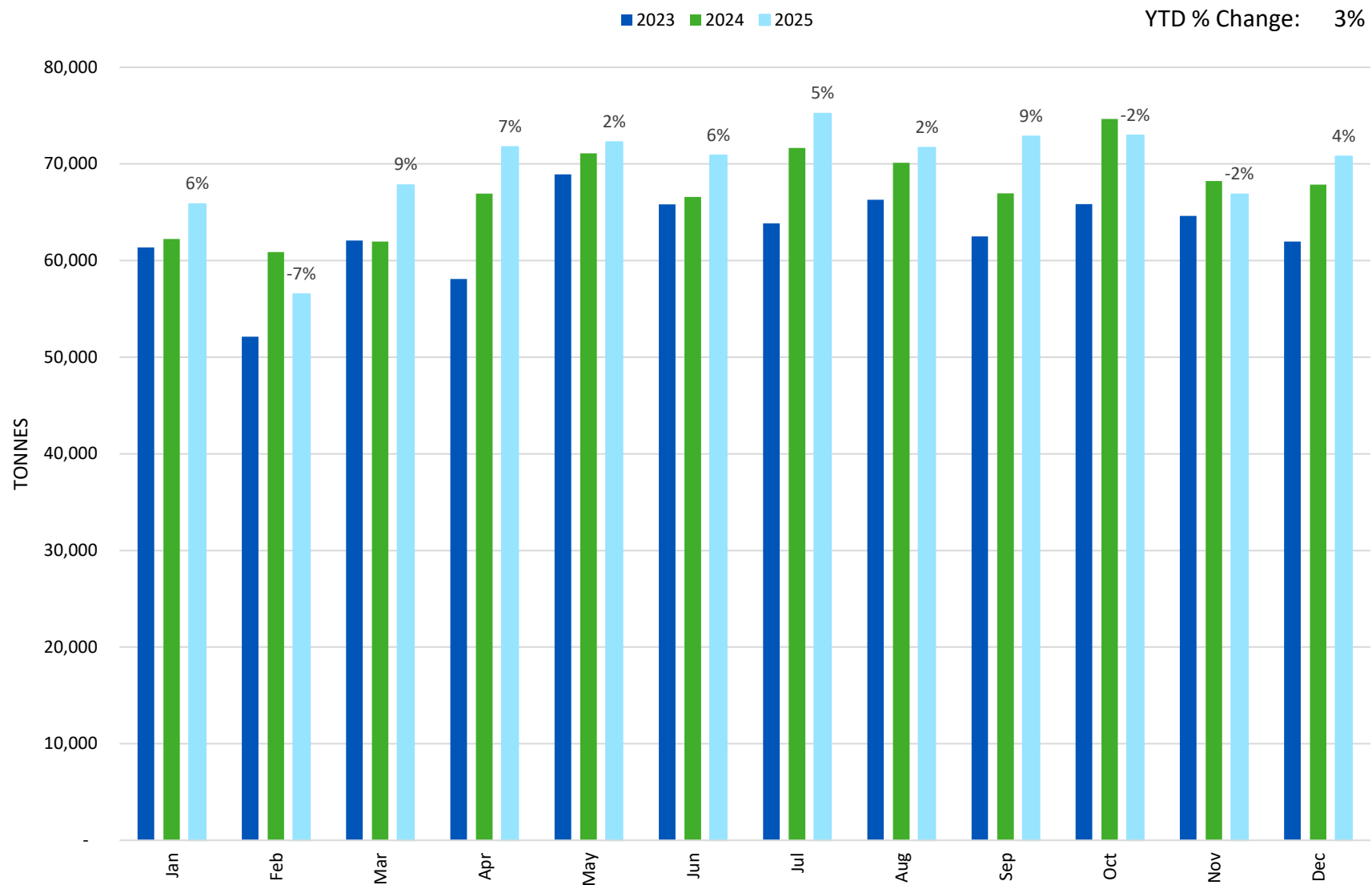
## **14. MEDIA PROTOCOL**

Individual IAC members will not speak on behalf of the IAC unless it has been approved by the Co-Chairs in advance.

## **15. REVIEW OF THE IAC TERMS OF REFERENCE**

The IAC will review these Terms of Reference at least every 18 months, for consideration on whether any amendments or modifications to the process are required. Amendments will be provided to the Zero Waste Committee for information.

## Metro Vancouver Waste Quantities\* 2023 - 2025\*\*



\*\*Data reconciled to Nov 2025

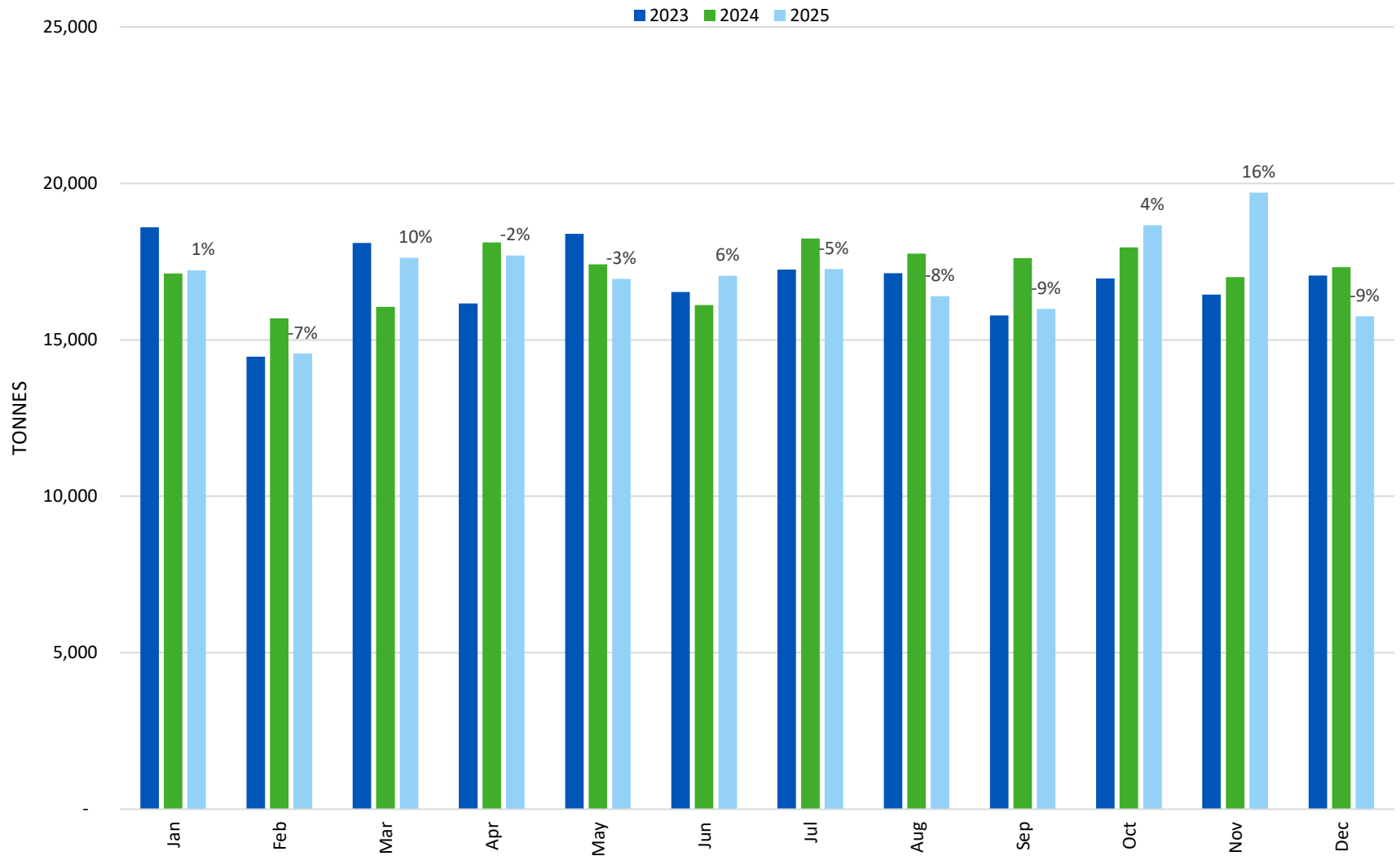
\*Metro Vancouver's Six Recycling and Waste Centres & the Waste-to-Energy Facility

# City of Vancouver Waste Quantities\*

## 2023 - 2025

(Demo garbage not included)

YTD % Change: -1%



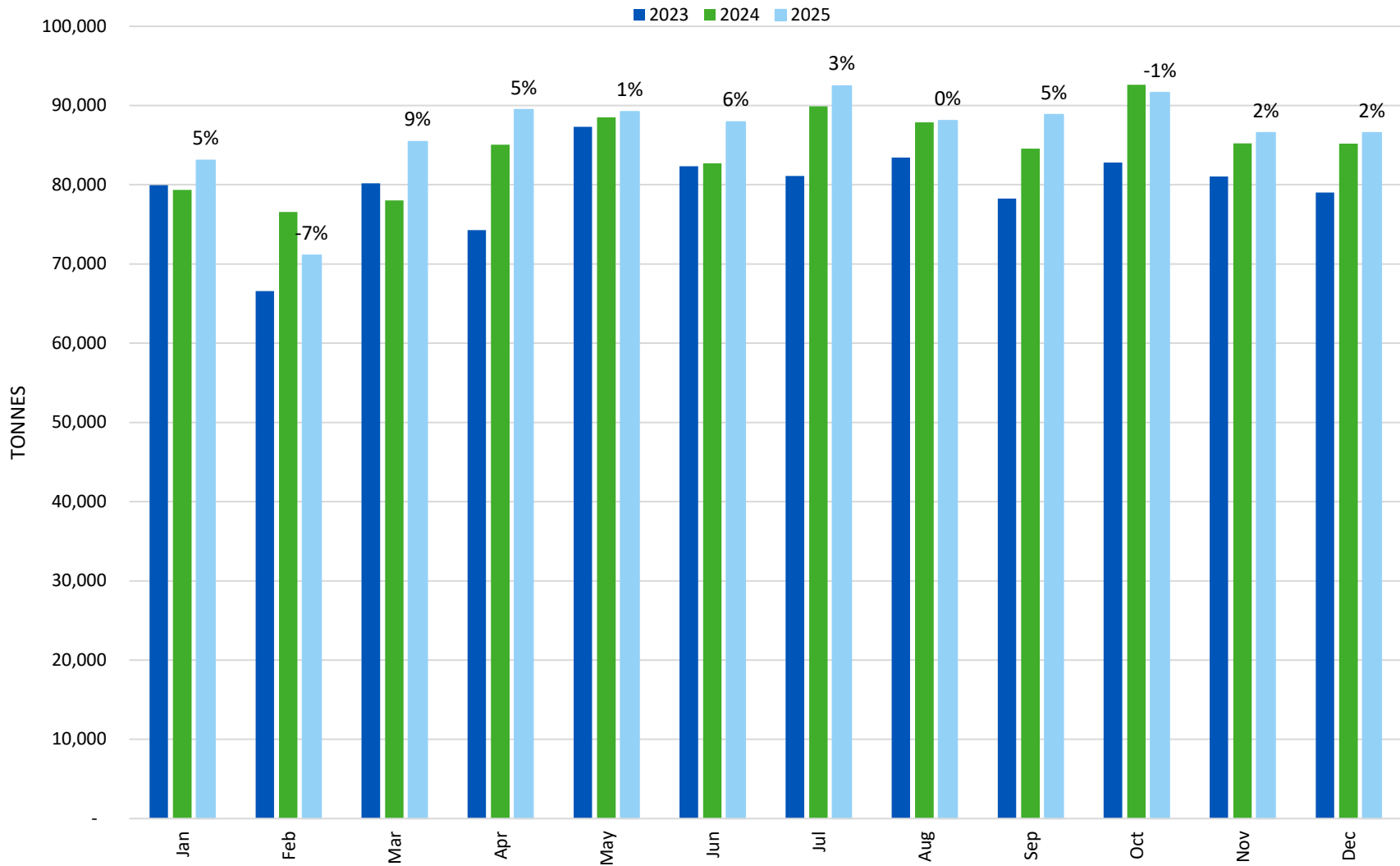
\*Vancouver Landfill & Vancouver South Transfer Station

# Metro Vancouver and City of Vancouver Waste Quantities

## 2023 - 2025\*

(Demo garbage not included)

YTD % Change: 2%



\*Metro Vancouver data reconciled to November 2025

## Solid Waste and Recycling Industry Advisory Committee 2026 Meeting Schedule

January						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
Su	Mo	Tu	We	Th	Fr	Sa


August						
Su	Mo	Tu	We	Th	Fr	Sa

September						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
Su	Mo	Tu	We	Th	Fr	Sa

 Virtual meeting - 2:00 pm to 4:00 pm

 In Person meeting / workshop - 1:00 pm to 4:00 pm