



SOLID WASTE MANAGEMENT PLAN MONITORING ADVISORY COMMITTEE AGENDA

Tuesday, September 15, 2020

SCRD Board Room, 1975 Field Road, Sechelt, B.C.

CALL TO ORDER 11:00am

AGENDA

1. Adoption of Agenda

MINUTES

2. Solid Waste Management Plan Monitoring Advisory Committee Meeting Minutes of June 16, 2020 Annex A
pp 1 - 3
3. Solid Waste Management Plan Monitoring Advisory Committee Meeting Minutes of July 21, 2020 DRAFT Annex B
pp 4 – 7

PRESENTATIONS AND DELEGATIONS

4. Manager, Solid Waste Services Verbal
Update – Curbside Food Waste Collection Program

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

5. SCR D Board Resolutions Related to Solid Waste – July 2020 Annex C
pp 8 – 12

REPORTS

NEW BUSINESS

5. PMAC feedback of District of Sechelt and Town of Gibsons waste collection App
6. PMAC review of SCR D Recycling Directory Review for integration with SCR D Collects App

NEXT MEETING

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT

SOLID WASTE MANAGEMENT PLAN MONITORING ADVISORY COMMITTEE

June 16, 2020

RECOMMENDATIONS FROM THE SOLID WASTE MANAGEMENT PLAN MONITORING ADVISORY COMMITTEE MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975 FIELD ROAD, SECHELT, BC

PRESENT: (Voting)	Chair Members	S. White J. Boyd G. Bennett P. Robson M. Cambon D. New-Small S. Higginson I. Winn
ALSO PRESENT: (Non-voting)	Director, Electoral Area E Director, Electoral Area A Manager, Solid Waste Programs Infrastructure Services Assistant/Recorder Public	D. McMahon L. Lee R. Cooper S. Clayton 0
REGRETS:	PMAC Members	B. Hetherington

Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.

CALL TO ORDER 11:00 a.m.

AGENDA The agenda was adopted as presented.

MINUTES

Recommendation No. 1 *PMAC Draft Meeting Minutes*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the PMAC meeting minutes be permitted to be included on future PMAC agendas prior to adoption by the SCRD Board.

PRESENTATIONS AND DELEGATIONS**BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**

Recommendation No. 2 *SCRD Board Resolutions Related to Solid Waste*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the table titled SCRD Board Resolutions Related to Solid Waste – May 2020 be received.

REPORTS

Recommendation No. 3 *Referral to PMAC – May 21, 2020 ISC staff report – Regional Diversion – Annual Update*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the referred report from the May 21, 2020 Infrastructure Services Committee meeting, titled Regional Diversion – Annual Update be received for their review and consideration for short-term actions to be taken by the SCRD.

Robyn Cooper, Manager, Solid Waste Programs provided a verbal introduction of the Regional Diversion – Annual Update report and provided an overview on how different municipalities in British Columbia collect and report their diversion data in comparison to the SCRD.

Discussion included the following:

- Concluded that there has been little improvement in SCRD diversion rates.
- Supportive in exploring which materials being buried in the Sechelt landfill can still be diverted for alternative disposal or recycling.
- Upon the committee's request, staff provided a verbal overview on the current disposal options for the following construction waste materials:
 - Dirty/contaminated wood waste.
 - Rubble Material.
 - Roofing.
 - Drywall.
- Suggested that it could be beneficial to partner with local companies such as Swanson's Ready-Mix Ltd to recycle and repurpose rubble materials brought to the Sechelt Landfill or Pender Harbour Transfer Station instead of the rubble material being buried at the Sechelt Landfill.
- Upon the committee's request, staff provided a verbal overview on the current disposal options for the following residential materials:
 - Bulky furniture, carpets and mattresses.
 - Residential books.
 - Textiles.
- Discussed whether certain materials such as roofing, bulky furniture and beach Styrofoam could be disposed off-coast instead of buried in the Sechelt Landfill.
- Expressed interest in receiving further information on the annual Island's Clean-Up events regarding:
 - Mattress disposal protocols.
 - Book recycling options for island residents.
 - Island resident waste disposal data.
- Communicated that implementing a residential and commercial food waste ban from the Sechelt landfill should be a priority to support diversion rates.
- Upon the committee's request, staff provided a verbal update on the process, possible implementation and timeline of a curbside recycling program for SCRD Electoral Areas B, D, E and F.
- Upon the committee's request, staff provided a verbal update on the timeline for the launch of the SCRD's and District of Sechelt's curbside food waste collection program.
- Suggested that staff could explore potential local or provincial avenues to collaborate with for the recycling of residential textiles.

Recommendation No. 4 *Bulky Furniture, Carpets and Mattresses*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRDR request that the Ministry of Environment and Climate Change Strategy amend the Recycling Regulation to include bulky furniture, carpets and mattresses.

Recommendation No. 5 *Rubble Material*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRDR investigate local partnerships for the diversion of rubble material received at the Pender Harbour Transfer Station and Sechelt Landfill.

Recommendation No. 6 *Book Recycling*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRDR explore setting up a drop-off for the recycling of residential books at the Pender Harbour Transfer Station and Sechelt Landfill.

Recommendation No. 7 *Textile Recycling*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRDR explore setting up drop-off locations for the recycling of textiles in Pender Harbour, Sechelt and Gibsons.

Recommendation No. 8 *Off-Coast Waste Disposal Options*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRDR consider off-coast waste disposal options as soon as possible.

Recommendation No. 9 *May 21, 2020 ISC Staff Reports*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the following reports from the May 21, 2020 Infrastructure Services Committee meeting be received for information:

- Solid Waste Programs – Sources of Funding;
- Regional Diversion – Annual Update.

NEW BUSINESS**Illegal Dumping**

Discussion included the following:

- Expressed that there currently is no solution to deter illegal dumping.
- Consensus to include illegal dumping as an agenda item at a future PMAC meeting.

NEXT MEETING Tuesday July 21, 2020

ADJOURNMENT 12:56 p.m.

SUNSHINE COAST REGIONAL DISTRICT

SOLID WASTE MANAGEMENT PLAN MONITORING ADVISORY COMMITTEE

July 21, 2020

RECOMMENDATIONS FROM THE SOLID WASTE MANAGEMENT PLAN MONITORING ADVISORY COMMITTEE MEETING HELD IN THE CEDAR ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT AT 1975 FIELD ROAD, SECHELT, BC

PRESENT: (Voting)	Chair	I. Winn
	Members	J. Boyd G. Bennett P. Robson M. Cambon D. New-Small S. Higginson
ALSO PRESENT: (Non-voting)	Director, Electoral Area E	D. McMahon
	Director, Electoral Area A	L. Lee
	Manager, Solid Waste Programs	R. Cooper
	Solid Waste Programs Coordinator	A. Patrao
	Infrastructure Services Assistant/Recorder	S. Clayton
	Public	1
REGRETS:	PMAC Vice-Chair	S. White
	PMAC Member	B. Hetherington

Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.

CALL TO ORDER 11:01 a.m.

AGENDA The agenda was adopted as presented.

MINUTES**Recommendation No. 1** *PMAC Meeting Minutes of May 19, 2020*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the Solid Waste Management Plan Monitoring Advisory Committee meeting minutes of May 19, 2020 be received.

Recommendation No. 2 *PMAC Draft Meeting Minutes*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the PMAC meeting minutes be permitted to be included on future PMAC agendas prior to adoption by the SCR D Board.

PRESENTATIONS AND DELEGATIONS

Robyn Cooper, Manager, Solid Waste Services, provided a verbal update on the timeline of the following curbside food waste collection items to PMAC:

- Program launch date finalized for Tuesday October 6, 2020.
- Communication materials to be mailed out the week of August 10, 2020.
- Green bins and starter kit to be delivered to residents in late September.
- Schedule overview for weekly food waste collection and biweekly garbage collection.

Discussion included the following:

- PMAC clarified that food waste and garbage will be collected in two separate Waste Management trucks.
- Requested a link to the curbside food waste collection program on the SCRD website be included in the minutes; <https://www.scrd.ca/curbside-food>.

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Recommendation No. 3 *SCRD Board Resolutions Related to Solid Waste*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the table titled SCRD Board Resolutions Related to Solid Waste – June 2020 be received.

REPORTS

Recommendation No. 4 *June 18, 2020 ISC Staff Reports*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the following reports from the June 18, 2020 Infrastructure Services Committee meeting be received for information:

- Sechelt Landfill Ground Disturbance.

Discussion included the following:

- Upon the committee's request, staff provided a verbal overview to clarify the cause and current conditions of the ground disturbance that occurred at the Sechelt Landfill.

Recommendation No. 5 *July 16, 2020 ISC Staff Reports*

The Solid Waste Management Plan Monitoring Advisory Committee recommends that the following reports from the July 16, 2020 Infrastructure Services Committee meeting be received for information:

- Sechelt Landfill Drop-Off Area Design Options;
- Request For Proposal (RFP) 2035002 Contract Award for South Coast Green Waste Drop-Off Depot;
- Wood Waste Receiving And Processing – Contract Extension;
- Request For Quotation (RFQ) 2035001 Contract Award For Mattress Transportation Services;
- Landfill Capacity Management Options;
- 2020 Q2 Report.

Discussion included the following:

Robyn Cooper, Manager, Solid Waste Services provided a verbal introduction and brief summary for each of the reports from the July Infrastructure Services Committee (ISC) meetings.

- Upon the committee's request, staff provided a verbal summary of the following ISC recommendations that resulted from the presentation of the Sechelt Landfill Drop-Off Area Design Options report:
 - That the Cardboard program be discontinued as of October 1, 2020.
 - That the Share Shed Program be discontinued indefinitely at the Sechelt Landfill, but continue at the Pender Harbour Transfer Station.
 - That staff proceed with development of a detailed design and cost estimate for Option 2 - basic drop-off area for the Board's consideration at a September 2020 committee meeting.
- Upon the committee's request, staff provided a verbal summary of the following items that resulted from the presentation of the Request For Proposal (RFP) 2035002 Contract Award For South Coast Green Waste Drop-Off Depot at the ISC meeting:
 - ISC Recommendations:
 - Cancellation of the RFP 2035002.
 - Secure a long-term agreement with the Town of Gibsons for the current Henry Road site.
 - Re-initiate a procurement process for site operations (at the Henry Road site).
 - Hauling and Processing costs.
 - Program Funding options.
- The Committee asked for clarification where the wood waste is being processed. The Committee was advised by staff that wood waste accepted under the current program is processed locally at Salish Soils and is utilized locally at the Howe Sound Pulp and Paper Mill.
- Surprised at the number of mattresses disposed of at the Sechelt Landfill.
- Supportive that there is firm advocacy for mattresses to be included in the Extended Producer Responsibility Program to eliminate tipping fees at the time of disposal.
- Requested whether anecdotally there has been evidence for an increase in illegal dumping of mattresses .Staff advised that anecdotally, there has not been an increase to illegally dumped mattresses since the inception of a set tipping fee in 2015 (\$8 in 2015, \$10 in 2018 for one dry mattress.)
- The Committee discussed that there should be an effort made to communicate to the public regarding the following:
 - That the annual Sechelt Landfill Capacity is 15,000 tonnes per the operating certificate.
 - That the Sechelt Landfill would have to temporarily shut down if disposal capacity is reached, until the next calendar year.
 - That the Sechelt Landfill reached 90% capacity in 2019.
- The Committee discussed that there be public engagement and signage at the Sechelt Landfill and throughout the community, perhaps in the form of a warning thermometer, which would illustrate the Sechelt Landfill capacity levels throughout the year.
- It was expressed when looking at diversion options at the Sechelt Landfill, it is important to the District of Sechelt to maintain a program to accept Boats and RV's at the Sechelt Landfill to deter illegal dumping throughout the Sunshine Coast as well as ensure there is an on-coast disposal option.

- The Committee suggested that the annual landfill capacity level of 15,000 tonnes be added to the Buried at Sechelt Landfill (Tonnage) graph that was part of the 2020 Q2 Report.

NEW BUSINESS

Future Guest Presentations

Discussion included the following:

- Consensus to extend an invitation to a representative from Sea to Sky Removal this fall to learn about construction and demolition diversion methods being used by their company.
- Supportive of exploring other companies who might be able to contribute ideas of alternative diversion methods.

NEXT MEETING Tuesday September 15, 2020

ADJOURNMENT 12:23 p.m.



**2020 SOLID WASTE RELATED SCRD BOARD RESOLUTIONS
PROVIDED TO PMAC**

From July 23, 2020 Board Meeting:

<p>267/20 Recommendation No.3</p>	<p><i>Sechelt Landfill Drop-Off Area Design</i></p> <p>THAT the report titled Sechelt Landfill Drop-Off Area Design Options be received;</p> <p>AND THAT the cardboard program be discontinued as of October 1, 2020;</p> <p>AND THAT the Share Shed program at the Sechelt landfill be discontinued;</p> <p>AND FURTHER THAT staff proceed with the development of a detailed design and cost estimate for Option 2: Basic Drop-off area for the Board's consideration at a September 2020 Committee meeting.</p>
<p>267/20 Recommendation No.4</p>	<p><i>Landfill Capacity Management Options</i></p> <p>THAT the report Landfill Capacity Management Options be received;</p> <p>AND THAT staff report to a future Committee on the financial implications and implementation process of Option 1: Ad-hoc re-diversion of waste by the SCRD.</p>
<p>267/20 Recommendation No.5</p>	<p><i>Wood Waste Receiving and Processing – Contract Extension</i></p> <p>THAT the report titled Wood Waste Receiving and Processing – Contract Extension be received;</p> <p>AND THAT the contract with Salish Environmental Group Inc. for wood waste receiving and processing be extended for an additional one (1) year period in the amount up to \$491,250 plus GST;</p> <p>AND THAT the 2020-2024 Financial Plan be amended accordingly;</p> <p>AND FURTHER THAT the delegated authorities be authorized to execute the contract.</p>

<p>267/20 Recommendation No.6</p>	<p><i>Request for Quotation (RFQ) 2035001 Contract Award for Mattress Transportation Services</i></p> <p>THAT the report titled Request for Quotation (RFQ) 2035001 Contract Award for Mattress Transportation Services be received;</p> <p>AND THAT a contract for Mattress Transportation Services be awarded to Pacific Coast Distribution Ltd. in the amount up to \$128,272 (plus GST);</p> <p>AND THAT the 2020-2024 Financial Plan be amended accordingly; AND FURTHER THAT the delegated authorities be authorized to execute the contract.</p>
<p>267/20 Recommendation No.7</p>	<p><i>Tipping Fees for Mattresses</i></p> <p>THAT the tipping fee for mattresses be increased from \$10 to \$25 per mattress for dry mattresses and from \$15 to \$30 per mattress for wet mattresses to be full cost recovery.</p>
<p>267/20 Recommendation No.8</p>	<p><i>Request for Proposal (RFP) 2035002 Contract Award for South Coast Green Waste Drop-off Depot</i></p> <p>THAT the report titled Request for Proposal (RFP) 2035002 Contract Award for South Coast Green Waste Drop-off Depot be received;</p> <p>AND THAT RFP 2035002 be cancelled;</p> <p>AND THAT staff negotiate an agreement for the long-term use of the current location of the South-Coast Green Waste drop-off depot by the SCRD with the Town of Gibsons;</p> <p>AND THAT staff initiate a procurement process for an operator of a South-Coast Green Waste drop-off at its current location;</p> <p>AND THAT the funding of this service be from tipping fees or a combination of tipping fees and taxation;</p> <p>AND FURTHER THAT staff bring forward information regarding financial implications of this service and funding options for the entire green waste program to a future Committee meeting.</p>
<p>267/20 Recommendation No.9</p>	<p><i>Infrastructure Services Department – 2020 Q2 Report</i></p> <p>THAT the report titled Infrastructure Services Department – 2020 Q2 Report be received.</p>

<p>267/20 Recommendation No.10</p>	<p><i>PMAC Minutes</i></p> <p>THAT the report titled Solid Waste Management Plan Monitoring Advisory Committee Minutes of June 16, 2020 be received;</p> <p>AND THAT the following recommendations therein be adopted and referred to staff for action as follows:</p> <p>Recommendation No. 4 <i>Bulky Furniture, Carpets and Mattresses</i> The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD request that the Ministry of Environment and Climate Change Strategy amend the Recycling Regulation to include bulky furniture, carpets and mattresses.</p> <p>Recommendation No. 5 <i>Rubble Material</i> The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD investigate local partnerships for the diversion of rubble material received at the Pender Harbour Transfer Station and Sechelt Landfill.</p> <p>Recommendation No. 6 <i>Book Recycling</i> The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD explore setting up a dropoff for the recycling of residential books at the Pender Harbour Transfer Station and Sechelt Landfill.</p> <p>Recommendation No. 7 <i>Textile Recycling</i> The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD explore setting up dropoff locations for the recycling of textiles in Pender Harbour, Sechelt and Gibsons. AND FURTHER THAT staff bring forward a report to a future Committee meeting regarding the following recommendation:</p> <p>Recommendation No. 8 <i>Off-Coast Waste Disposal Options</i> The Solid Waste Management Plan Monitoring Advisory Committee recommends that the SCRD consider off-coast waste disposal options as soon as possible.</p>
<p>267/20 Recommendation No.11</p>	<p><i>Correspondence regarding BC Recycling Regulation Amendment to include ICI Sector</i></p> <p>THAT the correspondence from the Ministry of Environment and Climate Change Strategy regarding the BC Recycling Regulation Amendment to include ICI Sector be received.</p>

268/20 Recommendation No.1	<p>THAT Solid Waste Management Plan Monitoring Advisory Committee recommendation No. 1 of June 16, 2020 be received, adopted and acted upon as follows:</p> <p>Recommendation No. 1 PMAC Draft Meeting Minutes The Solid Waste Management Plan Monitoring Advisory Committee recommends that the PMAC meeting minutes be permitted to be included on future PMAC agendas prior to adoption by the SCR D Board.</p>
268/20 Contract Award	<p>THAT a contract for operating a Recycling Depot for Residential PPP on the South Coast be awarded to Gibsons Disposal Ltd. for a 3 year term expiring November 30, 2023 in the amount up to \$1,148,520 (plus GST);</p> <p>AND THAT a contract for operating a Recycling Depot for Residential PPP in Sechelt be awarded to Salish Environmental Group Inc. for a 3-year term expiring November 30, 2023 in the amount up to \$431,400 (plus GST);</p> <p>AND THAT the 2020-2024 Financial Plan be amended accordingly;</p> <p>AND FURTHER THAT the delegated authorities be authorized to execute the contract.</p>

From July 30, 2020 Board Meeting:

284/20 Recommendation No.3	<p><i>Regional Solid Waste [350] Service Levels</i></p> <p>THAT the report titled Regional Solid Waste [350] Service Levels as a Result of COVID-19 be received.</p>
284/20 Recommendation No.4	<p><i>Regional Solid Waste [350] Service Levels</i></p> <p>THAT the 2020 Backroad Trash Bash be cancelled;</p> <p>AND THAT the 2020-2024 Financial Plan be amended accordingly.</p>
284/20 Recommendation No.5	<p><i>Regional Solid Waste [350] Service Levels</i></p> <p>THAT the Area A Food Drop-off be delayed to 2021;</p> <p>AND THAT the 2020-2024 Financial Plan be amended accordingly.</p>
284/20 Recommendation No.6	<p><i>Regional Solid Waste [350] Service Levels</i></p> <p>THAT the Nelson Island Clean Up proceed in 2020;</p> <p>AND THAT the level of participation from this clean-up be used to assess future service levels for this program.</p>
284/20 Recommendation No.7	<p><i>Regional Solid Waste [350] Service Levels</i></p> <p>THAT the Area A coupon program be discontinued;</p> <p>AND THAT the 2020-2024 Financial Plan be amended accordingly.</p>

284/20 Recommendation No.8	<i>Refuse Collection [355] Service Levels</i> THAT the Area B, D, E, F coupon program be discontinued; AND THAT the 2020-2024 Financial Plan be amended accordingly.
----------------------------------	--