INFRASTRUCTURE SERVICES COMMITTEE

Thursday, May 13, 2021
Held Electronically in Accordance with Ministerial Order M192 and Transmitted via the SCRD Boardroom, 1975 Field Road, Sechelt, B.C.

AGENDA

CALL TO ORDER 9:30 a.m.

AGENDA

1. Adoption of Agenda

PRESENTATIONS AND DELEGATIONS

2.	Susan Rybar and Johan Stroman, Sustainable Sunshine Coast Regarding Sustainability Campaign for Visitors and Tourism Industry on the Sunshine Coast	Verbal
3.	Chuck Gould Regarding 2015 SCRD Intervention on Lower Selma Park Road	Verbal

REPORTS

4.	Regional Diversion – Annual Update General Manager, Infrastructure Services / Manager, Solid Waste Services **Regional Solid Waste (Voting – All)**	Annex A pp 1 - 14
5.	Future of SCRD Drywall Recycling Program General Manager, Infrastructure Services / Manager, Solid Waste Services **Regional Solid Waste (Voting – All)**	Annex B pp 15 - 19
6.	Tipping Fee Updates at SCRD Solid Waste Facilities Manager, Solid Waste Services **Regional Solid Waste (Voting – All)**	Annex C pp 20 - 23
7.	Town of Gibsons Operation of South Coast Green Waste Drop-off Depot - Update Manager, Solid Waste Services **Regional Solid Waste (Voting – All)**	Annex D pp 24 - 26
8.	Evaluation of Implementation of Transit Future Plan Manager, Transit and Fleet **(Voting – B, D, E, F, Gibsons, Sechelt, SIGD)**	Annex E pp 27 - 30

9. Water Supply Update — Verbal
General Manager, Infrastructure Services

10. WASAC's Reports: Water Supply Planning Questions — Annex F
Manager, Strategic Initiatives — pp 31 - 45
Regional Water (Voting – A, B, D, E, F and Sechelt)

11. Water Supply Advisory Committee Meeting Minutes of April 12, 2021 — Annex G
Regional Water (Voting – A, B, D, E, F and Sechelt) — pp 46 - 48

12. Transportation Advisory Committee Meeting Minutes of April 15, 2021 — Annex H
(Voting – All) — pp 49 - 52

13. Solid Waste Management Plan Monitoring Advisory Committee Meeting Minutes of April 20, 2021 — Annex I
Regional Solid Waste (Voting – All) — pp 53 - 54

14. Water Supply Advisory Committee Meeting Minutes of May 3, 2021 — Annex J
Regional Water (Voting – A, B, D, E, F and Sechelt) — pp 55 - 57

COMMUNICATIONS

15. Metro Vancouver Board and Zero Waste Committee dated April 28, 2021 regarding engagement on Metro Vancouver's Solid Waste Management Plan Update — Annex K, pp 58 - 59

NEW BUSINESS

IN CAMERA

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – May 13, 2021

AUTHOR: Remko Rosenboom, General Manager, Infrastructure Services
Robyn Cooper, Manager, Solid Waste Services

SUBJECT: **REGIONAL DIVERSION – ANNUAL UPDATE**

RECOMMENDATION(S)

THAT the report titled Regional Diversion – Annual Update be received;

AND THAT staff present at a future committee meeting a high-level project plan for the interim diversion of waste to an alternative disposal site to bridge the time between the Sechelt Landfill has reached its maximum capacity and the opening of a new disposal site on the Sunshine Coast;

AND FURTHER THAT the implementation of the landfill regulations for food waste, food soiled paper and paper from all sectors be delayed from January 1, 2022 to July 1, 2022.

BACKGROUND

The BC Ministry of Environment and Climate Change Strategy (MoE) requires all regional districts in BC to have a Solid Waste Management Plan (SWMP).

The SCRD's current SWMP was adopted by the Board in 2011 and outlines twenty-four initiatives that contribute to reaching targets by 2016. There are two targets: diversion and per capita disposal. The diversion target is 65%-69% and the per capita disposal target is 315kg – 279kg.

The purpose of this report is to provide an update on the SCRD's regional diversion from 2011 to 2020, the first nine years of the SCRD's SWMP.

DISCUSSION

Regional Diversion Data

The format of the diversion data is consistent with the method utilized in the SWMP and was applied to the period of 2011 to 2020. This data was utilized for calculating waste generation, diversion rates and per capita disposal.

The data is compiled from the Sechelt Landfill, Pender Harbour Transfer Station, the SCRD recycling depots and green waste program, Extended Producer Responsibility (EPR) programs and from the curbside collection services in the District of Sechelt, Sechelt Indian Government District, Sunshine Coast Regional District Electoral Areas B, D, E and F and the Town of Gibsons. A summary of the types of materials collected for diversion is included as Attachment A.

A summary of the diversion data is provided in Table 1.

Table 1: SCRD Regional Diversion Data 2011 to 2020

Disposal and Diversion (t)	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Disposal										
Pender Harbour Landfill/Transfer Station	1,246	1,155	1,158	1,338	1,816	1,183	1,155	1,197	1,279	1,290
Sechelt Landfill	10,923	10,524	9,071	10,447	10,545	11,493	11,820	11,697	12,285	12,071
Total disposal	**12,169**	**11,679**	**10,229**	**11,785**	**12,361**	**12,677**	**12,976**	**12,894**	**13,563**	**13,361**
Diversion										
At Landfill & Transfer Station	1,444	2,483	2,285	2,244	3,614	4,427	4,873	4,560	3,257	5,226
Green Waste *(all sites combined)*	2,499	3191	3,437	3,672	3,415	4,343	4,061	4,209	4,077	5,266
Curbside Collection Programs	667	701	685	642	774	1,107	1,113	1,050	892	1,028
Depot Recycling	1,257	1,510	1,495	1,367	1,121	1,179	1,204	1,234	1,278	1,464
Books						33	26	18	33	29
Extended Producer Responsibility	963	983	1,000	1,030	1,068	1,089	1,078	1,059	1,050	1,050
C&D Estimate (as per SWMP)	4,255	4,255	4,255	4255	4,255	4,255	4,255	4,255	4,255	4,255
Total diversion	**11,085**	**13,123**	**13,158**	**13,210**	**14,247**	**16,433**	**16,611**	**16,385**	**14,841**	**18,317**
Total waste generation (disposal + diversion)	**23,254**	**24,802**	**23,387**	**24,995**	**26,608**	**29,110**	**29,586**	**29,279**	**28,404**	**31,678**
Diversion rate (diversion/waste generation)	**48%**	**53%**	**56%**	**53%**	**54%**	**56%**	**56%**	**56%**	**52%**	**58%**
Population	**28,976**	**29,158**	**29,319**	**29,837**	**30,359**	**30,952**	**31,268**	**31,551**	**31,681**	**31,723**
Disposal per person per year (kg)	**420**	**401**	**349**	**395**	**407**	**410**	**415**	**409**	**428**	**421**

*Not all 2020 EPR data yet available; 2019 data utilized
*Population estimates based on BC Stats as of March 22, 2021 and were updated for 2011-2020
*Landfill & Transfer station diversion does not include green waste or residential recycling as those are captured under green waste and depot recycling

Waste Generation

Waste Generation is the sum of waste disposed and diverted. Disposal means buried in the Pender Harbour Landfill (until 2015) and at the Sechelt Landfill. Whereas diversion means waste diverted from the landfill and includes materials recycled, composted, reused or waste exported for burial elsewhere.

The trend from 2014 to 2017 had been an overall increase to the total waste generated. The primary factor contributing to this increase was considered to be a growing economy. However, in 2018 there was a small reduction in disposed materials at the Sechelt Landfill and a small overall reduction in diverted materials resulting in a small decrease in total waste generation in 2018 over 2017.

For 2019, there was an increase to disposed materials and a decrease to diverted materials at the landfill and transfer station, both attributed to roofing and dirty/contaminated wood being buried at the Sechelt Landfill in 2019. Whereas in prior years it was disposed off-coast and considered diversion. This, in conjunction with slight decreases to green waste and curbside recycling diversion resulted in an overall decrease to total waste generated.

For 2020, there was an increase to waste generation primarily due to increases in diversion, in particular diversion at the landfill/transfer station, at recycling depots and green waste.

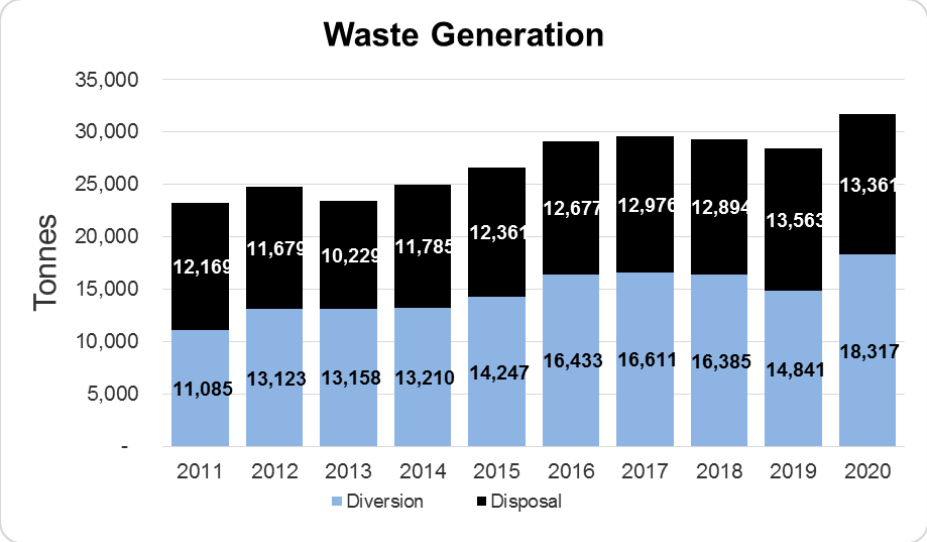
Diversion tonnages at the landfill/transfer station increased by 38% (approximately 2,000 tonnes) from 2019 to 2020.

Diversion tonnages for recycling at depots increased by 13% (approximately 190 tonnes) from 2019 to 2020.

Diversion tonnages for green waste increased by 23% (approximately 1,200 tonnes) from 2019 to 2020.

A summary of waste generation is provided in Figure 1.

Figure 1: Waste Generation



Diversion Rate

Diversion rate is calculated by dividing the diversion by the total waste generated.

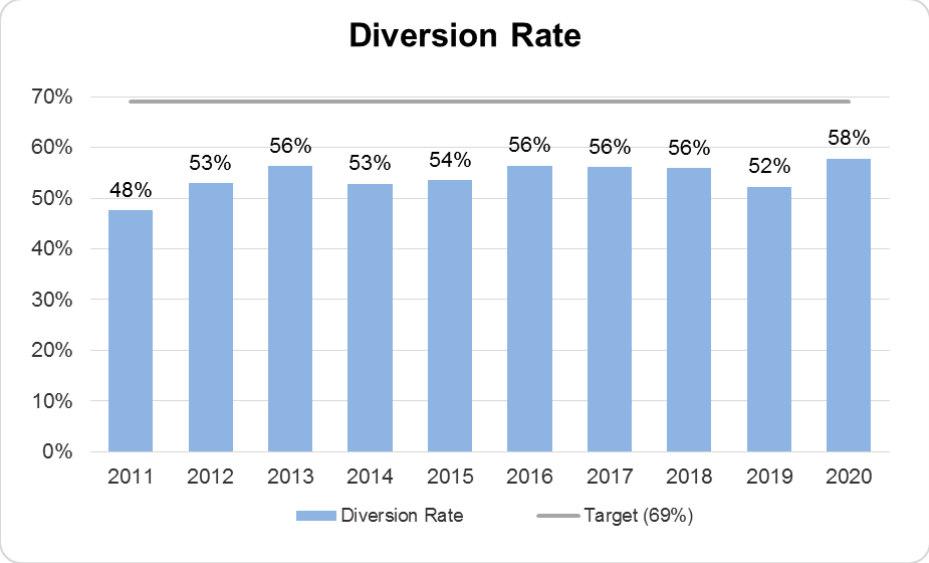
2011 saw the lowest diversion rate at 48%. Since then, despite an overall increase in waste disposal, the diversion rate has remained fairly consistent with an improvement to 56% in 2016 and 2017. In 2019 there was an increase to disposed materials and a decrease to diverted materials attributed to roofing and dirty/contaminated wood being buried in the Sechelt Landfill, whereas prior years was disposed off-coast and considered diversion. This resulted in an overall diversion rate of 52% for 2019.

For 2020, increased tonnages at recycling depots, green waste, recycling depots and at the landfill/transfer station has resulted in an increase to the diversion rate to 58% for 2020.

A summary of diversion is provided in Figure 2.

Additionally, 2021 will represent a full year of curbside food waste collection for the SCRD and the District of Sechelt's launch is anticipated in 2021 which will contribute to increased diversion.

Figure 2: Diversion Rate

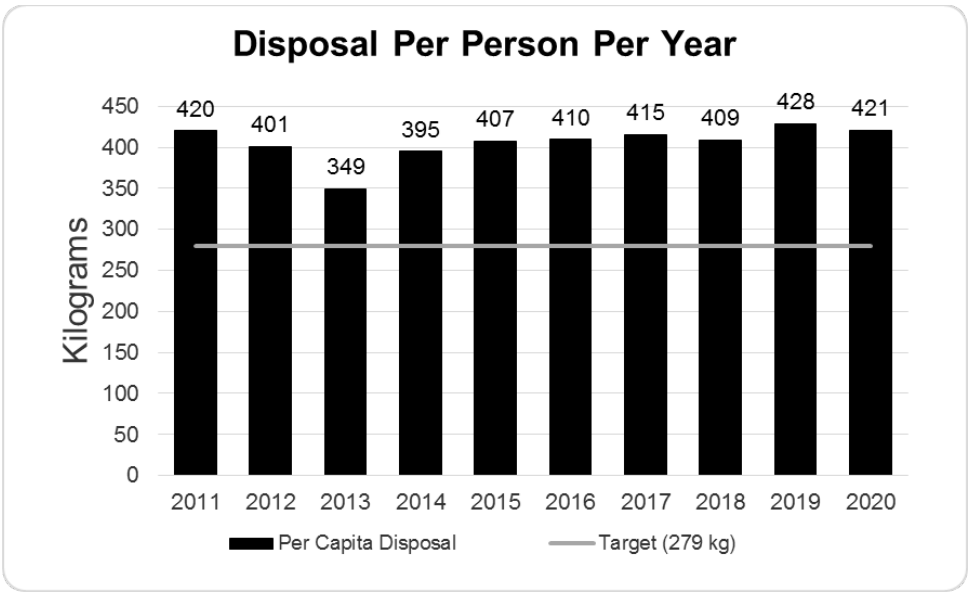


Per Capita Disposal

Per capita disposal is calculated by dividing the waste disposed by the population and is expressed in kilograms. The population estimates are from BC Stats as of March 22, 2021 and were updated for 2011-2020.

Disposal is typically related to economic trends. Since 2014, there has been a steady improvement to the economy with a corresponding increase to disposal. The 2020 per capita disposal was 421 kg. This is a slight decrease from 2019 and is attributed to the diversion of dirty/contaminated wood in 2020.

Figure 3: Per Capita Disposal



Residential Curbside Collection

Residential curbside collection services are provided by each of the local governments on the Sunshine Coast and the service type and frequency varies by jurisdiction.

As of October 2020, the SCRD provides weekly food waste collection services and every-other-week garbage collection for residents residing in a defined area of Electoral Areas B, D, E and F.

The District of Sechelt provides weekly garbage collection, every-other-week recycling and has had a collection pilot for organics (food waste and green waste) for 500 homes in Davis Bay since 2014.

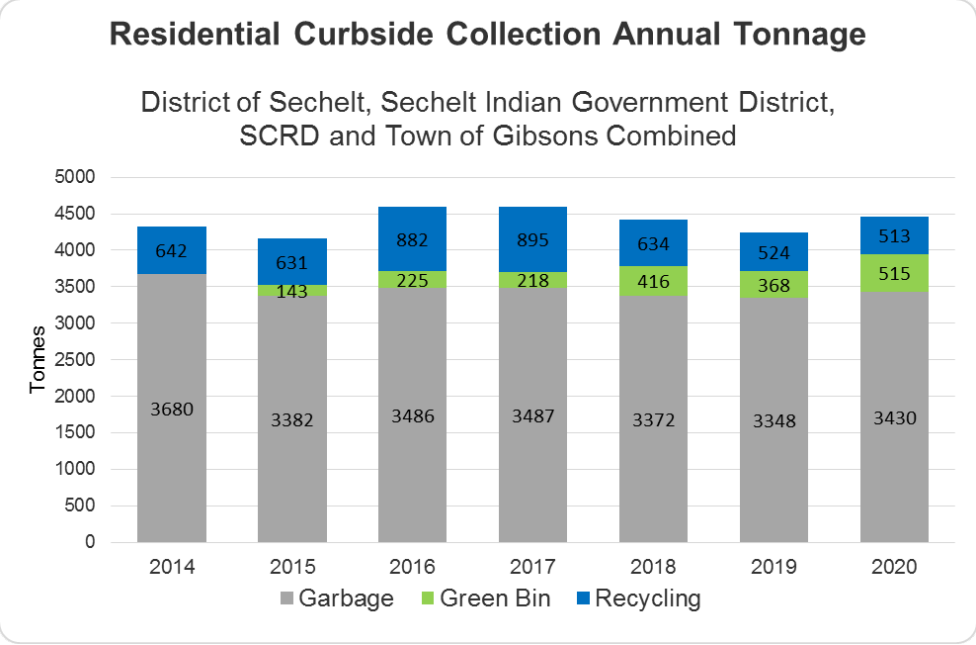
The Sechelt Indian Government District provides weekly garbage and weekly recycling collection.

Since mid-2018, the Town of Gibsons provides weekly food waste collection and every-other-week garbage collection services.

For 2020, when combined, there was an increase to overall waste generation over 2019 resulting from an increase to Green Bin by 29% (147 tonnes) and increase to garbage by 2.4% (82 tonnes).

A summary by year with all jurisdictions combined in provided in Figure 4.

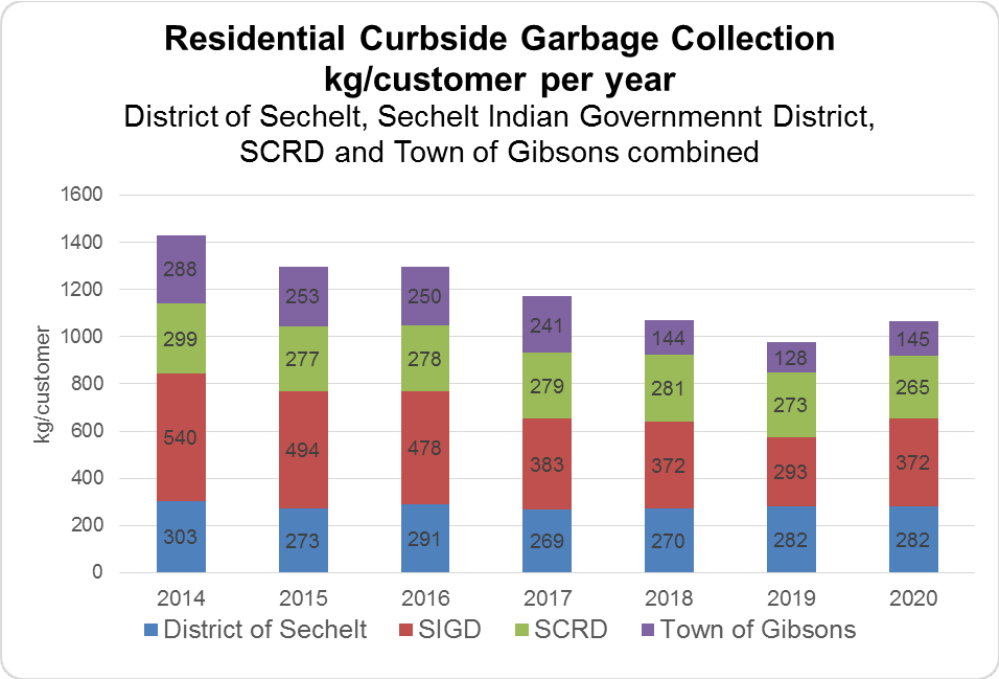
Figure 4: Summary of Residential Curbside Collection



Specifically for residential garbage collection, there has been a decrease in per household garbage disposal since 2016 for most local governments until 2020, which saw increases in two local governments, a decrease in one and no change for one. This number is calculated by dividing total tonnage by the number of participants receiving the service for each jurisdiction

and is presented in kilograms. A summary is provided in Figure 5. It should be noted that the residential garbage collection tonnage for the Sechelt Indian Government District includes their annual spring clean-up.

Figure 5: Per Household Disposal for Residential Curbside Garbage Collection



The following is a summary for each local government in 2020 over 2019 for the overall residential curbside collection annual tonnages:

- For District of Sechelt, there was an increase to garbage and a slight decrease to recycling and food and yard waste.
- For Sechelt Indian Government District, there was an increase to garbage and recycling was anticipated to be similar to the prior year, so the 2019 estimate was utilized.
- For SCRD, there was a decrease to garbage and food waste tonnage was included for the first time.
- For Town of Gibsons, there was an increase to garbage and an increase to food waste.

Figures 6 to 9 provide a summary by jurisdiction and service type.

Figure 6: District of Sechelt Residential Curbside Collection

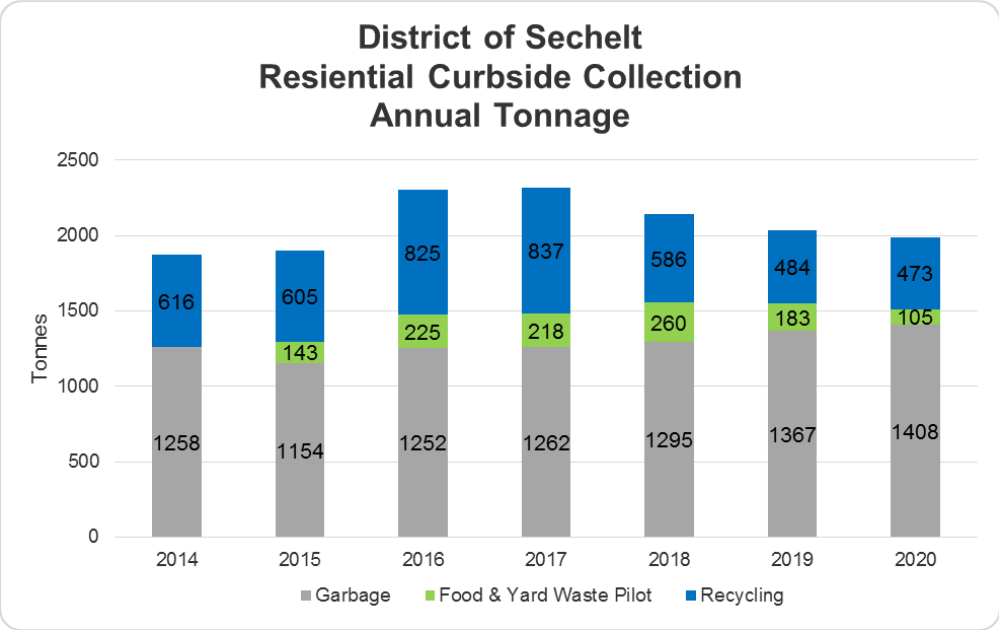


Figure 7: Sechelt Indian Government District Residential Curbside Collection

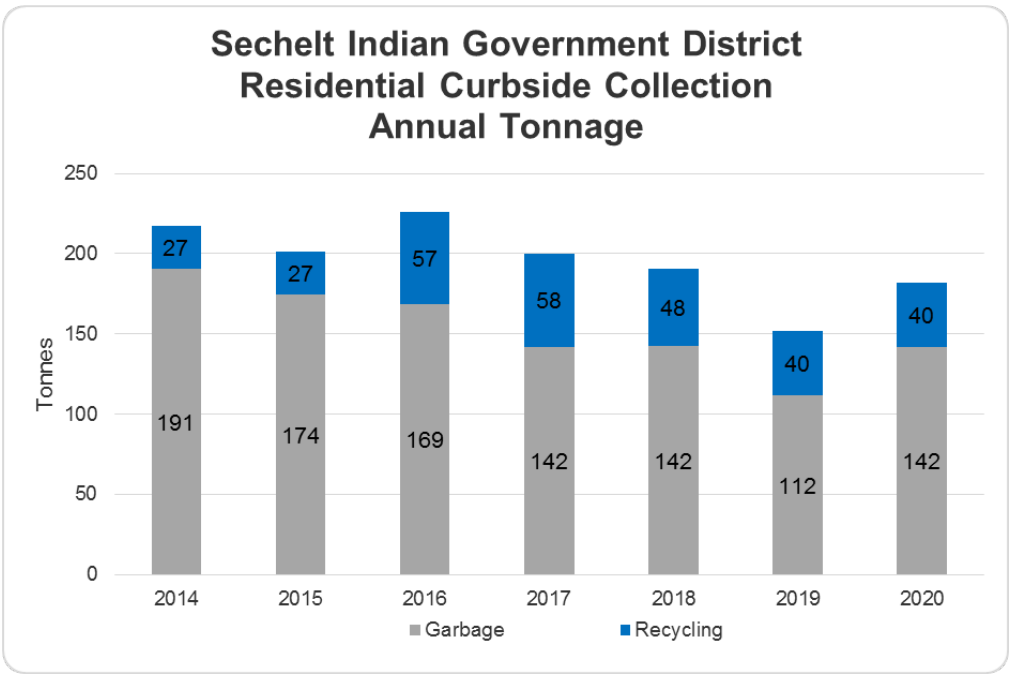


Figure 8: SCRD Residential Curbside Collection

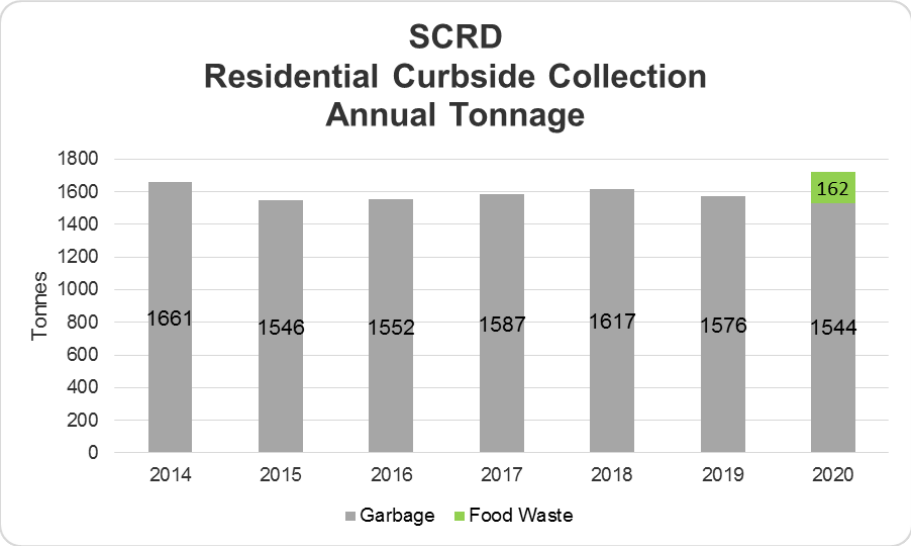
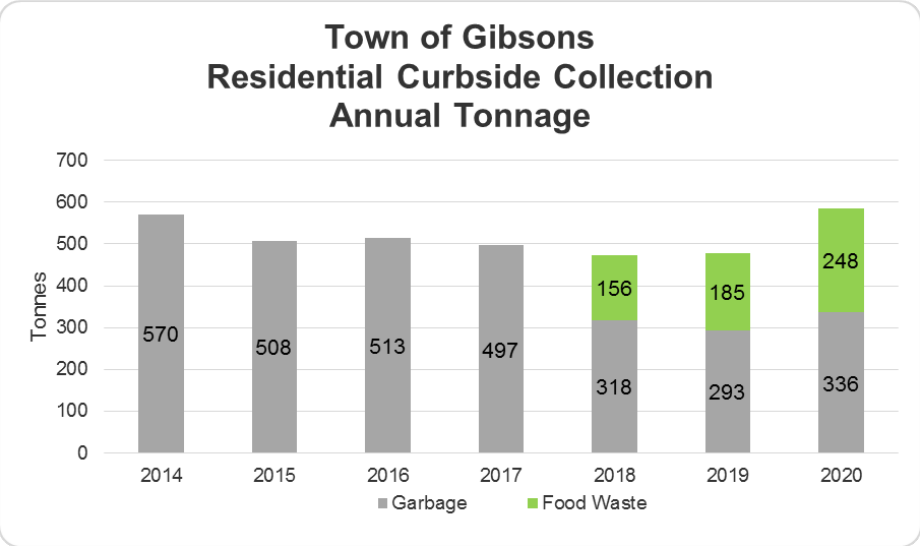


Figure 9: Town of Gibsons Residential Curbside Collection



Landfill and Transfer Station Disposal and Diversion Trends

Typically, the amount landfilled is an indicator of economy as well as relates to diversion programs available.

From 2011 to 2020, the total amount landfilled has only varied slightly by year, with the exception of 2013 which saw a marked reduction, likely attributable to the reduction in economic activities at that time. 2019 saw an increase at both the Sechelt Landfill and Pender Harbour Transfer Station attributed to the shift in burying roofing material as well as burying dirty/contaminated wood.

For 2020, a decrease was seen at the Sechelt Landfill and an increase was seen at the Pender Harbour Transfer Station. Dirty/contaminated wood is being processed locally instead of buried, so that is one of the contributing factors to the reduction. Staff at the Pender Harbour Transfer Station have noted that in 2020 there was an increase in customers from Halfmoon Bay and Sechelt, on Mondays in particular and this may be correlated to the increase seen at that site.

The top materials disposed at each site continue to be residential municipal solid waste (MSW), commercial and construction waste (combined, there is not a separate fee for construction waste) and durable goods. Durable goods includes materials such as couches and chairs, which are not only heavy, but are bulky and take up considerably more landfill space when compared to garbage.

For 2020, at the Sechelt Landfill there was a small decrease to residential MSW (curbside collection and self-haul combined) of approximately 3% (130 tonnes), a small increase to commercial and construction waste 1% (50 tonnes) and a decrease to durable goods by 54% (550 tonnes).

At the Pender Harbour Transfer Station for 2020, there was an increase of almost 12% (100 tonnes) to residential self-hauled MSW and almost no change to commercial and construction waste (less than one tonne increase) or to the durable goods (less than 1 tonne).

The top materials diverted at each site, excluding green waste at Pender, are wood, metal and drywall.

For 2020, there was a large increase in wood at both sites, metal had a small increase at both sites and for drywall, there was an increase at Pender Harbour Transfer Station and a slight decrease at the Sechelt Landfill.

Figures 10 to 14 summarize the total landfilled and the top three materials disposed and diverted for the past three years.

Figure 10: Total Landfilled

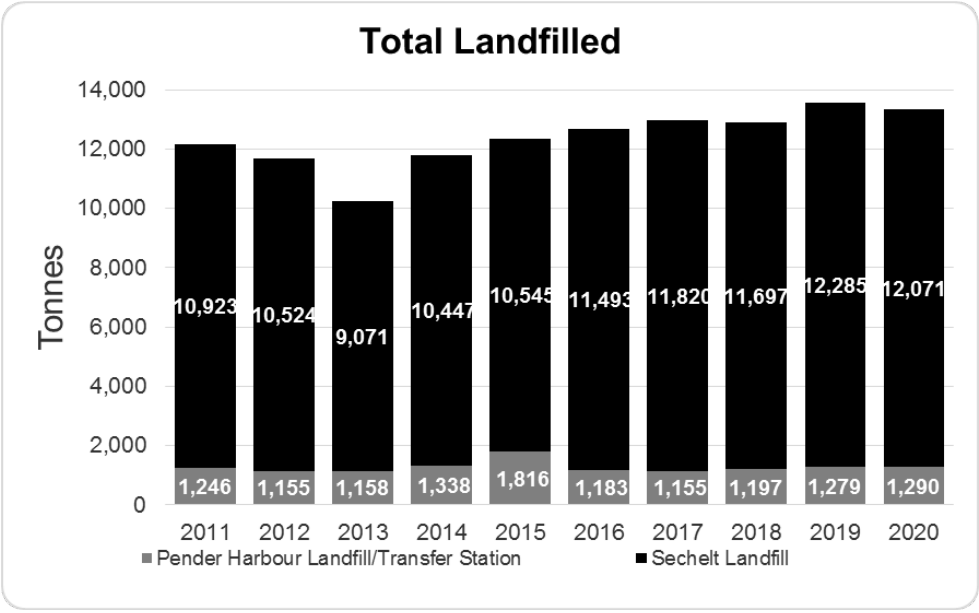


Figure 11: Top 3 Materials Disposed at the Sechelt Landfill

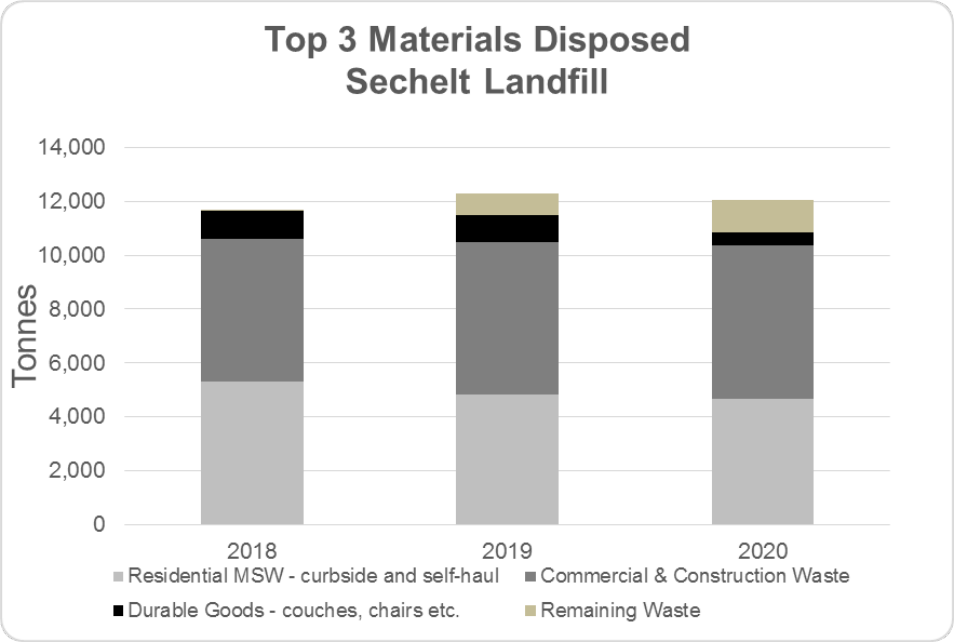


Figure 12: Top 3 Materials Disposed at the Pender Harbour Transfer Station

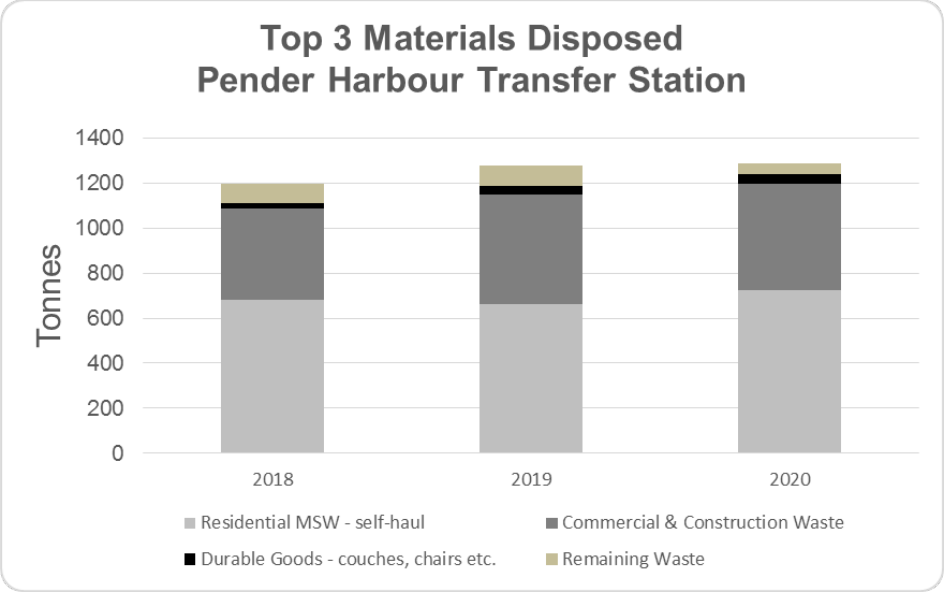


Figure 13: Top 3 Materials Diverted at the Sechelt Landfill

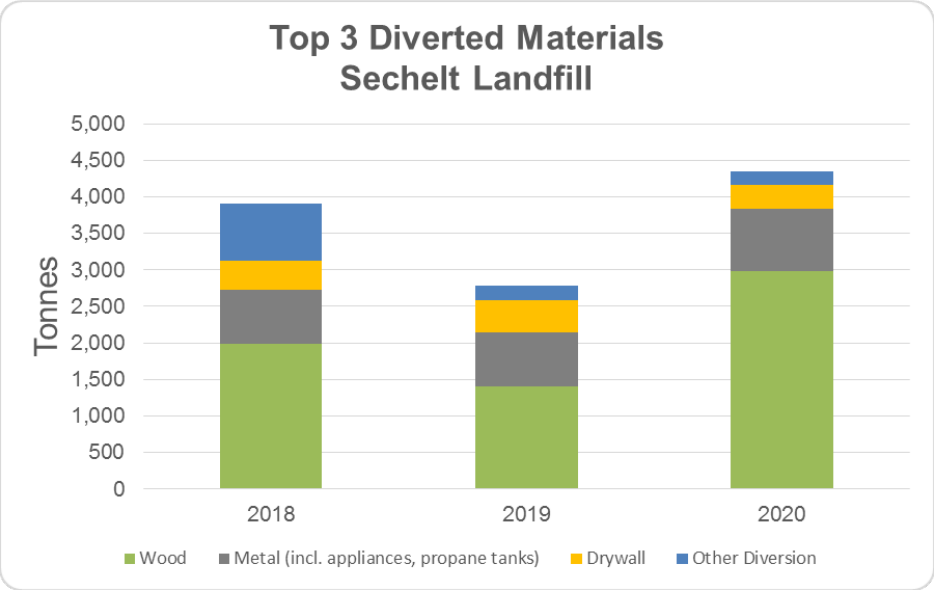
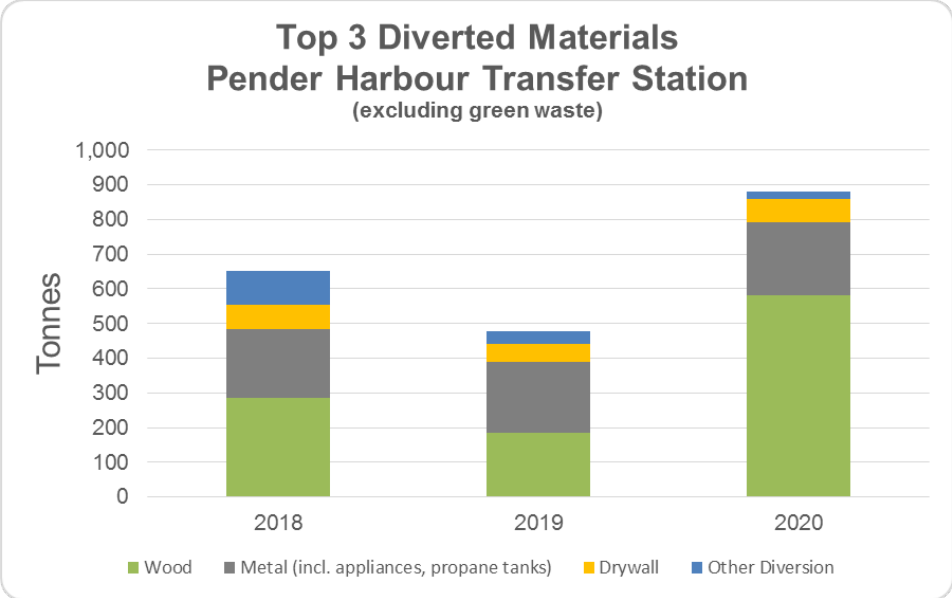


Figure 14: Top 3 Materials Diverted at the Pender Harbour Transfer Station



Landfill Capacity

As discussed at the April 23, 2021 Corporate and Administrative Services Committee meeting, based on the most recent analyses by XCG Consulting Ltd. the Sechelt Landfill estimated remaining site life is approximately 4.6 years, to mid-2025 at status quo diversion programs and services and status quo per capita disposal. This is a decrease from early 2026 that was reported in the 2019 post-closure liability letter.

This decrease to site life is in part attributable to an area that was overfilled in prior years and subsequent regulatory required height reduction to the landfill. The total overall available landfill space was not reduced, but when that space has been used was adjusted.

The Future Waste Disposal Options Analysis Study that's currently underway and for which a presentation of updated results is anticipated for Q2 2021 will provide more clarity on option for the feasibility of waste disposal options for once the landfill has reached it maximum capacity.

Given the current landfill life expectancy of the Sechelt landfill of mid-2025, staff is recommending that it would commence working on an interim diversion of waste to an alternative disposal site for the scenario that a permanent waste disposal option would be still under development when the Sechelt Landfill reaches it maximum capacity. If supported by the Board, staff would present a high-level project plan and any resource and other implications at a future committee meeting.

The current rate of development on the Sunshine Coast could result in increased disposal and diversion of demolition and construction related materials.

Weekly residential food waste collection services are anticipated to proceed in 2021 for the District of Sechelt which is anticipated to increase diversion.

As well, a residential food waste drop-off at the Pender Harbour Transfer Station is planned. However, this was delayed in 2020 due to COVID-19 and further delayed in 2021 due to Board direction to revisit the program delivery model to determine if a local option that does not involve trucking to Sechelt is available. Launch date is unknown, with an earliest launch date of Q3 2022. Consequently, it's recommended to delay the implementation of the landfill regulations for food waste, food soiled paper and paper from all sectors be delayed from January 1, 2022 to July 1, 2022. This would result in that on July 1, 2022, the six-month education phase would commence followed by an enforcement phase to launch January 1, 2023

Updates to Data

Over the coming months, the 2020 annual reports for extended producer responsibility programs will be released. Once the data is available, the regional diversion data will be updated. It is not expected to affect the overall diversion percentage.

Solid waste tonnage data will continue to be provided as part of the existing quarterly reports (green waste, depot recycling, landfill) and regional diversion rates will be provided annually.

Communications Strategy

A specific web page was created for diversion data, www.scrd.ca/diversion. The 2020 data will be added to the web page in June.

STRATEGIC PLAN AND RELATED POLICIES

This report is in support of the SCRD's Solid Waste Management Plan.

CONCLUSION

The SCRD collects disposal and diversion data and calculates annual waste generation, diversion and per capita disposal rates.

There has been an increasing trend in disposal, diversion and waste generation from 2014 to 2017. The increase is likely attributable to a steady improvement to the economy. In 2020, there was an increase to total waste generated, with an increase to diversion at landfill/transfer station, increase to diversion at the recycling depots and green waste and a decrease in

disposal at the Sechelt Landfill and increase to disposal at the Pender Harbour Transfer Station. This resulted in an increase to the diversion rate to 58%.

For curbside collection services, there has been a decrease in per household garbage for one local government, no change for one and an increase for two. This resulted in an increase in overall generation. 2020 saw an increase in diversion opportunities with the launch of the SCRD's food waste collection service. For 2021, the District of Sechelt is anticipated to launch a district-wide collection service for food and green waste which will contribute to increased diversion along with the first full year for the SCRD's food waste collection and the maturation of the Town of Gibsons food waste collection service which had its first full year in 2019.

Further diversion and waste reduction is required in order to meet the targets identified in the SCRD's SWMP. The diversion of dirty/contaminated wood in 2020 and the implementation of curbside collection services for food waste in the SCRD and District of Sechelt is expected to contribute to an increase in diversion and a decrease in residential waste disposed for 2021 and beyond.

Attachments:

Attachment A: Diversion Materials Summary

Reviewed by:			
Manager		Finance	
GM		Legislative	
CAO	X– D. McKinley	Other	X – A. Patrao X – C. Suveges

2020 Diverted Materials Summary

Service	Material Type Diverted
SCRD Landfill & Transfer Station	
Sechelt Landfill and Pender Harbour Transfer Station	Cardboard
	Green Waste*
	Gypsum
	Mattresses
	Metal
	Tires
	Wood – Clean**
*Green waste is collected at the South Coast Green Waste Drop-off Depot and at Salish Soils (on behalf of the Sechelt Landfill) **Wood is collected at Salish Soils on behalf of the Sechelt Landfill	Wood – Dirty/Contaminated**
Sechelt Landfill only	Paint (ProductCare)
Curbside Collection	
District of Sechelt	Food waste & green waste pilot, recycling[1]
Sechelt Indian Government District	Recycling[1]
Town of Gibsons	Food Waste
SCRD	Food Waste
SCRD Recycling Depots	
Gibsons Recycling, GRIPS, Salish Soils	As per Recycle BC - containers (plastic, metal paper, glass), paper and cardboard, Styrofoam food containers and packing blocks, plastic bags and overwrap and other flexible plastic packaging
Gibsons Recycling Depots	Books
Extended Producer Responsibility Programs	
Electrorecycle – small appliances e.g. toaster, microwave	
Encorp – beverage containers e.g. juice box, pop cans	
EPRA – electronics e.g. tv, computers	

The share-sheds at the Pender Harbour Transfer Station and Sechelt Landfill were closed in 2020 due to COVID-19 and due to the ground disturbance respectively.

[1] Curbside collection for recycling includes: containers (plastic, metal), paper and cardboard.
The remaining materials accepted for recycling such as glass or polystyrene must be taken to a depot as per Recycle BC.

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – May 13, 2021

AUTHOR: Remko Rosenboom, General Manager, Infrastructure Services
Robyn Cooper, Manager, Solid Waste Services

SUBJECT: **FUTURE OF SCRD DRYWALL RECYCLING PROGRAM**

RECOMMENDATION(S)

THAT the report titled Future of SCRD Drywall Recycling Program be received for information.

BACKGROUND

The Sunshine Coast Regional District (SCRD) accepts drywall for recycling at its Pender Harbour Transfer Station and Sechelt Landfill sites. The drywall is placed by the public into 40 yard bins and once full, are hauled by a contracted service provider to New West Gypsum for recycling.

There have been ongoing issues with bin loads of drywall testing positive for asbestos and requiring abatement.

The purpose of this report is to seek Board direction regarding the future of the SCRD's drywall recycling program.

DISCUSSION

Acceptance of drywall for recycling at the SCRD sites is contingent upon the receipt of lab analysis that indicates no detectable presence of asbestos and the completion of a declaration form. Drywall that has never been used, is accepted with the completion of a declaration form. Stringent acceptance procedures are followed by SCRD site staff to ensure any disposed of drywall does not contain asbestos to protect the safety of staff, the public, the hauler and to ensure drywall will be accepted by the gypsum recycling contractor-New West Gypsum. This facility is the only drywall recycling facility in BC. Almost all of the drywall accepted by that facility will be recycled into new drywall.

The SCRD cannot bury drywall in the Sechelt Landfill as per the Operations Certificate (OC), which is issued by the BC Ministry of Environment and Climate Change Strategy. As well, the SCRD cannot accept drywall and then export it for burial in an out-of-region landfill that is permitted to accept drywall for burial as this would be in contravention of the SCRD's Solid Waste Management Plan (SWMP). It's very unlikely that applications to amend both the SWMP and the OC to allow for the burial of drywall would be successful given that the Sechelt Landfill is unlined.

Despite rigorous procedures followed by staff, including an additional Site Attendant at Sechelt Landfill to be a second level to review the lab analysis, declaration forms, and stringent requirements for acceptance, there are still loads being detected which contain asbestos.

One of the suspected ways this to occurs is customers, willfully or not, present lab analysis reports that are not related to the drywall they would like to dispose of. For example, a customer can have two lab analyses for two different rooms in a house, one room contains asbestos and the other one doesn't. The customer subsequently mixes the drywall and brings it all in one load to the SCRD with the lab analysis report for the clean load. Subsequently the SCRD is unable to detect this contaminated load unless it has the entire load retested.

In 2021 alone, there have been six instances where bin loads of drywall have tested positive for asbestos and have required abatement. Abatement involves hiring a contractor who specializes in safely removing and disposing of material containing asbestos. Thus far in 2021, abatement of drywall has resulted in unfavorable expenditures of approximately $126,000.

Options and Analysis

Having bins of drywall that contain asbestos poses risks to site staff, the public, the SCRD's hauling contractor, staff at New West Gypsum, as well as abatement is very costly.

Additionally, the SCRD has been advised that it is at high risk of New West Gypsum permanently refusing to accept drywall from the SCRD if loads with asbestos contaminated drywall are continuing to be shipped to them.

Based on the above, continuing at status quo is not an option as it would result in further increased cost and would likely result in the SCRD to have to discontinue accepting drywall for recycling. As such, three options have been prepared for consideration:

<u>Option 1 – Test every bin load of drywall and raise drywall tipping fees to cover costs</u>

Under this option, the SCRD would continue to accept drywall and require lab analysis and declaration forms to be submitted. At the time that the bin is full and ready for transport to the recycler, the SCRD would enlist a contracted service provider to test each bin load of drywall prior to leaving the sites and being delivered to New West Gypsum. Testing would cost approximately $1,200-$1,400 per bin. If a bin tested positive, it would be abated at a cost of approximately $20,000-$25,000 per bin.

This option does not reduce or eliminate risk of asbestos exposure to the SCRD landfill site, hauler, landfill staff, the public, or the hauling contractor. This option reduces the risk of bin loads of drywall being delivered to New West Gypsum testing positive, requiring abatement at New West Gypsum and risking permanent refusal of SCRD drywall. That said, testing is done on random samples of drywall in the bin and reduces, but does not eliminate the risk of a bin testing positive.

Should the Committee wish to consider Option 1, the following could be recommended:

> THAT the tipping fee for drywall be increased from $290 to $1,000 per tonne;
>
> AND THAT the tipping fee increase be incorporated into a future amendment of Bylaw 405.

Option 2 – Accept unused, unhung drywall only

This option would result in only accepting clean, unused, unhung drywall only. The options for used drywall recycling for residents and the commercial sector is the same as outlined in Option 3 below.

Staff have discussed this option with New West Gypsum and it was communicated that if one piece of used drywall was found to be in a bin load delivered to their facility, the entire bin would be rejected (as there is no lab analysis to indicate that it does not contain asbestos) and the entire bin load would require abatement.

Staff do not recommend this option due to high risk of bin loads being rejected and requiring abatement.

Option 3 – Discontinue the SCRD's drywall recycling program

Under this option, the SCRD would phase out the drywall recycling program over a four to six week period and would no longer accept any drywall.

On the lower Sunshine Coast, there is one private drywall drop-off option for the commercial sector (bin loads only) and there are currently no other drywall drop-off options for residents.

This option would result in residents needing to either hire a local contractor to collect their drywall or residents delivering the drywall to New West Gypsum located in New Westminster.

However, this could result in a business opportunity for the private sector to initiate a drywall drop-off facility.

As well, this option eliminates the risk of asbestos exposure to the SCRD site and hauler, staff and the public and the hauling contractor's staff.

This option may result in increased illegal dumping. Illegally dumped drywall requires abatement as it is treated as though it contains asbestos.

This option would result in no residential self-haul drywall drop-off on the Sunshine Coast and the potential for illegal dumping and thus the associated drywall disposal costs.

Should the Committee wish to consider Option 3, the following could be recommended:

> THAT acceptance of drywall be discontinued at the SCRD Solid Waste Disposal Sites as of July 8, 2021;
>
> AND THAT Bylaw 405 be amended accordingly.

Organizational and Intergovernmental Implications

Any drywall from projects completed by the SCRD or other local governments are affected by the pending Board direction on the SCRD's drywall recycling program.

Financial Implications

For Option 1, a tipping fee of $1,000 per tonne would be required. The increased tipping fee would fund the testing and may fund any required abatement. However, $1,000 per tonne is an estimated starting point as the actual required tipping fee to fully fund drywall abatement is directly related to the amount of abatement that is required, which is unknown. If this option is selected, staff would monitor the expenditures and revenues and could provide a future report with an update on the finances.

Option 3 does not have any direct financial implications; however, it is anticipated that additional Good Samaritan program funds would be allocated for abatement of illegally dumped drywall. There may or may not be sufficient budget in the Good Samaritan program to fund. If this option was selected, and the budget of $6,700 was to be fully allocated, staff would advise the Board. In terms of staffing, the staffing allocation at the Sechelt Landfill for assisting with the waste screening of drywall loads for five hours per operating day, would be fully reallocated to other loads of material being delivered to the site. The Sechelt Landfill regularly sees 290 plus loads per day and this Site Attendant position is still required to conduct waste screening of these loads and to assist with other landfill operations related tasks.

Timeline for next steps

Option 1 would require an amendment to Bylaw 405 as well as procurement for testing services. The Bylaw would be brought forward to the June 10, 2021 Board Meeting, and the procurement for the testing services would be initiated immediately following Board adoption of the recommendations at the May 27, 2021 Board meeting.

Option 3 could be initiated with public notification the week of May 31, 2021 with the last load of drywall being accepted approximately 4-6 weeks later, on July 8, 2021 for example.

Communications Strategy

Depending on Board direction, a communications strategy would be developed accordingly. Given that both recommended all presented options will have substantial impacts on the community, staff will ensure that the drywall program changes are communicated broadly and will include messaging about the rationale behind these changes and alternative drywall disposal options.

STRATEGIC PLAN AND RELATED POLICIES

N/A

CONCLUSION

The SCRD currently accepts drywall for recycling at the Pender Harbour Transfer Station and Sechelt Landfill sites.

Despite stringent procedures by staff and acceptance requirements, bin loads of drywall are testing positive for asbestos. This poses risks of exposure to site staff, the public, and the staff at the hauling contractor's facility, as well as is very costly to abate.

Staff are seeking Board direction regarding which option to implement.

Reviewed by:			
Manager		Finance	X-T. Perreault
GM		Legislative	X-S. Reid
CAO	X – D. McKinley	Other	X-C. Suveges

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – May 13, 2021

AUTHOR: Robyn Cooper, Manager, Solid Waste Services

SUBJECT: **TIPPING FEE UPDATES AT SCRD SOLID WASTE FACILITIES**

RECOMMENDATION(S)

THAT the report titled Tipping Fee Updates at SCRD Solid Waste Facilities be received;

AND THAT a tipping fee for metal appliances with Ammonia (fridges etc.) be established at $80 per unit;

AND THAT the tipping fee for Passenger tire rim removed be increased from $3 to $5 per tire;

AND THAT the tipping fee for Passenger tire on rim be increased from $8 to $10 per tire;

AND THAT the tipping fee for Medium Truck tire rim removed be increased from $18 to $20 per tire;

AND THAT the tipping fee for Medium Truck tire on rim be increased from $36 to $42 per tire;

AND THAT a tipping fee for Tires Filled with Foam, accepted at Sechelt Landfill only, be established at $18 per tire;

AND THAT Tires Filled with Foam be added to the definition of Controlled Waste;

AND FURTHER THAT these tipping fees be incorporated into a future amendment of Bylaw 405.

BACKGROUND

The Sunshine Coast Regional District operates the Sechelt Landfill and Pender Harbour Transfer Station facilities. At these facilities, materials are either collected for diversion (recycling) or for burial in the Sechelt Landfill.

Appliances containing ammonia and various tires are accepted at the sites for diversion after which any ammonia contained in the appliances is removed by a specialized contractor. The appliances are then placed with the scrap metal that is transported to the lower mainland for recycling. Recently, a procurement process was completed for the safe removal of ammonia from these appliances.

For tires, they are collected at the sites and transported to the lower mainland as part of Tire Stewardship BC's extended producer responsibility (EPR) program. Staff were recently notified of a pending price increase.

The purpose of this report is to inform the Committee of the results of the review of the fridges containing ammonia tipping fees and the tire pricing change and provide recommendations for updating tipping fees that are identified in the SCRD's Landfill Site Bylaw 405.

DISCUSSION

For appliances containing ammonia, they are included as the same material category and at the same tipping fee as appliances containing Freon with a tipping fee of $30 per unit. However, the recent procurement resulted in a higher per unit rate for appliances containing ammonia than Freon. Given that all appliances, Freon and ammonia, were previously accepted as one material type, there is no data on the number of appliances containing ammonia. That said, an estimate is between 20-50 units per year.

In staff's correspondence with Tire Stewardship BC, it was confirmed that they will accept tires filled with foam. However, these are outside the scope of their program and acceptance could change in the future. The tires are not recycled. The SCRD is not permitted to bury tires as per the Sechelt Landfill Operations Certificate approved by the Ministry of Environment and Climate Change Strategy. Given the Sunshine Coast is a coastal community and there are requests from the public to accept tires filled with foam, Staff recommend accepting them at Sechelt Landfill only, as part of Tire Stewardship BC, even if this option is temporary, as opposed to not accepting them at all.

Tipping Fee Review of appliances containing ammonia

Following the same approach of the recent tipping fee review of materials received for diversion at SCRD Facilities, staff reviewed the tipping fees for appliances containing ammonia and compared them to the pricing that resulted from recent procurement and the direct costs for metal recycling.

The results of the tipping fee review are summarized in Table 1. The current tipping fee is lower than the direct costs.

Table 1 – Current Tipping Fees Compared to Direct Costs for Appliances containing Ammonia

Material Category	Current Tipping Fee	Estimated Direct Costs		Unit of Measure	Types of Direct Costs Incurred
		Pender Harbour Transfer Station	Sechelt Landfill		
Appliances containing Ammonia	$30	$85	$75	Per Unit	Pre-processing, hauling

Tipping Fee Review of tires

Tire Stewardship BC informed the SCRD that the processing costs for passenger tires with rim removed or on rim and medium truck tires with rim removed will be increased by $2 per tire. Medium truck tires on rim will see an increase of $5 per tire.

For tires filled with foam, there is currently no tipping fee. Staff recommend that a tipping fee be established and that they be accepted at Sechelt Landfill only, similar to other harder to handle material items.

No other changes to tire tipping fees are required.

It should be noted that passenger and medium truck tires are accepted at no charge at almost all automotive shops and tire retailers on the Sunshine Coast. Staff provide this information to customers at both SCRD facilities as well as promote this information on the SCRD website, Recycling Directory and SCRD Collects App.

Financial Implications

Tipping fees are intended to fund all of the direct costs associated with the diversion of a specific material. Proposed tipping fees for the materials were considered based on the direct costs for both facilities.

A summary of the proposed tipping fee compared to the current fee is provided in Table 2.

For appliances containing ammonia, when factoring the increase that resulted from procurement and the costs for metal recycling, the direct costs range from approximately $75 to $85 per unit at the Sechelt Landfill and Pender Harbour Transfer Station respectively. Whereas, the current tipping fee is $30 per unit. As such, staff recommend establishing a new material category in Bylaw 405 at a tipping fee rate of $80 per unit. As well, this will result in the ability to track the number of units.

The proposed $18 per tire filled with foam will fully fund the anticipated cost for removal by Tire Stewardship BC. As well, staff recommend that tires filled with foam be added to the definition of Controlled Waste in Bylaw 405 in order to distinguish tires filled with foam from regular garbage.

For tires, the increase ranges from $2 to $6 per tire.

Table 2 – Proposed Changes to Tipping Fees

Material Category	Current Tipping Fee	Proposed Tipping Fee	Unit of Measure
Appliances containing Ammonia	$30	$80	Per Unit
Passenger tire - rim removed	$3	$5	Per Unit
Passenger tire - on rim	$8	$10	Per Unit
Medium truck tire - rim removed	$18	$20	Per Unit

Medium truck tire - on rim	$36	$42	Per Unit
Tires filled with foam	n/a	$18	Per Unit

Timeline for next steps

Based on the Board's recommendations, staff will prepare an amendment to Bylaw 405. The timing will be aligned with other potential Bylaw 405 amendments in the coming months.

Communications Strategy

Based on the Board's recommendations and timelines, staff would prepare a communications plan accordingly. This plan would be focused on proactively communicating the changes and rationale for the changes with the public through a news release, social media posts, the monthly Coast Current newsletter and local media.

STRATEGIC PLAN AND RELATED POLICIES

This report is in support of the Board's Strategic Plan's strategic focus area of Asset Stewardship, the Financial Sustainability Policy, as well as the SCRD's Solid Waste Management Plan.

CONCLUSION

The SCRD recently concluded procurement for appliances containing ammonia and were notified that tire recycling costs are increasing. As such, staff reviewed the current tipping fee for these materials along with the updated costing information.

As well, there is an opportunity to accept tires filled with foam through Tire Stewardship BC.

Staff have proposed tipping fee increases to fully fund the direct costs. Any changes to tipping fees require an amendment to Bylaw 405. The timing would be aligned with other potential Bylaw 405 amendments that are being considered in the coming months.

Reviewed by:			
Manager		Finance	X-T. Perrault
GM	X – R. Rosenboom	Legislative	X- S. Reid
CAO	X – D. McKinley	Other	X - C. Suveges X - A. Buckley

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – May 13, 2021

AUTHOR: Robyn Cooper, Manager, Solid Waste Services

SUBJECT: **TOWN OF GIBSONS OPERATIONS OF SOUTH COAST GREEN WASTE DROP-OFF DEPOT - UPDATE**

RECOMMENDATION(S)

THAT the report titled Town of Gibsons Operations of South Coast Green Waste Drop-off Depot - Update be received;

AND THAT the Town of Gibsons contract for operating the South Coast Green Waste Drop-off Depot be extended on a month-to-month basis from July 1, 2021 for a period up to September 30, 2021 at a rate of $10,441.75 per month (exclusive of taxes);

AND FURTHER THAT these recommendations be forwarded to the May 13, 2021 Board meeting.

BACKGROUND

The following recommendation was adopted at the March 25, 2021 Board meeting:

090/21 (in part) **Recommendation No. 4** *South Coast Green Waste Drop-off Depot – Land Use Agreement*

AND FURTHER THAT the Town of Gibsons be requested to continue operating the South Coast Green Waste Drop-off Depot on a month-to-month basis from July 1, 2021 for a period up to September 30, 2021.

The purpose of this report is to provide an update on the contract with the Town of Gibsons for operating the South Coast Green Waste Drop-off Depot.

DISCUSSION

Staff are currently working on a land use agreement with the Town of Gibsons as per Board direction. This Lease agreement is expected to be executed by both parties sometime in May 2021.

In order to maintain service continuity of the South Coast Green Waste Drop-off Depot until the agreement is finalized and procurement for operations is completed, the Town of Gibsons has agreed to continue operation of the site on a month-to-month basis for a period up to September 30, 2021. The current contract is from January 1, 2021 for a period up to June 30, 2021 at a rate of $8,549 per month (exclusive of taxes.)

On March 30, 2021 the Town of Gibsons notified Staff that due to increased volumes of green waste experienced in 2020 and Q1 2021, they need to bring in their staff on overtime prior to site opening and after site closing. As such, the Town of Gibsons is requesting an increase from $8,549 per month to $10,441.75 per month (exclusive of taxes) for a period from July 1, 2021 up to September 30, 2021. This is an increase of $1,862.75 per month for a total increase of $5,588.25 over the three months.

Financial Implications

The approved budget for the South Coast Green Waste Drop-off depot operations is $102,590 funded from taxation, Regional Solid Waste [350]. There is an additional $146,260 approved 2021 budget for hauling and processing of green waste received at this drop-off depot. The total 2021 approved budget for the South Coast Green Waste Drop-off Depot is $248,850.

Since the overall Budget for Green Waste was increased for 2021, it is recommended that no additional Financial Plan amendments be made at this time. Once the final procurement process in complete for the South Coast Green Waste Drop-off Depot site operations, overall financial implications of the program will be reviewed.

Timeline for next steps

If Board approval is provided, the contract with the Town of Gibsons for operating the South Coast Green Waste Drop-off Depot will be extended.

As well, following execution of the agreement, a procurement process will be initiated for the depot operations. While it's the intent that a new operator would be in place for October 1, 2021 to align with the conclusion of the current depot operations contract with the Town of Gibsons, the current timeline for the execution of the Lease agreement could result in the new contractor not being able to take over the depot operations on October 1, 2021. If so, staff will develop options for the service levels for the depot operations for the Board's consideration for such time between October and when the new SCRD contractor takes over the depot operations.

Subsequent to the procurement process, a report regarding financial implications and funding options for the entire green waste program will be brought forward.

STRATEGIC PLAN AND RELATED POLICIES

An agreement for the use of the current South Coast Green Waste Drop-off Depot site aligns with the SCRD's Strategic Plan's focus area of Working Together as part of the strategy of Increase Intergovernmental Collaboration.

CONCLUSION

The process for developing an agreement between the SCRD and Town of Gibsons for the long-term use of the current South Coast Green Waste Drop-off Depot site is underway.

The Town of Gibsons has agreed to continue operating the site on a month-to-month basis for a period up to September 30, 2021. However, they have requested an increase from $8,549 per month to $10,411.75 per month (exclusive of taxes) effective July 1, 2021.Staff recommend to extend the contract on a month-to-month basis from July 1, 2021 to September 30, 2021.

A report regarding financial implications and funding options for the entire green waste program will be brought forward following the completion of the procurement process for depot operations that will be initiated following the execution of the agreement with the Town of Gibsons.

Reviewed by:			
Manager		CFO/Finance	X - T. Perreault
GM	X - R. Rosenboom	Legislative	
CAO	X -D. McKinley	Purchasing	X- V. Cropp

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – May 13, 2021

AUTHOR: James Walton, Manager, Transit and Fleet

SUBJECT: EVALUATION OF IMPLEMENTATION OF TRANSIT FUTURE PLAN

RECOMMENDATION(S)

THAT the report titled Evaluation of Implementation of Transit Future Plan be received for information.

BACKGROUND

The Transit Future Plan (TFP) was adopted by the Sunshine Coast Regional District (SCRD) Board January 23, 2014 and can be found here. The TFP included a sequence of priorities for improving transit service which have subsequently been used to plan and implement transit expansion.

The 2014 TFP priorities were separated into two categories; one being service initiatives and the second being infrastructure improvements. All priorities were then organized into either short-term implementation (0-3 years), medium-term implementation (4-6 years) or long-term implementation (7+ years).

The following tables highlight the priority sequences from the 2014 TFP:

Transit Future Plan Service Initiatives
Short Term Implementation Priorities (0 – 3 years)
Initiative
Provide limited service to the Botanical Gardens
Increase transit coverage to West Sechelt
Service Priority 1: Increase frequency between from Sechelt to Langdale and provide Community Feeder Bus Service
Service Priority 2: Improve Connections
Service Priority 3: Serve Chatelech School
Service Priority 4: Introduce service to Pender Harbour
Medium Term Implementation Priorities (4 – 6 years)
Initiative
Service Priority 5: 30-minute frequency from Sechelt to Langdale at all times
Service Priority 6: Increased frequency to serve Halfmoon Bay on hourly frequency Monday – Saturday
Service Priority 7: Increased frequency to West Sechelt with 30-minute service at peak times
Service Priority 8: Serve East Porpoise Bay Road
Service Priority 9: Serve Sandy Hook and Tuwanek
Custom Transit Priorities 1: Expand custom (handyDART) service over time to meet demand
Custom Transit Priorities 2: Expand custom (handyDART) service to evenings, Sundays and Holidays
Long Term Implementation Priorities (7 + years)
Initiative

Service Priority 10: 30-minute frequency to West Sechelt every day at all times
Service Priority 11: Introduce hourly service to Gower Point Rd.
Service Priority 12: 30-minute frequency to Lower Gibsons Lower
Service Priority 13: Increase frequency to Halfmoon Bay on Sundays and Holidays
Service Priority 14: Increase frequency to the Sechelt Arena
Service Priority 15: Explore targeted transit service to Port Mellon

Infrastructure Improvements
Short-term Initiatives (0 – 3 years)
Initiative
Expand the operations and maintenance facility to include an additional bay
Develop a Park & Ride facility in Gibsons
Explore the cost benefits of providing a satellite operating facility in Wilson Creek to support local community bus service in the eastern Sunshine Coast communities (including Gibsons, Elphinstone and areas of Howe Sound)
Develop an exchange in Upper Gibsons
Develop an exchange in Wilson Creek on, or near, Field Road
Develop a Park & Ride facility in Sechelt

The purpose of this report is to provide the Committee with information about the complete and incomplete service expansion and infrastructure improvements from the 2014 TFP.

DISCUSSION

Service Expansion

The SCRD were able to implement two quick wins for service expansion priorities in 2014:

1) West Sechelt coverage (Route 90 hourly service, 30 minutes at peak); and
2) Limited service to Sunshine Coast Botanical Gardens.

On July 24, 2014, the Board confirmed the following service expansion priorities for implementation in the 2015-2017 period.

Transit Expansion Initiatives - Alternative Option 1				
AOA Period	**Service Expansion**	**Annual Hours**	**Vehicle Requirements**	**Estimated SCRD Share**
15/16	Service to Chatelech School by amending Route 2 (only if Cowrie Street is complete)	200	None	$6,738
	Part of Service Priority 1 in TFP - Additional trips on Route 90	2,000	1 Heavy Duty	$96,474
16/17	Remainder of Service Priority 1 in TFP - Route 90: Express on half hourly frequency at peak, Route 1: Roberts Creek and Route 5: Lower Gibsons approximately hourly frequency	4,370	6 Medium Duty	$295,724

17/18	TFP Service Priority 6 - Increased frequency to serve Halfmoon Bay on approx. hourly frequency Monday - Saturday with increased hours of operation year round	2,100	1 Light Duty	$117,287
	TFP Service Priority 4 - Introduce service to Pender Harbour	840	1 Light Duty	$73,524

The expansion MOU based on Option 1 above was duly signed by the SCRD but never received approval from BC Transit due to a three-year expansion funding freeze announced by the Province. On February 23, 2016, the Province announced $12.7 million for transit enhancement, with $11.1 million identified for expanded services in BC Transit communities.

Following this funding announcement, the Board amended their expansion priorities on April 14, 2016 as follows:

AOA Year	Service Expansion	Annual Hours	Vehicle Requirements	Estimated SCRD Share
17/18	TFP Service Priority 1– Rte. 90: 30min frequency at peak, Rte. 1 (&5) hourly service	6,370	6 Med Duty	$440,700
18/19	TFP Service Priority 6 – Route 4 Halfmoon Bay approx. hourly frequency Mon-Sat with increased hours of operation year round	2,100	1 Light Duty	$133,800
19/20	TFP Service Priority 3 - Service to Chatelech School via Route 2 (if Cowrie Street completed)	200	None	$8,300
	TFP Service Priority 4 - Introduce service to Pender Harbour	840	1 Light Duty	$80,100

In 2017, TFP Service Priority 1 – Route 90: 30-minute frequency at peak and Route 1 hourly service was approved and began in October 2017 ($275,000 Budgeted) and the full year costs were included in 2018 ($872,000 Budgeted) which resulted in 15% taxation increase for the service. Staff were also able to negotiate additional funding from BC Transit. The ridership revenue increase anticipated through the 2017 expansion was first achieved in 2019, one year earlier than anticipated, and has since decreased significantly due to the pandemic in 2020.

Given the financial status of the service in 2017, 2018 and 2019 the Board did not implement any further service expansions outlined in Option 1, other than the financially attainable expansion of Route 2 to Chatelech Secondary School following the completion of the extension of Cowrie Street in the fall of 2019.

Infrastructure Improvements

To date none of the infrastructure improvements included in the 2014 TFP have been initiated.

Timeline for next steps

The incomplete service expansion and infrastructure improvement priorities will be considered in the Transit Future Action Plan process currently underway.

CONCLUSION

To date two quick wins and two service expansion initiatives listed in the 2014 TFP have been completed and none of the proposed infrastructure improvements have been initiated. These results can be attributed to the three-year funding freeze on transit expansion for 2015/2016, 2016/2017 as well as the budget deficit in 2017 and the limited financial sustainability of the services until 2019.

This evaluation shows the relevance of setting realistic objectives that are financially and practically feasible to implement within the 2021 Transit Future Action Plan 5-year timeframe. This is especially important given the overall funding demand of other SCRD services and the current and future economic strains on Sunshine Coast residents as a result of the current pandemic.

Reviewed by:			
Manager		CFO	X - T. Perreault
GM	X – R. Rosenboom	Legislative	
CAO	X - D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – May 13, 2021

AUTHOR: Mia Edbrooke, Manager, Strategic Initiatives

SUBJECT: **WASAC REPORTS: WATER SUPPLY PLANNING QUESTIONS**

RECOMMENDATION

THAT the report titled WASAC's Reports: Water Supply Planning Questions be received.

BACKGROUND

The purpose of the Water Supply Advisory Committee (WASAC) is to provide recommendations on:

a. the development and implementation of Water Supply Plans for the SCRD water systems;
b. new or updated policies related to water supply expansion and water conservation; and
c. public participation regarding water supply expansion and water conservation plans and policies.

The purpose of this report is to provide the Committee with an update on current topics of discussions within WASAC as it relates to the SCRD's current approach to addressing the Water Supply Deficit.

DISCUSSION

At the April 12, 2021 and May 3, 2021 WASAC meetings, staff presented reports with information related to clarification requests for WASAC members regarding the Integrated Approach to Water. At the April 12 meeting, one of the Directors in attendance requested the staff report be presented to the Infrastructure Services Committee. Therefore, the above-mentioned reports are included as Attachment A and Attachment B of this report.

STRATEGIC PLAN AND RELATED POLICIES

The completion and implementation of the water supply projects and water meter program were identified in the SCRD 2019-2023 Strategic Plan through the following strategies:

- The Engagement and Communications goal "to proactively engage with our residents, partners and staff in order to share information and obtain their input on issues and decisions that affect them."

- The Asset Stewardship goal, specifically the strategy to have a "plan for and ensure year-round water availability now and in the future".

CONCLUSION

The purpose of this report is to provide the Committee with an update on current topics of discussions within WASAC as it relates to the SCRD's Integrated Approach to Water.

ATTACHMENTS

Attachment A – WASAC's Water Supply Planning Questions, dated April 12, 2021

Attachment B – WASAC's Water Supply Planning Questions - Update, dated May 3, 2021

Reviewed by:			
Manager		Finance	
GM	X – R. Rosenboom	Legislative	
CAO	X – D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Water Supply Advisory Committee – April 12, 2021

AUTHOR: Mia Edbrooke, Manager, Strategic Initiatives

SUBJECT: **WASAC'S WATER SUPPLY PLANNING QUESTIONS**

RECOMMENDATION

THAT the report titled WASAC's Water Supply Planning Questions be received.

BACKGROUND

On February 9, 2021, the Water Supply Advisory Committee sent questions to staff for a response, related to the water supply projects and water meter program. On March 11, 2021, staff provided a presentation to the Infrastructure Services Committee (Appendices A and B), that outlined some of the responses to these questions. The purpose of this report is to provide full answers to WASAC's questions.

DISCUSSION

What are the projected schedules and costs for bringing new water supply projects on-line? How are the costs to be covered? How are repayments of these costs distributed, and what are the likely $ impacts per capita or per household?

Similar to any utility or service, the cost recovery model for the SCRD's water services is a combination of user fees and parcel taxes. User fees are collected to fund service operations and parcel taxes fund capital projects. Operational reserves can be used to fund one-time expenditures or budget shortfalls, and only capital reserves can fund capital projects.

If the anticipated project cost is greater than the unallocated funds available in Operating or Capital reserves, a long-term loan (more than 5 years) is required. Those funds can be borrowed through the Municipal Finance Authority of BC, which handles capital financing needs for local governments. The SCRD must obtain elector approval for long-term borrowing, either through an Alternative Approval Process (AAP) or assent vote, also known as a referendum. In these cases, authorizing a long-term loan does not mean the full amount will be actually borrowed, rather it is the maximum amount that could be borrowed. Only properties in the Regional Water Service Parcel Tax Roll are responsible for repaying any such loan, specifically parcels within the service area that are connected to, or can connect to, one of the seven water systems funded through the Regional Water Service. The water systems are Chapman, Langdale, Ruby Lake (Cove Cay), Waugh Lake (Egmont), Eastbourne, Granthams, and Soames.

For example, the Church Road well field costs, approved through an AAP in 2020, are approximately $34.45 per parcel per year, over a 30-year loan period. The proposed water meter installations, for which funding will be requested through a 2021 AAP, the costs are estimated at $54.38 per parcel per year, over a 15-year loan period (see Appendix C).

The following table outlines the planned or proposed water supply projects, their funding status, timeline, and associated cost if known.

Project	Funding Status	Timeline	Capital Costs (million)
Church Road Well Field (detailed estimate)	Approved (2020 AAP)	By 2022, pending Water Licence	$7.13
Phase 3 Water Meter Installations (Chapman System)	Pending 2021 AAP	By 2023, pending approval	$7.25
Langdale Well Field (preliminary estimate, incl. water main upgrades)	TBD based on updated design cost estimates	By 2024, pending Water Licence	$5.2
Gray Creek Surface Water Treatment Upgrade (preliminary estimate)	TBD based on updated design cost estimates	By 2025	$2.5
Maryanne West Park Well Field	Further investigation initiated in 2021	TBD	TBD
Raw Water Reservoirs	TBD as part of ongoing project	TBD	TBD

How do these new supply projects relate to currently projected water deficits in both magnitude and time?

The Water Demand Analysis is a planning tool, sometimes referred to as a model, for forecasting water demand using factors like historical water use, population growth, climate change and future infrastructure expansion. In the *Spring Update on the Integrated Approach to Water* (Appendix A), staff presented two scenarios using the Water Demand Analysis to demonstrate the financial benefit of fully implementing the water meter program now.

The **status quo** scenario is the current water meter program, which includes the leak notification program, water meters installed in most areas of the SCRD, and the commissioning of new water sources that are currently under development in the short term (before 2030). These water supply projects include the Church Road well field, the Langdale well field, and treatment upgrades to the Gray Creek intake so that water can be used year-round. It is important to recognize that the SCRD does not yet have a water licence for the well field projects, which could delay these projects. In this scenario, an additional source would be needed by 2026. This could be the Raw Water Reservoir, for which the estimated costs are being reviewed and updated, or a well field at Maryanne West Park, if the hydrological study results indicate there is enough groundwater that can be pumped sustainably. Further to this, an additional supply source will also be needed in the coming decades (after 2050).

Staff also presented an **alternate scenario**, which includes a fully implemented water meter program, including the installations of water meters in the Sechelt Area and a pay-per use rate structure. In this scenario, only the Gray Creek treatment upgrade or the Langdale well field is needed in addition to the Church Road well field in the short term (before 2030). This increases the likelihood that the community's water demand can be met in the long term as well. When needed, the SCRD can develop another project, either Gray Creek or Langdale in the next decade. In 2039, an additional supply source like the Maryanne West Park well field or the Raw Water Reservoir

would be needed. Only one of these sources would be required to meet the community's needs beyond 2050.

While these are two of many possible scenarios, these selected scenarios are considered realistic and provide the best insight into the difference between the current water meter program and a fully implemented program.

What are the currently projected demands over the next 10 - 20 years, and what are the assumptions embedded in these projections re population growth, demand reductions per capita, role of metering, effectiveness of leak reduction programs (with vs without meters), and so on?

For the status quo, the projected demand is based on population growth. With a fully implemented water meter program, the projected demand is based on population growth and a reduction in water demand as a result of a fully implemented water meter program.

The assumptions used in Appendices A and B are as follows:

- Two per cent population growth,
- Per capita water demand is 10% below current the 2010 baseline (status quo),
- A fully implemented water meter program will achieve a 30% decrease in per capita water demand below baseline (alternate scenario), and
- Water demand is a bell curve that peaks in summer.

What is the timeline for the water meter program?

Water meter installations

As outlined in the SCRD 2019-2023 Strategic Plan, the SCRD Board is committed to the full implementation of the water meter program. The Board adopted a Loan Authorization Bylaw to seek electoral approval for the last phase of water meter installations in the Sechelt Area (referred to as Phase 3) through three readings in March 2021. Once this bylaw is approved by the Province, expected in mid-May, the SCRD can initiate an AAP. There are no dates currently set for this process.

After an AAP process, the SCRD can only move forward with the installations if less than 10 percent of eligible electors sign and submit response forms in opposition. Should the AAP pass, Phase 3 installations would start approximately six months later. Should the AAP fail, the Board could seek a referendum in late summer 2021.

Program

The installations would take approximately a year and a half to complete. During this time, the Board could decide whether to review the rate structure and could direct staff to seek input from the public on potential proposals. Most commercial accounts are on a metered water rate structure and no changes to the rate structure are anticipated.

Meter installations would allow for the regional implementation of customer service and water conservation program components, including online access to water use data and the leak notification program. Water meters help the SCRD identify leaks, and through the leak notification program, SCRD residents have fixed an average of two leaks per day since 2017.

What are the drives and motivations to use metering as opposed to just expanding supply?

In the 2013 Comprehensive Regional Water Plan (CRWP, see Appendix D), the option with the lowest lifecycle costs included expanding supply alongside a fully implemented water meter program. Focusing on expanding supply alone was a more expensive option, with additional lifecycle costs to increase treatment requirements, reservoirs, and upsizing transmission and distribution mains. Water metering costs money, but so does treating and distributing water, and expanding our water supply. Therefore, the results of this study indicated that water metering can offset the costs of new water infrastructure. In addition, the resiliency of our current water system is improved by balancing supply expansion and conservation initiatives.

Water metering promotes water efficiency and conservation. Water metering is broadly accepted as a best management practice for water demand management.

- A Canadian study (Environment Canada 2011 on municipal water use) found metered properties with volume-based water charges used less water than unmetered properties.
- After water meters were installed:
    - The Town of Gibsons' per capita demand fell by 40%, and
    - West Vancouver saw a 30% reduction during the summer season.

In addition, water metering helps with early leak detection, preventing property damage and water losses. In 2020, residential properties with a water leak unknowingly used about four times more water than the average home.

Finally, water metering also offers the opportunity for fair billing. With volumetric billing, you pay for what you use. As noted above, changes to the rate structure have not been initiated by the SCRD Board and any proposed changes would the subject of public consultation.

What is the cost-benefit analysis over time of metering?

The SCRD has not done a formal cost-benefit analysis beyond the lifecycle cost analysis provided in the 2013 CRWP. The March 11, 2021 Infrastructure Services Committee report (see Appendix C) provides a cost breakdown for the Phase 3 water meter installations and provides insight into the parcel tax increase required to repay the loan. While the actual useful life of water meters is anticipated to be longer than 15 years, the loan repayment period was set at 15 years.

Are there plans to include public input/ how is community interest being gauged?

As part of the development of 2013 Comprehensive Regional Water Plan, the public was engaged on this topic and there has been a significant amount of public discussion on this topic since then. For this reason, the Board considered these discussions, and decided to include the full development and implementation of the water meter program in its 2019-2023 Strategic Plan.

Why are meters installed all at once in Sechelt? Can we phase the installations?

An analysis completed in 2019 concluded that phasing the installations would significantly increase the overall costs to install the remaining meters. The reduced economy of scale was identified as the primary contributor to the increased costs. Phasing out the water meter installation would increase the required funding through parcel taxes or a long-term loan.

Financial Implications

The budget to pursue the advancement all discussed water supply projects have been approved as part of the 2020 or 2021 budget processes. The long-term loan for the Church Road well field received public approval in July 2020 through an AAP. The funding of the water meter installations is subject to receiving electoral approval of a long-term loan authorization bylaw, which is currently under review by the Province.

Next Steps

The information outlined in this report will be the subject of the 'Let's Talk Water' forums in April and May, that will provide an opportunity for the public to ask further questions about the SCRD's water supply projects and initiatives.

STRATEGIC PLAN AND RELATED POLICIES

The completion and implementation of the water supply projects and water meter program were identified in the SCRD 2019-2023 Strategic Plan through the following strategies:

- The Engagement and Communications goal "to proactively engage with our residents, partners and staff in order to share information and obtain their input on issues and decisions that affect them."

- The Asset Stewardship goal, specifically the strategy to have a "plan for and ensure year-round water availability now and in the future".

CONCLUSION

WASAC requested information from staff related to water supply planning and future projections. Staff provided a presentation to the Infrastructure Services Committee of March 11, 2021 on these topics, and this report aims to provide further detail in response to WASAC's request. This presentation outlined two scenarios, one with and the other without a fully implemented water meter program, to forecast the type of projects needed to supply drinking water to residents now and in the future. Staff will continue to share this information with the public through venues like the Let's Talk Water Forums scheduled in April and May.

APPENDICES:

Appendix A – Spring 2021 update to the integrated approach to water, narrated presentation

Appendix B – Spring 2021 update to the integrated approach to water, PowerPoint slides

Appendix C – March Infrastructure Services Agenda (see page 8)

Appendix D – 2013 Comprehensive Regional Water Plan

Reviewed by:			
Manager		Finance	
GM	X – R. Rosenboom	Legislative	
CAO		Other	X – J. Callaghan

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Water Supply Advisory Committee – May 3, 2021

AUTHOR: Mia Edbrooke, Manager, Strategic Initiatives

SUBJECT: **WASAC'S WATER SUPPLY QUESTIONS - UPDATE**

RECOMMENDATION

THAT the report titled WASAC's Water Supply Questions - Update be received for information.

BACKGROUND

After their meeting on April 12, 2021, the Water Supply Advisory Committee sent additional questions and correspondence to staff for a response, related to the water supply and demand data, and associated assumptions. The purpose of this report is to provide information related to these additional questions from WASAC.

DISCUSSION

Water Demand Data

Water demand is the amount of water the Sunshine Coast Regional District (SCRD) must produce to meet all water needs of the community. This includes water supply for residents and businesses, fire protection, and environmental flow needs to protect ecosystems. All water systems have a certain amount of leakage, with aging pipes and infrastructure, on both public and private property, and the SCRD has tools to reduce water loses, like the Leak Notification Program and leak detection equipment for water mains. The information below uses the best data available. There is some water that is unaccounted for, including unmetered properties and non-metered water usage. Currently, about 6,200 properties are metered, out of about 11,000 properties that could be metered within the SCRD's water systems.

Water demand varies throughout the season, with the highest usage in the summer and lowest usage during the winter. Variations also occur during the day, generally peaking in the morning and early evening when more residents are home or using water for outdoor use.

Average Daily Demand (ADD) is the average volume of water used in a day in a given year. It is calculated using total annual water delivered divided by 365 days. ADD can be used to calculate per capita demand (ADD divided by residential population) and is used for certain types of infrastructure expansion planning.

Maximum Daily Demand (MDD), sometimes referred to as peak daily demand, is the highest daily volume of water used per year, and does not reflect total or average water use. MDD can help plan for infrastructure expansion, and may reflect events like extreme warm weather associated with large outdoor water use, or fires or emergencies requiring a large amount of water.

Analysing water use provides important insights about meeting water demand and achieving conservation objectives. Staff can only use available data, and metered properties and businesses provide information about per capita water demand, leaks, and water use behaviour. Staff are currently hiring additional staff resources, and developing tools to enhance and increase its capacity to undertake water analyses.

Clarifications on Assumptions

In March and April 2021, staff provided the presentation titled, "Integrated Approach to Water - 2021 Spring Update" and a staff report to WASAC (Appendix A) which looked at two scenarios using the Water Demand Analysis, a planning tool for forecasting water needs using factors like growth, climate change projections, and future infrastructure expansion. The first scenario was called the **status quos scenario**, which assumed the current water meter program, which included the leak notification program, water meters installed in most areas of the SCRD, and the commissioning of new water sources that are currently under development in the short term (before 2030). An **alternate scenario** was presented which included a fully implemented water meter program with water meters installed in the Sechelt Area and a pay-per use rate structure.

Staff used assumptions in the recent the analysis that are aligned with a *2018 Water Demand Analysis* prepared by Integrated Sustainability, who was retained to review and analyse historic community water demands and water supply characteristics, and project future water demands and storage needs (Appendix B). Specifically, the report provides a forecast to estimate the future water supply deficit for the Chapman System with no new water sources added.

The following assumptions formed a basis for the two scenarios presented:

- Two per cent population growth, based on historical census population statistics. This is the same annual growth rate that was used in the *2013 Comprehensive Regional Water Plan* (Appendix C) (**both scenarios**),
- Per capita ADD is currently about 10% below the 2010 baseline, based on a review of the Chapman System which showed 2017 water use was 13% below 2010 levels (**status quo scenario**),
- An additional 10% reduction could be achieved if water meters were installed in the Sechelt Area (**alternate scenario**), and
- A further 10% reduction could result from a switch to volumetric billing, where all water users are aware of their water use, resulting in behavioral change (**alternate scenario**).

A total 30% reduction under the **alternate scenario** is considered realistic based on examples from other jurisdictions and the reductions achieved to date in the SCRD system resulting from existing water meter installations:

- A Canadian study[1] found metered properties with volume-based water charges used 65% less water than unmetered properties.
- After water meters were installed:
    - The Town of Gibsons' per capita demand fell by 40% due to a number of water conservation initiatives, and
    - West Vancouver saw a 30% reduction during the summer season.

[1] Environment Canada. (2011). 2011 Municipal water use report: Municipal water use 2009 statistics. Government of Canada.

In addition, water meters allow the SCRD to notify residents about their water leaks. In 2020, staff sent out leak notification letters to 858 out 6,200 metered properties (more than 10%) and residential properties with a water leak unknowingly used about four times more water than the average home.

Conservation Estimates

WASAC inquired about the following statement from a staff report presented to the Infrastructure Services Committee in 2018:

> "Despite the above-mentioned resident and tourism growth the recent trends in water demand are: Over the last 8 years, the annual average daily water use remains at 13,500m^3 per day. The maximum daily demand during the summer months has fallen from 28,000m^3 per day in 2009 to 21,500m^3 per day in 2017 – a reduction of 23% that can largely be attributed to water conservation initiatives."

The 23% decrease in MDD during the summer, meaning peak daily demand. This could be attributed to a more water conservation-orientated community and/or significantly more stringent regulatory water restrictions in place. Prior to 2012, it was common for water restrictions to not exceed Stage 2. The water conservation assumptions in the Water Demand Analysis reflect average annual water demand throughout the year, as opposed to peak summer events.

Benefits of a Water Meter Program

A fully implemented SCRD water meter program:

- **Promotes water efficiency and conservation.** Water metering is broadly accepted as a best management practice for water demand management.
- **Helps with early leak detection**, preventing property damage and water losses.
- **Can offset costs**. Water metering costs money, but so does treating and distributing water, and expanding our water supply. We need to continue balancing supply and demand to improve the resiliency of our current water system.
- **Offers the opportunity for fair billing**. With volumetric billing, you only pay for what you use.

The April 2021 WASAC report (Appendix A) described two scenarios to further demonstrate the benefits of a water meter program. It showed that the scenario with a fully implemented water meter program in short term compared to not keeping the current program:

- Eliminates impacts on community and economy of Stage 3 and 4 Water Conservation Restrictions as of 2024/2025.
- Is more cost effective than only increasing supply, aligned with the lifecycle analysis in the *2013 Comprehensive Regional Water Plan* (Appendix C).
- Delays need for upgrades to Gray Creek water intake from 2024 until at least 2032 ($2.5 million).

- Delays need for an additional water supply source from 2026 until at least 2039 ($2.5-$7.5 million).
- Avoids need to expand Chapman Water Treatment Plant ($12.5-15 million).
- Significantly improves the chance of receiving grants for water supply expansion projects.

What could Water Meter Data be Used For?

Water meters measure water used by residential and businesses properties. Water meters data could be used for the following:

- Make residents aware about their water use. If you can't measure it, you can't manage it.
- Allows the SCRD to improve its water management policies and practices.
- Help with early leak detection. If the water meter disc spins continuously, 24 hours per day, it indicates a leak.
- If water metering is implemented across the region, the SCRD Board could consider incorporating a pay-by-use rate structure, to increase fairness in our community. Currently, SCRD residential water customers pay a flat rate, regardless of how much water they use. Future rate structures would be set by the SCRD Board with community input. For example, different rate structure options for low-income households or other incentives could be considered.

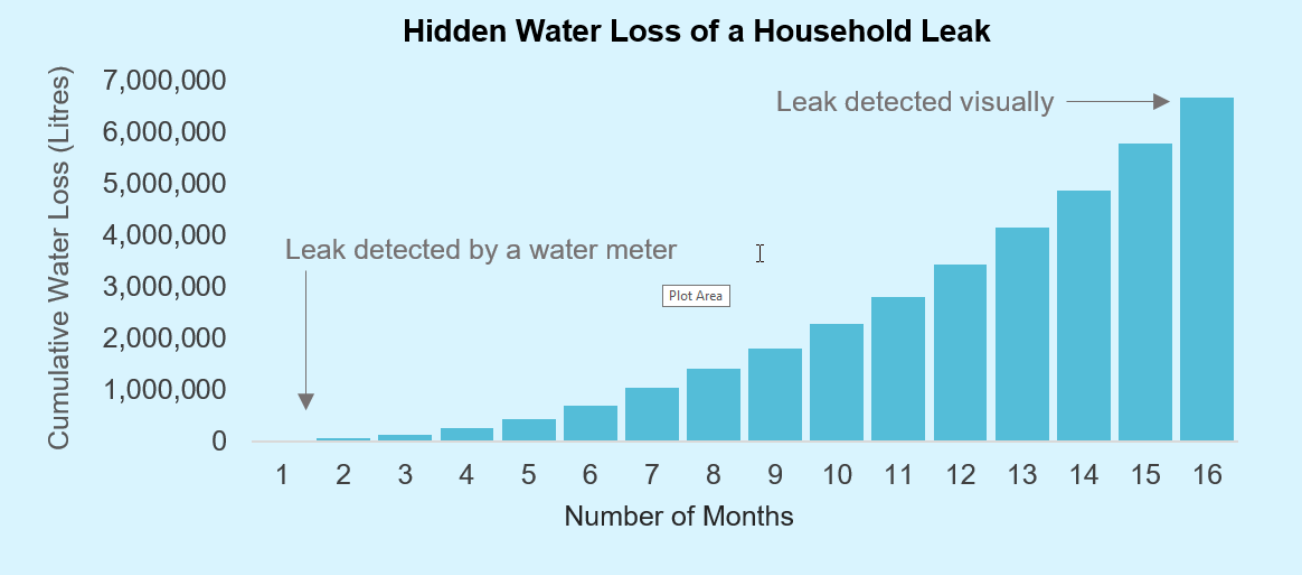
SCRD's Role in Restricting Water Use

Regulatory Initiatives

Regional water rates, operations, and restrictions are set out under *SCRD Water Rates and Regulations Bylaw No. 422* (the Bylaw, Appendix D). Water restrictions and resolving leaks are regulatory requirements, not voluntary or part of incentive programs. The SCRD seeks to promote compliance first through education and outreach, and uses enforcement actions when necessary.

The Bylaw has several elements, including:

- Water Conservation Regulations that come into effect between May 1 to September 30 every year, starting with Stage 1. Water restrictions help ensure there is enough treated drinking water for everyone during the dry summer months.
- Lawn watering permits are available for watering beyond the allowable times in order to establish new seed or sod lawns. Permits are only available during Stage 1 for a period of 21 days, or until Stage 3 is declared.
- Requirements for rain sensors as part of any irrigation system, regardless of whether it is a new or existing system, unless the system uses micro- or drip-irrigation technologies which are exempt under the Bylaw.
- Requirements to fix household leaks after due notification to the property owners. Staff provide residents notifications regularly and guidance for fixing leaks, to prevent water losses. If the leak is not fixed, causing water losses, then the SCRD has authority to stop water supply to that property until such time that the situation has been resolved.



Source: SCRD Water Meter Program Summary

Non-Regulatory Initiatives

Non-regulatory initiatives, sometimes referred to as voluntary, are activities such as education, outreach and incentive programs, and research and operational activities. Non-regulatory initiatives are most effective if implemented proactively, and with participation by key stakeholders.

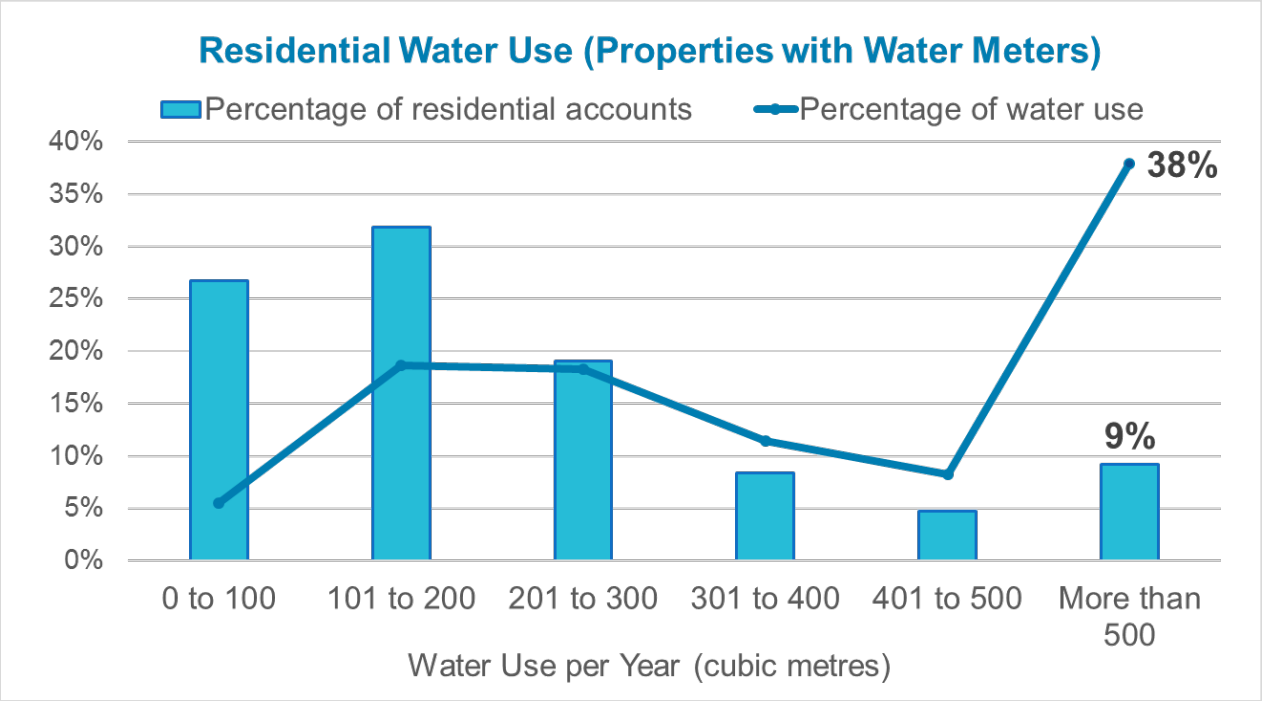
Examples of non-regulatory initiatives that are part of the SCRD's water conservation program are:

- Rainwater harvesting rebate program. In 2021, the SCRD is providing up to $1,000 for a minimum of 9,000 litres of new rainwater storage.
- Guides, best management practices, and other educational resources.
    - Example: How to build your own rain barrel
- Education and outreach
    - Let's Talk Water events
    - Summer pledge campaigns to reduce water with businesses in the tourism sector
    - Social media and newspaper advertisements
    - Website information
    - Water Treatment Plant tours
    - Partnerships with schools

Clarification on Residential Water Use

This chart represents residential metered properties in 2020, in Areas A, B, D, E, and F. It does not include commercial properties or facilities like the hospital. The chart describes last year's average annual residential water use, where the line represents the portion of the system's drinking water used by residential metered users. The upper range of the high use category is 1,700m^3.

A small number of metered properties, each using more than 500m^3 of water per year, used about one-third of the total drinking water distributed to metered properties. Many of these properties have water leaks and staff are working to get these leaks resolved as soon as possible. Staff identified seven farms and they are not among the highest users in the high use category.



Next Steps

The information outlined in this report was the subject of the 'Let's Talk Water' forum on April 26 and again for the 'Let's Talk Water' forum scheduled in May. These events provide an opportunity for the public to ask questions about the SCRD's water supply projects and initiatives, including the water meter program.

STRATEGIC PLAN AND RELATED POLICIES

The completion and implementation of the water supply projects and water meter program were identified in the SCRD 2019-2023 Strategic Plan through the following strategies:

- The Engagement and Communications goal "to proactively engage with our residents, partners and staff in order to share information and obtain their input on issues and decisions that affect them."

- The Asset Stewardship goal, specifically the strategy to have a "plan for and ensure year-round water availability now and in the future".

CONCLUSION

WASAC requested information from staff related to the water supply systems. This report aims to provide further detail in response to WASAC's request. Staff have outlined information about water demand data, further clarification about assumptions used in the Water Demand Analysis and conservation estimates, and the SCRD's regulatory, education and outreach programs. Staff will continue to share this information with the public through venues like the Let's Talk Water Forum scheduled in May.

APPENDICES:

Appendix A – Staff Report: WASAC's Water Supply Planning Questions

Appendix B – 2018 Water Demand Analysis, prepared by Integrated Sustainability

Appendix C – 2013 Comprehensive Regional Water Plan

Appendix D - Sunshine Coast Regional District Water Rates and Regulations Bylaw No. 422

Reviewed by:			
Manager		Finance	
GM	X – R. Rosenboom	Legislative	
CAO		Other	

SUNSHINE COAST REGIONAL DISTRICT
WATER SUPPLY ADVISORY COMMITTEE

April 12, 2021

RECOMMENDATIONS FROM THE WATER SUPPLY ADVISORY COMMITTEE MEETING HELD VIA ZOOM

PRESENT:	Chair	S. Thurber
	Vice-Chair	D. McCreath
		D. Marteinson
		A. Skelley (part)
		M. Hennessy (part)
		T. Beck
		B. Fielding (part)
		T. Silvey
		T. Adams (part)
ALSO PRESENT:		
	Director, Area F	M. Hiltz
	Director Area D	A. Tize
	Director Area A	L. Lee
	District of Sechelt	T. Lamb
	Town of Gibsons	B. Beamish
(Non-voting)	GM, Infrastructure Services	R. Rosenboom
	Manager, Strategic Initiatives	M. Edbrooke
	Water Sustainability Coordinator	J. Callaghan
	Administrative Assistant/Recorder	T. Ohlson
	Public	2
REGRETS:		J. Bowen

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 3:35 p.m.

AGENDA The agenda was adopted as amended to include the following items of New Business:

- Letters from Geoff Bedford
- Questions that remain outstanding

MINUTES

Recommendation No. 1 *Water Supply Advisory Committee Meeting Minutes of March 1, 2021*

The Water Supply Advisory Committee recommended that the Water Supply Advisory Committee meeting minutes of March 1, 2021 be received for information.

REPORTS

Recommendation No. 2 *WASAC's Water Supply Planning Questions*

The Water Supply Advisory Committee recommended that the report titled WASAC's Water Supply Planning Questions be received for information.

Discussion included the following:

- Annual capital and operating costs of metering program
- Phased approach to meter installations and cost implications
- Cost comparison of meter installation vs additional sources
- Primary concern amongst the public is cost
- Additional ads in local newspaper on this topic
- Regional growth rates

The General Manager, Infrastructure Services provided the Committee with an update on Water Supply projects which included Langdale well, Mary Anne Park West and the results of recent snow surveys.

Discussion included the following:

- Monitoring program for Langdale well
- Treatment for iron and manganese

Recommendation No. 3 *March and April Water Related Staff Reports to WASAC*

The Water Supply Advisory Committee recommended that the report titled March and April Water Related Staff Reports to WASAC be received for information.

The Manager, Strategic Initiatives discussed recording of WASAC meetings for members with the Committee.

Discussion included the following:

- Recordings will be public record and posted online
- WASAC to discuss and make a decision as a Committee

NEW BUSINESS

Letters from Geoff Bedford

Discussion included the following:

- Aquifers are a different form of secure water storage with no evaporation

- Access to grants for local residents through an equity lens
    - Concerns about taxes and increases
    - Parcel taxes cannot be waived
- Various SCRD water conservation campaigns
    - Pledge to reduce water use
    - Rainwater harvest rebate
    - Clothes washer rebate – partner with BC Hydro
    - Mini campaign for pressure washing
    - Golden lawn
- Provincial and federal grants for metering and SCRD's ability to access
- Rate structure for water billing
- Long-term water supply planning
- Bylaw 422 – water conservation regulations
- Costs of groundwater investigation with no guarantee of finding sustainable sources

Questions that remain outstanding

- How could meters be used?
    - Gain a better understanding of water use
    - Leak detection and resolution
    - Billing, subject to Board direction and public input
    - Conservation
- What is the benefit of water meters?
- What is the cost per cubic meter of water for meters relative to other options? (see staff report and presentation)
- Consider avoided costs, such as $10 million for Chapman Water Treatment Plant expansion not being required.

Future Meeting Topics

- Bang the Table
- Water metering

NEXT MEETING May 3, 2021 @ 3:30 p.m.

ADJOURNMENT 4:57 p.m.

SUNSHINE COAST REGIONAL DISTRICT
TRANSPORTATION ADVISORY COMMITTEE
April 15, 2021

MINUTES OF THE TRANSPORTATION ADVISORY COMMITTEE MEETING HELD ELECTRONICALLY IN ACCORDANCE WITH MINISTERIAL ORDER M192 AND TRANSMITTED VIA THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT:

(Voting Members)	Director, Electoral Area E, Chair	Donna McMahon
	Director, Electoral Area F	Mark Hiltz
	Director, Electoral Area D	Andreas Tize
	Director, District of Sechelt	Darnelda Siegers
	Director, District of Sechelt	Alton Toth
	Director, Town of Gibsons	David Croal (Alt.)
	Transportation Choices (TraC)	Alun Woolliams
	Trustee, School District No. 46	Sue Girard
	BC Ferries	Hanna Josephson
	Southern Sunshine Coast Ferry Advisory Committee	Diana Mumford

ALSO PRESENT:

(Non-Voting)	Chief Administrative Officer	Dean McKinley
	GM, Infrastructure Services	Remko Rosenboom
	GM, Planning and Community Development	Ian Hall
	Manager, Transit and Fleet	James Walton
	ICBC	Louisa Mendonca
	Sunshine Coast Tourism	Paul Kamon (part)
	SCRD Administrative Assistant / Recorder	Tracy Ohlson
	Public	1
	Media	0

CALL TO ORDER 3:31 p.m.

AGENDA The agenda was adopted as presented.

PRESENTATIONS AND DELEGATIONS

Robin Merriott, Sunshine Coast Federation of Community Associations addressed the Committee regarding the Sunshine Coast Highway and Bypass.

Discussion included the following:

- *Importance of early involvement and input from stakeholders on the new Ministry of Transportation and Infrastructure (MOTI) Bypass Study;*
- *Safety and maintenance concerns for cyclists and pedestrians;*
- *New bike lane widening;*
- *Public transportation vital to Sunshine Coast residents and concerns for lack of transportation north of Sechelt;*

- *Safe infrastructure being a challenge for the Sunshine Coast;*
- *Importance of community consultation for the entire Sunshine Coast.*

MINUTES

Recommendation No. 1 *Transportation Advisory Committee Meeting Minutes of January 21, 2021*

The Transportation Advisory Committee recommended that the Transportation Advisory Committee meeting minutes of January 21, 2021 be received for information.

REPORTS

Recommendation No. 2 *BC Ferries Route 3 Traffic Statistics*

The Transportation Advisory Committee recommended that the report titled BC Ferries Route 3 Traffic Statistics be received.

Discussion included the following points:

- *The use of 2019 traffic statistics for a better comparison to 2021;*
- *Reduction in foot traffic could be due to commuters working from home or taking vehicles for safety.*

Recommendation No. 3 *Highway 101 Corridor Review – Next Steps*

The Transportation Advisory Committee recommended that the report titled Highway 101 Corridor Review – Next Steps be received.

Discussion included the following points:

- *What is the process for local governments and community organizations involvement in MOTI projects;*
- *Regular meetings between SCRD and MLA;*
- *Regional transportation planning;*
- *Project notification and communication with residents on MOTI projects before they start;*
- *Project planning between MOTI and District of Sechelt;*
- *Community feedback opportunities for upcoming MOTI projects;*
- *Implementing a broader approach for consultation and inclusion in MOTI processes;*
- *The need for climate change reduction planning.*

Recommendation No. 4 *Letter to Ministry of Transportation and Infrastructure*

The Transportation Advisory Committee recommended that the SCRD Board write a letter to the Ministry of Transportation and Infrastructure to increase communication and consultation with local stakeholders regarding local projects and their timing;

AND THAT thorough consultation be conducted regarding the Bypass Study currently underway that includes all local governments and local stakeholders;

AND FURTHER THAT the SCRD request to receive formal notification for all major projects at the pre-planning and pre-implementation stages.

Recommendation No. 5 *Excerpt of Transportation-Related Items from Q1 - Quarterly Report*

The Transportation Advisory Committee recommended that the report titled Excerpt of Transportation-Related Items from Q1 – Quarterly Report presented at the April 8, 2021 Infrastructure Service Committee meeting be received.

Discussion included the following points:

- BC Transit SCRD staff provided an update on Custom Transit (handyDart) service at the most recent Senior Planning Table meeting;
- BC Transit has partnered with local governments to establish a transit service for Highway 16 in northern BC. If something similar could be done on the Sunshine Coast between Powell River and Vancouver;
- That transit service levels return to 100% by June 2021 subsequent to receipt of transit specific Safe Restart funds.

COMMUNICATIONS

Recommendation No. 6 *Correspondence from Ministry of Transportation and Infrastructure*

The Transportation Advisory Committee recommended that correspondence from the Ministry of Transportation and Infrastructure dated January 28, 2021 regarding pilot car requirement changes be received.

Recommendation No. 7 *Correspondence from Sunshine Coast Highway Society*

The Transportation Advisory Committee recommended that correspondence from the Sunshine Coast Highway Society dated January 29, 2021 regarding support for a new highway on the Sunshine Coast be received.

ROUNDTABLE

Committee members provided roundtable updates as follows:

Director Croal (Town of Gibsons) – Noted that he would like to see a meeting between the SCRD, Town of Gibsons, District of Sechelt and qathet Regional District set up with Nicholas Simons, MLA for Powell River-Sunshine Coast. He also acknowledged the active transportation grant funding recently received by the Town of Gibsons.

Director Hiltz (West Howe Sound) – Thanked MOTI for the recent improvements of shoulder widening, as it has made a dramatic difference. He also noted that road maintenance is still an issue.

Director Tize (Roberts Creek) – Noted that he had posted his views on “why we may not need a new highway” on his website and in his newsletter and encouraged members to read it.

Diana Mumford (Southern SC Ferry Advisory) – Noted she finds not having road lines on the newly widened shoulders challenging.

Director Siegers (District of Sechelt) – Noted that the commuter bus to Earl's Cove has received grant funding. District of Sechelt is currently in the budget process and there is a budget proposal to update the District of Sechelt Transportation Master Plan. She noted that they have had a meeting with MOTI to coordinate planning changes with respect to Wharf Avenue updates. She also noted that the Trail Avenue project has resumed and that a grant application for an active transportation route from Sunshine Coast Highway to Mason Road to Ripple Way and back to Sunshine Coast Highway has been submitted by the District of Sechelt.

Alun Woolliams (TRAC) – Noted that he has questions about how the community can provide feedback to MOTI on the Corridor Review and that he would like to see the SCRD play a role. Urban Systems, who is researching active transportation gaps on the Sunshine Coast with MOTI, has been in touch with TRAC. He also noted that he is interested in the status of gas tax funding for active transportation.

Dean McKinley (SCRD) – Noted that the Memorandum of Understanding between MOTI and the SCRD regarding Gas Tax Funding is being reviewed by UBCM and will then be brought forward to the SCRD Board.

Sue Girard (School District No. 46) – Noted that the School District is continuing work on the Transportation Review at the Operations Committee and that a survey went out to families in January. She also noted the active travel initiatives for students travelling to and from school, and innovate ways schools are safely getting children to and from school.

Paul Kamon (Sunshine Coast Tourism) – Noted they are preparing for a very busy summer and are currently promoting a Support Local Business campaign.

Director McMahon – Noted she is concerned about culvert maintenance by MOTI as many of them are beginning to fail.

ADJOURNMENT 4:40 p.m.

Committee Chair

SUNSHINE COAST REGIONAL DISTRICT
SOLID WASTE MANAGEMENT PLAN MONITORING ADVISORY COMMITTEE

April 20, 2021

RECOMMENDATIONS FROM THE SOLID WASTE MANAGEMENT PLAN MONITORING ADVISORY COMMITTEE MEETING HELD VIA ZOOM

PRESENT:		
(Voting Members)	Chair	I. Winn
	Members	J. Boyd
		D. New-Small
		P. Robson
		M. Cambon
ALSO PRESENT:		
(Non-Voting)	Director, Electoral Area E	D. McMahon
	Director, Electoral Area A	L. Lee
	Sechelt Indian Government District	J. Waldorf
	Sechelt Indian Government District	E. Glover
	District of Sechelt	P. Appelt
	Manager, Solid Waste Services	R. Cooper
	Manager, Communications and Engagement	A. Buckley (part)
	Solid Waste Programs Coordinator	A. Patrao
	Recorder	T. Ohlson
REGRETS:	PMAC Members	S. White

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 Meeting Minutes of March 16, 2021*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the Solid Waste Management Plan Monitoring Advisory Committee meeting minutes of March 16, 2021 be received for information.

PRESENTATIONS AND DELEGATIONS

The Manager, Communications and Engagement provided the Committee with an overview of the SCRD's new engagement platform Let's Talk SCRD.

Discussion included the following:

- Possibility of inclusion of curbside collection schedule or App on Let's Talk SCRD platform
- Accountability factor in criteria of sign up for Let's Talk SCRD platform
- Respectful communication
- Inform phase of outreach then engagement phase
- New URL for Let's Talk SCCRD engagement platform – www.scrd.ca/letstalk

The Manager, Solid Waste Services provided the Committee with an overview of the Curbside Recycling Questionnaire Results which included the purpose of the questionnaire, promotion, background information provided, service delivery model options, related costs, overview of the questions, participation by Electoral Area, distribution of responses, summary of interest and themes from comments. The results of the questionnaire can be found by visiting www.scrd.ca/curbside-recycling.

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

Recommendation No. 2 *SCRD Board Resolutions Related to Solid Waste – March 2021*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the report titled SCRD Board Resolutions Related to Solid Waste – March 2021 be received for information.

Discussion included the following:

- Total solid waste service budget
- Biocover use, cost implications and use with existing landfill cover
- Timing of Waste Composition Study
- Timing of receipt of PMAC minutes by SCRD Board

REPORTS

Recommendation No. 3 *April 2021 Solid Waste Staff Reports*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the report titled April Solid Waste Staff Reports be received for information.

Discussion included the following:

- Board discussion on recycling report
- Recycling bin considerations
- Impacts of new service implementation and pandemic on tonnage data
- Reserve funds for future landfill disposal options

NEW BUSINESS

NEXT MEETING Tuesday, May 18, 2021

ADJOURNMENT 12:25 p.m.

SUNSHINE COAST REGIONAL DISTRICT
WATER SUPPLY ADVISORY COMMITTEE

May 3, 2021

RECOMMENDATIONS FROM THE WATER SUPPLY ADVISORY COMMITTEE MEETING HELD VIA ZOOM

PRESENT:	Chair	S. Thurber
	Vice-Chair	D. McCreath
		D. Marteinson
		A. Skelley
		M. Hennessy
		T. Beck
		T. Adams
ALSO PRESENT:		
	Director, Area F	M. Hiltz
	Director Area D	A. Tize
	Sechelt Indian Government District	A. Paul (part)
	Town of Gibsons	B. Beamish (part)
(Non-voting)	GM, Infrastructure Services	R. Rosenboom
	Manager, Strategic Initiatives	M. Edbrooke
	Water Sustainability Coordinator	J. Callaghan
	Administrative Assistant/Recorder	T. Ohlson
	Public	2
REGRETS:		J. Bowen
		T. Silvey
		B. Fielding

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 3:30 p.m.

AGENDA The agenda was adopted as presented.

MINUTES

Recommendation No. 1 *Water Supply Advisory Committee Meeting Minutes of April 12, 2021*

The Water Supply Advisory Committee recommended that the Water Supply Advisory Committee meeting minutes of April 12, 2021 be received for information.

REPORTS

Recommendation No. 2 *WASAC's Water Supply Planning Questions - Update*

The Water Supply Advisory Committee recommended that the report titled WASAC's Water Supply Planning Questions - Update be received for information.

Discussion included the following:

- Total water demand of Chapman Creek Water System

The General Manager, Infrastructure Services provided the Committee with an update on Water Supply projects which included the Langdale Well Field development, Gray Creek treatment upgrades and Church Road Well Field.

Discussion included the following:

- Lease land for Langdale well field development
- Gray Creek water licence amendment for additional infrastructure

Water Metering

- Data that water meters provide is valuable
- What is the value of a million m^3 saved through the water meter program per year? How much money is needed to replace that water with wells or additional sources?
- Meters are essential part of long-term water planning
- Importance of public education on water metering prior to Alternative Approval Process
- 9% of residential customers using 38% of metered water supply
- Focus on high users in an effort to reduce excessive water use and fix water leaks is biggest and cheapest water source solution
- Pay-per-use water rate structure

Recommendation No. 3 *Water Metering*

The Water Supply Advisory Committee recommended that staff prepare a report as soon as possible and in support of the Alternative Approval Process on Water Metering that provides a best estimate of the costs of anticipated excessive use and water leakage of the entire SCRD water system;

AND THAT the report include the additional costs for supply, treatment and distribution of increasing the water supply vs water management and water conservation through the water metering program;

AND FURTHER THAT the intent of the staff report is to support the Alternative Approval Process on Water Metering through public education.

Recommendation No. 4 *Water Meter Data*

The Water Supply Advisory Committee recommended that the SCRD Board initiate the discussion now on their approach to how to use water metering data to reduce water leakage and excessive water use.

The Manager, Strategic Initiatives discussed Water Public Participation Activities which included the April 26, 2021 Let's Talk Water event, the Let's Talk SCRD website and the format for the proposed May 26 Let's Talk Water event on the water metering program.

- Analysis report focus for May event
- Presentation with Q & A style
- 7:00 pm time
- Value of facilitated breakout rooms with themes discussed
- Advertising in Coast Reporter and online ads

The Manager, Strategic Initiatives discussed recording of WASAC meetings for members with the Committee.

Discussion included the following:

- Recordings would be public record and posted online
- Concerns raised about limiting open discussion if meetings are recorded
- Recording were initially requested for the use of Committee members, for example if they missed a meeting, not for the public record
- At this point, the Committee has decided not to request that meetings be recorded

Future Meeting Topics

- Analysis Report
- Leak Detection Program

NEXT MEETING June 7, 2021 @ 3:30 p.m.

ADJOURNMENT 5:28 p.m.

metrovancouver
SERVICES AND SOLUTIONS FOR A LIVABLE REGION

Executive Offices
Tel. 604 432-6215 or via email
CAOAdministration@metrovancouver.org

April 28, 2021

File: PE-13-01

Chair Lori Pratt and Board of Directors
Sunshine Coast Regional District
1975 Field Road
Sechelt, BC V0N 3A1
VIA EMAIL: board@scrd.ca; Lori.Pratt@scrd.ca

Dear Chair Pratt and Board of Directors:

Metro Vancouver's Solid Waste Management Plan Update

Metro Vancouver is updating its solid waste management plan and would like to learn how the Sunshine Coast Regional District would like to be engaged in the development of the new plan over the next two to three years.

The *Integrated Solid Waste and Resource Management Plan* was approved by the Provincial Government in 2011 and requires an update. By applying a framework of resilience, equity and prosperity, the updated plan will build on the strengths of the current plan and identify opportunities for accelerated waste reduction and diversion, while reducing greenhouse gases and promoting a circular economy.

A comprehensive engagement program involving a broad range of stakeholders and perspectives will be critical in the development of an updated solid waste management plan. Metro Vancouver's engagement on this project is guided by an Independent Consultation and Engagement Panel, a group of engagement experts established to advise and guide Metro Vancouver staff and Board.

Seeking Your Feedback

Metro Vancouver would like to learn how the Sunshine Coast Regional District would like to be notified of engagement opportunities and provide input at various stages in the plan development process (e.g. preferred channels of communication, level and frequency of updates). The information we receive will help shape an engagement program that describes engagement phases, methods and audiences, and strives to align with the priorities and preferences of a broad range of audiences. This pre-engagement phase will close on **May 28, 2021**.

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An engagement web page has been developed and is available here or at metrovancouver.org by searching 'solid waste management plan engagement'. The web page describes the project, outlines the phases of engagement, and links to a 3-minute questionnaire.

In addition to the questionnaire, below are several other opportunities to provide feedback on the engagement process for the development of a new solid waste management plan:

- Presentation to the Fraser Valley Regional District Board
- Meeting with Metro Vancouver
- Meeting with a third party consultant that will summarize feedback
- Meeting with Metro Vancouver's Independent Consultation and Engagement Panel

If you have any questions or comments about the review and update of Metro Vancouver's solid waste management plan or would like to schedule one of the above opportunities, please contact Sarah Evanetz, Division Manager, Strategy and Stakeholder Relations, by email at Sarah.Evanetz@metrovancouver.org or by phone at 778-995-3476.

Thank you in advance for your consideration.

Your sincerely,

Sav Dhaliwal
Chair, Metro Vancouver Board

Jack Froese
Chair, Zero Waste Committee

SD/JF/PH/sl

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