



INFRASTRUCTURE SERVICES COMMITTEE

Thursday, April 8, 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

REPORTS

2. Water Supply Update Verbal
General Manager, Infrastructure Services
Regional Water (Voting – A, B, D, E, F and Sechelt)
3. Landslide Water Supply Mains Chapman Creek Water Treatment Annex A
Plant - Update pp 1 - 5
Manager, Capital Projects
Regional Water (Voting – A, B, D, E, F and Sechelt)
4. Curbside Recycling Questionnaire Results Annex B
Manager, Solid Waste Services / Solid Waste Programs Coordinator pp 6 - 14
Refuse Collection (Voting – B, D, E, F)
5. 2021 - Q1 Quarterly Report Annex C
General Manager, Infrastructure Services pp 15 - 30
(Voting – All)
6. Solid Waste Management Plan Monitoring Advisory Committee Annex D
Meeting Minutes of March 16, 2021 pp 31 - 33
Regional Solid Waste (Voting – All)

COMMUNICATIONS

NEW BUSINESS

IN CAMERA

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – April 8, 2021

AUTHOR: Stephen Misiurak, Manager, Capital Projects

SUBJECT: **LANDSLIDE WATER SUPPLY MAINS CHAPMAN CREEK WATER TREATMENT PLANT - UPDATE**

RECOMMENDATION(S)

THAT the report titled Landslide Water Supply Mains Chapman Creek Water Treatment Plant - Update be received;

AND THAT the construction contract for the stabilization of the Water Supply Mains be formally awarded to Arya Engineering Inc. in the amount not to exceed \$173,564. (excluding taxes);

AND THAT the delegated authorities be authorized to execute the contract;

AND FURTHER THAT the 2021-2025 Financial Plan be amended to include the contribution from Emergency Management BC in the amount of \$147,000 to the Regional Water Service [370] reducing contribution from Operating Reserves.

BACKGROUND

On December 31, 2020, the SCRD Board of Directors convened an Emergency Board meeting to allocate funds to stabilize the primary water supply mains near the Chapman Creek Water Treatment Plant. The dual supply mains had become compromised from an adjacent landslide that occurred on December 19, 2020. The amount of soil lost adjacent to the water mains in combination with the heavy rains increased the risk of a total slope failure which would have resulted in the loss of these primary dual intake water mains, which is the primary water supply to the Sunshine Coast.

The purpose of this staff report is to:

1. Provide the Committee with a progress completion report including a budget summary of incurred project expenses and committed reimbursement funding from the Province; and
2. To correct an omission in which the Board did not formally award the construction project at the December 31, 2020 Board meeting to Arya Engineering Inc.

At the December 31, 2020 Board meeting, the Board authorized staff to spend up to \$200,000 towards stabilizing these water mains (Res 450/20). However, a recommendation for the Board to formally award a contract to Arya Engineering Inc. (Arya) for construction of the water mains stabilization work was inadvertently not included in the report. The staff recommendation before the Committee currently is for the Board to formally award the contract, even though the work has been completed and a signed construction contract is in place.

DISCUSSION

Throughout the December holidays, SCRD staff monitored the landslide area for any further unraveling. Daily horizontal measurements were taken from the edge of pipe to the top of slope to monitor any slope movement towards the water mains.

Once the unique system design was completed, the construction start date was scheduled for the first week of January. Ultimately this was delayed due to the SCRD obtaining the necessary permits from the Ministry of Forests, Lands, Natural Resources Operations and Rural Development (FLNROD), as the pipeline was located on Crown land. Once all permits were obtained, construction began on January 20, 2021, with field locating the water mains and drilling of the pilings into bedrock (see Figure 1).

Delivery of the custom made steel beams to the Chapman site occurred on February 8, 2021 and installation and assembly of the cradle system took place on February 10, 2021 with the project being completed on February 12, 2021 (see Figures 2 and 3).

Operational Implications

Construction work was carried out without any disruptions to the Chapman Creek Water Treatment Plant or to the primary water supply.

The SCRD Emergency Operations Centre was activated on December 23, 2020, and remained activated until project completion.

Financial Implications

The original cost estimate prepared by Arya amounted to \$150,925 and the construction contract for this amount was never formally awarded by the SCRD Board per the Delegation and Purchasing Policy. There was an additional construction contingency, in the amount of \$22,639, of which \$11,212 was utilized to pay for construction activities to provide for the completed installation and longevity of the buried water mains steel cradle system.

The actual incurred construction costs with Arya amounted to \$162,140 (excluding GST). The originally unbudgeted amount for this project, prior to construction, including total expenses was estimated at \$200,000. Actual incurred expenses related to the construction, construction inspection and monitoring, total to date amount to \$166,448 and is summarized in Table 1 below. Staff time is separate from these costs and is estimated to be up to \$20,000.

Emergency Management British Columbia (EMBC) notified the SCRD upon project completion that the Province would reimburse the SCRD in the amount of up to \$147,000 for the remediation of the water mains. Staff time does not require approval from EMBC and portions may be partially recoverable. This overall contribution from EMBC, will reduce the amount of the use of the Regional Water Service area's Operating Reserves necessary to fund this project and the estimated unrecoverable portion may be up to \$40,000.

See Table 1 below for a summary of total construction project expenses and funding sources.

Table 1 (Prices shown exclude GST)

Activity	Incurred Cost	Funding Source	Reimbursement From EMBC	Difference
Water Mains stabilization- Arya	\$162,140	EMBC	\$147,000	\$15,140
Materials and Other Costs	\$1,157	Water Reserves		\$1,157
Archeological Monitoring	\$1,381	Water Reserves		\$1,381
Environmental Monitoring	\$1,770	Water Reserves		\$1,770
Total	\$166,448			\$19,448
*Estimated Staff Time	t.b.d.	t.b.d.	t.b.d.	*\$20,000
*Estimated Unrecoverable				*\$39,448

STRATEGIC PLAN

N/A

CONCLUSION

The emergency response to the landslide that occurred in late December 2020, has been completed. EMBC will contribute \$147,000 towards the remediation and potentially an additional sum for staff costs incurred. The estimated remaining unrecoverable sum of up to \$40,000 will be paid from the Regional Water Service area Operating Reserves.

FIGURES Construction Photographs

Figure 1: Micro pier Installation



Figure 2: Steel Cradle Assembly and Attachment to Micro Piers



Figure 3: Completed Surface and Restored Slope



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

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – April 8, 2021

AUTHOR: Robyn Cooper, Manager, Solid Waste Services
Andrea Patrao, Solid Waste Programs Coordinator, Solid Waste Services

SUBJECT: CURBSIDE RECYCLING QUESTIONNAIRE RESULTS

RECOMMENDATION(S)

THAT the report titled Curbside Recycling Questionnaire Results be received;

AND THAT the SCRD implement Curbside Recycling Collection Services for SCRD Electoral Areas B, D, E and F (Option 1) through the Refuse Collection Service [355];

AND FURTHER THAT staff bring forward a report to a future Committee outlining curbside recycling service delivery options, including two stream vs single stream and the options for blue bins.

BACKGROUND

In the staff report titled [Recycle BC Curbside Recycling Eligibility Update](#) (see pages 14 – 29) presented at the February 20, 2020 Infrastructures Services Committee, the report outlined changes in eligibility related to Recycle BC's provision of curbside collection subsidies. Pending Recycle BC's updated program plan being approved by the Ministry of Environment and Climate Change Strategy, SCRD Electoral Areas E and F will be eligible to receive the per household subsidy. Previously, the subsidy would only be provided to Electoral Areas B and D due to a 'grandfathering.'

This pending change would create equity in service provision costs, should the SCRD Board decide to pursue curbside recycling collection services for SCRD Electoral Areas B, D, E and F. However, in order to help determine interest in receiving and paying for such a service, the following resolution was adopted at the February 27, 2020 Board meeting (in part):

069/20 **Recommendation No. 4** *Recycle BC Curbside Recycling Collection Eligibility Update*

AND THAT staff initiate a questionnaire for the residents of SCRD Electoral Areas B, D, E and F who currently receive curbside garbage collection services to determine interest in receiving and paying for curbside recycling services.

As such, staff issued a curbside recycling questionnaire that opened on January 18, 2021 and closed on February 26, 2021. This included a one-week extension from the original closing date of February 19, 2021.

The purpose of this report is to present the findings of the curbside recycling questionnaire for the Board's consideration to help inform their decision regarding whether or not to implement curbside recycling services for some or all of the areas within the existing Refuse Collection Service Area of Electoral Areas B, D E and F.

Implementation of a SCRD curbside recycling service will impact depot recycling in terms of revenue received. The impacts were presented as part of the June 20, 2019 Infrastructure Services staff report titled [SCRD Depot Recycling – Overview](#) (see pages 19 -72) and a summary of those impacts is provided in this report.

DISCUSSION

The questionnaire contained background information to inform residents of the program's service delivery model, estimated costs and asked for responses to five questions.

The questionnaire was promoted in the Coast Reporter, the Local Weekly, on the SCRD website, social media, SCRD Collects App and community bulletin boards. The questionnaire was available on-line as well as hard copy in person at the SCRD Administrative Office or by mail.

Detailed questionnaire results including summaries by Electoral Area, a copy of the questionnaire, comments received and copies of outreach materials is available on the SCRD website via the [Curbside Recycling Public Engagement Summary Report](#).

Summary of Results

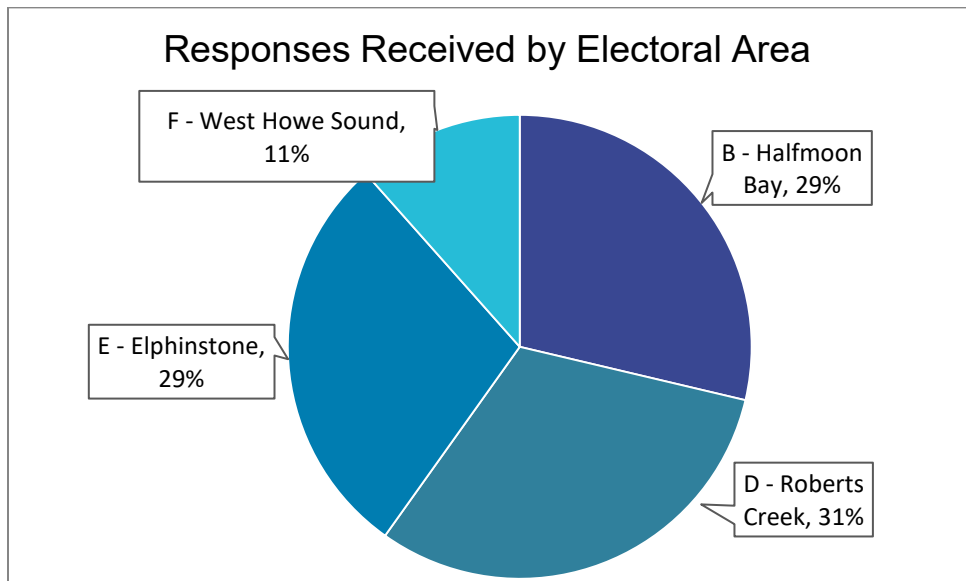
A total of 1,704 completed questionnaires were received. With a total of 5,945 services, this represents an overall 29% participation. Total responses and distribution of responses varied by Electoral Area as seen in Table 1 and Figure 1, with Area D with highest responses and distribution and Area F with the lowest.

Table 1 summarizes participation by Electoral Area and presents participation based on the curbside services count. Whereas, Figure 1 presents the distribution of responses based on total responses compared to responses by Electoral Area.

Table 1 – Questionnaire Participation by Electoral Area

	Area B Halfmoon Bay	Area D Roberts Creek	Area E Elphinstone	Area F West Howe Sound	Total
Curbside Services Count	1610	1661	1665	1009	5945
Response Count	489	531	487	197	1704
Percentage	30.4%	32.0%	29.2%	19.5%	28.7%

Figure 1 – Distribution of Responses by Electoral Area



Respondents were asked whether they were interested in receiving curbside recycling services based on one of two methods or to indicate that they were not interested in receiving the service and would continue to utilize depots for recycling.

Of the 1,704 responses, 72% indicated interest in receiving curbside recycling service and 28% indicated they are not interested in receiving curbside recycling services. A summary is shown in Figure 2.

Figure 2 – Summary of Interest, All Electoral Areas Combined

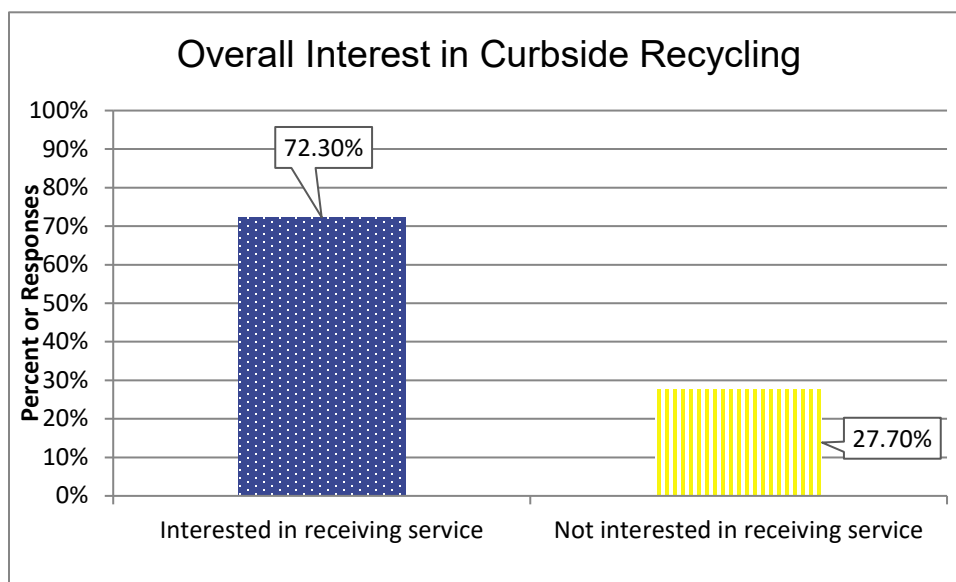
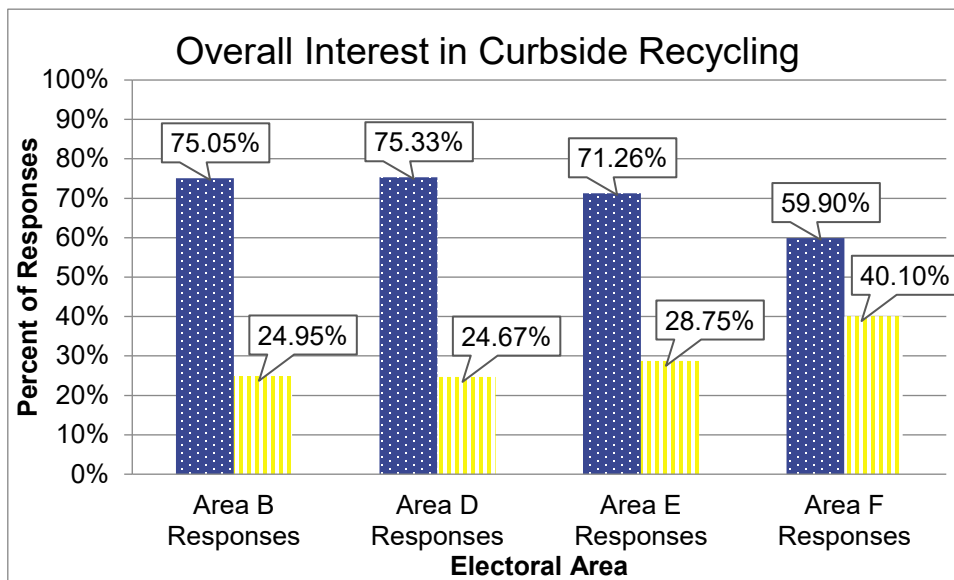


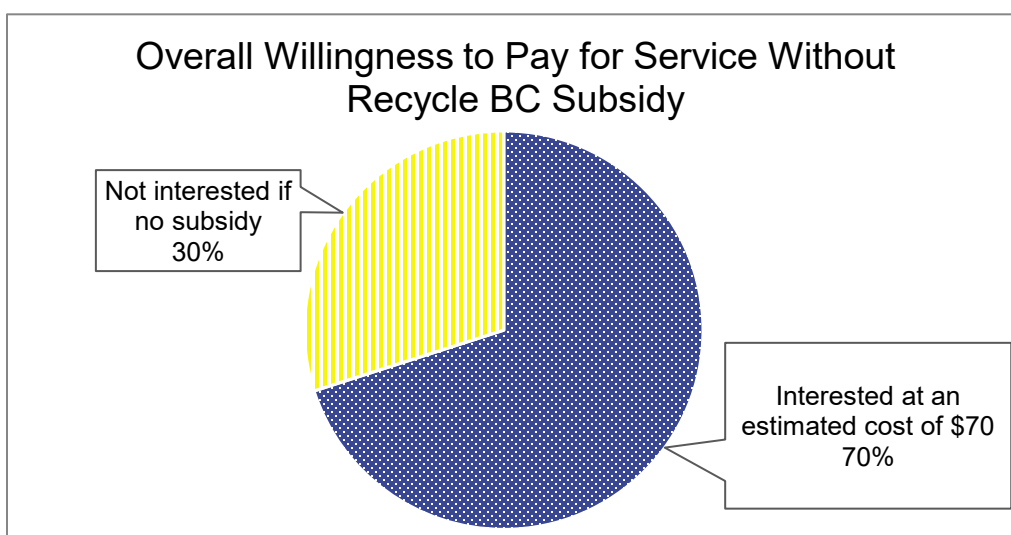
Figure 3 shows the interest in receiving curbside collection services by Electoral Area. It ranges from Areas B and D at 75% interested and 25% not; Area E with 71% interested and 29% not; and Area F with 60% interested and 40% not.

Figure 3 – Summary of Interest by Electoral Area



Although it is anticipated that the SCRD will receive the subsidy for all four Electoral Areas, staff thought that it be prudent to ask the question regarding threshold of willingness to pay without the Recycle BC subsidy. If the Recycle BC subsidy was not provided and the full costs needed to be recovered from user fees, the estimated cost is \$70 per year. Figure 4 shows the results which indicated 70% would be willing to pay the full costs, whereas 30% were not.

Figure 4 – Willingness to Pay for Service without Subsidy



Options and Analysis

Based on the results of the questionnaire, staff prepared four options for the Board's consideration.

Should Options 2 or 3 be selected, then an Alternate Approval Process (AAP) to seek Electoral Approval to establish a new service area is required. The SCR D cannot collect user fees for only some of the participants in a service area, thus cannot utilize the current service area.

Option 1 – Implement Curbside Recycling Collection Services for SCR D Electoral Areas B, D, E and F (Staff Recommended Option)

- No new service area is required; no AAP
- Maximum opportunity for participation and diversion potential
- Maximum impact to depot recycling
- Service Implementation estimated Q3 2022

Option 2 – Implement Curbside Recycling Collection Services for SCR D Electoral Areas B, D and E only

- New service area is required; AAP required
- High opportunity for participation and diversion potential
- High impact to depot recycling
- Service Implementation estimated (subject to receiving elector approval) Q2 2023

Option 3 – Implement Curbside Recycling Collection Services for SCR D Electoral Areas B and D only

- New service area is required; AAP required
- Medium opportunity for participation and diversion potential
- Medium impact to depot recycling
- Service Implementation estimated (subject to receiving elector approval) Q2 2023

Option 4 – Do not implement Curbside Recycling Collection Services for SCR D Electoral Areas

- Status quo; no increase in participation or diversion potential
- No impact to depot recycling

The preliminary financial implications as it relates to user fees, impacts to depot recycling and next steps based on the options are outlined below.

For the purposes of decision making, the options are presented in regards to which SCRD Electoral Areas (if any) would receive the service, not the service delivery model. Staff can bring forward a future report to refine the delivery model (Method A - two stream vs Method B - one stream; provision of blue bin) if Board direction is such that implementing a curbside recycling collection service is supported.

Financial Implications – User Fees

Costs for curbside collection services through the existing Refuse Collection Service [function 355] are recovered through user fees set through Bylaw 431.

The estimated costs to provide curbside recycling collection services is estimated to range from approximately \$30 to \$34 based on the service delivery model chosen as outlined above. The actual costs would be determined once a procurement process was concluded. Should the SCRD provide a blue bin or bins, these would be additional costs.

The 2023 user fee for curbside services is \$208.30 for a single-family dwelling. This was utilized in calculating the estimated total user fee in this report. 2023 was selected as it would likely represent the first full year of recycling service (for Option 1). Based on new collective agreement and wage rates being established, the fee would need to be re-assessed overall based on the provision of the new service.

In 2014, Area B [152] and Area D [153] budgeted and taxed \$25,000 each for the feasibility of a new curbside recycling service. There is currently \$21,472 remaining in each of the feasibility service. If Option 1 below is selected, these funds would be returned to the Area taxpayers in 2022 as it would no longer require funding for the feasibility and establishment of a new service.

Option 1 would result in an estimated total annual user fee in the range of \$239 to \$253 depending on service delivery model and provision of blue bin(s). This is based on the estimated 2023 user fee of \$208.30 plus twelve months of recycling service (\$30-\$34).

Option 2 would require that Area E establish a budget for the feasibility of a new service [154] in conjunction with Areas B & D. An estimated range of \$5,000-\$10,000 could be required, but would have to be refined based on the desired scope of the feasibility. Preliminary estimates for delivering curbside recycling could add an additional 25% to the user fee, which could range from \$40-\$45 depending on options and scope. This additional cost is in recognition of potential loss of economies of scale and additional overhead.

As curbside garbage and food waste would still be recovered from the Refuse Collection Service [355], this would be a separate fee recovered from the new service if successfully established. If this option is selected, staff would need to do further analysis and report back to a future Committee.

Option 3 as with Option 2 would likely result in a higher fee to deliver the curbside recycling service. Staff would also need to do further analysis and report back to a future Committee

Given that **Option 4** does not result in the provision of a new service, there would not be a change to the annual user fee which is currently estimated for 2023 at \$208.30.

Financial Implications – Establishment of New Service

Both Option 2 and Option 3 require the establishment of a new service and therefore approval of the electors by an Alternative Approval Process (AAP). The amount of staff time required to conduct an AAP will depend on the level of elector response. Given past experience with matters related to solid waste, it would be reasonable to expect a high level of community interest. Legislative Services staff would be responsible for elector response forms and inquiries about process, while Solid Services Waste staff would attend to service related inquiries.

Estimated costs for an AAP are as follows:

Legal (contingency)	\$	500
Statutory Advertising		1,500
Meetings & Supplies		500
Staff Time*		<u>9,500</u>
Total		\$12,000

** Staff time will be dependent on the amount of public interest generated.*

These costs would initially be funded through Electoral Areas B [152], D [153] and potentially a newly established E feasibility function [154]. The feasibility funds are available to cover the upfront costs associated with the AAP but will ultimately be recovered through the service if it is established. A financial plan amendment is required to initiate the AAP process within the feasibility functions. If the service does not proceed or if funds are not used in full, they can be returned to the Area B, D and E tax payers.

Financial Implications – Impacts on Depot Recycling

The implementation of a curbside recycling collection service in Electoral Areas B and D would reduce incentives the SCRD receives from Recycle BC to support the Sechelt depot service by an estimated \$10,000 annually. This is based on reduced tonnages of accepted materials as well as lower incentive rates.

Implementation in Electoral Area E, or E and F would not impact incentive rates for the Gibsons Recycling Depot but would result in reduced depot volumes. It is estimated this would result in a \$20,000 to \$40,000 reduction of incentives received from Recycle BC based on a 20% to 40% reduction in tonnage of materials received.

Based on current service levels and contract commitments, any decrease in incentive revenue will need to be offset by higher taxation.

It would be estimated the additional taxation required to offset the reduction in incentives would be approximately \$30,000 to \$50,000 which equates to approximately \$0.20 to \$0.31 per \$100,000 of assessed value.

Timeline for next steps

Table 3 presents a high-level summary of next steps by Option.

Table 3 – Next Steps by Option

	Option 1 B, D, E, F	Option 2 B, D, E	Option 3 B, D	Option 4 No curbside recycling
AAP	n/a	Q4 2021 – Q1 2022	Q4 2021 – Q1 2022	n/a
Staff Report – service delivery model, funding implications and Financial Plan Amendment	Q3 2021	Q2 2022	Q2 2022	n/a
Amend Bylaw 431 – Add provisions for curbside pick-up and amend Fee Schedule	Q3 2021	Q2-Q3 2022	Q2-Q3 2022	n/a
Procurement Process	Q4 2021- Q1 2022	Q3-Q4 2022	Q3-Q4 2022	n/a
Community Engagement	Q2 2022 – Q3 2022	Q1-Q2 2023	Q1-Q2 2023	Q2 2021
Estimated Service Launch	Q3 2022	Q2 2023	Q2 2023	n/a

Communications Strategy

Depending on Board direction, a communications strategy would be developed accordingly.

STRATEGIC PLAN AND RELATED POLICIES

Curbside recycling collection services is one of the initiatives of the SCRD's Solid Waste Management Plan identified to help achieve the target of 65%-69% diversion.

CONCLUSION

The SCRD undertook a public engagement process in the form of a questionnaire in early 2021 to ask SCRD Electoral Area B, D, E and F residents of their interest in receiving and paying for curbside recycling collection services.

A total of 1,704 completed questionnaires were received. Overall, with all four Electoral Areas combined, the results indicated a 72% interest in receiving curbside recycling service and 28% not interested in receiving curbside recycling services.

The results indicated that 70% were interested in receiving the service even if having to pay the full costs of the service with no subsidy.

The Curbside Recycling Public Engagement Summary Report is available on the SCRD website and includes a copy of the questionnaire and detailed summaries of the results and comments received.

Based on the results of the questionnaire, staff recommend that the SCRD implement curbside recycling collection services for SCRD Electoral Areas B, D, E and F (Option 1). Should the SCRD Board direction be to proceed with this option, staff will bring forward a report to a future Committee to refine the service delivery model, including two stream vs single stream, the options for blue bins and further refine the costs and timelines.

Reviewed by:			
Manager		Finance / CFO	X – T. Perreault
GM	X – R. Rosenboom	Legislative	X – S. Reid
CAO	X – D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – April 8, 2021

AUTHOR: Remko Rosenboom, General Manager, Infrastructure Services

SUBJECT: INFRASTRUCTURE SERVICES DEPARTMENT – 2021 Q1 REPORT

RECOMMENDATION(S)

THAT the report titled Infrastructure Services Department – 2021 Q1 Report be received.

BACKGROUND

The purpose of this report is to provide an update on activities in the Infrastructures Services Department for the First Quarter (Q1) of 2021: January 1 – March 31, 2021.

The report provides information from the following divisions: Water, Wastewater, Transit and Fleet, Solid Waste Programs and Solid Waste Landfill Operations.

This report does not provide a detailed overview of all projects within the Department. Such overview is included in the Budget Project Status report which is frequently presented to the Board.

COVID-19 impacts to divisional work plans

Since the start of the COVID-19 pandemic a significant amount of staff resources have been redirected to ensure all essential and other services could continue to be provided in a safe manner. This has impacted the progress on projects and initiatives in all divisions that were originally included in the work plans for this year.

Utilities Services Division [365, 366, 370]

The Utilities Division serves three water service areas, the North Pender Water Service Area [365], the South Pender Water Service Area [366], and the Regional Water Service Area [370]. The Regional Water Service Area includes the Chapman water system as well as the smaller systems of Egmont, Cove Cay, Granthams, Soames Point, Langdale, and Eastbourne. The Utilities Division is also responsible for 18 wastewater facilities in Areas A, B, D, E, and F.

The SCRD water systems supply potable water to approximately 23,000 residents between Egmont and Langdale. This includes operations and maintenance of the Langdale, Soames Point, Granthams Landing, Eastbourne (Keats Island), Chapman/Gray Creek including the Chapman Creek Water Treatment Plant, the South Pender Harbour Water Treatment Plant, Cove Cay, Egmont and the North Pender Harbour Water Systems. In addition to water for drinking, these water systems supply potable water used for fire protection, recreation (pools and ice rinks), industrial use and irrigation.

Combined, the SCRD Water Systems consist of over 382 km of watermain, 24 storage reservoirs, 20 pump stations, 38 pressure reducing valve stations, 1,422 fire hydrants, 6 chlorination stations, 12 Water Treatment Facilities, 18 Water Service Areas and approximately 11,516 water connections.

The quarterly report includes information about larger capital works and projects, and noteworthy program developments, as well as, monthly water treatment volumes from the Chapman Creek Water Treatment Plant and the South Pender Water Treatment Plant.

PROJECTS - CAPITAL WORKS

Watermain Replacement Program

- Mark Way / Chris Way Watermain Replacement
 - The 50 mm PVC waterline along Chris Way and the lower section of Mark Way has been upgraded to a 200 mm Ductile Iron waterline. A fire hydrant has been installed at the intersection of Chris/Mark Way which now provides better fire protection to the area. All water services were upgraded and connected to the new main. Paving and shouldering was completed in February. The project is now complete and under budget.
- Chaster Road Watermain Replacement
 - The final design and construction drawings are complete for the replacement of approximately 750 m of 200 mm ductile iron watermain on Chaster Road, between Frank West Hall and Pratt Road, on Pratt Road, between Chaster Road and Malaview Road, and on Hough Road, between Malaview Road and Chaster Road. The construction phase is currently tentatively scheduled for the fall of 2021.
- Eastbourne Watermain Burying
 - The design drawings are complete for the replacement and burying of the above-ground 2 inch PVC pipeline on Keats Island. Construction is proposed and scheduled to be completed in Q2-Q3 2021.
- Exposed Watermain Rehabilitation
 - Tendering of this project has been deferred to Spring/Summer 2021 due to competing priorities of water supply expansion projects.

Water Projects

- Groundwater Investigation– Phase 4 A Church Road well field
 - The formal tendering for this project is expected to be Q2 2021. Based on these timelines, staff and the consultant are currently finalizing the schedule for the construction and commissioning phase (Phase 4B) targeting the commissioning of this well field prior to the summer of 2022.
- Groundwater Investigation Phase 3 – Gray Creek
 - The findings were presented to the Board at a Special ISC meeting on January 20, 2021.
- Groundwater Investigation Phase 2 – Part 2
 - The results of the Mary Anne West Park, Langdale well and Harmon Rd test wells were presented to the Board at the Special ISC meeting on January 20, 2021. For the Langdale project, additional longer term water quality and environmental monitoring is planned to confirm the scope of the next project phase.

- Raw Water Reservoir(s) – Feasibility Study Phase 4
 - The results of the exploratory geotechnical and multi criteria analysis, which have yet to be completed, will be presented to the Board later in 2021 for Board information and consideration on the project next steps.
- Chapman, Edwards, McNeil Lake and Saddle Dam Safety Audit
 - The final results of the Dam Safety Review and conceptual plans were presented at the December 17, 2020 Infrastructure Services Committee meeting. The 2021 Budget Proposal endorsed by the Board will advance the design and permitting of the safety improvements in 2021.
- Chapman Water Treatment Plant Chlorination Project
 - The Consultant provided the draft tender construction documents to the SCRD and staff are currently reviewing them for completeness. Formal tendering followed by construction will occur in late Q2, early Q3 2021.
- Chapman Creek Water Treatment Plant UV Upgrade
 - The new UV system will be designed for redundancy while the current UV system only employs a single UV module and regulatory requirements is to have multiple UV systems to allow for redundancy in case of failure of a single unit. Planning for this project has begun, upgrades to take place in 2021. A RFP for engineering services will be released in Q2 2021.
- Chapman Creek Water Treatment Plant Residual Disposal and Planning
 - The Chapman Creek Water Treatment Plant produces residuals from the water treatment process. The residual storage ponds are at capacity and a temporarily measure is in place to avoid overflow. A third party lab has conducted further sampling of the residuals and submitted a report to assist with ongoing planning for final disposal. Staff are reviewing the report and planning next steps.
- Chapman Creek Water Treatment Plant Hot Water Upgrade
 - Chapman Water Treatment Plant hot water system tanks are on site and are in the process of being installed. Staff are coordinating this project with the onsite hypochlorite generation project to find efficiencies and cost savings. Upgrades will be completed in Q2 2021.
- Garden Bay UV Reactor Purchase
 - The UV unit has been installed and final programming and commissioning is underway and will be completed in Q2 2021.
- Langdale Well Upgrade
 - Construction began in early March with the well being taken out of service and the water being drawn from the Hopkins water system. Work completed to date consisted of the removal of the 50 year old pump and motor assembly, the first time since its original installation in 1972. The well was cleaned and the energy replacement pump and motor were installed and flow tested. Ongoing work continues with the completion of the new electrical components and the replacement stainless steel discharge piping, followed by commissioning in in Q2 2021.

- Eastbourne Water Feasibility Study
 - A report titled [Results Feasibility Study Upgrades Eastbourne Water System project](#) was provided to the October 15, 2020 Infrastructure Services Committee and a 2021 Budget Proposal was brought forward as part of 2021 Budget discussions for this project.
- Chaster Well Surface Seal
 - Preliminary design is complete and drafting of the tender documents is scheduled for Q2 2021.
- Cove Cay Pump Station Rebuild
 - The Cove Cay pump station needs upgrades such as a new roof, siding and interior work. All existing pump station interior infrastructure requires upgrading including pump, motors, controls and fittings. A new intake line should also be considered as part of this upgrade as the current line is shallow and made of inferior piping. Road access to this pump station is challenging to drive on and a hard surface such as concrete or asphalt is proposed. Preliminary planning for this project has begun, upgrades to take place in 2021. A RFP for engineering services will be released in Q2 2021.
- Cemetery Reservoir Fencing and Road Access
 - In recent years the reservoir road access has been impacted by flooding and erosion of the road surface. Survey and updated ROW documents for the reservoir site were completed. MOTI has repaired the damaged section of roadway and local contractors were employed by the SCRD to complete the final section of roadway near the reservoir. Staff are challenged with finding a fencing contractor but the goal is to complete fencing in Q2 2021.

Wastewater Projects

- Woodcreek Wastewater Plant
 - The findings of the condition assessment were presented at the November 19, 2020 Infrastructure Services Committee meeting. Staff have applied for Provincial/Federal grant funding and anticipate funding announcements in Q3 2021. Staff continue to work with the consultant to advance the design and planning for the project.
- Curran Road Outfall Maintenance
 - Phase 1 of the outfall ballast replacement has been completed. A 2021 Phase 2 Budget Proposal has been generated to complete the project. The project is scheduled to be completed in Q2 2021.
- Square Bay Infiltration
 - A more extensive Inflow and Infiltration plan is developed and being implemented which will help address the issues at Square Bay. Areas of infiltration have been identified and have been repaired. Ongoing inspections and record keeping are assisting in response and correction of I&I. While the repairs reduced the infiltration into the collection system, more repairs to the collection system are required to avoid future non-compliance incidents.

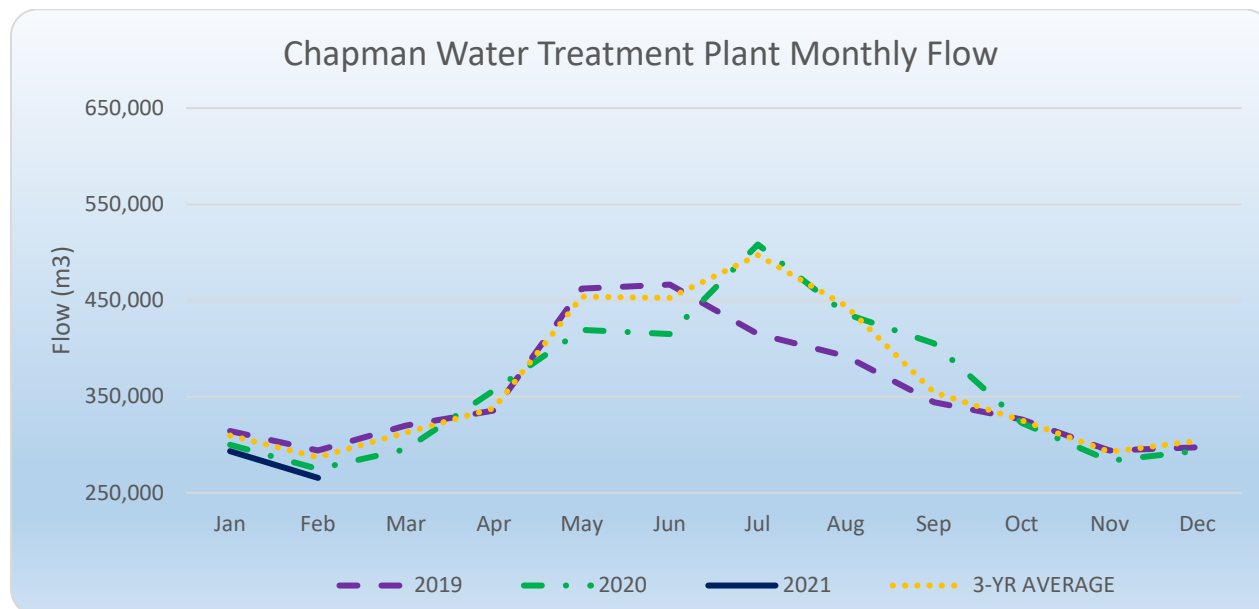
Public Participation

- 2021 Water Public Participation Plan presented to the Board and WASAC
 - Let's Talk Water Forums planned for April and May on water supply projects, the water metering program, and future water demand projections.
- Presentation to the March 11, 2021 Infrastructure Services Committee programs and projects, and future water demand projections. A recording of the presentation is linked here: <https://www.youtube.com/watch>
- New Water Meter Program information materials, in anticipation on the upcoming Alternate Approval Process
 - New FAQs (link [here](#))
 - Developing a program summary and infographics
- Local newspaper advertisements on water and utility billing (see pages 8-9).
 - [Water Feature - Local Weekly](#)
- Monthly Update of Average Daily Water Use for residential properties, which includes personalized water consumption data.
 - 165 residents are currently subscribed to the Monthly Water Use update with ongoing interest generated from leak notification letter recipients.
- Leak notification letters were sent to 175 residents on March 9, 2021. Since the last notification, 204 leaks have been resolved. In addition, any commercial customers with a water leak will receive notification on their quarterly utility bill.
- The Sunshine Coast Tourism Conservation Project is being led by a contractor with funding from Destination BC. They have invited the SCRD to join a collaborative initiative to raise awareness about environmental issues among businesses in the tourism sector and visitors to the entire Sunshine Coast, and their role to play in local conservation efforts. This project will initially focus on water conservation, and later energy conservation and sustainable transportation choices. This project will build upon the SCRD's existing efforts, such as water conservation pledge forms and summer water conservation communications, and is intended to be a multi-year initiative, subject to funding.

OPERATIONS - WATER DISTRIBUTION SYSTEM

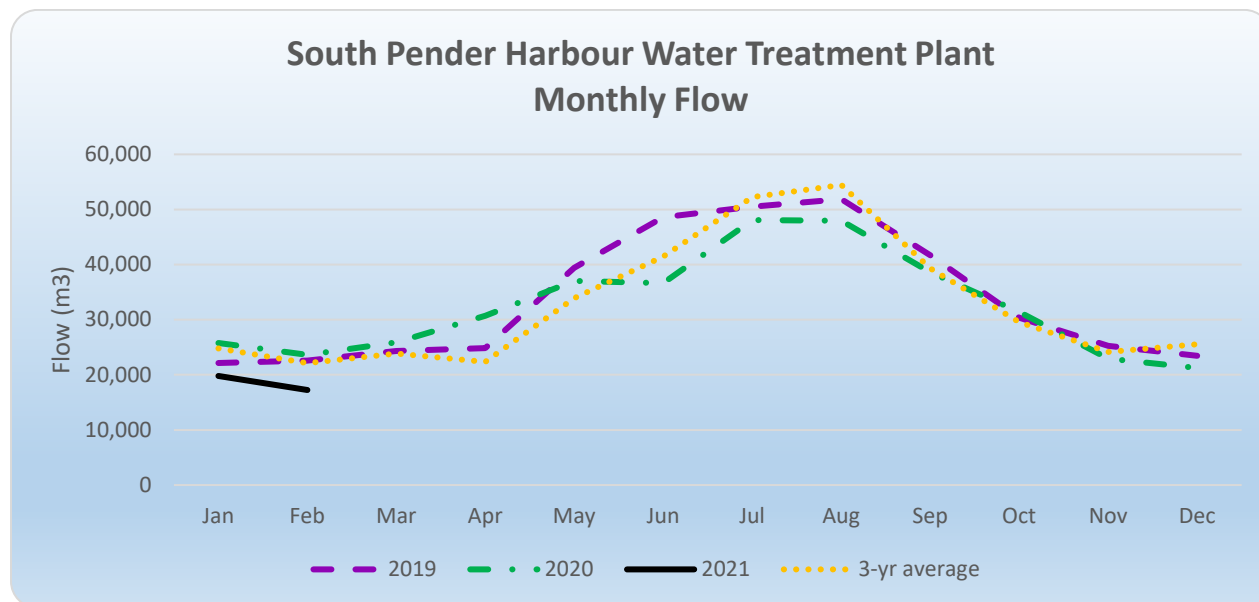
CHAPMAN WATER TREATMENT PLANT

In the Q1 2021 (*January and February only*), the Chapman Creek Water Treatment Plant produced and supplied 558,734 m³ of potable water to residents, a decrease over the three year average.



SOUTH PENDER WATER TREATMENT PLANT

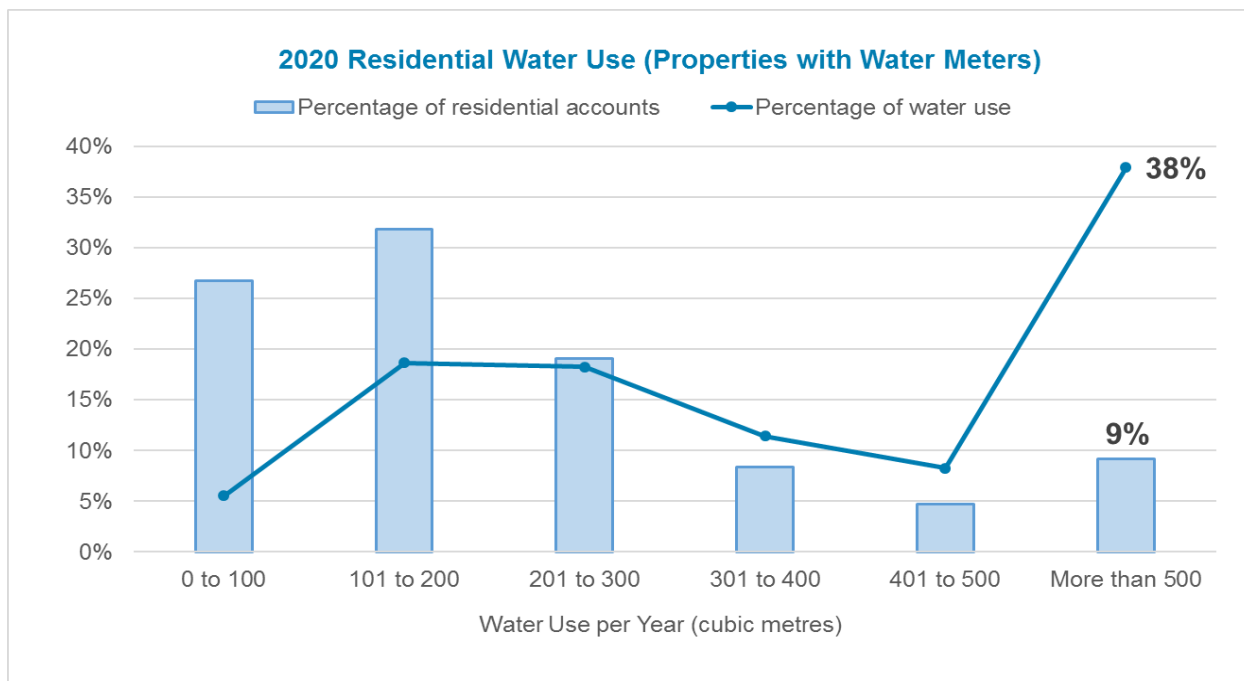
In the Q1 2021 (*January and February only*), the South Pender Water Treatment Plant produced and supplied 37,034 m³ of potable water to approximately 2,300 full and part-time residents of Madeira Park, Francis Peninsula and the surrounding area. This is a decrease over the three year average.



Note: The 2020 data is based on a new flow meter which is providing more accurate data than the meter used in 2018 and 2019

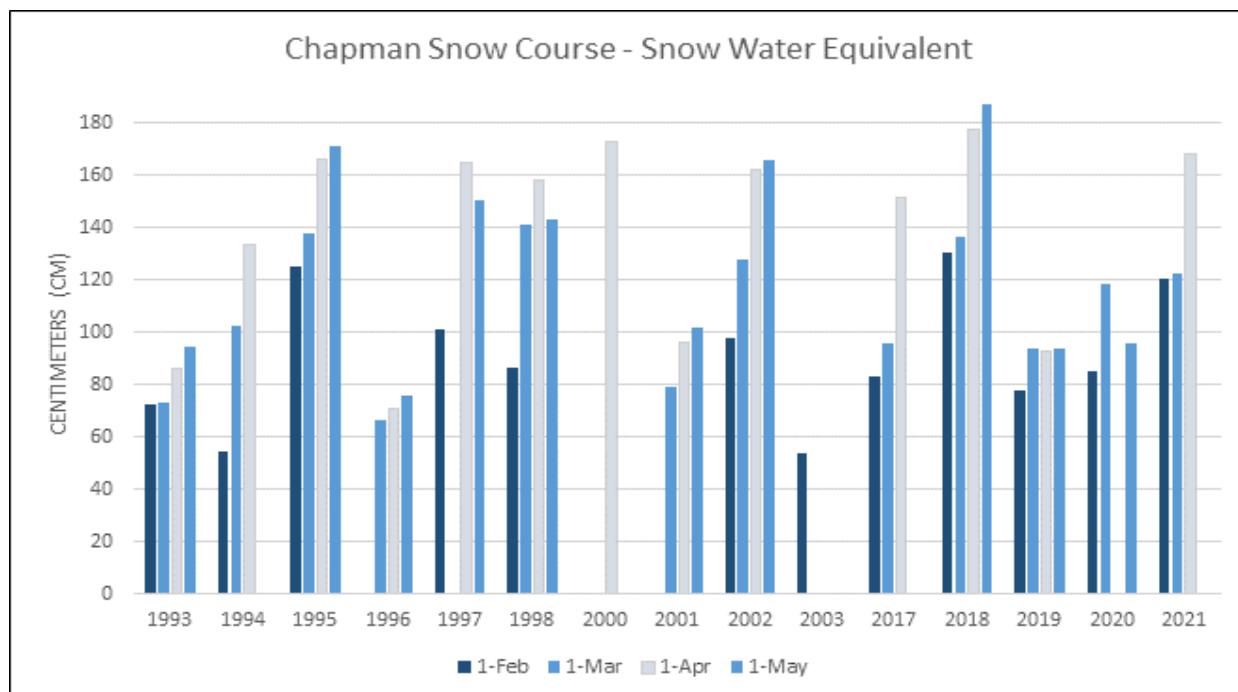
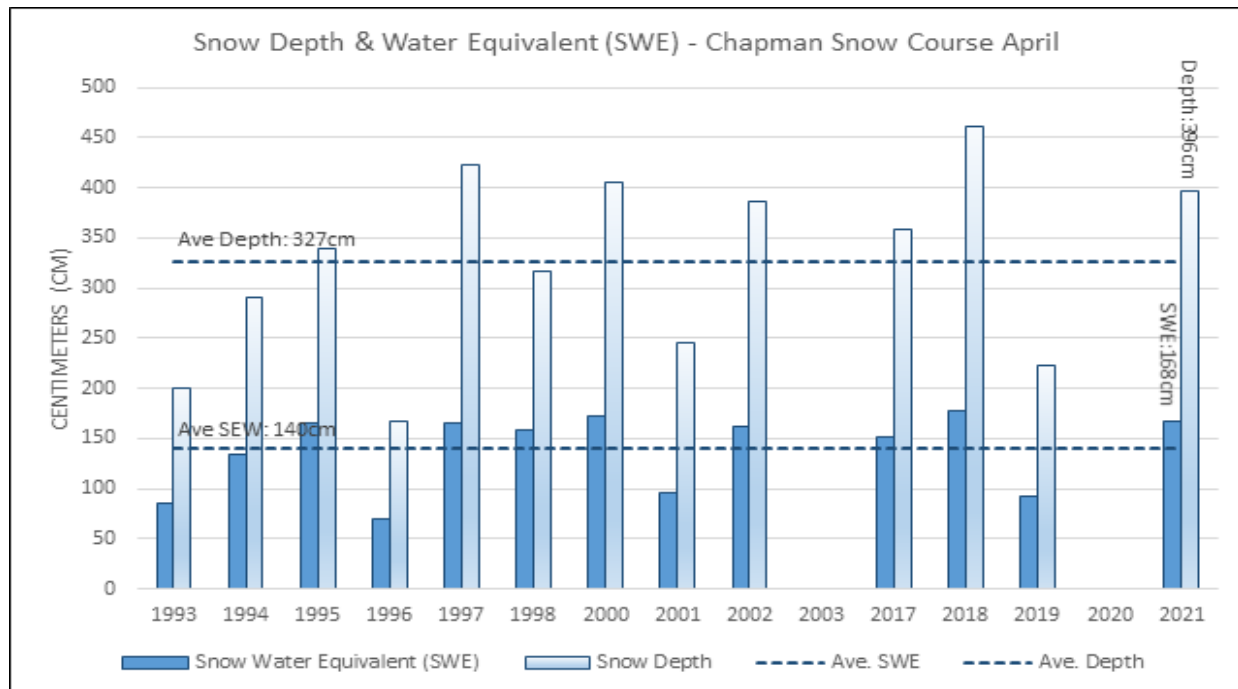
RESIDENTIAL WATER USE

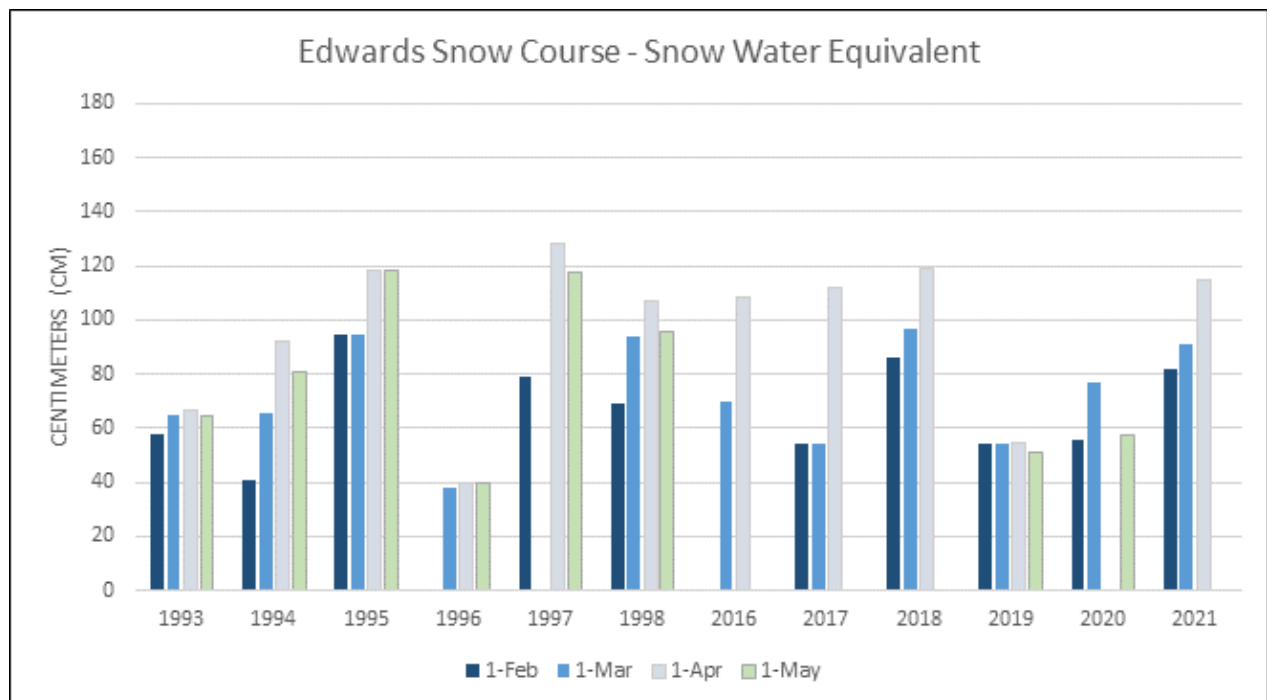
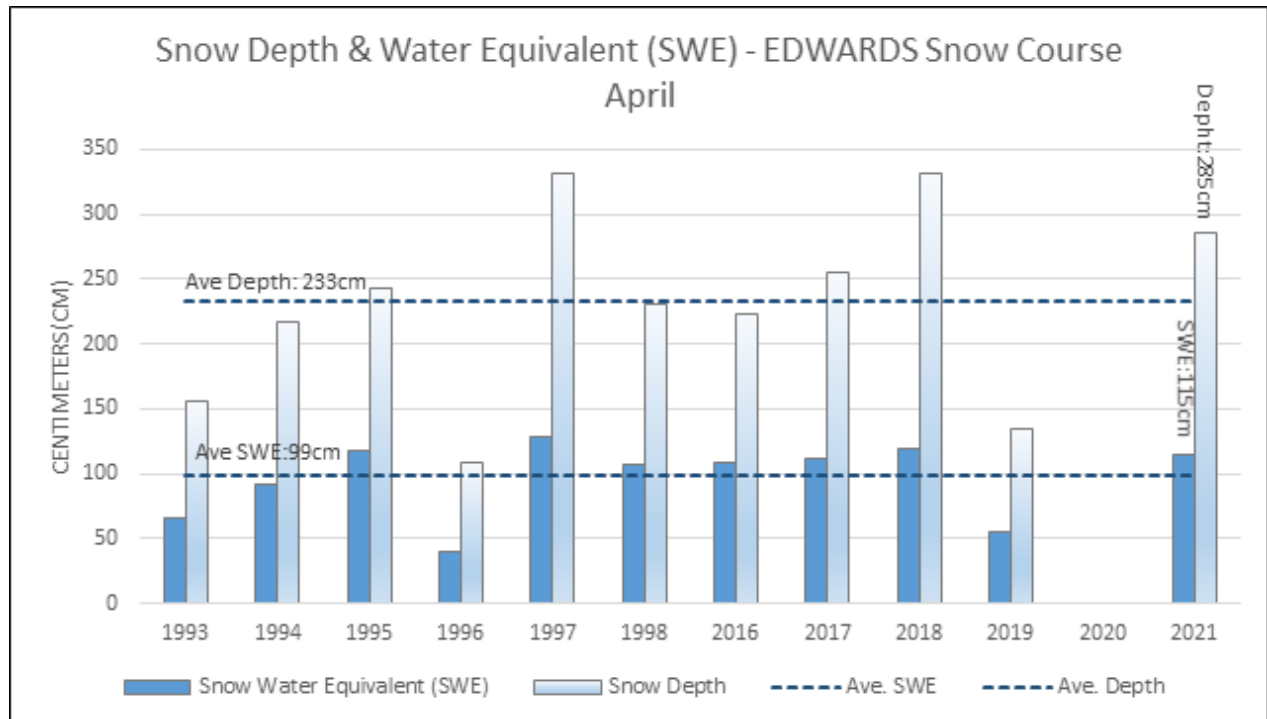
The SCRD has water use data on properties with water meters. The chart describes last year's average annual residential water use, where the line represents the portion of the system's drinking water. A small number of metered properties, each using more than 500m³ of water per year, use about one-third of the total drinking water distributed. There are opportunities for some residents to reduce water use.



SNOW SURVEYS

Surveys were conducted for the February 1, March 1 and April 1 snow survey periods in 2021. A verbal update on the 2021 Snow Pack is also part of the April 8, 2021 Infrastructure Services Committee agenda.





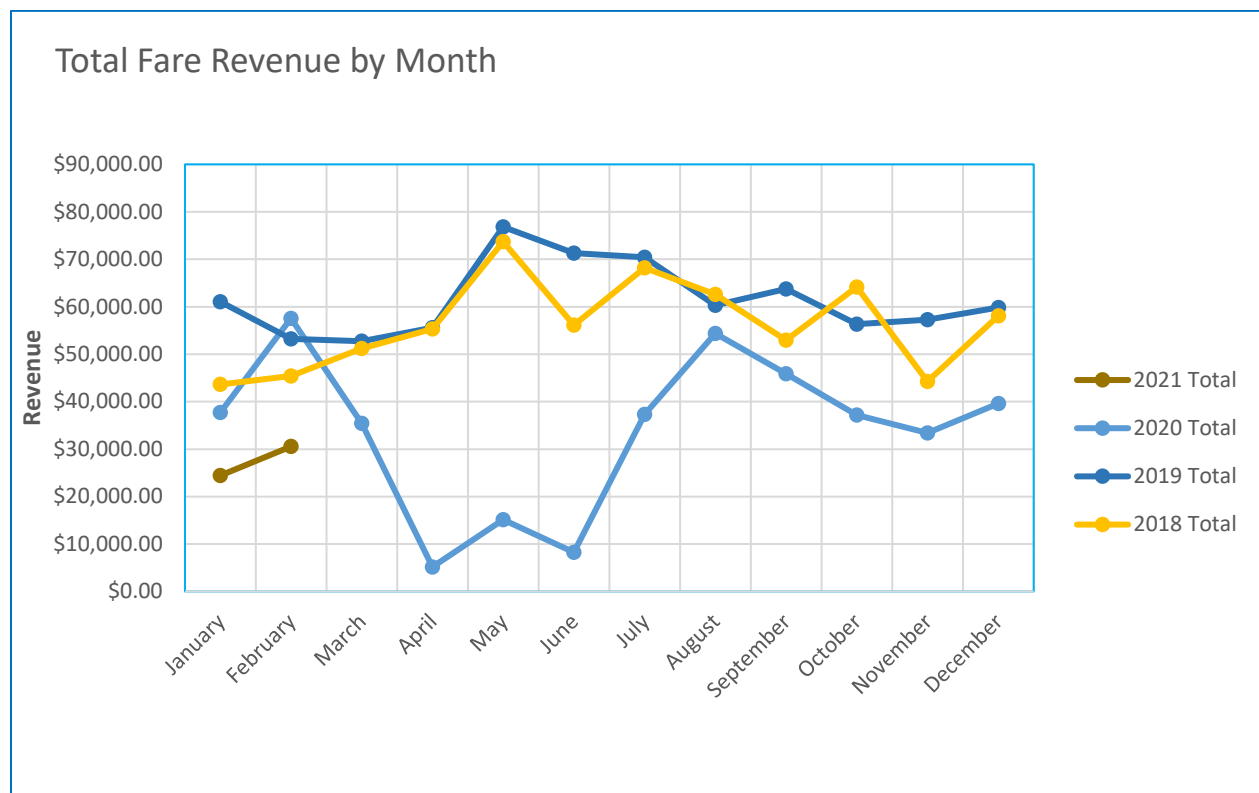
Transit and Fleet Maintenance [310, 312]

In contrast to most BC Transit systems, the SCRD functions as both the Local Government partner and the service contractor in relationship with BC Transit. This provides a clearer picture of costs than would otherwise be the case.

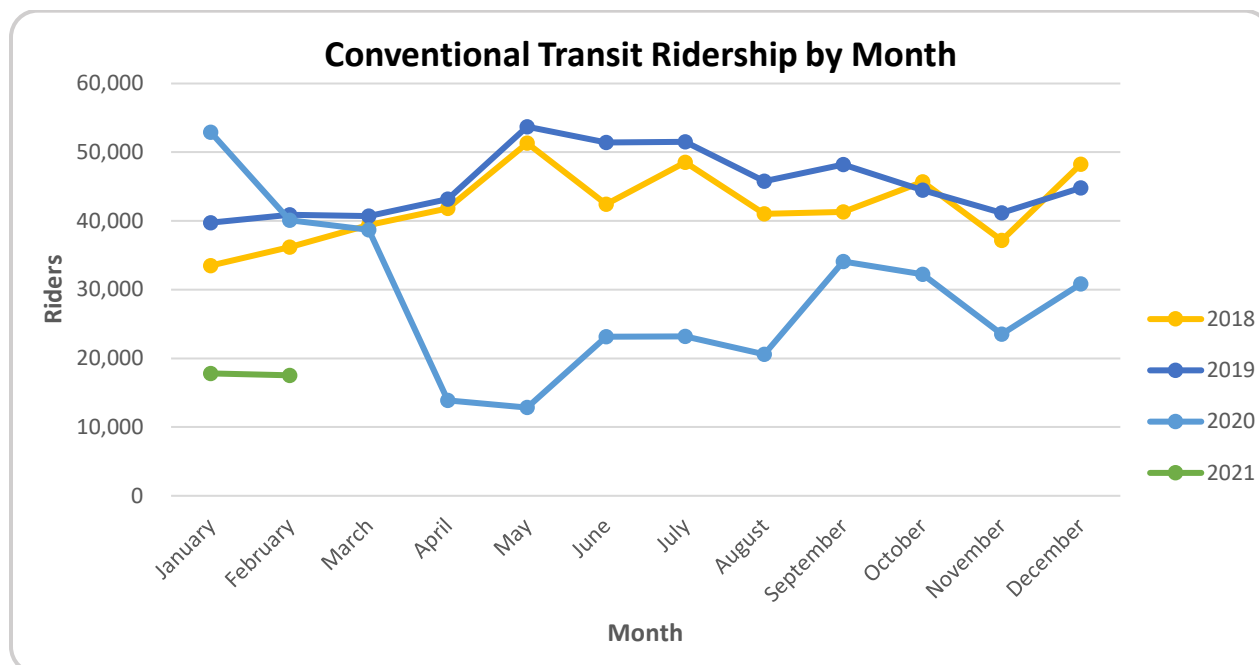
Transit

Transit operated at 80% of the regular scheduled winter hours due to COVID19. Mandatory face coverings implemented on August 24, 2020 continue to provide a safer environment for drivers and riders and all buses continued to be disinfected daily as per Provincial Health Authority requirements. The average monthly ridership for Conventional buses throughout the winter was 22,000 trips which represents a 51.9% decrease of average monthly riders from the winter of 2019-2020.

Revenue has decreased 39% from the same reporting period in 2019-2020. The actual monthly revenue might differ slightly to what is presented in this graph due an increased irregularity in the timing of registration of cash revenue.



*Includes all data received from BC Transit to date



*Includes all data received from BC Transit to date

Fleet

Annual commercial vehicle inspections were completed on all SCRD vehicles that require them. The final engine replacement for the Nova buses was completed as well as preparing a new excavator and trailer for the water division.

Solid Waste [350, 355]

The Solid Waste Division provides solid waste management for the Sunshine Coast. In British Columbia, Regional Districts are mandated by the Provincial *Environmental Management Act* to develop Solid Waste Management Plans. The SCRD's Solid Waste Management Plan 2011(SWMP) guides how the SCRD manages its solid waste including waste diversion programs, services and disposal activities.

The division oversees the operation and maintenance of the Sechelt Landfill and the Pender Harbour Transfer Station. The division also maintains the contracts for curbside garbage and food waste collection services for Electoral Areas B, D, E and F, three recycling depots and green waste recycling program.

The SCRD adopted the Regional Organics Diversion Strategy in January 2018. The goal of the Strategy is to develop a financially sustainable roadmap that will lead to a robust, region-wide organics diversion program.

The quarterly report provides an update on current projects, diversion programs, services and monthly statistics.

SOLID WASTE PROGRAMS

Curbside Food Waste Collection

Green Bin program information can be viewed at www.scrd.ca/curbside-food.

From October 6, 2020 to February 25, 2021, 248 tonnes of food waste has been collected for composting.

Curbside Recycling Collection

The SCRD undertook a public engagement process in the form of a questionnaire for residents of SCRD Electoral Areas B, D, E and F to determine interest in receiving and paying for curbside recycling collection services.

A staff report regarding the questionnaire results and options for next steps is on the Agenda of this Committee meeting. Detailed results are available in the [Curbside Recycling Questionnaire Public Engagement Report](#).

As well, a new web page has been created, www.scrd.ca/curbside-recycling.

Love Food Hate Waste (LFHW) 2020 Provincial Campaign

SCRD staff attended a LFHW Provincial Partnership call on March 10, 2021 and received social media campaign materials to assist residents with reducing food waste as well as a review of feedback received on the campaign.

Metro Vancouver Municipal Waste Reduction Coordinator Committee (MVMWRCC)

Staff attended MVMWRCC Committee meetings on January 20, 2021 and March 10, 2021 and received updates from Metro Vancouver regarding clothing repair, upcoming Solid Waste Management Plan updates, illegal dumping initiatives and setting priorities for the Committee for the year.

British Columbia Product Stewardship Council (BCPSC)

Staff attended Council meetings on January 12, February 10, February 18 and March 9, 2021. Staff received updates from the joint Stewardship Agencies of BC and BCPSC executive meeting, upcoming EPR plan updates that are being reviewed or will be reviewed by the Ministry of Environment and Climate Change Strategy, including Smoke and Carbon Monoxide Alarms, Tire Stewardship, Encorp, Recycle BC. As well, staff the Council was introduced to the new leadership team at RCBC.

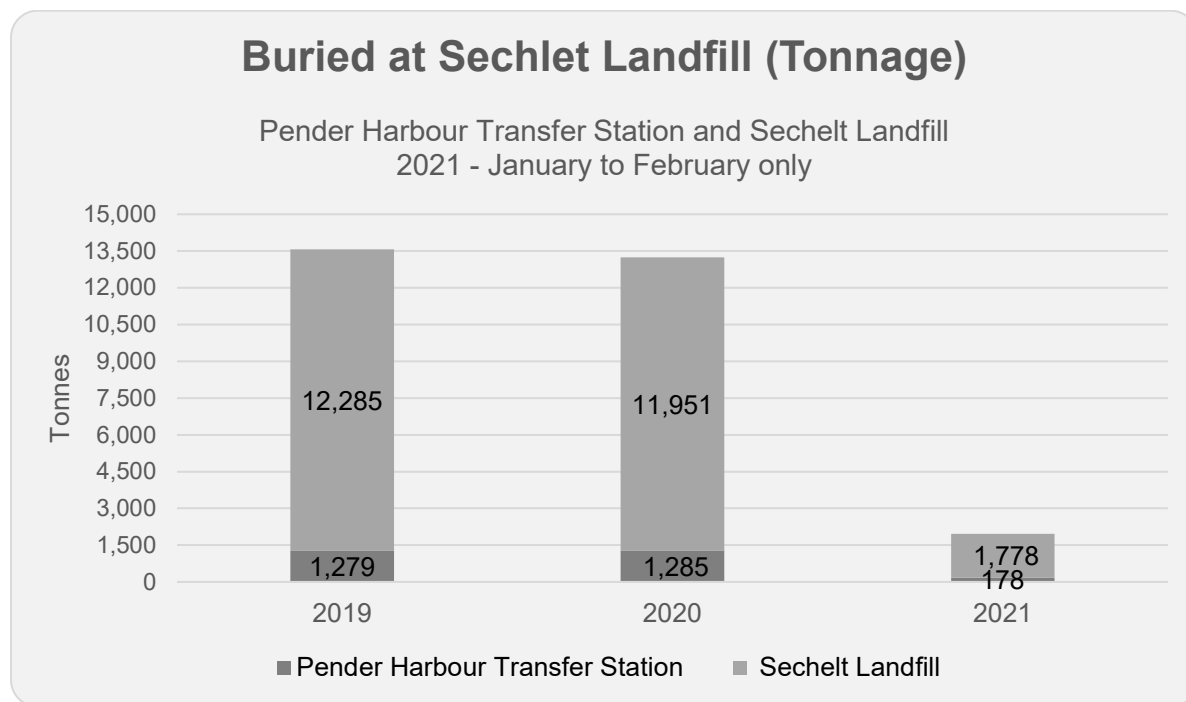
Coast Waste Management Association (CWMA)

Staff attended an Educators and Communications Working Group meeting on February 24, 2021 where resources were shared about current and upcoming campaigns from other municipalities as well as group priorities were discussed and to be determined.

SOLID WASTE OPERATIONS

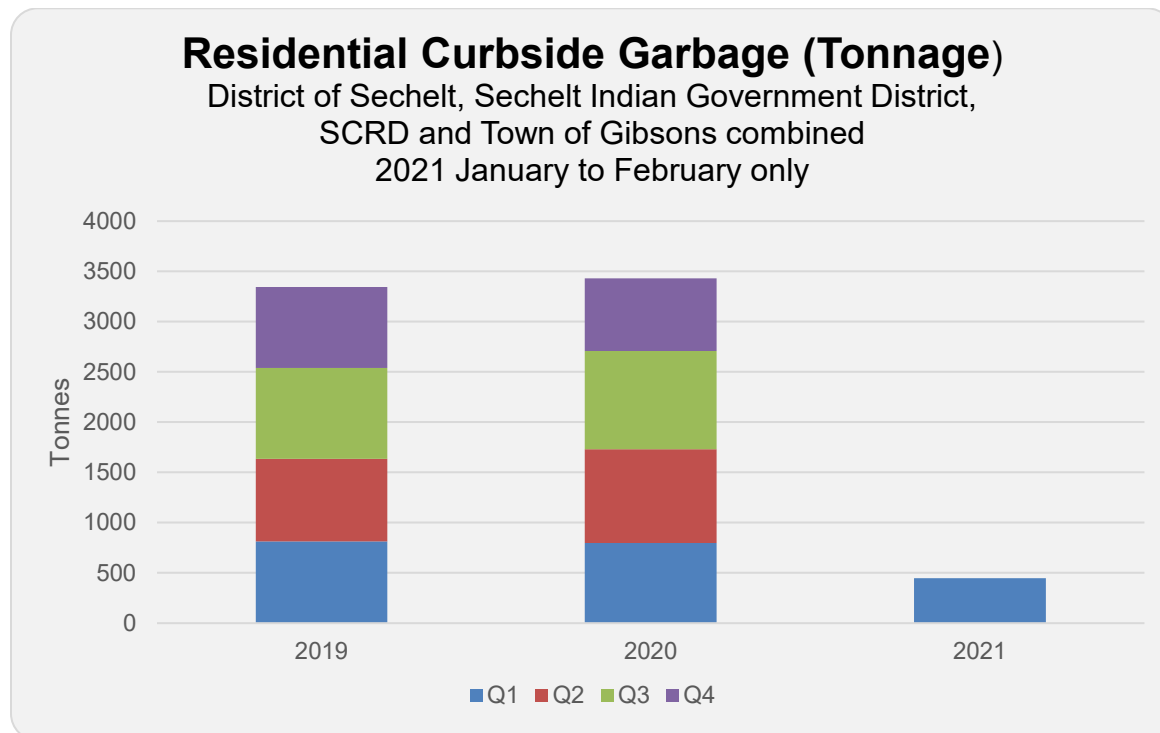
Statistics – Landfill

The tonnage presented includes an estimated combined total of all material from the Pender Harbour Transfer Station that is transferred to the Sechelt Landfill for burial and all material received at the Sechelt Landfill and buried. This includes: residential curbside garbage, self-hauled garbage, commercial garbage, roofing, dead animals, asphalt, asbestos, durable goods (e.g. couches, chairs), concrete, dirt and rocks, Styrofoam (non-recyclable) and share shed items not removed for reuse.

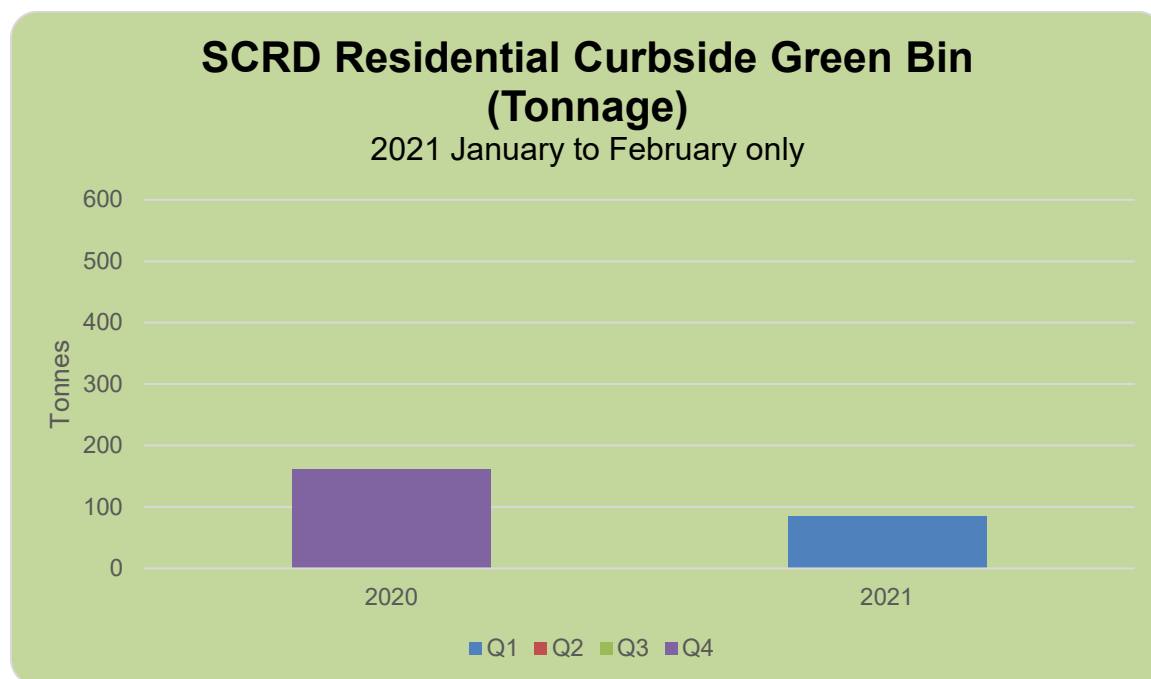
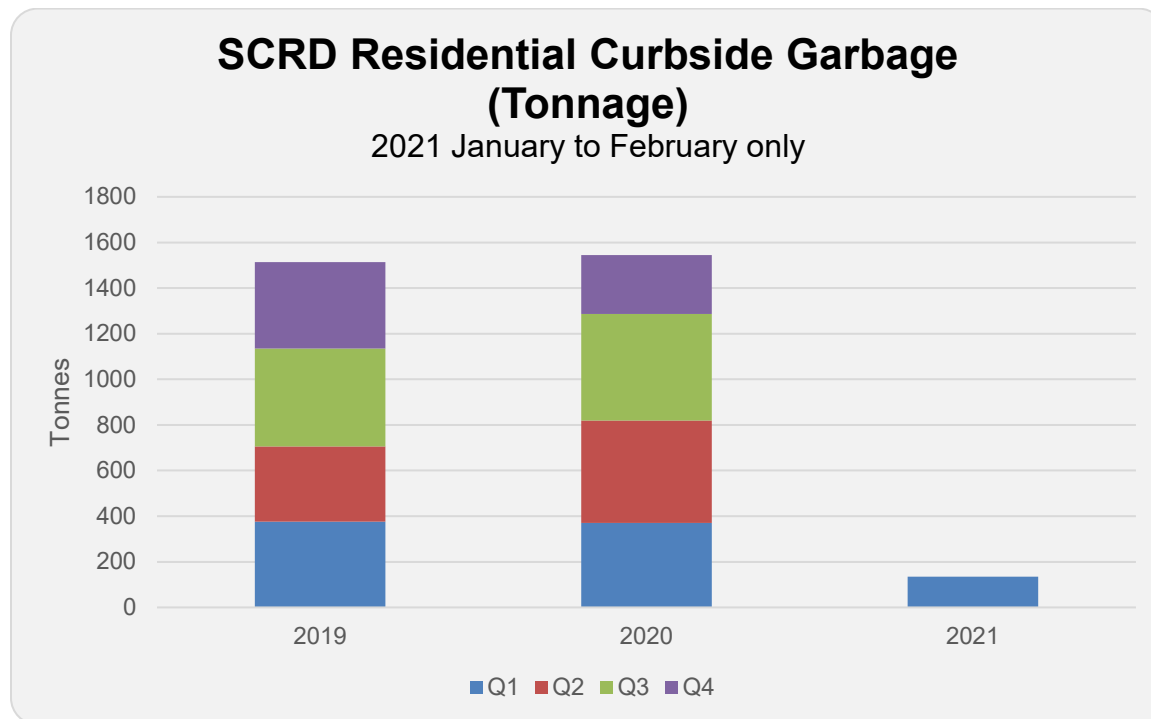


Statistics – Curbside Collection Services

The residential curbside garbage tonnage presented includes a combined total of garbage collected curbside from residential dwellings in the Town of Gibsons, Sechelt Indian Government District, District of Sechelt and Sunshine Coast Regional District. Curbside residential garbage is then delivered to the Sechelt Landfill and buried.

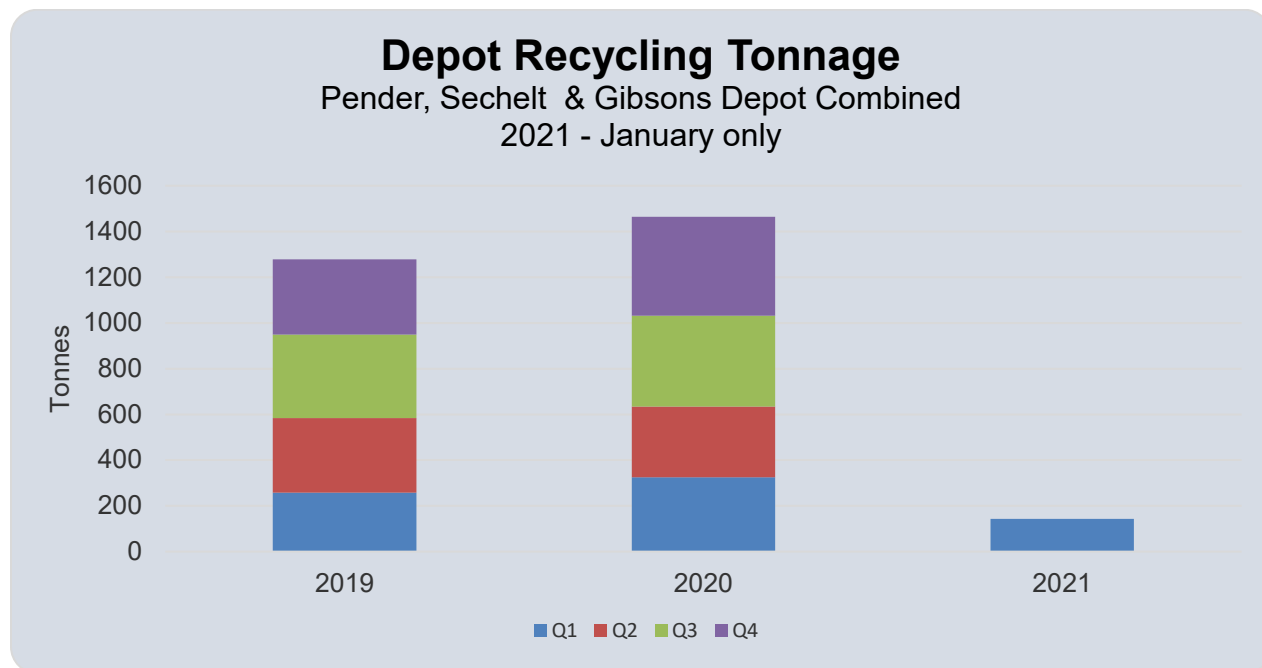


The residential curbside tonnage presented is for the curbside collection program from residential dwellings in the Sunshine Coast Regional District. Curbside residential garbage is then delivered to the Sechelt Landfill and buried. Curbside residential food waste is then delivered to Salish Soils for composting.



Statistics – Recycling

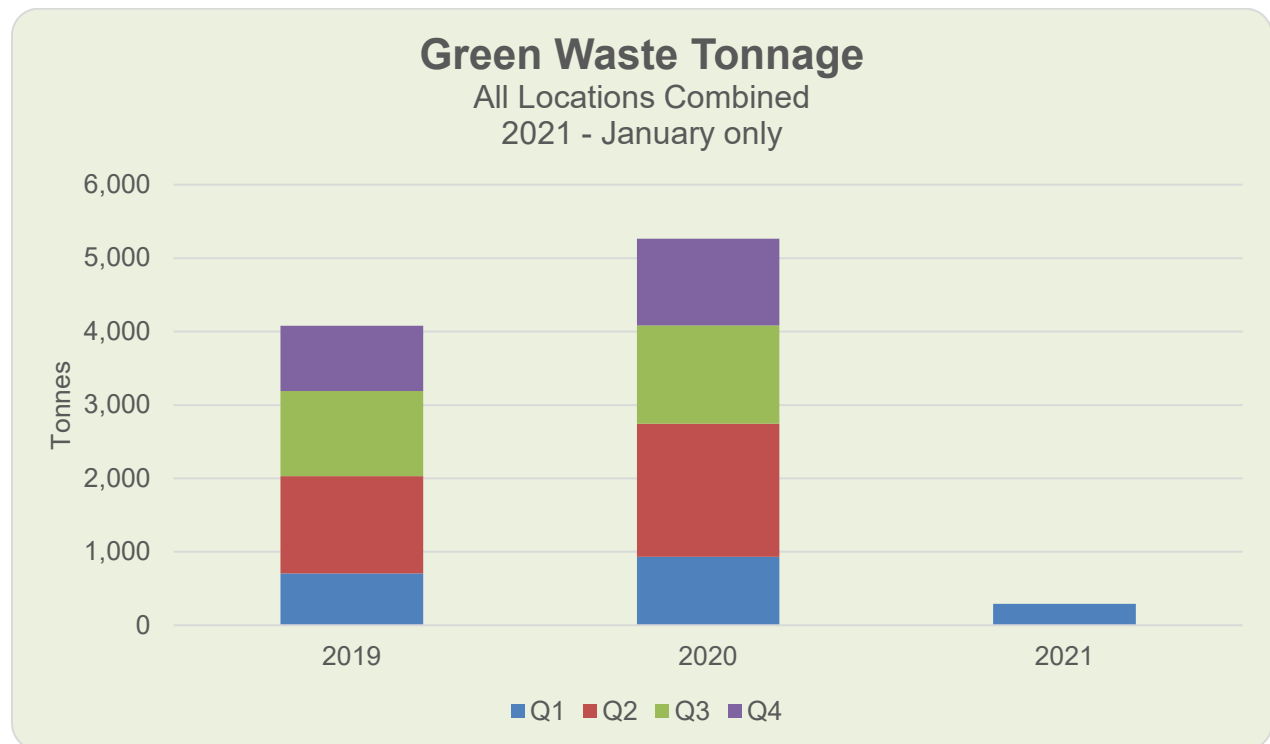
The SCR D has an agreement with RecycleBC to provide residential packaging and paper products (PPP) Depot Recycling Services in Gibsons, Pender Harbour and Sechelt. The SCR D contracts these services to Gibsons Recycling, GRIPS and Salish Soils respectively. The data presented is provided by RecycleBC and is updated as it is received. The data represents the combined monthly weight (by tonne) of the materials dropped off at the three recycling depots.



Statistics - Green Waste

The SCR D green waste recycling program provides collection locations for residents to self-haul and drop-off yard and garden green waste at the South Coast Residential Green Waste Drop-off Depot, Pender Harbour Transfer Station, and Salish Soils. The SCR D also provides commercial sector green waste drop-off at the Pender Harbour Transfer Station and Sechelt Landfill. The collected green waste is hauled and processed in Sechelt into compost.

The data presented provides the combined weight (by tonne) of green waste dropped off at the SCR D locations.



Upcoming Infrastructure Services outreach events

Event	Event Date	Attendees
Let's Talk Water	April 13, 2021	TBD

Reviewed by:			
Manager	X – R. Cooper X – S. Walkey X – S. Misiurak X – J. Walton X – M. Edbrooke	Finance	
GM	X – R. Rosenboom	Legislative	
CAO	X – D. McKinley	Other	

**SUNSHINE COAST REGIONAL DISTRICT
SOLID WASTE MANAGEMENT PLAN MONITORING ADVISORY COMMITTEE**

March 16, 2021

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

PRESENT:

(Voting Members)

Chair

I. Winn

Vice-Chair

S. White (part)

Members

J. Boyd

D. New-Small

P. Robson

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

Solid Waste Programs Coordinator

A. Patrao

Recorder

T. Ohlson

REGRETS:

PMAC Members

B Hetherington

M. Cambon

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

CALL TO ORDER

11:01 a.m.

AGENDA

The agenda was adopted as presented.

MINUTES**Recommendation No. 1** *PMAC Meeting Minutes of February 16, 2021*

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

PRESENTATIONS AND DELEGATIONS

The Manager, Solid Waste Services provided the Committee with a 2021 Round 2 Budget update which included a brief overview of the budget process and the status of all Solid Waste budget proposals brought forward by category.

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS**Recommendation No. 2** *SCRD Board Resolutions Related to Solid Waste – February 2021*

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

Discussion included the following:

- Term of the Sechelt Landfill drop-off bins and hauling contract has been extended
- Amount of money available and number of parties interested in the Waste Reduction Initiatives Program
- Costs related to the Sechelt Landfill power system failure
- Local options and partnerships to be explored for Pender Harbour Transfer Station food waste drop-off program

REPORTS**Recommendation No. 3** *February 2021 CAS – Solid Waste Staff Reports*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the report titled February 25, 2021 Corporate and Administrative Services Committee – Solid Waste Staff Reports be received for information.

Discussion included the following:

- Whether the threshold for use of Eco-Fee Reserves is too restrictive
- Bylaw 670 outlines use of Eco-Fee Reserves as a funding source
- Timeline for Solid Waste Management Plan Update
- Solid Waste Management Plan update and the process to establish the Solid Waste Management Plan Technical Advisory Committee (PTAC), their role and the role of PMAC in the update
- Budget Proposal for Solid Waste Management Plan includes consultant services and outreach costs; SCRD staff time is in addition to these costs

Recommendation No. 4 *March 2021 Special CAS – Solid Waste Staff Reports*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the report titled March 4 & 5, 2021 Special Corporate and Administrative Services Committee, Round 2 Budget – Solid Waste Staff Reports be received for information.

Discussion included the following:

- Pender Harbour Transfer Station food waste drop-off service
- Changes to the Sechelt Landfill and Pender Harbour Transfer Station Operating Hours
- Book recycling currently offered at Gibsons Recycling Depot
- Costs related to budget proposal for book recycling included trucking and per tonne processing fee
- Sechelt Landfill monitoring well replacement and additions
- Operating Reserves for the Sechelt landfill and Pender Harbour Transfer
- Asset Management Planning for Solid Waste Operations

- Timing of South Coast green waste drop-off audit and student involvement

Recommendation No. 5 *March 2021 ISC – Solid Waste Staff Reports*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the report titled March 11, 2021 Infrastructure Services Committee – Solid Waste Staff Reports be received for information.

Discussion included the following:

- Lease Agreement with Town of Gibsons regarding South Coast green waste drop-off depot
- SCRD to issue Request for Proposals for contractor to operate South Coast green waste drop-off depot
- SCRD holds contract for processing and hauling green waste from South Coast site
- Future use of the Sechelt Landfill site
- Timing of Recycling Questionnaire results

NEW BUSINESS

NEXT MEETING Tuesday, April 20, 2021

ADJOURNMENT 12:20 p.m.