



INFRASTRUCTURE SERVICES COMMITTEE

Thursday, June 10, 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
3. Church Road Well Field Project – Update Annex A
General Manager, Infrastructure Services / pp 1 - 2
Manager, Capital Projects
Regional Water (A, B, D, E, F and Sechelt)
4. SCRD Curbside Recycling – Additional Information for Annex B
Consideration pp 3 - 19
Manager, Solid Waste Services
(Voting – B, D, E, F)
5. Sechelt Landfill Drop-off Remediation Project – Financial Update To follow
General Manager, Infrastructure Services
Regional Solid Waste (Voting – All)
6. Comprehensive Landfill Engineering Consulting Services Contract Annex C
Amendment pp 20 – 21
Manager, Solid Waste Services
Regional Solid Waste (Voting – All)
7. SCRD Book Recycling Program Update Annex D
Manager, Solid Waste Services pp 22 - 23
Regional Solid Waste (Voting – All)
8. Tipping Fee Updates at SCRD Solid Waste Facilities – Additional Annex E
Information for Consideration pp 24 - 32
Manager, Solid Waste Services
Regional Solid Waste (Voting – All)

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- | | |
|--|-----------------------|
| 9. Transit Future Action Plan Stakeholders
Manager, Transit and Fleet
(Voting – B, D, E, F, Gibsons, Sechelt, SIGD) | Annex F
pp 33 - 35 |
| 10. Award Report – Three Year Geographic Information Systems
(GIS) Software Contract Renewal
Manager, Information Technology and GIS
(Voting – All) | Annex G
pp 36 -38 |
| 11. RFP 2161304 Reconstruction Pool Facility Fire Sprinkler System
Award Report (Sechelt Aquatic Facility)
Manager, Facility Services and Parks
Community Recreation Facilities (Voting – B, D, E, F, DoS, SIGD, ToG) | Annex H
pp 39 - 43 |
| 12. Solid Waste Management Plan Monitoring Advisory Committee
Meeting Minutes of May 18, 2021
Regional Solid Waste (Voting – All) | Annex I
pp 44 - 46 |

COMMUNICATIONS

NEW BUSINESS

IN CAMERA

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – June 10, 2011

AUTHOR: Remko Rosenboom, General Manager, Infrastructure Services
Stephen Misiurak, Manager, Capital Projects

SUBJECT: Church Road Well Field Project - Update

RECOMMENDATION(S)

THAT the report titled Church Road Well Field Project - Update be received for information.

BACKGROUND

At the November 19, 2020 Infrastructure Services Committee meeting, staff presented [a report](#) that included a status update on the regulatory process with respect to the development of the Church Road Well Field Project and in particular, the application for a Water Licence.

The purpose of this report is to provide a status update on that process.

DISCUSSION

The Ministry of Forests Land, Natural Resource Operations and Rural Development (FLNRORD) has been adjudicating our Water Licence application since fall 2019.

Despite the significant amount of geohydrological monitoring and assessments the Town of Gibsons and the SCRDC have undertaken to better understand the function of the aquifer in the area underneath Elphinstone, Town of Gibsons, Granthams and Soames, additional monitoring data and further technical assessments are required before the functioning of the aquifer is fully understood. As neither the SCRDC nor FLNRORD would like the Church Road Well Field to impact the sustainability of the aquifer, FLNRORD is currently considering the issuance of a Water Licence to the SCRDC that would allow the well field to contribute a maximum capacity to the Chapman system during the summer months and a reduced capacity during the remainder of the year. This way the Church Road Well Field could be developed as soon as possible and would be able to reduce the water supply deficit during dry summers as intended.

A plan for additional monitoring will be developed and implemented in support of a second Water Licence that would allow for the use of this well field at its maximum capacity year-round. This additional Water Licence would allow for the Church Road Well Field to be a back-up system for the primary water supply from Chapman Creek during the fall, winter and spring seasons.

The SCRDC is also working with the Town of Gibsons to address the potential for the Church Road Well Field to impact the water supply by the Town of Gibsons. Based on the currently available monitoring data and technical assessments it is unlikely that the Church Road Well Field would impact the water supply for the current size of the community. Additional monitoring may be required to confirm whether the Church Road Well Field would impact the potential for the Town of Gibsons to have a water supply that could supply a growing community of up to 10,000 residents.

As part of the Water Licence application the Ministry is consulting with the Squamish Nation on this application. The SCRDC is actively engaging in these conversations which are focused on addressing any archeological, environmental and other concerns from the Nation.

Timeline for next steps

All parties involved are aware that time is of the essence for the SCRD to receive the first Water Licence for the Church Road Well Field as outlined above. The timing for this to occur will depend on the progress made on the discussions described above. Immediately following the issuance of this Water Licence, the SCRD will start the procurement process for a contractor for the construction of the project. Staff are still targeting to complete the construction and commissioning of the Church Road Well Field by early summer 2022.

STRATEGIC PLAN AND RELATED POLICIES

The Groundwater Investigation Project supports the SCRD Board's 2019-2023 Strategic Plan to 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 the application process for a Water Licence for the Church Road Well Field project.

Reviewed by:			
Manager		CFO/Finance	
GM		Legislative	
CAO	X – D. McKinley	Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – June 10, 2021

AUTHOR: Robyn Cooper, Manager, Solid Waste Services

SUBJECT: **SCRD CURBSIDE RECYCLING SERVICE – ADDITIONAL INFORMATION FOR CONSIDERATION**

RECOMMENDATION(S)

THAT the report titled SCRD Curbside Recycling Service – Additional Information for Consideration be received.

BACKGROUND

The report titled *Curbside Recycling Questionnaire Results* was presented at the April 8, 2021 Infrastructure Services Committee and is included as Attachment A.

The following resolutions were adopted at the April 22, 2021 Board meeting (in part):

122/21 **Recommendation No. 2** *Curbside Recycling Questionnaire Results*

AND THAT the SCRD consider implementation of 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, the options for blue bins, and incorporating the concerns raised during the Committee's discussion about diversion tonnage cost recovery and the effects on recycling depot operations.

The purpose of this report is to provide additional information for the Board's consideration as per the above recommendation to help support the Board's pending decision regarding whether or not to implement a curbside recycling service for SCRD Electoral Areas B, D, E and F.

DISCUSSION

Materials Accepted

Table 1 below summarizes what is accepted curbside or at depots as part of the Recycle BC program for packaging and paper products (PPP). This is the same throughout the Province of BC and this is what is collected in the District of Sechelt and the Sechelt Indian Government District. The only variance is some local governments collect glass containers curbside in a separate stream.

If the SCRD were to implement such a service, the materials would be delivered to a post-collection service provider as determined by Recycle BC. This facility would likely be located on the Sunshine Coast. Recycle BC funds the costs incurred by this service provider to prepare the materials for transport and funds the associated transportation costs to move the materials off-coast to various recyclers in BC, North America and globally.

Currently, the Recycle BC post-collection service provider for the PPP collected curbside from the District of Sechelt and the Sechelt Indian Government District is the Gibsons Recycling Depot.

It should be noted that the depots in the SCRD are for residential self-hauled materials only. Private companies collecting materials from residents is deemed commercial and these materials cannot be delivered to the depots, they must deliver to a recycling facility in the Vancouver area. This is the result of the BC Recycling Regulation stipulating residential-only for PPP. The SCRD and other BC local governments have advocated for a change in the Recycling Regulation to allow commercial use of the depots, in particular for home-based and other small businesses. However, such a change has not been initiated as of yet.

Table 1 – Recycle BC Accepted Materials Summary

Material Category	Examples	Accepted Curbside	Accepted at Depots
Printed papers	office paper, newspaper	✓	✓
Cardboard	cardboard box	✓	✓
Other paper packaging – containing liquids when sold	ice cream container, coffee cup, frozen juice concentrate, cartons for soup or milk	✓	✓
Other paper packaging – not containing liquids when sold	cereal box, cookie or cracker box	✓	✓
Metal packaging	soup can, aerosol can, foil take out container, aluminum cans	✓	✓
Plastic packaging	plastic bottles, jars and jugs e.g. mayo, laundry detergent, plastic take-out bowl, cup or lid	✓	✓
Glass packaging	Glass bottles and jars – clear & coloured e.g. pickle jar	x	✓
Polystyrene foam - white	packaging around electronics, take-out cups or trays	x	✓
Polystyrene foam – coloured	meat trays, egg cartons	x	✓
Plastic bags and overwrap	shopping bags, bread bag	x	✓
Other flexible plastic packaging	chip bags, candy bar wrappers, mesh produce bags, zipper lock bags	x	✓

Costs per Tonne of Recycling – Curbside and Depots

At the April 8, 2021 ISC meeting, the Committee discussed a desire to view the cost per tonne for curbside recycling as compared to depot recycling. The following presents estimates for curbside and actuals for depots.

In 2020, the District of Sechelt collected approximately 473 tonnes from 4,991 residences, equating to 0.095 tonnes per residence. For 2019, 484 tonnes was collected from 4,851 residences, equating to 0.1 tonnes per residence.

For the Sechelt Indian Government District, 40 tonnes of recycling from 800 residences in 2020 equating to 0.05 tonnes per residence.

The residence count for the SCRD utilized for 2020 calculations was 5,834. At 0.05 tonnes per residence, this would equate to 292 tonnes total of recycling per year. At 0.1 tonnes per residence, 583.4 tonnes of recycling would be collected.

Recycling collected in the SCRD is anticipated to be in the range of what is collected in other local governments on the Sunshine Coast. Using the lower and upper ranges for tonnes per residence and the user fees outlined in the financial implications section of this report, the following are estimated costs per tonne:

- 0.05 t per residence and \$40-\$65 in costs results in an estimated cost of \$800-\$1,300 per tonne for recycling.
- 0.1 t per residence and \$40-\$65 in costs results in an estimated cost of \$400-\$650 per tonne for recycling.

As outlined in the June 20, 2019 report titled [SCRD Recycling Depots Overview](#), Table 2 is a summary of 2019 contract costs presented in that report and updated to include 2019 baling incentives paid to the depots and the 2019 tonnage to prepare cost per tonne calculations. As the contracts with the depots are for a variety of PPP materials, the cost per tonne presented in the table below are an average over the total collected variety of PPP materials and are not specific to the materials that could also be collected thru a curbside collection service.

Table 2 – 2019 Cost per tonne for SCRD Recycling Depots

	Gibsons Recycling Depot	Pender Harbour Recycling Depot	Sechelt Recycling Depot
2019 Annual Contracts Operating Budget	\$331,200	\$142,112	\$135,480
2019 Baling Incentives paid to the depot	\$91,150	\$5,700	n/a
Sub-total	\$422,350	\$147,810	\$135,480
2019 Tonnes	840	142	296
Cost per Tonne	\$503	\$1,041	\$458

Provision of Collection Container

After a thorough review of a sample Recycle BC contract, staff have determined that they require that residents be provided with the collection container when providing a curbside recycling service under their program. Thus, if the SCRD Board decides to implement a curbside recycling service, the containers must be provided and the costs have been incorporated in the financial implications section of this report.

At the April 8, 2021 ISC meeting, the Committee indicated that they would like additional information about potential collection containers. As such, staff have provided an example below as Figure 1 and Figure 2. This is an 87L bin and a lid can also be purchased if desired. The local retail cost is \$13.99 per bin and \$9.99 per lid, however, staff expect that should a service proceed and procurement for blue bins is undertaken, the costs would be lower than retail. This is a similar sized bin that is utilized in other local governments; what varies is the total number of bins provided per residence.

Figure 1 – Sample 87L Blue Bin



Figure 2 – Sample Lid



Organizational and Intergovernmental Implications

The decision regarding curbside recycling service will impact the communications supporting the landfill disposal regulations for paper to be implemented as of January 1, 2022 (education phase) in terms of sharing what the paper recycling options are.

As well, the timing of the next waste composition study will be confirmed after a decision is made regarding curbside recycling services. If a service is proceeding, then one of the two study periods could be conducted prior to launch and the second after launch. Otherwise, if there is no curbside recycling service, the waste composition study could proceed without such considerations for timing. However, there is also the pending District of Sechelt food waste collection service launch date. Once it's known if and when these services will be implemented, the timing of the waste composition study will be confirmed.

For the SCRD contracts for depot recycling, all three current contracts are set to expire on November 30, 2023. Each contract has the option to extend one additional two-year term. Given that late 2022 is the earliest a curbside recycling service could launch with 2023 representing the first full year of service, staff and depot operators can note the impacts. This allows for any financial impacts to be addressed as part of contract extension discussions in 2023. Given the contract values, Board authorization for an extension would be required, thus any contract impacts due to the implementation of curbside recycling would be brought forward to the Board for their consideration.

Financial Implications – User Fees

Table 3 summarizes the potential user fees for each of the options as presented in the April 8, 2021 staff report as well as the costs for the one-time provision of collection containers and lids have been included. The costs vary based on whether two-stream is selected (lower user fee) or single-stream is selected (higher user fee) and how many containers are provided (1 or 2), thus, the summary shows the overall range of estimated costs.

Table 3 – Summary of Costs per Curbside Recycling Implementation Option

Per Residence Estimated Annual Costs	Option 1 Curbside B, D, E, F	Option 2 Curbside B, D, E	Option 3 Curbside B, D	Option 4 No curbside, depot only
Recycling Collection	\$30-\$34	\$40-\$45	>\$45	Not applicable
Collection Container(s)	\$10-\$20	\$10-\$20	\$10-\$20	
Sub-Total for Recycling	\$40-\$64	\$50-\$65	>\$55-\$65	
2023 User Fee for garbage, Green Bin	\$208.30	\$208.30	\$208.30	\$208.30
Estimated Total 2023 User Fee	\$248-\$262	\$258-\$273	>\$263-\$273	\$208.30
Lid(s) for container	\$5-\$10	\$5-\$10	\$5-\$10	Not applicable

Note: the 2023 rates for garbage and the Green Bin program are as per resolution 385/20, Recommendation No. 15.

The initial container and lid purchase may be eligible to be funded through the electoral areas portions of the Community Works Fund-Gas Tax which would eliminate the up-front capital cost/investments. This would result in a lower fee for the program and could be further explored if the Board were interested.

Recycle BC also provides a higher financial incentive for two-stream recycling (thus a lower user fee) and a lower incentive for single-stream (thus a higher user fee); a difference of \$4 per residence. Single-stream recycling receives a lower incentive based on the resulting higher contamination than from two-stream. The same types of materials are collected regardless of whether two-stream or one-stream. Decisions regarding two-stream vs single-stream or how many bins to provide or if a lid is to be provided can be made once a decision is made whether or not to proceed with the service. If the service proceeds, staff will bring forward a report to refine these service level decisions.

Financial Implications – Taxation

Since the depots are funded from taxation, Regional Solid Waste [350], all residences in the SCRD are participants in this service and thus would be subject to this taxation increase.

As per the April 8, 2021 staff report, it is estimated the additional taxation required to offset the reduction in incentives received from Recycle BC due to having both depots and a curbside collection service would be approximately \$30,000 to \$50,000 which equates to approximately \$0.19 to \$0.32 per \$100,000 assessed value. This means, for a home assessed at \$600,000 there would be approximately a \$1.14 to \$1.92 increase to taxation.

Options and Analysis

Of the four options and their impacts presented in the April 8, 2021 staff report, Option 1 - Implement Curbside Recycling Collection Services for SCRD Electoral Areas B, D, E and F was the preferred option identified by the Board subject to receipt of more information. Staff are now seeking Board direction on how to proceed, or not, with curbside recycling collection services for Electoral Areas B, D, E and F.

In addition to the information presented previously in this report and previous reports, staff have prepared a summary table of pros and cons for the Board's consideration.

Table 4 – Pros and Cons of Curbside Recycling

	Pros	Cons
Waste reduction and diversion	Help to reduce the 25% of recyclables being disposed of as garbage	n/a
Materials Collected	Paper, cardboard, paper containers previously containing wet/dry, metal containers, plastic containers	Does not include glass, polystyrene, film plastic, other flexible plastic
Cost – User Fee	n/a	Increased annual user fee
Cost – Taxation	n/a	Increased taxation to all SCRD residences to offset reduction to depot incentives

Service Level	Convenience of curbside collection	Some materials still require a trip to the depot
Participation	All residences can participate; no vehicle required	Some materials still require a trip to the depot
GHGs	1 vehicle collecting materials as opposed to single vehicles driving to depots	Some materials still require a trip to the depot

Timeline for next steps

The timelines are as presented in the April 8, 2021 staff report.

	Option 1 Recycling B, D, E, F	Option 2 Recycling B, D, E	Option 3 Recycling 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. This strategy would utilize the existing Curbside Recycling project that is already included on the [Let's Talk SCRD](#) public engagement platform. This project would be updated and other communication channels including social media, news releases and information in local newspapers would be utilized to ensure the community is informed on any potential service changes.

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 and the target of 279 kk/pp/year waste disposal.

CONCLUSION

Staff have provided this report as requested and includes additional information for the Board's consideration regarding their decision on whether or not to implement curbside recycling services for SCR D Electoral Areas B, D, E and F.

ATTACHMENTS:

Attachment A – *Curbside Recycling Questionnaire Results*, April 8, 2021 Infrastructure Services Staff Report

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

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

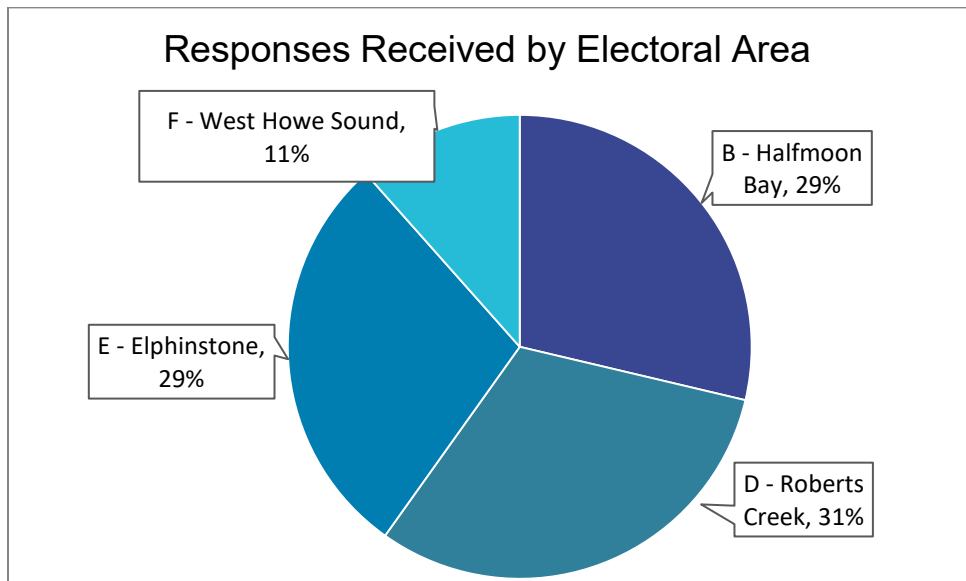
A total of 1,704 completed questionnaires were received. With a total of 5,945 services, this represents an overall 29% participation. Total responses and distribution of responses varied by Electoral Area as seen in Table 1 and Figure 1, with Area D with highest responses and distribution and Area F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

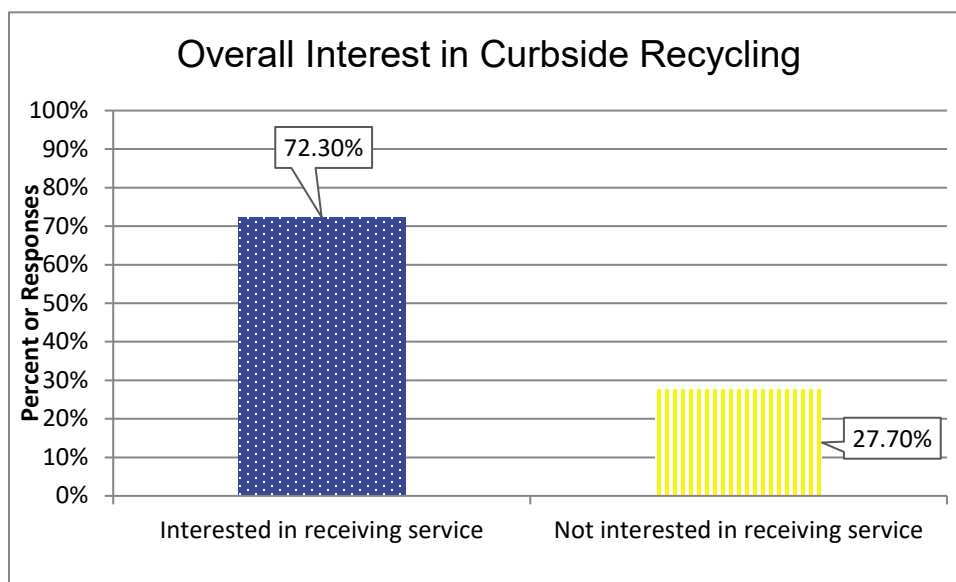
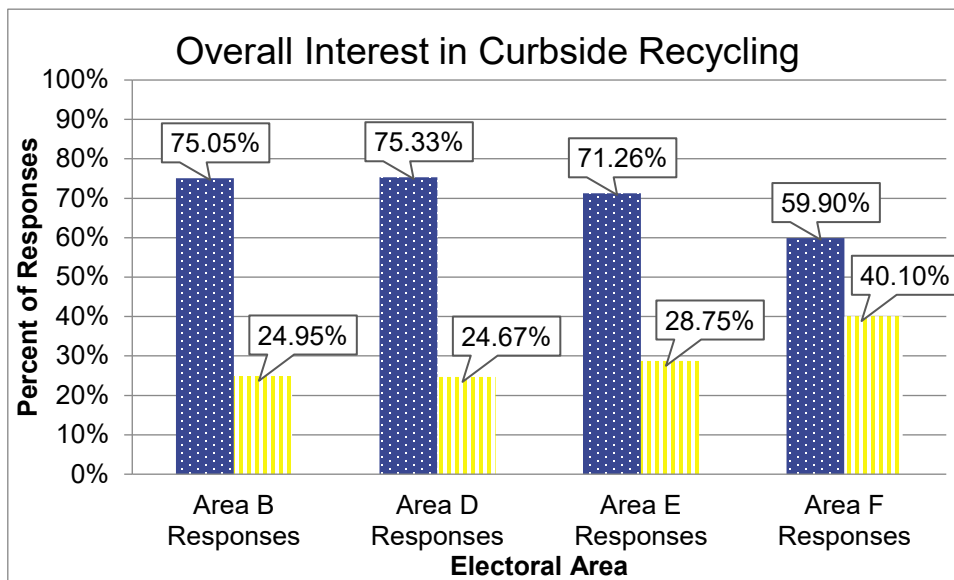


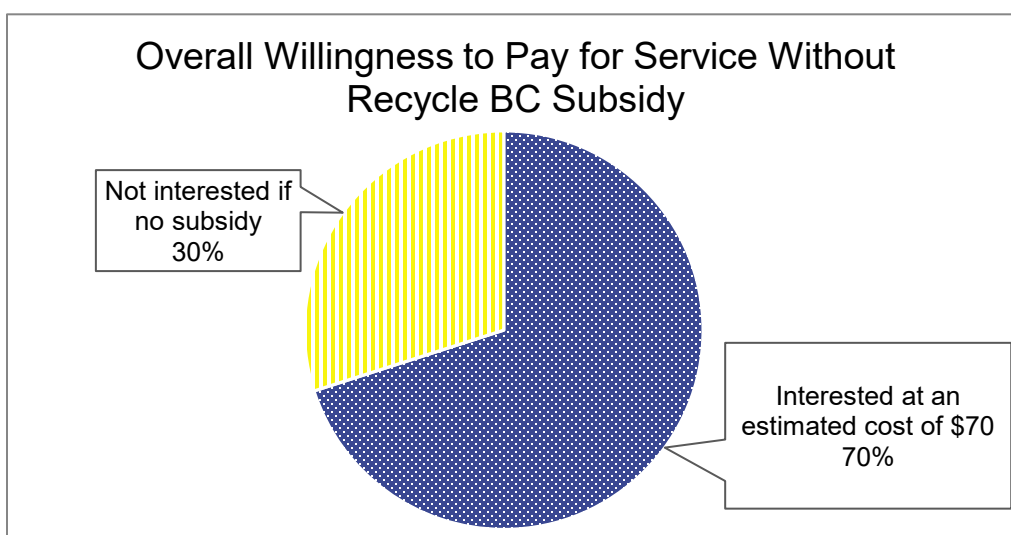
Figure 3 shows the interest in receiving curbside collection services by Electoral Area. It ranges from Areas B and D at 75% interested and 25% not; Area E with 71% interested and 29% not; and Area F with 60% interested and 40% not.

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 – June 10, 2021

AUTHOR: Robyn Cooper, Manager, Solid Waste Services

SUBJECT: COMPREHENSIVE LANDFILL ENGINEERING CONSULTING SERVICES CONTRACT - UPDATE

RECOMMENDATION(S)

THAT the report titled Comprehensive Landfill Engineering Consulting Services Contract - Update be received;

AND THAT the contract with XCG Consulting Limited for general landfill engineering services be increased by \$30,000 to \$337,000 (excluding GST);

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

AND FURTHER THAT these recommendations be forwarded to the June 10, 2021 Board meeting.

BACKGROUND

Currently, the SCRD has a contract with XCG Consulting Limited (XCG) to provide a range of engineering consulting services for the Sechelt Landfill and Pender Harbour Transfer Station. The contract term is August 2, 2016 to August 1, 2021. Some of these services include preparing reports that are mandated by the Ministry of Environment and Climate Change Strategy (MOE), preparing the annual Sechelt Landfill liability letter, reviewing water sampling results, and providing expertise related to the design and operations plan or the landfill closure plan.

When Request for Proposal (RFP) 16 258 was issued for these landfill engineering consulting services, the RFP identified specific projects over the five year contract term to be completed. However, the awarded contract value was based on the existing budget at the time over the five year term. Over time, projects were completed by XCG based on the scope of work in the RFP and complimentary projects through the budget approval process or within existing budget. The contract was amended in September 2020 to include these projects.

The purpose of this report is administrative; to amend the SCRD's contract with XCG to align with the work that XCG will complete until the end of the contract term within approved budget.

DISCUSSION

The current contract value over the five year term is \$307,000.

Additional small complimentary projects have been added to support the operations of the Sechelt Landfill and compliance with the Design, Operations and Closure Plan (DOCP). For example, a pending project is to review the daily cover material usage at the Sechelt Landfill

compared to the calculations utilized in the DOCP. This work could be completed while XCG is on-site for the Sechelt Landfill remediation and construction project in late June.

Financial Implications

The updated contract value of \$337,000 exceeds the approved funding by \$30,000.

However, the contract increase does not require an amendment to the 2021-2025 Financial Plan as all projects will be completed within the approved budget.

Timeline for next steps

Following Board adoption, staff will prepare an amended contract for signing by the delegated authorities.

A procurement process for comprehensive landfill engineering consulting services has been initiated. The request for proposals closes July 5, 2021.

STRATEGIC PLAN AND RELATED POLICIES

n/a

CONCLUSION

The purpose of this report is administrative in order to amend the SCRD's contract with XCG to align with the work that XCG will complete until the end of their contract term in 2021. The updated contract value is \$337,000 (excluding GST). No Financial Plan amendment is required as all projects were completed within the existing budget or as part of an approved budget proposal process.

Reviewed by:			
Manager		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 – June 10, 2021

AUTHOR: Robyn Cooper, Manager, Solid Waste Services

SUBJECT: **SCRD BOOK RECYCLING PROGRAM UPDATE**

RECOMMENDATION(S)

THAT the report titled SCRD Book Recycling Program Update be received;

AND THAT the SCRD's book recycling program annual budget be increased by \$10,000 to \$24,400 for 2021 and 2022;

AND THAT the 2021 shortfall and 2022 contract increases be funded from Regional Solid Waste [350] 2022 taxation;

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND FURTHER THAT these recommendations be forwarded to the June 10, 2021 Board meeting.

BACKGROUND

As part of the 2021 Budget process, the SCRD Board confirmed the service level for residential book recycling at medium book recycling: book recycling in Gibsons (status quo), with an approved budget of \$14,400 per year funded through taxation Regional Solid Waste [350].

The [2021 Round 2 Budget staff report](#) references that the actual expenditures are variable based on the tonnes of books received and could be higher or lower.

The purpose of this report is to inform the Committee of 2021 book recycling program expenditures to date and provide recommendations regarding the budget for this program.

DISCUSSION

The SCRD currently has a two year contract with Gibsons Disposal Ltd. to provide residential book recycling services at the Gibsons Recycling Depot from August 1, 2019 to July 31, 2021 with the option to extend up to two additional one year terms.

The current contract value over the two year term is \$34,543 and was based on a fixed monthly operational fee and transporting and processing of approximately 48 tonnes of books over the two years or approximately 2 tonnes per month. The tonnage was based on the 2018 tonnage, however, the budget also included a small inflationary factor to account for some increased tonnage.

However, from August 1, 2019 to April 30, 2021, 66 tonnes were collected for recycling or approximately 3.15 tonnes per month. For 2021, on average, 4 tonnes of books are being

transported and processed and this is anticipated to continue for the remainder of 2021. This will result in the annual approved budget being fully expended by the end of June.

Additionally, Gibsons Disposal Ltd. is interested in extending their contract for book recycling services for one additional one year term as is permitted in the contract and staff recommend to continue providing this service with the current contracted service provider. However, although the total contract value is under \$100,000 and does not require Board approval, staff cannot execute the extension without addressing the budget shortfalls.

Financial Implications

To fully fund 2021 and 2022 for the book recycling program, an annual budget of \$24,400 is required. This is based on transporting and processing 4 tonnes of books per month. This represents a shortfall of \$10,000 per year based on the \$14,400 approved budget for this program.

The 2021 shortfall of \$10,000 will need to come from 2022 tax requisition, as there are no operational reserves for the service and it is not anticipated that the existing operational Budget will result in a surplus. The 2022 budget will also be increased to \$24,400, which will also be funded from taxation from the Regional Solid Waste service [350].

An amendment to the 2021-2025 Financial Plan is required.

Timeline for next steps

Following Board adoption, staff will prepare a contract extension for signing by the delegated authorities.

STRATEGIC PLAN AND RELATED POLICIES

Book recycling supports the SCRD's Solid Waste Management Plan's target of 65%-69% diversion and target of 279 kg/pp/yr waste disposed.

CONCLUSION

The purpose of this report is to inform the Committee of 2021 book recycling program expenditures to date and provide recommendations regarding the budget for this program. The current annual approved budget of \$14,400 will be fully expended by June 2021 based on increased tonnages of books received for recycling. Staff recommend to increase the annual approved budget by \$10,000 to \$24,400 from taxation Regional Solid Waste [350]. A Financial Plan amendment is required.

Reviewed by:			
Manager		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 – June 10, 2021

AUTHOR: Robyn Cooper, Manager, Solid Waste Services

SUBJECT: TIPPING FEE UPDATES AT SCRD SOLID WASTE FACILITIES – ADDITIONAL INFORMATION FOR CONSIDERATION

RECOMMENDATION(S)

THAT the report titled Tipping Fee Updates at SCRD Solid Waste Facilities – Additional Information for Consideration be received;

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

AND FURTHER THAT these recommendations be forwarded to the June 10, 2021 Board meeting.

BACKGROUND

The report titled Tipping Fee Updates at SCRD Solid Waste Facilities was presented at the May 13, 2021 Infrastructure Services Committee and is included as Attachment A.

The following resolution was adopted at the May 13, 2021 Board meeting:

134/21 **Recommendation No. 6** *Tipping Fee Updates*

THAT the report titled Tipping Fee Updates at SCRD Solid Waste Facilities be referred to Solid Waste Management Plan Monitoring Advisory Committee (PMAC) for discussion.

The following resolution was adopted at the May 27, 2021 Board meeting:

149/21 **Recommendation No. 5** *Tipping Fee Updates at SCRD Solid Waste Facilities*

AND THAT staff prepare a report for the June Infrastructure Services Committee meeting with further clarification regarding proposed tipping fee amendments.

That report was provided to the SCRD's Solid Waste Management Plan Monitoring Advisory Committee (PMAC) on May 18, 2021 and their recommendations are included in this meeting's Agenda as part of their May meeting minutes.

The purpose of this report is to provide a follow up report as requested from the Committee regarding the tipping fees for fridges containing ammonia and tires as it relates to the SCRD's Landfill Site Bylaw 405.

DISCUSSION

Appliances Containing Ammonia

As per the May 13, 2021 report, an \$80 per unit tipping fee is required to fully fund the direct costs of appliances containing ammonia.

Staff were asked to consider a blended rate between appliances containing Freon and those containing ammonia instead of having two different rates.

At a blended rate, each unit, Freon or ammonia, would require a \$45 per unit tipping fee.

The SCRD is pursuing participating in the MARR (Major Appliances Recycling Roundtable) extended producer responsibility program, and if successful, would result in a \$0 tipping fee for appliances containing Freon. However, those containing ammonia are excluded from the MARR program. Thus, if the SCRD joined MARR, a tipping fee for appliances containing ammonia would still be required and a blended rate would not be possible at that time. The earliest anticipated start date for SCRD to join MARR is Q1 2022.

Tires - Rim Removed

In 2020, the Sechelt Landfill had 259 customers deliver 646 tires with the rim removed, equating to an average of 54 per month. Whereas, the Pender Harbour Transfer Station had 72 customers deliver 204 tires with rim-removed, resulting in an average of 8 per month.

Passenger and medium truck tires with rim removed (off-rim) are accepted at no charge with a four tire per person per day limit at various locations on the Sunshine Coast and customers at the SCRD sites are advised of this.

The following private businesses are listed as participants of the [Tire Stewardship BC Program](#) as of May 27, 2021: Canadian Tire, Coastal Tire & Mechanical, Honest T Repairs, Kal Tire, OK Tire, Pender Harbour Automotive, South Coast Ford and Sunshine Coast Chevrolet Buick GMC.

Whether or not to continue accepting tires with the rim removed is a service level decision. Staff recommend continuing to accept tires with the rim removed at an increased tipping fee as an incentive to utilize the private businesses. This ensures service availability at the Sechelt Landfill or Pender Harbour Transfer Station should a resident choose to.

In the options presented below, Option 1 would result in full cost-recovery, while Option 2 results in financially disincentivizing to bring tires with the rim removed to a SCRD facility for disposal.

Tires - On Rim

In 2020, the Sechelt Landfill had 174 customers deliver 384 tires on rim, equating to an average of 32 per month. Whereas, the Pender Harbour Transfer Station had 38 customers deliver 98 tires on rim, resulting in an average of 8 per month.

Tires on rim are not typically accepted at other locations on the Sunshine Coast and if they are, a fee is incurred. Therefore staff recommend that the SCRD continue to accept, however, at an increased tipping fee to ensure full cost recovery.

Residents are welcome to remove the rim and the rim would then be accepted as scrap metal, and the tire accepted at no charge at the private businesses participating in the Tire Stewardship BC Program.

Tires Filled With Foam

For tires filled with foam, there is currently no tipping fee and they are not accepted at either the Pender Harbour Transfer Station or Sechelt Landfill. Given the lack of alternative disposal options staff recommend to start accepting them. 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.

Financial Implications

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

Suggested Recommendations

Staff have provided several draft recommendations by material type for the Board's consideration.

Option 1 is the option recommended by staff in the May 13, 2021 staff report. Option 2 includes alternative approaches to full cost recovery for all material types under consideration. Option 3 would result in a decreased service level.

It is recommended to forward these recommendations to the June 10, 2021 Board meeting for adoption in order to allow for alignment with the timing of the pending Bylaw 405 amendments for drywall tipping fees. Otherwise, Bylaw 405 will not be amended again until Q4 2021 or Q1 2022.

Material	Suggested Recommendations		
	Option 1	Option 2	Option 3
Metal appliances with ammonia; Metal appliances with Freon	AND THAT a tipping fee for metal appliances with Ammonia (fridges etc.) be established at \$80 per unit;	AND THAT a tipping fee for metal appliances with Ammonia (fridges etc.) be established at \$40 per unit; AND THAT the tipping fee for metal appliances with Freon (fridges etc.) be	Status quo – all units remain at \$25 per unit; no recommendation required

		increased from \$25 to \$40 per unit;	
Passenger tire rim-removed	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 rim removed be increased from \$3 to \$10 per tire;	AND THAT the SCRD no longer accept passenger tires rim removed;
Passenger tire on rim	AND THAT the tipping fee for Passenger tire on rim be increased from \$8 to \$10 per tire;	AND THAT the tipping fee for Passenger tire on rim be increased from \$8 to \$15 per tire;	Status quo – no changes, no recommendation required
Medium truck tire rim removed	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 rim removed be increased from \$18 to \$25 per tire;	AND THAT the SCRD no longer accept medium truck tires rim removed;
Medium truck tire on rim	AND THAT the tipping fee for Medium Truck tire on rim be increased from \$36 to \$42 per tire;	AND THAT the tipping fee for Medium Truck tire on rim be increased from \$36 to \$47 per tire;	Status quo – no changes, no recommendation required
Tires filled with foam	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;	n/a	Status quo – tires filled with foam are not accepted

Timeline for next steps

Based on the Board's recommendations, staff will prepare an amendment to Bylaw 405. The timing could be aligned with the forthcoming Bylaw 405 amendment for the drywall tipping fee. Otherwise, the next update to Bylaw 405 may not be until Q4 2021 or Q1 2022.

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 SCRD's public engagement platform, 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

Staff have prepared several recommendations for the Board's consideration regarding appliances with ammonia, tires with rim removed, tires on rim and tires filled with foam.

Any changes to tipping fees require an amendment to Bylaw 405. The timing could be aligned with the forthcoming Bylaw 405 amendment for drywall tipping fee.

ATTACHMENTS:

Attachment A – May 13, 2021 ISC Staff Report Tipping Fee Updates at SCRD Solid Waste Facilities

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: 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 – June 10, 2021

AUTHOR: James Walton, Manager, Transit and Fleet

SUBJECT: TRANSIT FUTURE ACTION PLAN PROGRESS UPDATE

RECOMMENDATION(S)

THAT the report titled Transit Future Action Plan Progress Update be received for information.

BACKGROUND

At the February 25, 2021 meeting, the Board made the following recommendation:

052/21 **Recommendation No. 1** *Terms of Reference Sunshine Coast Transit Future Action Plan*

THAT the report titled Terms of Reference Sunshine Coast Transit Future Action Plan be received for information;

AND THAT BC Ferries, City of Powell River, qathet Regional District and Tla'amin Nation be added as stakeholders to the Transit Future Action Plan project working group;

AND FURTHER THAT the Terms of Reference for the Sunshine Coast Transit Future Action Plan be approved as amended.

The purpose of the Sunshine Coast Transit Future Action Plan (TFAP) is to update the transit service and infrastructure priorities. These priorities will continue to shape how transit works in the region for the next 5 years and builds upon the Transit Future Plan, a 25-year vision for the Sunshine Coast Transit System that was adopted in 2014. The TFAP outlines the objectives, scope, deliverables, approach, and timeline.

This report provides an update on the progress of the development of the TFAP.

DISCUSSION

The development of the TFAP will take a collaborative approach with stakeholder and public engagement outreach. SCRD and BC Transit staff have convened different stakeholder groups to seek and inform the transit priorities, before engaging the public more broadly.

Project Working Group

The Project Working Group was formed to provide technical input and assist with the development of the TFAP.

Invitations were sent to the following groups:

- BC Ferries
- City of Powell River
- District of Sechelt
- Ministry of Transportation and Infrastructure
- qathet Regional District
- Sechelt Indian Government District
- Squamish Nation
- Tla'amin Nation
- Town of Gibsons

The first PWG meeting was held on April 16, 2021 and the District of Sechelt, City of Powell River, BC Ferries, BC Transit and SCRD staff attended. Key discussion points at this meeting were reviewing high level objectives, confirming the project timeline, and reviewing the key stakeholder list. It should be noted that since the first Project Working Group meeting, the Township of Gibsons and the Sechelt Indian Government District have confirmed their involvement in future meetings.

Key Stakeholder Group

Key stakeholders were contacted to provide input on the needs from different communities in the region. Invitations were sent out to the following groups.

- Sunshine Coast Tourism*
- Sunshine Coast Resource Centre*
- Sunshine Coast Association of Community Living*
- Trail Bay Properties*
- Southern Sunshine Coast – Ferry Advisory Committee*
- Sechelt Seniors Activity Centre*
- Sunshine Coast Community Services*
- School District 46*
- Vancouver Coastal Health *
- Transportation Choices – Sunshine Coast*
- Sechelt & District Chamber of Commerce
- Gibsons Chamber of Commerce
- Sechelt Indian Government District
- Sunnycrest Mall – Anthem Properties

A Key Stakeholder workshop was held on May 19, 2021. The stakeholder groups identified with an asterix above, along with BC Transit and SCRD staff attended. Topics included reviewing BC Transit's model and the 2014 Transit Future Plan priorities, and discussing the current and future challenges and needs.

The Key Stakeholders will again be engaged in the upcoming public engagement.

Transit Operators

As Transit Operators could offer a unique perspective on existing service and service enhancement opportunities, the SCRD Transit Operators were provided the opportunity to complete online and or paper versions of a TFAP survey.

Public engagement

Some initial data was gathered from the public through intercept surveys, a method used to gather onsite feedback from a selection of random transit users at random bus stops. A total of 267 transit users completed the survey over a four-day period in March 2021.

Broader public engagement is planned late summer 2021, once additional feedback and input are received from stakeholder groups described above.

Timeline for next steps

The Project Working Group will meet for the second workshop this summer, to review current route level performance, key stakeholder workshop data and proposed draft priorities and public engagement materials.

Online public engagement will take place between August 23, 2021 and September 23, 2021 and will include additional engagement with the key stakeholders consulted prior.

In fall 2021, an engagement summary report, including finalization of service and infrastructure options, will be presented to the Project Working Group. After, staff will present the 2021 Transit Future Action Plan to the SCRD Board for their consideration.

CONCLUSION

The Transit Future Action Plan is being developed to set out priorities for the next five years, and will be aligned with the 25-year Transit Future Plan adopted in 2014. As part of Phase 1 of the engagement process, the SCRD and BC Transit are taking a collaborative approach with different stakeholder groups to identify the top priorities that will be brought to the broader public this summer, as part of Phase 2. Any feedback received will be included in the 2021 Transit Future Action Plan that will be brought forward to the SCRD Board for consideration.

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

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – June 10, 2021

AUTHOR: David Nelson, Manager Information Technology and GIS

SUBJECT: **AWARD REPORT – THREE YEAR GEOGRAPHIC INFORMATION SYSTEMS (GIS)
SOFTWARE CONTRACT RENEWAL**

RECOMMENDATION(S)

THAT the report titled Award Report – Three Year Geographic Information Systems (GIS) Software Contract Renewal be received;

AND THAT the SCRD enter into a sole-source-provider contract with ESRI Canada for 3 years starting June 1, 2021 for a license for software usage, maintenance and support subscription services for a total value up to \$106,872(plus GST);

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

AND FURTHER THAT this recommendation be forwarded to the June 10, 2021 Board Meeting.

BACKGROUND

The SCRD began using stand-alone desktop digital mapping tools from Environmental Systems Research Institute (ESRI) in the early 2000s. Acquiring a site license in 2009 allowed for shared-networked access, consolidated billing, and reduced overall costs. Since that time ESRI Canada's Enterprise License Agreement (ELA) has provided subscription access to the latest features available for geographic information systems (GIS) services.

The existing three-year contract providing ESRI ELA software expired May 31, 2021. The purpose of this report is to seek approval to renew our usage subscription license contract for three years with ESRI Canada as a sole-source provider.

As the global market-share leader in GIS software, ESRI is a California-based company with exclusive distribution to Canadian customers through ESRI Canada.

GIS is a technology that utilizes geography (map based) techniques to bring together spatial and attribute information that reveals complex relationships otherwise difficult to understand. GIS impacts nearly every aspect of local governments and helps to integrate SCRD services across planning, infrastructure services, and administration. Through the use of GIS technology, the SCRD provides the ability for staff and the public to visualize and analyze the 381,000 hectares of 'places' that make up the Sunshine Coast Regional District.

DISCUSSION

Options Analysis

The SCRD has made a deep investment in developing the ESRI GIS mapping platform over nearly 20 years. Using this solution, staff have built a comprehensive set of web map applications and analysis tools for use by staff and the public. Staff are satisfied with this solution including its ability to integrate with the geospatial links and attribution data from connected land development and work management systems. Migration to alternative GIS mapping technologies is not feasible or cost comparable.

Procurement Status

A sole-source procurement approval procedure has been executed by staff in line with the SCRD Procurement Policy provisions for *One Qualified Vendor* -- only one vendor is qualified and available to provide the goods and/or services. A Notice of Intent process is not sought because ESRI Canada is verifiably the only Canadian provider of ESRI GIS products and services. Staff recommend awarding the new 3-year contract to ESRI Canada at a total value of \$99,880 exclusive of taxes.

Financial Implications

The previous 3-year contract (June 1, 2018 – May 31, 2021) was set at \$31,000 for each year.

ESRI Canada has provided a quotation for a new 3-year contract at:

Year 1	Year 2	Year 3
\$32,680	\$33,260	\$33,940
5.4 percent increase	1.8 percent increase	2% increase

After further discussions with ESRI Canada, staff suggest the proposed inflationary increases are reasonable given current CPI values and considering the prior contract saw no increases over 3 years.

These expenses are expected and no amendments to the Financial Plan are required.

STRATEGIC PLAN AND RELATED POLICIES

This Contract meets SCRD procurement policies for competitive bidding, aligns with the Board Financial Sustainability Policy regarding overall costs, while providing ongoing access to the evolving enhancement of GIS features available through subscription software upgrades.

CONCLUSION

The ESRI GIS software license subscription has provided well-regarded digital mapping services to staff and the public for nearly two decades. ESRI Canada has proposed a 3-year contract renewal with a reasonable inflationary increase. There currently is only one supplier, ESRI Canada, who can provide this GIS services subscription license. Staff recommend proceeding with the proposed three-year contract renewal through ESRI Canada.

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

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Infrastructure Services Committee – June 10, 2021

AUTHOR: Ken Robinson, Manager, Facility Services and Parks

SUBJECT: RFP 2161304 RECONSTRUCTION POOL FACILITY FIRE SPRINKLER SYSTEM AWARD REPORT (SECHELT AQUATIC FACILITY)

RECOMMENDATIONS

THAT the report titled RFP 2161304 Reconstruction Pool Facility Fire Sprinkler System Award Report (Sechelt Aquatic Facility) be received;

AND THAT the Sechelt Aquatic Centre Fire Sprinkler System Repair or Replacement project budget be increased from \$180,200 to \$707,753 (plus GST), with the increase of \$527,553 and total project be funded from Municipal Finance Authority (MFA) 5-year Equipment Finance Loan;

AND THAT a loan of up to \$702,553 for a term of 5 years be requested through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the *Local Government Act* (Liabilities Under Agreement) to fund the Sechelt Aquatic Centre Fire Sprinkler System Repair or Replacement.

AND THAT the 2021-2025 Financial Plan be amended accordingly;

AND THAT a contract for reconstruction of fire sprinkler system at Sechelt Aquatic Centre be awarded to Strategic Mechanical Inc. DBA Strategic Mechanical for up to \$699,778 (plus GST);

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

AND FURTHER THAT this recommendation be forwarded to the Regular Board Meeting of June 10, 2021.

BACKGROUND

Staff have been working diligently to plan and tender for the replacement of the Sechelt Aquatic Centre following discovery earlier this year that piping has been compromised by microbiologic corrosion. Replacement, rather than repair, was confirmed as required after comprehensive inspection.

In February, a project budget of \$180,200 was established based on consulting engineer advice.

Request for Proposal 2161304 Reconstruction Pool Facility Fire Sprinkler System was published on April 16, 2021 and closed on May 14, 2021.

This report presents results and recommends direction to complete the project.

DISCUSSION

Request for Proposal (RFP) Process and Results

Purchasing received one proposal and the evaluation team consisted of 4 team members. The committee reviewed and scored the proposal against the criteria set out in Section 7.2 of the RFP. Staff recommend that a contract be awarded to Strategic Mechanical Inc. DBA Strategic Mechanical who met the specifications as outlined in the RFP and was best price overall.

<u>Name</u>	<u>Total Value of a Contract</u>
Strategic Mechanical Inc. DBA Strategic Mechanical	\$ 636,162.00 (before GST)

Strategic Mechanical's successful bid exceeds the \$180,200 project budget.

Market conditions including, especially, the price of steel/piping are certainly a factor in the bid received.

SCRD relies on current, professional costing advice when available, as construction technology and costs change over time. SCRD's recreation 20-year capital plan had projected a sprinkler system replacement at the Sechelt Aquatic Centre would be required in 2037 with a contract value of approximately \$243,000.

Options and Analysis

Based on the bid received, the total project cost for this unplanned capital project is:

Engineering costs	\$ 7,975 (plus GST)
Construction value	\$636,162 (plus GST)
Contingency @ 10%	\$ 63,616 (plus GST)
Total	\$707,753 (plus GST)

Staff have explored several alternatives in order to reduce the financial implications of this project. Alternatives have been analyzed with input from our consulting engineer and from the Sechelt Fire Department.

Action must be taken to address building fire protection if the facility is to remain in operation.

Option 1: Award & Proceed - Recommended

Proceed with project as tendered at a construction contract cost of \$636,162 plus a 10% project contingency of \$63,616 for a total construction cost of up to \$699,778 plus GST. The entire sprinkler system will be replaced later this summer as part of annual maintenance shutdown.

Option 2: Install Additional Fire Protection Equipment & Phase Sprinkler Replacement

Proceed with the project in three phases over a three-year period beginning in 2021. This would require a temporary linear heat detection system to be installed.

In addition to costs below, this option could require an additional facility shutdown and is anticipated to raise insurance costs until the new sprinkler system is complete.

The following proposed phased approach and cost estimates were provided by the consulting engineer:

Phase One (2021)

- Replace sprinkler piping in mechanical, electrical and chemical rooms duplicated with the existing sprinkler piping remaining. Estimated Cost \$20,000.
- Installation of new fire alarm system and temporary linear heat detection system on the existing sprinkler piping in the pool area, change rooms, community room, fitness room, lobby and office spaces. Estimated Cost \$100,000. Staff estimate up to an additional \$30,000 for a rope access contractor to install heat detection cables over the pool areas, this is based from costs for a recently tendered similar project.

Phase one estimated total cost \$150,000 plus GST.

Phase Two (2022)

- Replace sprinkler piping in pool area and connect to new sprinkler installed in phase one. Estimated Cost \$63,000. This portion of the project would require scaffolding to access sprinkler piping at an estimated additional cost of \$100,000.
- Remove temporary linear heat detection system from pool area. Estimated Cost \$5,500.

Phase two estimated total cost \$168,500 plus GST.

Phase Three (2023)

- Replace sprinkler piping in remaining areas of facility. Estimated Cost \$64,000
- Remove temporary linear heat detection system in remaining areas of facility. Estimated Cost \$5,500

Phase three estimated total cost \$69,500 plus GST.

Estimated complete phased project cost is \$388,000 plus 30% project contingency of \$116,400 for a total of \$504,400 plus GST.

Current market conditions and construction inflation reduce staff's confidence level in this estimate. Based on bid response, a 3-year project cost of up to \$750,000 might be reasonable.

Option 3: Install Additional Fire Protection Equipment & Delay Sprinkler Replacement

Proceed with installation of temporary linear heat detection system in 2021 and sprinkler replacement project to 2022, with a retendering process.

This option is acceptable to Sechelt Fire Department and is the lowest-cost/most-practical way for the facility to remain open during phased sprinkler work. The period of increased insurance costs would be extended.

The estimated cost to install a new fire alarm system with temporary linear heat detection for all areas of the facility is \$130,000.

While this approach has the potential to attract additional bidders and possibly result in better overall project value, bids would need to come in substantially lower than the current bid in order to offset the cost of installing the new fire alarm system with temporary heat detection.

This option would involve creating a new project. The question of funding for a future sprinkler system replacement would remain.

Financial Implications

Total project cost exceeds approved funding for this project. In order to proceed with Option 1 an additional \$527,553 is required.

Having consider any and all funding approaches, staff recommend that additional funding of up to \$527,553 be borrowed through the Municipal Finance Authority Equipment Financing Program under section 403(1)(a) of the Local Government Act (Liabilities Under Agreement) to fund the Fire Sprinkler System Repair or Replacement. Considerations include the impacts from the 2021 reduction of \$500,000 to the capital renewal fund for the Recreation Facilities, deferral of projects to fund prior overages and upcoming funding needs for critical infrastructure.

The initial project was funded through \$5,200 of taxation and \$175,000 through short term debt in the 2021-2025 Financial Plan. Based on the revised scope and project cost of \$707,753 the estimated debt repayment and taxation implications are as follows:

	2021	2022	2023	2024	2025	2026
Original Project Debt Payment	\$26,860	\$35,806	\$35,806	\$35,806	\$35,806	\$8,930
Increase in Debt Repayment	\$9,124	\$108,128	\$108,128	\$108,128	\$108,128	\$99,030
Total Estimated Debt Payment	\$35,984	\$143,934	\$143,934	\$143,934	\$143,934	\$107,960
Taxation Required*		\$153,058	\$143,934	\$143,934	\$143,934	\$107,960

**2021 taxation shortfall for increase to debt repayment will be recovered in 2022.*

This option has a taxation implication at approximately \$0.68 (2021)-\$2.74 (2022) per \$100,000 of taxation and doesn't further reduce operational and capital reserves.

Timeline for next steps or estimated completion date

If Option 1 is directed, the contract award will be made. Estimated completion date is September 24, 2021 which aligns with 2021 Sechelt Aquatic Center Annual Maintenance closure plan.

Other options would require new tendering processes to be conducted, and are anticipated to result in a change or extension to shutdown dates. In all cases, staff strive to schedule work to not interfere/minimize interference with programming.

Communications Strategy

Project decisions/facility implications will be communicated to patrons, user groups and staff.

STRATEGIC PLAN AND RELATED POLICIES

N/A - operational

CONCLUSION

The SCRD received one proposal for RFP Request for Proposal 2161304 Reconstruction Pool Facility Fire Sprinkler System.

Staff recommend proceeding with Option 1 and award of the contract to Strategic Mechanical with incremental funding from an increased MFA Equipment Financing Program loan.

Reviewed by:			
Manager	X - K. Robinson	CFO/Finance	X – T. Perreault
GM	X – I. Hall	Legislative	
CAO	X – D. McKinley	Purchasing	X – V.Cropp

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

May 18, 2021

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

PRESENT:

(Voting Members)

Chair
Vice-Chair

I. Winn
S. White (part)

Members

J. Boyd
D. New-Small
P. Robson
M. Cambon

ALSO PRESENT:

(Non-Voting)

Director, Electoral Area E
Director, Electoral Area A
Sechelt Indian Government District
Sechelt Indian Government District
District of Sechelt
Manager, Solid Waste Services
Solid Waste Programs Coordinator
Recorder

D. McMahon
L. Lee
J. Waldorf
E. Glover
P. Appelt
R. Cooper
A. Patrao
T. Ohlson

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 amended to add the following item of New Business:

- Referral of ISC staff report titled Tipping Fee Updates at SCRD Solid Waste Facilities

MINUTES**Recommendation No. 1** *PMAC Meeting Minutes of April 20, 2021*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the Solid Waste Management Plan Monitoring Advisory Committee meeting minutes of April 20, 2021 be received for information.

PRESENTATIONS AND DELEGATIONS

The Manager, Solid Waste Services provided the Committee with an overview of the 2020 Annual Regional Diversion.

Discussion included the following:

- Disposal per person per year target calculations
- Comparison with other jurisdictions
- Curbside collection services and impacts to disposal and diversion tonnages

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

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

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

REPORTS

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

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

Discussion included the following:

- Authorization pending from SCRD Board to explore process to seek approval to export waste if there is a gap between when the Sechelt Landfill is full until new landfill or transfer station in place
- Drywall recycling concerns
- Land Use Agreement between SCRD and Town of Gibsons for green waste drop-off depot and increased operation costs
- South Coast Green Waste Drop-off depot audit endeavoring to be completed this summer

NEW BUSINESS

Referral of ISC staff report titled Tipping Fee Updates at SCRD Solid Waste Facilities

The Committee discussed whether the SCRD should continue to accept tires off-rim with a tipping fee when these tires are accepted elsewhere for free.

Recommendation No. 4 *Off-rim tire acceptance*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the SCRD continue to accept passenger and light truck off-rim tires and increase the tipping fee to \$10 per off-rim tire;

AND THAT the SCRD increase the tipping fee for medium truck off-rim tires to \$25 per tire.

Discussion included the following:

- Illegal dumping concerns
- Options and restrictions of drop-off locations

The Committee discussed whether the SCRD should begin to accept tires filled with foam at the Sechelt landfill only for a fee of \$18 per tire or accept foam filled tires with a fee at both sites or continue with not accepting foam filled tires.

Recommendation No. 5 *Foam-filled tire acceptance*

The Solid Waste Management Plan Monitoring Advisory Committee recommended that the SCRD accept tires filled with foam at the Sechelt Landfill only with a tipping fee of \$18 per tire.

The Committee discussed appliances that contain ammonia and whether the SCRD should blend the tipping fees with appliances that contain Freon (currently \$30 per unit) and have one tipping fee for both or leave the proposed tipping fee as is (\$80 per unit).

Discussion included the following:

- Actual cost recovery
- Future program considerations
- Revisit discussion at a future meeting

NEXT MEETING Tuesday, June 15, 2021

ADJOURNMENT 12:42 p.m.