



## COMMITTEE OF THE WHOLE

Thursday, July 13, 2023

TO BE HELD

IN THE BOARDROOM OF THE SUNSHINE COAST  
REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.  
**AGENDA**

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**CALL TO ORDER**      9:30 a.m.

### AGENDA

1. Adoption of Agenda Pages 1 - 2

### PRESENTATIONS AND DELEGATIONS

### REPORTS

2. Water Supply Update Verbal  
*Manager, Utility Services*  
**Regional Water (Voting – A, B, D, E, F, Sechelt)**
3. Dream Valley Estates Water System Feasibility Service Area Annex A  
pp. 3-5  
*Assistant Manager, Utility Engineering*  
*Utilities Business Coordinator*  
**(Voting – All Directors)**
4. Dan Bosch Park and Katherine Lake Park Proposed Annex B  
pp. 6-10  
Enhancement Projects Update  
*Manager, Parks Services*  
*Parks Planning and Community Development Coordinator*  
**(Voting - A, B, D, E, F)**
5. Food Waste Processing Contract Updates Annex C  
pp. 11-13  
*Manager, Solid Waste Services*  
**(Voting – B, D, E, F)**
6. RFP 2361304 Gibsons and Area Community Centre Youth Annex D  
pp. 14-16  
Services - Contract Award  
*Manager, Recreation Services*  
**(Voting – All Directors)**
7. Solid Waste Management Plan Public and Technical Advisory Annex E  
pp. 17-19  
Committee (PTAC) Minutes of June 6, 2023  
**(Voting – All Directors)**

**COMMUNICATIONS**

**NEW BUSINESS**

**IN CAMERA**

**ADJOURNMENT**

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole – July 13, 2023

**AUTHOR:** Matt O'Rourke, Assistant Manager, Utility Engineering  
Bobby Rebner, Utilities Business Coordinator

**SUBJECT:** DREAM VALLEY ESTATES WATER SYSTEM FEASIBILITY SERVICE AREA

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### RECOMMENDATION

- 1) **THAT the report titled Dream Valley Estates Water System Feasibility Service Area be received for information;**
  - 2) **AND THAT Dream Valley Estates be considered a 'feasibility service area' for the purposes of this work;**
  - 3) **AND THAT a budget of up to \$30,000 be approved and included in Electoral Area A Feasibility [ function 151] to cover the associated costs for associated assessment and feasibility study for the potential takeover/conversion of Dream Valley Estates Water System;**
  - 4) **AND THAT the 100% of the costs for these works be funded by the ownership/strata of the Dream Valley Estates Water System;**
  - 5) **AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.**
- 

### BACKGROUND

On December 15, 2022, the Sunshine Coast Regional District (SCRD) received a letter from the President of Dream Valley Estates Strata (the Strata) requesting that their private community water system be transferred from the current owner, Clearwater Utilities, to the SCR D.

On March 9, 2023, staff presented a report to the Committee of the Whole providing the background of the Dream Valley Estates development and water system and recommending that staff proceed with commissioning a condition assessment and feasibility study of the water system and explore options for the SCR D acquiring and integrating the system into the North Pender Harbour Water Service Area (NPHWSA). The following SCR D Board resolution was adopted at the March 23, 2023 Board meeting:

**058/23 Recommendation No. 6 *Dream Valley Estates Water System***

The Committee of the Whole recommended that the report titled Dream Valley Estates Water System be received for information;

AND THAT staff proceed with a feasibility study funded by the owner of the Dream Valley Water System, or the Dream Valley Estates Strata, to explore options for SCR D acquisition of the Dream Valley Estates private water system.

The purpose of this report is to seek Board approval to include this project under the Feasibility Service Area categorization, as an extension to Electoral Area A [151], establish a budget and funding source for this specific work, and to amend the Financial Plan.

## **DISCUSSION**

To proceed with the initial phase of this project, an updated feasibility and condition assessment study of the Dream Valley Estates Water System (DVEWS) and certain financial/accounting administrative resolutions are needed to adhere to corporate financial policies and *Local Government Act* requirements.

## **FEASIBILITY SERVICE AREA**

According to the *Local Government Act (LGA)*, all costs incurred by a regional district in relation to a service, including the costs of administration attributable to the service, must be borne by the service area participants. Since the DVEWS is not currently included within the NPHWSA, certain parameters must be followed by the SCRDR to ensure that the costs for this work are separated and funded by external sources (i.e., Dream Valley Estates).

For the purpose of meeting this requirement of the *LGA*, the cost associated with doing the feasibility will be placed with the Electoral Area A Feasibility Function [151]. The 2023-2028 Financial Plan for [151] will need to be amended with the budgeted values identified below for 2023 accordingly.

### *Financial Implications*

Staff recommend that a budget of up to \$30,000 be established for this project with 100% of funding coming from either the DVEWS ownership or the Dream Valley Estates Strata. The funds will go toward an updated external engineering feasibility and condition assessment of the DVEWS, staff time, legal, documentation, and other incidentals. Following approval to proceed by the SCRDR Board, staff will formally request a deposit prior to any work commencing.

### *Timeline for Next Steps*

To proceed with the work required, Staff are seeking a recommendation from the Board for the inclusion of this project into the Electoral Area A Feasibility Service Area function [151] and an approved project budget of \$30,000.

DVEWS ownership or the Strata will provide an initial deposit to fund all costs associated to the proposed condition assessment and feasibility study.

A feasibility and condition assessment of the DVEWS is expected to take place in Q3-Q4 of 2023, only following receipt of deposit from the DVEWS for the work.

A report will be presented to the SCRDR Board in Q4 2023-2024 providing information from the feasibility and condition assessment report as well as options and recommendations regarding the takeover/conversion of the DVEWS by the SCRDR.

If the Board provides direction to continue with the takeover/conversion further funds will be requested from the ownership or strata of DVEWS for the final phase of conversion.

**STRATEGIC PLAN AND RELATED POLICIES**

N/A

**CONCLUSION**

The Dream Valley Estates Strata has appealed to the SCRD to work towards formally taking over the ownership and operation of their water system. The initial phase of the work required to review and process this request will involve a condition assessment and feasibility study completed by a contracted engineering consulting firm. To satisfy legislative financial requirements, the SCRD must account for the costs of the work required through a special Feasibility Service Area function within Electoral Area A [151].

Staff recommend that a budget of \$30,000 be established to fund the projected cost of the initial phase of this project. The funding for this work will include a contribution/deposit of \$10,000 from the DVEWS.

|              |                 |             |                  |
|--------------|-----------------|-------------|------------------|
| Reviewed by: |                 |             |                  |
| Manager      | X - S. Walkey   | CFO         | X - T. Perreault |
| Acting GM    | X - M. Brown    | Legislative | X - S. Reid      |
| CAO          | X - D. McKinley | Other       | X - V. Cropp     |

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole– July 13, 2023

**AUTHOR:** Kevin Clarkson, Manager, Parks Services  
Jessica Huntington, Parks Planning and Community Development Coordinator

**SUBJECT: DAN BOSCH PARK AND KATHERINE LAKE PARK PROPOSED ENHANCEMENT PROJECTS UPDATE**

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### RECOMMENDATION(S)

- (1) **THAT the report titled Dan Bosch Park and Katherine Lake Park Proposed Enhancement Projects Update be received for information;**
  - (2) **AND THAT a Budget Proposal for a Park Management Plan for both Dan Bosch Park and Katherine Lake Park be submitted as part of the 2024-2028 Financial Planning Process.**
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### BACKGROUND

The April 20, 2023 EAS Committee Meeting staff report titled Dan Bosch Park and Katherine Lake Park Proposed Enhancement Projects Update indicated that the approved project budget of \$20,000 to support the initial planning phase had been expended on preliminary archeological and environmental assessments. Although the studies were comprehensive, both identified that additional studies would be required, including more detailed environmental studies related to species at risk and impact to fish habitat, and potentially, archeological impact assessments. Staff also identified the value that a parks management plan could offer in effectively balancing the increasing impacts of visitation with strategies to conserve, sustainably managing and restoring ecosystems, mitigating the impacts of climate change, and protecting our SCR D parklands.

Staff recommended returning to the Board through a future budget process outlining next steps and necessary resource requirements to progress the planning of either of the two proposed park enhancement projects. Concern for the delay in the projects was expressed, and the following resolution was adopted by the Board:

099/23 **Recommendation No. 3** *Dan Bosch Park and Katherine Lake Park Proposed Enhancement Projects Update*

THAT the report titled Dan Bosch Park and Katherine Lake Park Proposed Enhancement Projects Update be received for information;

AND THAT staff bring forward a report prior to the end of Q2 outlining next steps, resources, and budget required to expedite moving the Dan Bosch / Katherine Lake Park project forward.

The purpose of this staff report is to provide the Board with the requested information.

## **DISCUSSION**

Each park has a unique set of considerations that will need to be addressed during the planning phase for the proposed enhancements. Some of these will be addressed through the Park Management Plans while others during the detail design and construction planning phases.

### **Katherine Lake Perimeter Trail:**

Located in shíshálh swiya, Katherine Lake Park property is owned by the SCRD, however, the proposed perimeter trail extends beyond the park boundary onto the Ministry of Transportation and Infrastructure (MoTI) right of way (at Falconbridge Road). Permit approvals from this land management authority will be required to occupy and construct any infrastructure in this area. This will also generate the requirement to submit a park management plan with the application.

Some sections of the proposed trail route will be subject to assessment and approval under the *Riparian Areas Protection Regulation*, the *Wildlife Act*, the *Water Sustainability Act (WSA)*, the *Federal Fisheries Act*, and the *Species at Risk Act*. Further, the proposed perimeter trail around Katherine Lake has some significant geographical pinch points and environmental considerations which will require a professional assessment of the terrain variability and environmental constraints to develop cost effective and environmentally sound project plan and logistics.

### **Dan Bosch Parking Lot Expansion and Amenity Improvements:**

Also located in shíshálh swiya, Dan Bosch Park property is owned by the Province of BC and the SCRD has a License of Occupation for park purposes (*License No. 241252*). The proposed project for park expansion would be considered a change to the terms of the existing tenure agreement SCRD holds and would be classified as a 'major amendment', under *Section 5* of the *BC Ministry of Forests (MoF) Tenure Administration Procedure*. A major amendment to tenure generally follows the same process as a new application which includes SCRD providing and complying with a management plan for the crown land occupied by Dan Bosch Park. The MoF South Coast Region has advised of a significant backlog of applications, which could result in a 2-5 year wait for an application to be assigned to a technical officer. Additionally, MoF noted that the license area is located within the shíshálh Nation swiya, so will require comprehensive review by the Shared Decision-Making group, per the *Foundation Agreement*.

A section of Hwy 101 ROW is adjacent to the park's main access ramp and along the park's eastern boundary and falls under the land management authority of MoTI. Before any improvements or adjustments are made that will potentially impact the provincial road ROW, MoTI has indicated that they will require: an Encroachment Permit for parking lot development that encroaches on highway ROW; potentially a traffic management study to determine the number of parking spaces needed and provide information on the expected turning volume; and traffic counts during peak use conditions. Once MoTI receives the permit application, a thorough review will be conducted, and additional conditions may apply.

### *Options and Analysis*

Additional funding will be required to advance the planning of these two projects. The next proposed phase is the development of park management plans that will produce conceptual plans, considerations, and cost estimates.

The cost of a park management plan can vary and is determined by the depth of analysis, number of phases of community engagement, and level of technical input required from outside the

management planning team (e.g., civil engineering for servicing, or Qualified Environmental Professional Assessment, site survey). This is further informed by the complexity of environmental issues, public concerns, visitation numbers, as well as proposed and existing service levels.

Development of a Katherine Lake Park Management Plan (inclusive of campground, day use area, and proposed perimeter trail) and Dan Bosch Park Management Plan (inclusive of proposed parking lot expansion and amenity upgrades) are estimated to cost approximately \$75,000 each and further project scoping is required to refine these figures.

*Financial Implications*

In keeping with the Board Financial Planning and Financial Sustainability Policies, staff are recommending that a 2024 budget proposal for the development of park management plans for Katherine Lake and Dan Bosch Park be brought forward in the 2024 budget deliberations. If approved, planning and design could continue once the financial plan is adopted.

Currently there are limited funding sources for these projects which will be presented as part of a future Budget proposal. Planning initiatives, such as a parks management plan would not likely be eligible for capital funding sources such as capital reserves, community works funds, or community growth funds. A likely source of funding would be the Parks Operating Reserve – which has an uncommitted operating reserve of \$85,643 which is insufficient to fund both park management plans, or 2024 taxation. Staff will explore alternative funding sources or grants as part of preparation of the 2024 Budget Proposal.

**STRATEGIC PLAN AND RELATED POLICIES**

These park enhancement projects align with the SCRD 2019-2023 Strategic Plan (Working Together) and the Parks and Recreation Master Plan goal to strengthen community fabric throughout the region and to be stewards of the environment.

**CONCLUSION**

The Dan Bosch Park and Katherine Lake Park Proposed Enhancement projects are situated within a region of complex networks of lakes, creeks, and wetlands between the communities of Garden Bay and Egmont. This, in combination with other external land management agency requirements, presents several key challenges that need to be addressed to proceed with sensible, sustainable, and authorized infrastructure enhancements. Park Management Plans set long term vision for parks, provide a road map to direct proposed enhancements, protect the parks natural and cultural resources while facilitating recreational use where appropriate. Staff recommend bringing forward a proposal for management plans for Katherine Lake and Dan Bosch Park for 2024 budget deliberations.

**ATTACHMENTS**

Attachment A – Katherine Lake Park and Dan Bosch Park Location Maps and Site Diagrams

|              |                 |             |                  |
|--------------|-----------------|-------------|------------------|
| Reviewed by: |                 |             |                  |
| Manager      |                 | CFO/Finance | X - T. Perreault |
| GM           | X – S. Gagnon   | Legislative |                  |
| CAO          | X – D. McKinley | Other       |                  |



**Southern End of Katherine Lake Park and MoTI ROW Location Map and Site Diagram**





## Dan Bosch Park Location Map and Site Diagram



## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole – July 13, 2023

**AUTHOR:** Marc Sole, Manager, Solid Waste Services

**SUBJECT:** FOOD WASTE PROCESSING CONTRACT UPDATES

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### RECOMMENDATION(S)

- (1) **THAT the report titled Food Waste Processing Contract Updates be received for information;**
  - (2) **AND THAT the contract with Salish Environmental Group Inc. for food waste processing services be extended for an additional two (2) year period from September 1, 2023, to August 31, 2025;**
  - (3) **AND THAT the contract with Salish Environmental Group Inc. be increased by \$174,300 to \$380,100 (not including GST);**
  - (4) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
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### BACKGROUND

The Sunshine Coast Regional District (SCRD) has a contract with Salish Environmental Group Inc. (Salish) to provide food waste processing services for food waste collected as part of the SCRCD's curbside food waste collection program. The contract will expire on August 31, 2023, and can be extended up to one additional two-year term.

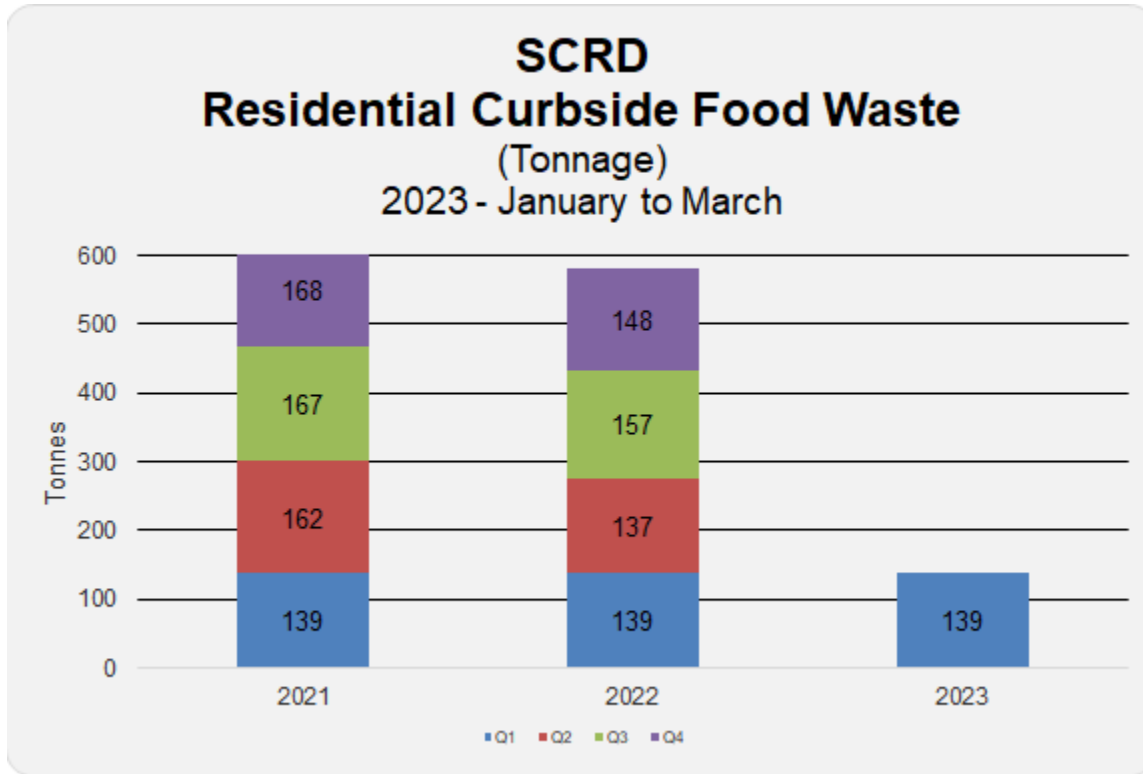
The purpose of this report is to seek Board approval to extend the existing contract with Salish for food waste processing services. As the contract value is above \$100,000, such an extension requires Board approval.

### DISCUSSION

As part of the SCRCD's Regional Organics Diversion Strategy, the SCRCD Board provided direction to implement curbside food waste collection services for residences in Electoral Areas B, D, E and F that receive garbage collection (resolution #159/19). The food waste collection service was implemented in Q3 2020, and the food waste collected is processed into compost by Salish at their Sechelt facility.

#### *2023 Projections*

The current contract value was based on the processing of up to a maximum of 700 tonnes of food waste per year. The food waste tonnage has remained below the maximum, with an annual total of 636 tonnes of food waste processed in 2021 and 581 tonnes in 2022. A summary of the combined weight (by tonnes) of food waste processed is included below.



For 2023, the tonnes of food waste expected to be processed is on track to fall within the maximum 700 tonnes of food waste processing per year.

*Contract Extension*

The SCR D has benefited from Salish’s ability to provide this service. The details within the contract support the SCR D’s current Solid Waste Management Plan and Regional Organics Diversion Strategy outlining greenhouse gas reduction and waste diversion.

Salish is interested in extending their contract for food waste processing services for one additional two-year term as permitted in the contract.

As such, staff recommend extending the contract for a two-year term. During this period the anticipated tonnage of food waste expected to be processed is 1,400 tonnes.

*Financial Implications*

The actual total annual costs for food waste processing are based on the tonnage received as part of the curbside food waste collection program. An increase to the food waste tonnage received, which requires processing into compost, results in higher contracted costs.

The curbside food waste program is administered through the [355] Refuse Collection Service funded through user fees. The current approved budget for food waste processing is \$85,200. Any budget shortfall will be absorbed through the existing base budget and considered as part of the 2024 user rates for food waste collection.

A summary of the overall food waste processing contract costs is summarized in Table 2 below.

Table 2 – Food Waste Processing Contract Value Details

|  | <b>Cost</b>      |
|--|------------------|
| Original Contract Value (3 Years)<br>Year 1: \$114 per tonne<br>Year 2: \$117 per tonne<br>Year 3: \$120 per tonne         | \$205,800        |
| Contract Extension Value (2 Years)<br>Year 1: \$123 per tonne x 700 = \$86,100<br>Year 2: \$126 per tonne x 700 = \$88,200 | \$174,300        |
| <b>Total Contract Value</b>  | <b>\$380,100</b> |

**STRATEGIC PLAN AND RELATED POLICIES**

The purchasing process followed for this service is aligned with the SCRD Board’s Purchasing Policy.

Curbside collection of food waste and the processing of this material is one of the initiatives in the SCRD’s Solid Waste Management Plan, Regional Organics Diversion Strategy and Strategic Plan.

**CONCLUSION**

The SCRD entered into a three-year contract in 2020 with Salish for food waste processing services and the contract is set to expire on August 31, 2023. The contract includes the option to extend the contract up to one additional two-year term. Staff recommend extending the contract for an additional two-year term.

| Reviewed by: |                 |                |                                   |
|--------------|-----------------|----------------|-----------------------------------|
| Manager      |                 | CFO<br>Finance | X - T. Perreault<br>X - A. Taylor |
| Acting GM    | X – M. Brown    | Legislative    |                                   |
| CAO          | X - D. McKinley | Purchasing     | X - V. Cropp                      |

## SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

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**TO:** Committee of the Whole – July 13, 2023

**AUTHOR:** Graeme Donn, Manager, Recreation Services

**SUBJECT:** RFP 2361304 GIBSONS AND AREA COMMUNITY CENTRE YOUTH SERVICES – CONTRACT AWARD

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### RECOMMENDATION(S)

- (1) **THAT the report titled RFP 2361304 Gibsons and Area Community Centre Youth Services – Contract Award be received for information;**
  - (2) **AND THAT the contract to provide Youth Services at the Gibsons and Area Community Centre be awarded to YMCA BC Sea to Sky Region in the amount of up to \$138,252 (excluding GST);**
  - (3) **AND FURTHER THAT the delegated authorities be authorized to execute the contract.**
- 

### BACKGROUND

Within the Gibsons and Area Community Centre (GACC), a dedicated space known as the Youth Centre, operated by an external service provider, has provided low barrier recreational and leisure opportunities, as well as supports, to youth ages 12-18 since shortly after the facility opened in 2008 with a brief pause during COVID.

In 2015, the SCR D formally went out to market with a Request for Proposal (RFP) for youth services at GACC and the contract was awarded to the YMCA BC Sea to Sky Region (previously known as The YMCA of GREATER VANCOUVER). The current agreement expires on December 31, 2023.

The purpose of RFP 2361304 is to provide Youth Services at the Gibsons and Area Community Centre, over a 3-year term, beginning in January 2024 with a one-time option to renew for an additional 2-year period.

This service is operated through Function Area 670 (Regional Recreation Services).

#### *Project Scope*

The SCR D provides a wide variety of recreational programming for individuals of all ages and is interested in providing youth programming and support through an independent service provider, specifically within the Youth Centre space at the Gibsons & Area Community Centre (GACC).

The successful proponent is to provide the delivery of free services and support for youth, ages 12-18 years, within the Youth Centre space at GACC that includes:

1. Provide a safe, relationship-rich, welcoming and inclusive environment for youth ages 12-18;
2. Promote and deliver a range of youth-centric recreation programming and enriching opportunities within this space;
3. Participate in community-based collaborative inter-agency youth awareness initiatives and activities that further enhance the SCR D youth wellbeing and connection;
4. Provide drop in and spontaneous use of the space, as well as programmed and regularly scheduled opportunities such as scheduled monthly events, skill-development and support or other topics youth are interested in;
5. Provide contingency plans for staffing shortages or recruitment challenges;
6. Programming Plan that identifies the resources, activities, outputs and outcomes of the proposed service; and
7. Service evaluation methodologies and reporting.

The scope of work provides youth centre services at the GACC for 20 hours per week and is inclusive of all project costs.

## **DISCUSSION**

RFP 2361304 Gibsons & Area Community Centre Youth Programs was issued on April 19, 2023 and closed May 25, 2023.

One compliant proposal was received. Led by the Purchasing Division, the evaluation team consisted of three team members. The evaluation committee reviewed and scored the proposal against the criteria set out in the RFP. Based on the best overall score and value offered, staff have recommended that a contract be awarded to YMCA BC Sea to Sky Region as they meet the specifications as outlined in the RFP.

The YMCA BC Sea to Sky Region is a youth-serving community organization that has also demonstrated they are able to meet the key deliverables, as outlined in the RFP, of having the required skill set and expertise to provide youth centre services and a proven track record of success delivering similar activities and youth programming.

### *Summary of Bids Received*

| <b>Company Name</b>         | <b>Value of Contract (before GST)</b> |
|-----------------------------|---------------------------------------|
| YMCA BC – Sea to Sky Region | \$138,252                             |

### *Financial Implications*

There are no financial implications of this award, the existing budget for this service is sufficient to cover the contract costs throughout the term of the agreement.



*Timeline for next steps or estimated completion date*

Following Board decision, the contract award will be made and these services will take effect as of January 1, 2024.

**STRATEGIC PLAN AND RELATED POLICIES**

This project aligns with SCRD Board 2019-2023 Strategic Plan focus areas of collaboration and working together.

**CONCLUSION**

In accordance with the SCRD's Procurement Policy, RFP 2361304 was issued for Youth Centre Services at GACC. One compliant proposal was received. Based on the overall score and value offered, staff recommend that the SCRD enter into a contract agreement with YMCA BC Sea to Sky Region with a value of up to \$138,252.00 excluding GST, and that the delegated authorities be authorized to execute the contract.

| Reviewed by: |                 |                |                                |
|--------------|-----------------|----------------|--------------------------------|
| Manager      |                 | CFO<br>Finance | X- T. Perreault<br>X-A. Taylor |
| GM           | X - S. Gagnon   | Legislative    |                                |
| CAO          | X - D. McKinley | Other          | X - V. Cropp                   |



**SUNSHINE COAST REGIONAL DISTRICT  
SOLID WASTE MANAGEMENT PLAN  
PUBLIC AND TECHNICAL ADVISORY COMMITTEE**

**Tuesday, June 6, 2023**

RECOMMENDATIONS FROM THE SOLID WASTE MANAGEMENT PLAN PUBLIC AND TECHNICAL ADVISORY COMMITTEE MEETING HELD IN THE CEDAR ROOM, 1975 FIELD ROAD, SECHELT, BC

**PRESENT:**

(Voting Members)

Chair  
Director, Electoral Area E  
Members

J. Sutherland  
D. McMahon  
J. Walton  
M. Ernst  
N. Brenchley  
P. Robson  
S. Selzer  
S. Van Poppelen

**ALSO PRESENT:**

(Non-Voting)

Director, Electoral Area A  
Director, Electoral Area B  
Manager, Solid Waste Services  
Solid Waste Operations Coordinator  
Recorder

L. Lee  
J. Gabias  
M. Sole  
A. Patrao  
R. Newland

**REGRETS:**

Vice Chair  
Members

D. Reeve  
A. Joe  
E. Machado

**CALL TO ORDER**                      2:30 p.m.

**AGENDA**                                The agenda was adopted as presented.

**MINUTES**                              The minutes of the April 25, 2023, Solid Waste Management Plan Public and Technical Advisory Committee meeting were accepted as circulated.

**REPORTS****Guiding Principles and Plan Evaluation Criteria**

Veronica Bartlett, representative of Morrison Hershfield, provided a presentation on the Guiding Principles and Plan Evaluation Criteria, which included the following:

- Where we are in the planning process - between task two and three.

- Proposed guiding principles
  - Discussion included:
    - Combining some of the nine principles, i.e., 3. *Maximize beneficial use of waste materials, such as turning food waste into compost* and 5. *Prevent organics and recyclables from going in the garbage*.
    - Clarifying the language on principle 9. *Establish a more equitable playing field for waste disposal across the region*, amend to read *Continue to be an equitable...*
    - Additional principle of Coast waste being dealt with on the Coast was suggested.
- Proposed approach for evaluating strategies
  - Discussion included:
    - Tourism stats may be helpful in determining whether visitors to the Sunshine Coast need to be educated on disposal regulations - and what impact does this have?
    - BC Ferries disposes refuse on this side of the route; could this be redirected?
    - Possibilities for more diversion.
    - Time, resources and what can be realistically achieved are all factors in evaluation.
- Consultation approach
  - Discussion included:
    - Ongoing engagement with the public.
    - First engagement period results will be discussed at the next meeting.
    - Two or three engagement periods in total.
    - Review of issues and opportunities.
- Next steps include:
  - Getting feedback from the public.
  - Waste prevention and diversion strategy options.
  - Disposal options and systems financing.
  - Draft SWMP

### **Engagement Update**

Marc Sole, Manager, Solid Waste Services, provided information on the Engagement Update, which included the following:

- Details should be in soon as the first engagement period is set to end June 9, 2023.

### **Landfill Closure Timeline**

The Manager, Solid Waste Services, provided information on the Landfill Closure Timeline, which included the following:

- Currently the landfill is scheduled to be full by 2025.
- Feasibility Study in progress to consider the options between a new site location, expansion projects and exporting waste.

**COMMUNICATIONS**

**Metro Vancouver Solid Waste Management Plan Update**

PTAC was notified of Metro Vancouver’s intent to update their own Solid Waste Management Plan.

**NEXT MEETING**                      September 12, 2023

**ADJOURNMENT**                      5:05 p.m.