



## Notice of Meeting and Meeting Agenda Environmental Services Committee

---

Wednesday, June 21, 2023

1:30 PM

6th Floor Boardroom  
625 Fisgard St.  
Victoria, BC V8W 1R7

---

B. Desjardins (Chair), S. Tobias (Vice Chair), J. Brownoff, J. Caradonna, G. Holman,  
D. Kobayashi, D. Murdock, M. Tait, D. Thompson, A. Wickheim, C. Plant (Board Chair, ex-officio)

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

### 1. Territorial Acknowledgement

### 2. Approval of Agenda

### 3. Adoption of Minutes

#### 3.1. [23-428](#) Minutes of the April 19, 2023 Environmental Services Committee Meeting

**Recommendation:** That the minutes of the April 19, 2023 Environmental Services Committee Meeting be adopted as circulated.

**Attachments:** [Minutes - April 19, 2023](#)

### 4. Chair's Remarks

### 5. Presentations/Delegations

*The public are welcome to attend CRD Board meetings in-person.*

*Delegations will have the option to participate electronically. Please complete the online application at [www.crd.bc.ca/address](http://www.crd.bc.ca/address) no later than 4:30 pm two days before the meeting and staff will respond with details.*

*Alternatively, you may email your comments on an agenda item to the CRD Board at [crdboard@crd.bc.ca](mailto:crdboard@crd.bc.ca).*

#### 5.1. [23-447](#) Delegation - Jon O'Riordan; Representing Mount Work Coalition: Re: Agenda Item 6.1. Biosolids Update - June 2023

### 6. Committee Business

**6.1.      [23-409](#)      Biosolids Update - June 2023**

**Recommendation:** The Environmental Services Committee recommends to the Capital Regional District Board:  
1. That staff be directed to pursue non-agricultural land application of biosolids within the region as a short-term contingency option for biosolids management; and  
2. That staff be directed to update the CRD's short-term contingency plan accordingly.

**Attachments:**      [Staff Report: Biosolids Update - June 2023](#)  
                             [Appendix A: Letter from RDN re Biosolids Management in CRD \(May 30, 2023\)](#)

**6.2.      [23-410](#)      Amendment to Environmental Resource Management Capital Plan**

**Recommendation:** The Environmental Services Committee recommends to the Capital Regional District Board:  
That the following capital items be approved: \$300,000 for a new project to create a Beneficial Use Processing Area; \$200,000 for a new project to create a Biosolids Mixing Area; and an increase of \$400,000 to the existing capital project New Scale Software to account for additional IT costs associated with the north scale.

**Attachments:**      [Staff Report: Amendment to Environmental Resource Mgmt Capital Plan](#)

**6.3.      [23-394](#)      Zero Emission Vehicle Infrastructure Program - Delivery Organizations Grant Application**

**Recommendation:** The Environmental Services Committee recommends to the Capital Regional District Board:  
That staff be directed to apply for, negotiate and, if successful, enter into an agreement and do all such things necessary for accepting grant funds and overseeing grant management to implement a regional Electric Vehicle Charger Assistance Program under the Zero Emissions Vehicle Infrastructure Program - Delivery Organizations grant.

**Attachments:**      [Staff Report: Zero Emission Vehicle Infrastructure Program - Grant Application](#)

**6.4.      [23-416](#)      Previous Minutes of Other CRD Committees and Commissions for Information**

**Recommendation:** There is no recommendation. The following minutes are for information only.  
a) Climate Action Inter-Municipal Task Force - June 2, 2023  
b) Solid Waste Advisory Committee Minutes - April 21 and June 2, 2023

**Attachments:**      [Climate Action Inter-Municipal Task Force - Meeting Minutes - June 2, 2023](#)  
                             [Solid Waste Advisory Committee - Meeting Minutes - April 21, 2023](#)  
                             [Solid Waste Advisory Committee - Meeting Minutes - June 21, 2023](#)

**7. Notice(s) of Motion****8. New Business****9. Adjournment**

The next meeting is July 19, 2023.

To ensure quorum, please advise Jessica Dorman ([jdorman@crd.bc.ca](mailto:jdorman@crd.bc.ca)) if you or your alternate cannot attend.

## Meeting Minutes

### Environmental Services Committee

---

Wednesday, April 19, 2023

1:30 PM

6th Floor Boardroom  
625 Fisgard St.  
Victoria, BC V8W 1R7

---

#### PRESENT

Directors: B. Desjardins (Chair), J. Bateman (for M. Tait) (EP), J. Brownoff, J. Caradonna, G. Holman (EP), D. Kobayashi, D. Murdock (1:46 pm), J. Rogers (for S. Tobias (Vice Chair)), D. Thompson, A. Wickheim

Staff: T. Robbins, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; G. Harris, Senior Manager, Environmental Protection; R. Smith, Senior Manager, Environmental Resource Management; R. Fowles, Manager, Construction & Capital Projects, Regional Housing; N. Elliott, Climate Action Program Coordinator, Environmental Protection; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors C. Plant, M. Tait, S. Tobias

The meeting was called to order at 1:32 pm.

#### 1. Territorial Acknowledgement

Chair Desjardins provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director Thompson, **SECONDED** by Director Kobayashi,  
That agenda Items 5.3 to 5.5 be removed, and that one (1) additional delegation  
be permitted to speak, and that the agenda be approved as amended.  
**CARRIED**

#### 3. Adoption of Minutes

- 3.1. [23-281](#) Minutes of the February 15, 2023 and March 29, 2023 Environmental Services Committee Meetings

**MOVED** by Director Thompson, **SECONDED** by Director Kobayashi,  
That the minutes of the February 15, 2023 and March 29, 2023 Environmental Services Committee Meetings be adopted as circulated.  
**CARRIED**

#### 4. Chair's Remarks

There were no Chair's remarks.

#### 5. Presentations/Delegations

- 5.1. [23-312](#) Delegation - Philippe Lucas; Representing Biosolid Free BC: Re: Agenda Item 6.5. Healthy Waters Project for Tod Creek on the Saanich Peninsula  
P. Lucas spoke on Item 6.5.
- 5.2. [23-315](#) Delegation - Hugh Stephens; Representing Mount Work Coalition: Re: Agenda Item 6.5. Healthy Waters Project for Tod Creek on the Saanich Peninsula  
H. Stephens spoke to Item 6.5.
- 5.6. [23-329](#) Delegation - Dave Cowen; Representing Peninsula Biosolids Coalition: Re: Agenda Item 6.5. Healthy Waters Project for Tod Creek on the Saanich Peninsula  
D. Cowen spoke to Item 6.5.

#### 6. Committee Business

- 6.1. [23-301](#) Solid Waste Management Plan - 2022 Progress Report  
R. Smith presented Item 6.1. for information.
- Discussion ensued on the following:
- plan development and adoption
  - reduction timeline and strategies
  - wood and construction demolition products
  - metrics other than kilograms per capita
  - beneficial use strategy
  - innovation equipment and technologies
  - local government waste reduction working group
  - provincial approval and endorsement
  - supplemental possibilities for better collection and access in rural depots
- Director Murdock joined the meeting at 1:46 pm.

**6.2.**     [23-296](#)     Proposed Hartland Bylaw Amendments - Material Stream Diversion

R. Smith spoke to Item 6.2.

Discussion ensued on the following:

- processing of banned materials
- tipping fee increases and comparison with nearby jurisdictions
- illegal dumping within CRD
- fines in relation to repeat offenders and commercial haulers
- wood material recycling and reuse options
- waste composition study
- recycling and depot alternatives throughout the region
- comprehensive communication plan
- beneficial use plan and pilots
- cost recovery and incentivizing behaviour

**MOVED** by Director Thompson, **SECONDED** by Director Caradonna,  
The Environmental Services Committee recommends to the Capital Regional District Board:

1. That the Hartland Landfill Tipping Fee and Regulation Bylaw No. 3881 be amended and come into effect January 1, 2024 to:
  - a) Ban wood waste (clean, treated and salvageable), carpet and underlay and asphalt shingles from Hartland's active face, and classify these materials as mandatory recyclable;
  - b) Modernize the tipping fee schedule to align with the proposed tipping fee schedule (Appendix B), including increasing the general refuse tipping fee to \$150/tonne, and introduce a new 'double charge' category for loads of unsorted renovation and demolition materials that contain mandatory recyclables (including wood waste) to motivate source-separation of these materials;
  - c) Introduce hauler incentive rates to promote multi-stream collection, incent voluntary self-reported waste collection data sharing, and minimize the financial impact of increases to the general refuse tipping fees;
2. That the Ticket Information Authorization Bylaw No. 1857 be amended and come into effect January 1, 2024 to:
  - a) increase fine rates for various offences;
  - b) introduce a graduated ticket structure with higher fines for more egregious infractions and/or repeated infractions from a designated source or waste hauler;
  - c) allow for denial of service for chronic repeat offenders;
3. That service levels be adjusted to enhance enforcement capacity resources to implement the new waste diversion policies, to be reflected in the 2024 preliminary budget; and
4. That staff return with the amended bylaws for Board approval in the fall.

**MOVED** by Director Thompson, **SECONDED** by Director Caradonna,  
That the main motion be amended to add "5. Report back on the implications of potentially increasing the proposed fines and fees to a range between the existing staff proposal and levels up to double those rates."

**CARRIED**

**MOVED** by Director Caradonna, **SECONDED** by Alternate Director Rogers,  
That the main motion be amended to add "6. That staff report back regularly on the above."

**CARRIED**

**MOVED** by Director Caradonna, **SECONDED** by Director Thompson,  
That the main motion be amended in 1. b) to strike "to align with the proposed tipping fee schedule" and replace it with "so that the full proposed rates are implemented in 2024".

**DEFEATED**

**OPPOSED:** Brownoff, Desjardins, Holman, Kobayashi, Murdock, Rogers, Wickheim

The questions was called on the main motion as amended.

The Environmental Services Committee recommends to the Capital Regional District Board:

1. That the Hartland Landfill Tipping Fee and Regulation Bylaw No. 3881 be amended and come into effect January 1, 2024 to:
  - a) Ban wood waste (clean, treated and salvageable), carpet and underlay and asphalt shingles from Hartland's active face, and classify these materials as mandatory recyclable;
  - b) Modernize the tipping fee schedule to align with the proposed tipping fee schedule (Appendix B), including increasing the general refuse tipping fee to \$150/tonne, and introduce a new 'double charge' category for loads of unsorted renovation and demolition materials that contain mandatory recyclables (including wood waste) to motivate source-separation of these materials;
  - c) Introduce hauler incentive rates to promote multi-stream collection, incent voluntary self-reported waste collection data sharing, and minimize the financial impact of increases to the general refuse tipping fees;
2. That the Ticket Information Authorization Bylaw No. 1857 be amended and come into effect January 1, 2024 to:
  - a) increase fine rates for various offences;
  - b) introduce a graduated ticket structure with higher fines for more egregious infractions and/or repeated infractions from a designated source or waste hauler;
  - c) allow for denial of service for chronic repeat offenders;
3. That service levels be adjusted to enhance enforcement capacity resources to implement the new waste diversion policies, to be reflected in the 2024 preliminary budget; and
4. That staff return with the amended bylaws for Board approval in the fall.
5. Report back on the implications of potentially increasing the proposed fines and fees to a range between the existing staff proposal and levels up to double those rates.
6. That staff report back regularly on the above.

**CARRIED**

**6.3.**     [23-298](#)     Climate Action - 2022 Progress Report

N. Elliott presented Item 6.3. for information.

Discussion ensued on the following:

- green house gas Co2 reductions
- climate action strategy plan and climate projections
- regional versus corporate targets
- inter-municipal networking
- food security and systems
- fleet conversion and electric mobility coordination
- adaptation strategies related to water reclamation
- home energy navigator program
- E&N Railway Corridor as transportation option

**6.4.**     [23-303](#)     Overview of the Capital Regional District's Climate Action Policies

N. Elliott presented Item 6.4. for information.

Discussion ensued on the following:

- emission limits for buildings
- green building policy sign off
- regional versus corporate targets
- zero carbon step code

Director Brownoff left the meeting at 4:11 pm.

**Motion Arising:**

**MOVED by Director Caradonna, SECONDED by Director Wickheim,  
That staff consider increasing the level of ambition in our Climate Action  
Policies.**

**CARRIED**



**6.5.**     [23-295](#)     Healthy Waters Project for Tod Creek on the Saanich Peninsula

G. Harris spoke to Item 6.5.

Discussion ensued on the following:

- program collaboration and intent
- financial participation for monitoring program
- forever chemicals "contaminants of concern"
- third party versus in-house environmental testing
- procurement of services

**MOVED by Director Caradonna, SECONDED by Director Thompson,  
That the meeting be extended past the 3 hour scheduled time.  
CARRIED**

Directors Kobayashi and Murdock left the meeting at 4:34 pm.

**Alternative 2 moved as main motion.**

**MOVED by Director Caradonna, SECONDED by Alternate Director Rogers,  
The Environmental Services Committee recommends to the Capital Regional  
District Board:**

**That staff be directed to identify a source of funding and support the Healthy  
Waters project proposal for Tod Creek on the Saanich Peninsula.  
CARRIED**

**7. Notice(s) of Motion**

There were no notice(s) of motion.

**8. New Business**

There was no new business.

**9. Adjournment**

**MOVED by Director Thompson, SECONDED by Alternate Director Bateman,  
That the April 19, 2023 Environmental Services Committee meeting be adjourned  
at 4:46 pm.  
CARRIED**

---

CHAIR

---

RECORDER

**REPORT TO ENVIRONMENTAL SERVICES COMMITTEE  
MEETING OF WEDNESDAY, JUNE 21, 2023**

---

**SUBJECT**     **Biosolids Update - June 2023**

**ISSUE SUMMARY**

To update the Environmental Services Committee on the status of biosolids short-term and contingency management.

**BACKGROUND**

The Capital Regional District's (CRD) primary option for beneficial use of the CRD's Class A biosolids has been incineration as an alternative fuel at LaFarge Canada Inc.'s (LaFarge) cement manufacturing facility in Richmond, BC. As of June 7, 2023, the facility is still not able to receive biosolids in its silo because of challenges procuring contracting services to finish maintenance and repairs to the silo. The silo has been inoperable since July 2022.

On February 8, 2023, the CRD Board amended the 2020-2025 Biosolids Short-Term Management and Contingency Plan "to allow non-agricultural land application of biosolids as a short-term contingency alternative." Given the longstanding board policy not to allow land application of biosolids within the CRD, staff explored out-of-region options that could provide immediate relief for biosolids management. There are existing programs on Vancouver Island and the CRD is currently progressing with potential options within the Regional District of Nanaimo (RDN); however, the RDN Board has expressed concerns regarding the CRD not pursuing land application of biosolids within the CRD while shipping it to another region for the same use. A letter from the RDN Board Chair is attached in Appendix A. The current discussion focuses on using biosolids as part of a mine reclamation plan for LaFarge. Staff are also exploring other existing programs in the lower mainland in an effort to divert biosolids away from the current landfilling operations at Hartland Landfill, an objective that is becoming more urgent as the current filling area of the landfill is being exhausted at a much higher rate than anticipated.

Staff will also bring a report back to this Committee in July 2023 with an update on the long-term (2025 and beyond) biosolids management planning process, including information on the consultation process planned for Q3 2023. This will include the final technical report from the CRD's consultants on the range of options that could be considered in the long-term plan. Staff will also update the Committee on the Request for Expressions of Information with respect to advanced thermal technology options for biosolids management.

The long-term plan, due to the Province in June 2024, will take time to go through a regulatory review and then implementation. To bridge that timeline, and given the current challenges with the existing plan, the CRD will need a more robust short-term plan that includes land application options. The recent decision by the CRD Board to amend the policy to allow non-agricultural options should assist management planning in the very short-term. Although recent efforts have focused on out-of-region sites/options, due to potentially available opportunities and the maturity of out-of-region land application programs, to build resiliency and credibility into the program, in-region options need to be considered. There are no current in-region options but opportunities exist to investigate non-agricultural land application options within the region.

## **ALTERNATIVES**

### *Alternative 1*

The Environmental Services Committee recommends to the Capital Regional District Board:

1. That staff be directed to pursue non-agricultural land application of biosolids within the region as a short-term contingency option for biosolids management; and
2. That staff be directed to update the CRD's short-term contingency plan accordingly.

### *Alternative 2*

That the Environmental Services Committee provide alternative direction to staff.

## **IMPLICATIONS**

### *Environmental & Climate Implications*

Land application returns nutrients to the land, enhances carbon capture and sequestration, replaces topsoil lost to erosion and run-off, enhances soil stability, reclaims disturbed industrial and commercial lands, and is consistent with the circular economy goals embedded in sustainability strategies at all levels of government.

### *Intergovernmental Implications*

Land application of biosolids is consistent with senior levels of government's direction for beneficial use of biosolids. Land application options would also allow the CRD to be in compliance with provincial direction not to landfill biosolids, as a contingency plan when LaFarge's silo is inoperable. Developing in-region land application options will also demonstrate consistency with other local and regional governments managing biosolids residuals within their regions.

Staff will engage with First Nations both as part of any short-term contingency option that is developed in region and also as part of the long-term biosolids management plan.

### *Financial Implications*

Current landfilling of biosolids has added significant extra costs to the core area wastewater service for disposal costs. Despite reduced trucking costs, materials management and tipping fees at the landfill have added in excess of \$100,000/month to the disposal cost estimates above transport and utilization at LaFarge. Land application costs will be comparable to costs associated with the cement manufacturing facility (primary) option.

### *Service Delivery Implications*

In-region options will bring stability and consistency to the wastewater service costs, as well as to the handling and beneficial use management of biosolids. Inclusion of in-region options will also provide relief to the solid waste service and the use of air space for materials that can be diverted away from the landfill.

## **CONCLUSION**

The Board amended its biosolids land application policy associated with the short-term biosolids contingency plan to include application to non-agricultural lands. Staff are currently exploring out-of-region options in an effort to provide immediate relief from landfilling the material at Hartland Landfill. In-region options would provide more resiliency to biosolids management in the short-term until a long-term plan can be developed and implemented, as well as be consistent with management plans from other regions and local governments.

## **RECOMMENDATION**

The Environmental Services Committee recommends to the Capital Regional District Board:

1. That staff be directed to pursue non-agricultural land application of biosolids within the region as a short-term contingency option for biosolids management; and
2. That staff be directed to update the CRD's short-term contingency plan accordingly.

Submitted by:	Glenn Harris, Ph.D., R.P.Bio., Senior Manager, Environmental Protection
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

## **ATTACHMENT:**

Appendix A: Letter from Regional District of Nanaimo regarding Biosolids Management in the Capital Regional District (May 30, 2023)

May 30, 2023

Colin Plant, Chair  
Capital Regional District  
625 Fisgard St  
Victoria BC V8W 1R7

**Re: Biosolids Management in the Capital Regional District**

Dear Chair Plant,

On May 23, 2023, the Regional District of Nanaimo (RDN) Board of Directors passed a motion directing further dialogue between our elected bodies on the issue of biosolid management. I appreciate the open and on-going discussions between our organizations on this matter to date and recognize the current challenge the Capital Regional District (CRD) is encountering in managing biosolids as approved in your Biosolids Beneficial Use Strategy.

Both of our organizations benefit by using residual solids from our wastewater treatment systems in a way that also addresses the global warming implications of methane gas; the RDN program utilizes our biosolids completely in-region. To address an unexpected operational issue, the CRD Board has passed a motion that directs biosolids to be utilized out of your region. As a result, biosolids are proposed to be shipped to a location in the Regional District of Nanaimo due to the on-going challenges with other out-of-region options and the 2011 Board motion that prevents in-region land application as a beneficial use of biosolids.

The Regional District of Nanaimo Board of Directors is requesting the Capital Regional District Board of Directors reconsider your motion that prevents on-going and long-term use of a beneficial land application program from operating in-region. We have difficulty understanding the current approach of the CRD to prevent land application of biosolids within your region while shipping it to another region for the same use. While we recognize this is meant to be an interim solution to address an unexpected operational issue, the timeline of addressing the issue is uncertain, and operational difficulties may arise again in the future which suggests the need for a plan for in-region use of wastewater treatment facility residual solids.

Regional District of Nanaimo staff would be pleased to provide any additional information your Board or CRD staff may request about our biosolid land application program. We look forward to continuing our working relationship on many issues of mutual interest.

Yours truly,



Vanessa Craig, Chair  
Regional District of Nanaimo  
T: 250-741-4589 | Email: [vanessa.craig@rdn.bc.ca](mailto:vanessa.craig@rdn.bc.ca)

**REPORT TO ENVIRONMENTAL SERVICES COMMITTEE  
MEETING OF WEDNESDAY, JUNE 21, 2023**

---

**SUBJECT**     **Amendment to Environmental Resource Management Capital Plan**

**ISSUE SUMMARY**

To seek an amendment to Environmental Resource Management's (ERM) 2023 capital budget.

**BACKGROUND**

Recent developments require an amendment to ERM's capital budget, as follows:

**Beneficial Use Area:** On May 10, 2023, the CRD Board directed staff to amend both the Hartland Landfill Tipping Fee bylaw and Ticket Information Authorization bylaw with the amendments coming into effect on January 1, 2024. Changes include classifying wood waste, carpet, and asphalt shingles as mandatory recyclable materials, but there is currently no area available for accepting and processing these products. An area on Phase 1 of the landfill is the only available location within Hartland Landfill that can be prepared for this purpose, which will require the relocation of soil, aggregates, boulders, clean wood and various gas wells/pipes. Capital funds to repurpose this area are not included in the 2023 ERM capital plan.

**Biosolids Mixing Area:** The CRD's short-term contingency plan for managing biosolids involves incorporating the material into an approved cover system at Hartland Landfill when the primary option of shipping to the cement kiln is not available. The CRD Board recently approved an additional contingency option of non-agricultural land application to address short-term management challenges. These contingency plans require mixing of the biosolids with one or more elements, such as sand and wood chips, to meet the design specifications. The current biosolids mixing area at the Hartland landfill is located at the top of Cell 3 adjacent to the current location for landfilling municipal solid waste. This active solid waste area is advancing toward the biosolids mixing area and with the need to maintain controlled waste trenches, the current mixing area will be required for solid waste in the coming months. To ensure the landfill has a place to mix biosolids, a small section of Phase 1 of the landfill has been identified as an area that can be developed to manage the biosolids. A leachate liner and capture system will need to be installed in this location to ensure environmental requirements are met. Capital funding for this work is not included in the 2023 ERM capital plan.

**Hartland North Scale Software and Hardware Installation.** A capital project, ERM New Scale Software, was approved in 2022 that involved the installation of the software platform required to automate the new north scale for future operations. The original conceptual estimate was prepared in 2020 and was based on assumptions that hardware requirements would be minimal. Inflationary pressures, as well as development of the detailed design, have resulted in additional funds being required to ensure the north scale is fully operational by the time commercial traffic shifts to the north access road.

## **ALTERNATIVES**

### *Alternative 1*

The Environmental Services Committee recommends to the Capital Regional District Board: That the following capital items be approved: \$300,000 for a new project to create a Beneficial Use Processing Area; \$200,000 for a new project to create a Biosolids Mixing Area; and an increase of \$400,000 to the existing capital project New Scale Software to account for additional IT costs associated with the north scale.

### *Alternative 2*

That staff be directed to evaluate additional options.

## **IMPLICATIONS**

### *Financial Implications*

Amending the 2023 ERM capital budget to add a new capital project “Beneficial Use Processing Area” at a cost of \$300,000, adding a new capital project “Biosolids Mixing Area” at a cost of \$200,000, and increasing the existing project “ERM New Scale Software” from \$200,000 to \$600,000, will increase the ERM capital budget by \$900,000, which will be funded from the ERM Capital Fund. The remaining balance of the uncommitted ERM Capital Fund will be approximately \$1,025,000.00.

## **CONCLUSION**

Developments involving the Hartland landfill have resulted in the need to create a new Beneficial Use Processing Area, a new Biosolids Mixing Area and increased costs to the existing project “ERM New Scale Software” for additional IT costs needed to complete the North Scale project. Approval of these additional funds will enable staff to prepare the site by the time the new tipping fee bylaw is in place, create a dedicated area for mixing of biosolids to allow regular landfilling activities to continue as planned in cell 3, and have the north scale operational in time for commercial traffic moving to the north entrance by late 2024.

## **RECOMMENDATION**

The Environmental Services Committee recommends to the Capital Regional District Board: That the following capital items be approved: \$300,000 for a new project to create a Beneficial Use Processing Area; \$200,000 for a new project to create a Biosolids Mixing Area; and an increase of \$400,000 to the existing capital project New Scale Software to account for additional IT costs associated with the north scale.

Submitted by:	Stephen May, P.Eng., Senior Manager, Facilities Management & Engineering Services
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

**REPORT TO ENVIRONMENTAL SERVICES COMMITTEE  
MEETING OF WEDNESDAY, JUNE 21, 2023**

---

**SUBJECT**      **Zero Emission Vehicle Infrastructure Program - Delivery Organizations Grant Application**

**ISSUE SUMMARY**

A Capital Regional District (CRD) Board resolution is required per the CRD's delegation bylaw for a grant application to Natural Resource Canada's Zero Emission Vehicle Infrastructure Program for a Delivery Organizations Electric Vehicle Charger Assistance program.

**BACKGROUND**

CRD staff have been implementing the Capital Region Electric Vehicle (EV) Infrastructure Roadmap, which includes supporting CRD services, local governments and external stakeholders with installing EV charging stations for fleet, residential and public use. Continued investment in EV infrastructure is required to achieve zero-emission vehicle targets.

Natural Resource Canada's (NRCAN) Zero Emission Vehicle Infrastructure Program (ZEVIP) - Delivery Organizations funding is an opportunity for organizations to design and implement a funding program to redistribute funds locally to meet local and regional EV charging goals.

The CRD is well positioned to access funding to deliver a regional Electric Vehicle Charger Assistance program. This program aims to access up to \$1,581,251 of NRCAN ZEVIP funds to provide rebates for up to 175 Level 2 chargers and 10 Level 3 chargers across the region. Should the CRD's application be successful, the CRD Climate Action Service would take on the role of the delivery organization to redistribute funds to eligible recipients for public EV infrastructure projects. Eligible recipients would be other CRD services, local governments, community organizations and private sector businesses that would participate through an application process. Charging projects intended for workplace (employee) charging, multi-unit residential buildings and fleet would be considered on a site-by-site basis. Ultimate recipients would be eligible for 50% of total project costs, or \$5,000 per Level 2 charger (\$50,000 per Level 3 charger), up to a maximum of \$100,000 per project.

NRCAN's ZEVIP is accepting applications until the end of 2023 or until funds are exhausted.

**ALTERNATIVES**

*Alternative 1*

The Environmental Services Committee recommends to the Capital Regional District Board: That staff be directed to apply for, negotiate and, if successful, enter into an agreement and do all such things necessary for accepting grant funds and overseeing grant management to implement a regional Electric Vehicle Charger Assistance Program under the Zero Emissions Vehicle Infrastructure Program - Delivery Organizations grant.



*Alternative 2*

That staff not apply to the Zero Emissions Vehicle Infrastructure Program - Delivery Organizations grant.

**IMPLICATIONS**

*Environmental & Climate Implications*

The CRD Climate Action Strategy identifies on-road transportation as a major source of regional emissions. To achieve the CRD's regional greenhouse gas emissions reduction target of 61% by 2038, continued advancement on key initiatives is required, including the acceleration of adoption of zero-emission vehicles.

*Intergovernmental Implications*

Staff are working with local governments and electoral area staff through the CRD Climate Action Inter-Municipal Working Group to execute this project. Outputs of this project may directly support CRD services, local governments, and community organizations in partially funding EV infrastructure projects. Any local government or community organization interested in participating in this program will be required to apply to the CRD detailing their proposed project.

*Financial Implications*

The total final grant application will be for \$1,581,251. This would cover up to 175 Level 2 chargers and 10 Level 3 chargers plus 15% for program administration. The CRD is expected to match the proposed project management contribution from NRCAN as an in-kind contribution, which will be covered within existing service levels. The CRD will be expected to redistribute funds received from NRCAN based on regular grant claims detailing eligible expenses from ultimate recipients. These funds will be released from NRCAN according to grant claim schedules and will not impact core Climate Action Service budgets.

*Service Delivery Implications*

The CRD Climate Action Service will be responsible for overall grant and project management. Legal and Financial Services will support program development and administration. This can be accommodated under existing service levels through to 2026.

*Alignment with Board & Corporate Priorities*

This project aligns with the CRD 2023-2026 Corporate Plan 6b-1 to implement the Capital Region EV Infrastructure Roadmap to support the shift to low-carbon transportation options.

*Alignment with Existing Plans & Strategies*

This project aligns with the CRD Climate Action Strategy actions 3-10 and 3-11 to support a public EV network and encourage uptake of Zero Emission Vehicles and implement the Capital Region EV Charging Roadmap.

## **CONCLUSION**

CRD staff have been implementing the Capital Region EV Infrastructure Roadmap, which identifies continued need for investment in charging infrastructure to achieve Zero Emission Vehicle (ZEV) targets. In addition to current and upcoming programs, applying to the Zero Emission Vehicle Infrastructure Program (ZEVIP) - Delivery Organizations program would put the CRD in the position to be able to support local organizations, businesses, workplaces and multi-unit residential buildings to install ZEV charging infrastructure. As such, CRD staff are seeking approval to pursue NRCAN's ZEVIP application under the Delivery Organizations stream to administer a funding program for public EV charging infrastructure across the capital region.

## **RECOMMENDATION**

The Environmental Services Committee recommends to the Capital Regional District Board: That staff be directed to apply for, negotiate and, if successful, enter into an agreement and do all such things necessary for accepting grant funds and overseeing grant management to implement a regional Electric Vehicle Charger Assistance Program under the Zero Emissions Vehicle Infrastructure Program - Delivery Organizations grant.

Submitted by:	Nikki Elliott, MPA, Manager, Climate Action Programs
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

## Capital Regional District

### Meeting Minutes

### Climate Action Inter-Municipal Task Force (IMTF)

---

Friday, June 2, 2023

9:30 AM

Room 488/MS Teams  
625 Fisgard St.  
Victoria, BC V8W 1R7

---

Present:

Councillor S. Riddell (Central Saanich), Councillor D. Grove (Colwood), Councillor M. Wagner (Langford), Councillor S. Gray (Metchosin), Councillor S. Duck (Sidney), Councillor T. St-Pierre (Sooke), Councillor M. Gardiner (Victoria), Councillor A. MacKenzie (View Royal)

Electronic Participation: Councillor D. Cavens (Esquimalt), Councillor A. Baird (Highlands), Councillor C. Smart (Oak Bay), Director P. Brent (SGI EA)

Staff: N. Elliott (Manager, CRD Climate Action Programs), M. Rowe (CRD Climate Action Program Assistant; Recorder), M. Greeno (CRD Community Energy Specialist)

Regrets: Mayor P. Jones (North Saanich), Director G. Holman (SSI EA), J. Brownoff (Saanich), Director A. Wickheim (JdF EA)

The meeting was called to order at 9:30 am.

#### 1. Welcome and Introductions

- N. Elliott provided a Territorial Acknowledgment. A round of introductions were made by Task Force members and CRD staff.

#### 2. CRD Board Priorities 2023-2026 and Corporate Plan Overview

- N. Elliott provided an overview of the climate actions within the [2023-2026 CRD Board Priorities](#) and [2023-2026 CRD Corporate Plan](#).
  - Climate actions generally align with the [2021-2025 CRD Climate Action Strategy](#).

#### 3. Overview of 2022 CRD Climate Action Progress Report

- N. Elliott provided an overview of the [2022 Climate Action Progress Report](#) presented to the Board in May 2023.
  - CRD climate staff have a commitment to report annually on the progress made towards the CRD Climate Action Strategy. Overall, in 2022, the CRD progressed on several climate action initiatives and identified where focused efforts need to be made or increased to achieve targeted actions and outcomes.

#### 4. Update on Key Climate Action Service Projects

- N. Elliott provided background information and updates for the CRD Climate Action

Service, including:

- Heat vulnerability mapping, updating regional climate projections, 2022 regional/local government greenhouse gas (GHG) inventories, Home Energy Navigator regional building retrofit program and Charge Your Ride e-mobility campaign.

## **5. Regional Transportation**

- Emily Sinclair, Senior Manager, Regional & Strategic Planning provided an overview of current transportation roles, regional transportation priorities, and current Board regional transportation governance discussions. Q&A period followed.
  - CRD Regional & Strategic Planning staff will be broadly engaging with municipal councils, Electoral Areas, and transportation agency partners over the summer to seek input on possible changes to transit governance structure. Staff will report back on the level of consensus in the fall and initiate next steps.

## **6. Carbon Budgeting Workshop Update**

- N. Elliott presented an update on the upcoming carbon budgeting workshop.
  - Reviewed the tentative agenda informed by previous input from IMTF and the CRD Climate Action Inter-Municipal Working Group (IMWG).
  - The hybrid workshop will take place on June 26, 2023, from 9 am to 12 pm.
  - CRD Board, local government elected officials and staff are invited to attend.
  - Following the workshop, CRD climate staff will work with the IMTF and IMWG members to review learnings and recommendations, that will inform a report back to the Board.

## **7. Municipal Roundtable – Open Discussion**

- Attendees provided brief updates regarding current projects and areas of interest in their respective municipalities and electoral areas. Discussion related to increasing community capacity building and balancing multiple or competing priorities, deconstruction bylaws, urban forest policies, and where to focus public education and engagement efforts.
- S. Gray (Metchosin) encouraged the CRD to pursue opportunities for embedding natural asset management into planning and service delivery.
- T. St-Pierre (Sooke) proposed that the Task Force prepare a recommendation for the CRD Environmental Services Committee to consider increased public climate education efforts as we can't meet climate targets without public buy-in. Request to add to next Task Force meeting agenda for further discussion and vote.
  - Additional discussion related to this topic, included: opportunities for focused public education efforts, utilizing easy-to-understand and consistent metrics, focusing less on public education and more on service delivery, and increasing support to community groups.

## **8. Future Meeting Topics**

- Potential topics for future discussion include:
  - Public climate education activities
  - Emergency management
  - Local food/farmlands trust
  - Natural asset management
  - Waste and recycling management

**9. Task Force SharePoint Site**

- Members were asked to contact Megan Rowe, Climate Action Program Assistant at [mrowe@crd.bc.ca](mailto:mrowe@crd.bc.ca) if they had any issues accessing the collaboration site.

**10. Adjournment**

- Meeting adjourned at 12:00 pm.

New Actions	Responsibility	Timeline
To provide a summary of current climate action focused outreach and education activities supported by the CRD.	Staff	Next meeting
Forward Carbon Budgeting Workshop invite to interested colleagues.	All	ASAP
To share the CRD's Green Fleet and Green Building Policies.	Staff	ASAP
To add 'education and outreach' discussion item to next Task Force meeting agenda.	Staff	Next meeting
To provide future meeting topic requests to Manager, Climate Action Programs.	IMTF	Ongoing
Members are encouraged to look at the collaborative site for useful resources. If you need assistance accessing the collaborative site, please contact staff.	IMTF	Ongoing

# Capital Regional District

## Meeting Minutes

### Solid Waste Advisory Committee

---

Friday, April 21, 2023

12:30 PM

CRD Boardroom  
625 Fisgard Street  
Victoria, BC V8W 2S6

PRESENT: R. Anderson (EP); C. Blanchard, M. Coburn, J. Collins (EP), B. Desjardins (Chair), S. Gose, M. Kurschner (EP), E. Latta (EP), N. Macdonald (EP), M. McCullough (EP), D. Monsour, R. Newlove (EP), J. Oakley (EP), J. Shaw, W. Stevens, D. Thran, R. Tooke (Vice-Chair),

STAFF: A. Chambers (Recorder), W. Dunn, L. Ferris, A. Gilmour Ford (EP), K. Masters (EP), A. Panich (EP), R. Smith, T. Urquhart,

REGRETS: F. Baker, R. Pirie, J. Rintoul, K. Siefried, S. Young Jr.

GUEST: C. Remington (CEC)

EP - Electronic Participation

The meeting was called to order at 12:30 pm.

#### 1. Territorial Acknowledgement

#### 2. Approval of Agenda

Agenda for the April 21, 2023 Solid Waste Advisory Committee meeting.

**MOVED by D. Monsour, SECONDED by J. Shaw**  
**That the agenda be approved as circulated.**  
**CARRIED**

#### 3. Adoption of Minutes

Minutes from the March 3, 2023, Solid Waste Advisory Committee meeting.

**MOVED by J. Shaw, SECONDED by S. Gose**  
**That the minutes of the March 3, 2023, Solid Waste Advisory Committee meeting be adopted as circulated.**  
**CARRIED**

#### 4. Chair's Remarks

- Ruben Anderson has been appointed to the Solid Waste Advisory Committee as a *public representative*.
- Claire Remington is joining us as a guest from the Compost Education Centre.
- Wendy Stevens joins us in person as the representative of *Owners/Operators of Private Waste Management Facilities*.

#### 5. Committee Business

- a. Solid Waste Advisory Committee 2023 Workplan  
R. Smith presented slides on the 2023 Workplan, the presentation is attached as Appendix A. Topics discussed included:
  - Circulate economy speaker series being held by the City of Victoria, textiles will be a topic of discussion and Rory Tooke can report back.
  - Possible tours for the Solid Waste Advisory Committee: Fisher Road organics facility, cruise ship tour hosted by James / Tymac.
  - Possible presenters: Recycle BC to provide updates and to answer questions.
- b. Environmental Services Committee April 19, 2023 Staff Reports
  - Solid Waste Management Plan – 202 Progress Report
  - Proposed Hartland Bylaw Amendments – Material Stream Diversion

Once these reports go through the CRD Board, the Solid Waste Advisory Committee will have an opportunity to more of a deep dive.

- c. Recycle BC Draft Program Plan Presentation  
W. Dunn presented to the group. The full presentation is attached as Appendix B.
- d. Actual and Projected Monthly Refuse Tonnages at Hartland Landfill (standing item)

The tonnage graph is included via this link: <https://www.crd.bc.ca/about/data/hartland-landfill-tonnage>.  
The diversion report mentioned in 5b, has measures to assist with tonnages coming in to the landfill.

## 6. Correspondence

There were no correspondence.

## 7. Next Meeting

The next Solid Waste Advisory Committee meeting will be June 2, 2023.

## 8. Closing Comments

There were no closing comments.

## 9. Adjournment

The meeting was adjourned at 15:50.

**MOVED by D. Monsour, SECONDED by E. Latta  
That the Solid Waste Advisory Committee be adjourned.  
CARRIED**

# Capital Regional District

## Meeting Minutes

### Solid Waste Advisory Committee

Friday, June 2, 2023

12:30 PM

CRD Boardroom  
625 Fisgard Street  
Victoria, BC V8W 2S6

PRESENT: R. Anderson (EP); C. Blanchard, M. Coburn, J. Collins, B. Desjardins (Chair), S. Gose (EP), M. Kurschner, E. Latta, N. Macdonald (EP), M. McCullough (EP), D. Monsour (EP), R. Newlove (EP), R. Pirie, J. Shaw, K. Siefried, R. Tooke (Vice-Chair), S. Young Jr.

STAFF: A. Chambers (Recorder), W. Dunn, L. Ferris, A. Gilmour Ford, A. Panich, T. Watkins (EP)

REGRETS: F. Baker, J. Oakley, J. Rintoul, W. Stevens, D. Thran,

GUEST: C. Remington (CEC)

EP - Electronic Participation

The meeting was called to order at 12:30 pm.

#### 1. Territorial Acknowledgement

#### 2. Approval of Agenda

Agenda for the June 2, 2023 Solid Waste Advisory Committee meeting.

**MOVED by J. Shaw, SECONDED by R. Pirie**  
**That the agenda be approved as circulated.**  
**CARRIED**

#### 3. Adoption of Minutes

Minutes from the April 21, 2023, Solid Waste Advisory Committee meeting.

**MOVED by R. Tooke, SECONDED by M. Coburn**  
**That the minutes of the April 21, 2023, Solid Waste Advisory Committee meeting be adopted as circulated.**  
**CARRIED**

#### 4. Chair's Remarks

- Tymac have arranged for a tour of a cruise ship at Ogden Point for June 29. Allison will provide information to this group on what is needed to register if interested.

#### 5. Presentations/Delegations

Delegation – Ron Dumont; Resident of Victoria Re:  
Agenda Item 6a. Actual and Projected Monthly Refuse Tonnages at Hartland Landfill

R. Dumont spoke to item 6a



## 6. Committee Business

- a. Actual and Projected Monthly Refuse Tonnages at Hartland Landfill (standing item)

The tonnage graph is included via this link: <https://www.crd.bc.ca/about/data/hartland-landfill-tonnage>.  
The diversion report mentioned in 5b, has measures to assist with tonnages coming into the landfill.

- b. Proposed Hartland Bylaw Amendments – Material Stream Diversion Presentation

A. Panich presented to the group, the presentation is attached as Appendix A.

- c. Solid Waste Management Plan 2022 Progress Report Presentation

A. Gilmour Ford presented to the group, the presentation is attached as Appendix B.

- d. Progress Report Indicators Discussion

L. Ferris spoke to this agenda item and noted this is part 1 of a 2-step process, with the second step at the July SWAC meeting. A detailed discussion ensued amongst the group and staff requested from committee members that they provide additional input to Allison Chambers at [achambers@crd.bc.ca](mailto:achambers@crd.bc.ca) by June 9, 2023. Staff will compile the information for the part 2 discussion at the July 7, SWAC meeting.

## 7. Correspondence

There was no correspondence.

## 8. Next Meeting

The next Solid Waste Advisory Committee meeting will be July 7, 2023.

## 9. Closing Comments

There were no closing comments.

## 10. Adjournment

The meeting was adjourned at 14:18.

**MOVED by R. Pirie, SECONDED by R. Newlove  
That the Solid Waste Advisory Committee be adjourned.  
CARRIED**

# Proposed Hartland Bylaw Amendments – Material Stream Diversion

Solid Waste Advisory Committee  
June 2, 2023

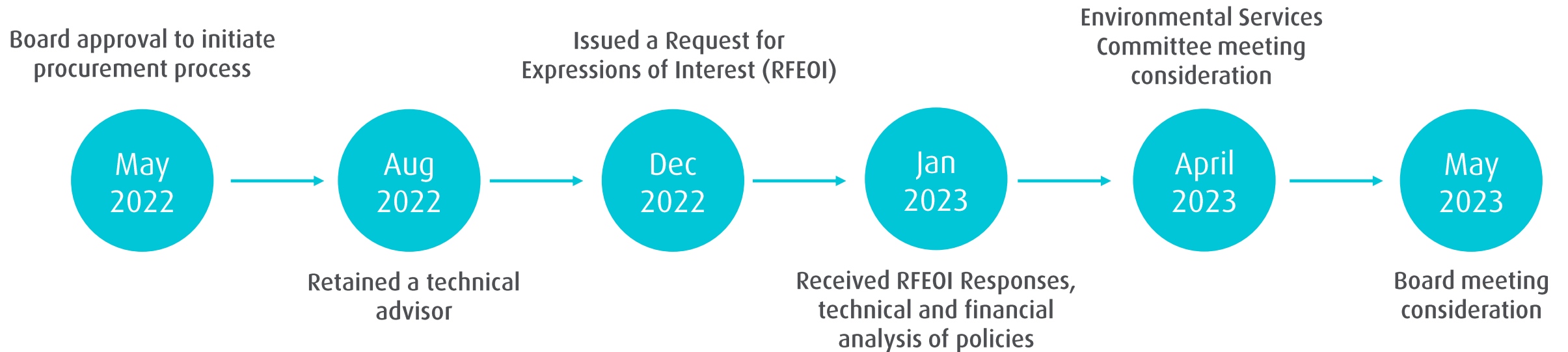


# Agenda

1. Background
2. Diversion potential
3. Materials for diversion
4. Progress



# Background



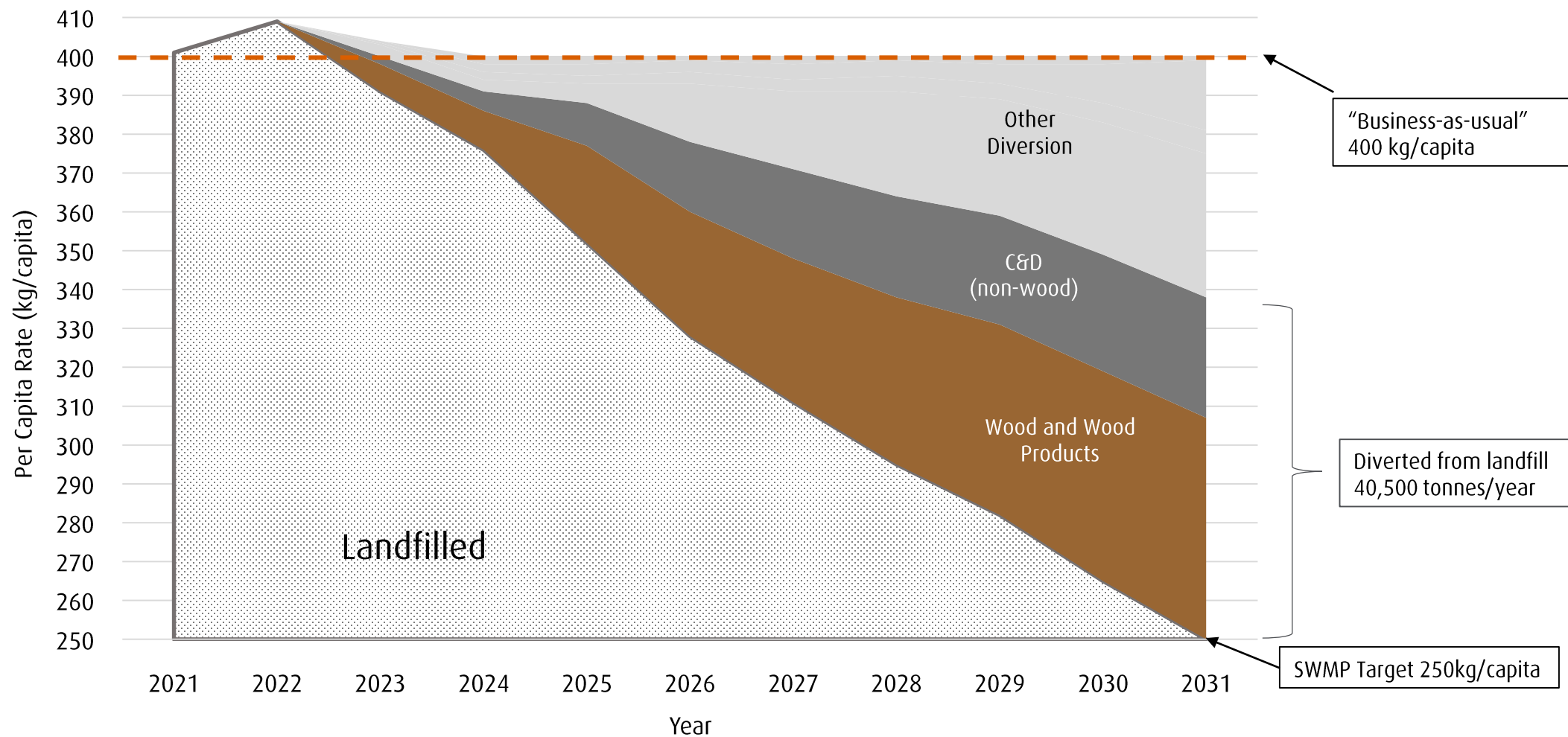


# Proposed Bylaw Amendments

1. Active face material bans
2. Modernization of tipping fee schedule
3. Hauler incentive program
4. Enhanced bylaw enforcement capacity



# Diversion Potential



# Active Face Material Bans

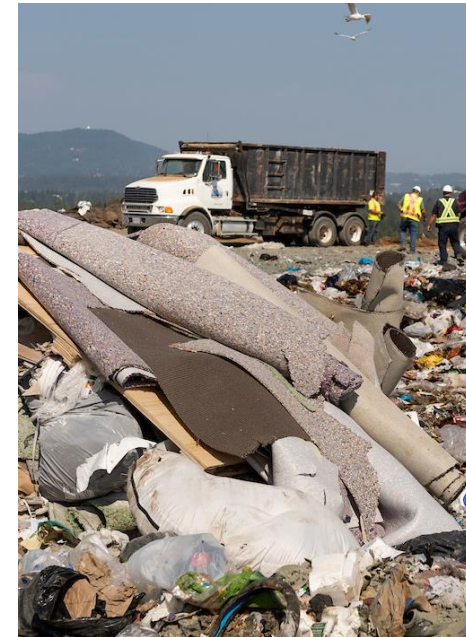
Wood (clean,  
treated and  
salvageable)



Asphalt roofing  
shingles



Carpet and  
backing



# Proposed Tipping Fee Schedule



Rate Category	Current Rate (per tonne)	Proposed Rate (per tonne)
General Refuse	\$110	\$150
2024 General Refuse Hauler Incentive Rate	N/A	\$125
2025 General Refuse Hauler Incentive Rate	N/A	\$135
Mandatory Recyclables: treated wood, asphalt shingles, carpet and underlay	N/A	\$110
Mandatory Recyclables: clean wood	N/A	\$80
Mandatory Recyclable: salvageable wood	N/A	\$0
Clean Renovation and Demolition Waste	\$110	\$150
Unsorted Renovation and Demolition Waste (double charge)	\$110	\$300



# Proposed Tipping Fee schedule (January 2024)



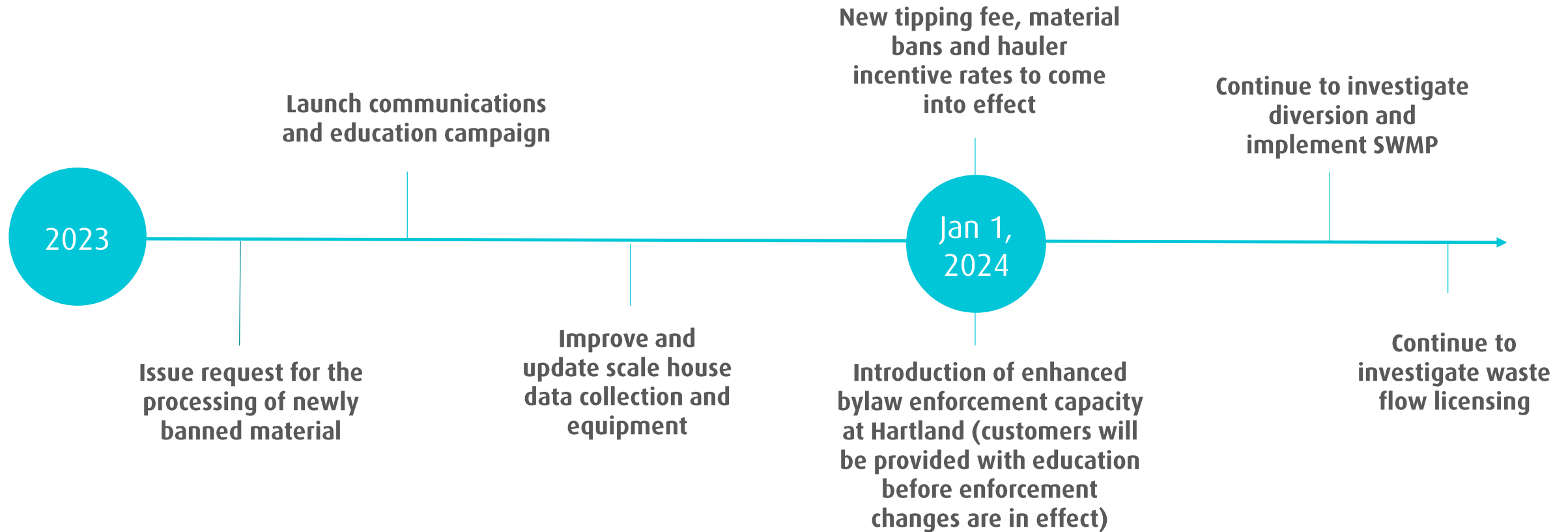
Rate Category	Current Rate (per tonne)	Proposed Rate (per tonne)	Description
General Refuse	\$110	\$150	General refuse rate is increased to align with neighbouring jurisdictions, and fund increased processing costs for mandatory recyclable materials.
2024 General Refuse Hauler Incentive Rate	N/A	\$125	Private and municipal haulers are eligible for a reduced rate if they have programs in place to ensure that organics and recyclable materials aren't going into the general refuse stream and voluntarily self-report waste collection data. This time-limited rate will minimize the financial impact of the general refuse rate increase.
2025 General Refuse Hauler Incentive Rate	N/A	\$135	Private and municipal haulers are eligible for a reduced rate if they have programs in place to ensure that organics and recyclable materials aren't going into the general refuse stream and voluntarily self-report waste collection data. This time-limited rate will minimize the financial impact of the general refuse rate increase.

# Proposed Tipping Fee Schedule (January 2024)



Rate Category	Current Rate (per tonne)	Proposed Rate (per tonne)	Description
Mandatory Recyclables: treated wood, asphalt shingles, carpet and underlay	N/A	\$110	These materials are currently accepted as General refuse at \$110/tonne. Under the proposed fee structure, source separated mandatory recyclable materials will be accepted at \$110/tonne to incent source separation of these materials. When these materials arrive at Hartland under the mandatory recyclable category, they will be reused, recycled or recovered through contracts with the private sector.
Mandatory Recyclables: clean wood	N/A	\$80	These materials are currently accepted as General refuse at \$110/tonne. They include wood products that are untreated, unstained and unpainted such as dimensional lumber, pallets, crating, wood fencing, wood shingles and wooden doors
Mandatory Recyclable: salvageable wood	N/A	\$0	Salvageable wood will be processed off-site for reuse and accepted at the Hartland depot free of charge.
Clean Renovation and Demolition Waste	\$110	\$150	Renovation and demolition material is currently accepted at the general refuse rate at \$110. Clean renovation and demolition material, that does not include mandatory recyclable materials, will be accepted at the new general refuse rate of \$150/tonne.
Unsorted Renovation and Demolition Waste (double charge)	\$110	\$300	Renovation and demolition material that includes mandatory recyclable materials (wood, asphalt shingles and carpet and backing) will be subject to a 'double charge' rate of \$300/tonne. The rate will help offset the increased processing costs for mandatory recyclable materials and incent source separation of these materials in support of the Solid Waste Management Plan targets.

# Looking Ahead (subject to Board direction)





# Thank you

rsmith@crd.bc.ca | 250.360.3080



@crdvictoria



Capital Regional District



CRDVictoria



crd.bc.ca





# 2022 Solid Waste Management Plan Progress Report

*Solid Waste Advisory Committee  
June 2, 2023*



# Agenda

## 1. 2022 Progress Report

- Report Card
- Progress Summary
- Looking ahead

## 2. Performance Indicators Discussion

- Which indicators from the 2022 report worked well?
- Which indicators could be improved?
- Were any indicators missing?



# Solid Waste Management Plan



In BC, regional districts develop SWMPs under the provincial Environmental Management Act that are high-level long-term visions of how the regional district would like to manage its solid waste in accordance with the 5R Pollution Prevention Hierarchy.



# Solid Waste Management Plan



Goals			
To surpass the provincial per capita waste disposal target	To extend the life of Hartland Landfill to the year 2100 and beyond	To have informed citizens that participate effectively in proper waste management practices	To ensure that the CRD's solid waste services are financially sustainable

Focus Areas		
Reduce and Reuse <i>Strategies 1-6</i>	Recycling <i>Strategies 7-13</i>	Recovery and Residuals Management <i>Strategies 14-15</i>





# Report Card



## 2022 Overall SWMP Progress On track

The 2021 SWMP identifies specific actions to guide the CRD's efforts over the lifespan of the Plan. These include 15 strategies with 72 sub-actions and associated timelines divided into three focus areas. Further indicators will be developed in 2023 in consultation with SWAC.

### Focus Areas:



**Reduce and Reuse**



**Recycling**



**Recovery and Residuals  
Management**

#### Legend: Action Status



On Track



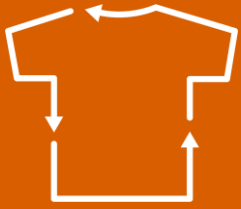
Opportunity for Improvement



Attention Required



Future Action



## Reduce and Reuse

Governments, residents, non-profits and business all have an important role to play in reducing and diverting waste from the landfill. Reducing the amount of waste created, and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.



**Overall Action Status**  
On Track



## Progress Summary

- Launched Rethink Waste Community Grant and Rethink Waste Newsletter
- Continued support for 10 local non-profits
- Resumed in-person education programming
- Established a Local Government Waste Reduction Working Group



## Reduce and Reuse

Reducing the amount of waste created and finding ways to repurpose and reuse waste, eliminates the need to dispose of items later.



**Overall Focus Area Status**  
On track

Status	Strategy	Update
<b>Progress on Strategies</b>		
	<b>1 Continue and enhance education programs</b>	<ul style="list-style-type: none"> <li>Launched CRD Rethink Waste Newsletter, sent out issues in August and October</li> <li>Responded to 21,769 Infoline inquiries via phone and email and received 439,309 visits to myrecyclopedia.ca</li> <li>Delivered 51 3R programs to 1,431 K-12 students, and sent a spring and fall Educators Newsletter to 591 teachers</li> <li>Conducted 6 public education campaigns including advertorials, digital advertising, print advertising and bus shelter advertising</li> <li>Delivered 4 public landfill tours to 84 residents, 12 community group tours to 255 residents and 13 technical landfill tours to 200 industry partners</li> <li>Attended 5 events with a 3R display</li> <li>Received 11,788 new RecycleCRD app installs and received 6,953 Ready, Set, Sort! game plays by residents</li> <li>Added 13,731 residents to receive reminders and alerts via RecycleCRD app, email, voicemail and mobile calendar for the Curbside Recycling Program</li> <li>Continued participation in Coast Waste Management Association communications/educators working group</li> <li>Continued sponsorship of Ecostar awards</li> <li>Completed review of solid waste webpages, identified gaps and opportunities to communicate to a broader audience (e.g., MFD, ICI)</li> <li>Identified need for a broader communications plan, to be developed in 2023</li> </ul>
	<b>2 Encourage waste prevention</b>	<ul style="list-style-type: none"> <li>Launched the CRD Rethink Waste Community Grant and supported 16 projects (\$35,500) in 2022</li> <li>Participated in national 2022 Waste Reduction Week</li> <li>Participated in Coast Waste Management Association Single-Use Items working group, quarterly meetings in 2022</li> <li>Federal Government - single-use plastics regulation on import and manufacturing implemented December 2022</li> <li>Town of Sidney - Adopted bylaw to regulate single-use items</li> </ul>
	<b>3 Support reduction of avoidable food waste</b>	<ul style="list-style-type: none"> <li>Conducted a fall Love Food Hate Waste (LFHW) education campaign, which featured bus shelter ads, social media, local print and digital media ads</li> <li>Work in collaboration with the District of Saanich to design LFHW branded signs for its municipal garbage trucks</li> <li>Partnered with the Compost Education Centre for provision of composting and conservation education</li> </ul>
	<b>4 Support reuse activities in the region</b>	<ul style="list-style-type: none"> <li>Continued to provide support (\$86,000) for 10 local non-profit reuse organizations to assist them in managing unusable donations</li> <li>Collected 22 tonnes of reusable goods at Hartland Depot for redistribution by local non-profit reuse organizations</li> <li>Supported 8 reuse projects through the CRD's Rethink Waste Community Grant</li> </ul>
	<b>5 Support local governments in working towards zero waste and a circular economy</b>	<ul style="list-style-type: none"> <li>Established a Local Government Waste Reduction Working Group, 9 municipalities participating, 8 meetings held in 2022</li> <li>Continued work with WSANEC Leadership Council (WLC)/CRD Solid Waste Working Group to develop a partnership agreement that addresses WCL/CRD discussions regarding Hartland Landfill and the SWMP</li> <li>Worked with Pacheedaht First Nation to clean up illegal dumping activity in their community</li> </ul>
	<b>6 Continue and enhance policy development</b>	<ul style="list-style-type: none"> <li>Hired technical advisor to advise on expanded material bans, tipping fee rate structure and bylaw enforcement</li> <li>Began market research and procurement for the processing and marketing of new source separated material streams</li> <li>Issued Request for Expressions of Interest for processing of material diverted through potential material bans</li> <li>Began investigation of regulatory mechanisms to regulate MSW and recyclable materials</li> <li>Began investigation of licensing waste management facilities in the region</li> <li>Continued to administer the solid waste service for the Port Renfrew community</li> </ul>



# Recycling

By participating in recycling programs, residents and businesses take responsibility for the products they've purchased and support a system where these materials can be used repeatedly.



**Overall Action Status**  
On Track



## Progress Summary

- Collected 20,562 tonnes of provincially regulated recyclables through the Hartland Depot, Electoral Areas Depots and the Curbside Blue Box Program
- Completed the Multi-family Dwelling Market Research
- Awarded the 2024-2029 Curbside Recycling Contract





## Recycling

By participating in recycling programs, residents and businesses take responsibility for the products they've purchased and support a system where these materials can be used repeatedly.



### Overall Action Status

On Track

Status	Strategy	Update
Progress on Strategies		
	7 Increase residential diversion	<ul style="list-style-type: none"><li>Partnered with Recycle BC for local collection of 19,104 tonnes of residential PPP through the Hartland Depot, the curbside single-family home recycling program and depot services for rural/island residents</li><li>Secured collection contractor for 2024-2029 for Curbside Blue Box Program</li><li>Issued Request for Expressions of Interest for local processing of materials diverted from the landfill</li></ul>
	8 Increase multi-family diversion	<ul style="list-style-type: none"><li>Finalized MFD market research analysis</li><li>Developed waste sorting area signage for use by MFD managers to help reduce contamination and increase diversion</li><li>Prepared specific waste sorting area signs to be piloted with CRD Housing</li></ul>
	9 Increase diversion from industrial, commercial and institutional (ICI) facilities	<ul style="list-style-type: none"><li>Provided information, resources and a landfill tour for the Department of National Defence to aid in their waste diversion initiatives</li><li>BC Government - conducted an ICI sector Waste Flow Study</li></ul>
	10 Support existing and new extended producer responsibility (EPR) programs	<ul style="list-style-type: none"><li>Continued to partner with 12 EPR stewards for local collection of 20,562 tonnes of provincially regulated recyclables through the Hartland Depot, Gulf Islands and Port Renfrew Depot and the Curbside Blue Box Program</li><li>Provided feedback to the Province on implementation of their Five-Year Action Plan, and conveyed how the regulation of these new products plays a key role in our region achieve its SWMP goals</li><li>Participated in Recycle BC's 2024-2028 program plan consultation</li><li>BC Government - Province indicated through their Five-Year Action Plan the expansion of the Recycling Regulation in 2023 to include mattresses/foundations, compressed canisters, fire extinguishers, additional battery types and electronic accessories and medical sharps. It is expected programs would be operational beginning 2025</li><li>BC Government - The Province is working with other jurisdictions toward national EPR consistency</li></ul>
	11 Increase organics diversion and processing capacity	<ul style="list-style-type: none"><li>Provided consolidation, transfer and processing services for 9,567 tonnes of kitchen scraps collected by municipalities and private service providers</li><li>Provided transfer and processing services for 1,627 tonnes of yard and garden material collected at Hartland Depot</li><li>Conducted planning and design for new kitchen scraps transfer station</li><li>Provided safe disposal for invasive species</li><li>City of Victoria - launched Sustainable Takeout Guide</li></ul>
	12 Increase construction, renovation and demolition (CR&D) material diversion	<ul style="list-style-type: none"><li>Began procurement process for processing and marketing of new source separated material streams</li><li>Introduced separate collection bins for clean, unfinished wood and C&amp;D material streams at Hartland Depot</li><li>Transitioned clean wood material stream from onsite beneficial use to offsite use a alternative fuel</li><li>City of Victoria - Demo and Deconstruction Bylaw stepped impementation began September 2022</li><li>City of Victoria - Deconstruction Industry Training sessions</li></ul>
	13 Encourage proper public space waste management activities	<ul style="list-style-type: none"><li>Conducted an education campaign on illegal dumping/abandoned waste highlighting how residents can dispose of items according to the 5Rs</li></ul>



# Recovery and Residuals Management

Once material has been reduced, and technology has been applied to recover as much energy as possible, residuals management provides a safe and effective way to manage materials that don't have a next and best use.



**Overall Action Status**  
Opportunity for  
Improvement



## Progress Summary

- Calculated a disposal rate of 409 kg/capita, an increase of 9 kg/capita over the previous year
- Conducted a solid waste stream composition study
- Hired a technical advisor and commenced work on developing a material diversion and beneficial use strategy



## Recovery and Residuals Management

Once material has been reduced, and technology has been applied to recover as much energy as possible, residuals management provides safe and effective way to manage materials that don't have a next and best use.



### Overall Action Status

Opportunity for improvement

Status	Strategy	Update
Progress on Actions		
	<b>14 Optimize landfill gas management</b>	<ul style="list-style-type: none"><li>• Achieved a gas collection efficiency of 70% (ENV model) 81% (UBCi model), exceeding the 75% requirement</li><li>• Produced 1.6 megawatts of green power, providing green power for the equivalent of 1,600 homes</li><li>• Began construction of new methane to RNG facility</li><li>• Implemented strategies to improve gas collection and mitigate fugitive emissions</li><li>• Partnered with the University of Victoria on fugitive emissions study</li></ul>
	<b>15 Enhance Hartland disposal capacity</b>	<ul style="list-style-type: none"><li>• Calculated a disposal rate of 409 kg/capita, an increase of 9 kg/capita over the previous year</li><li>• Launched thermal pilot to study disposal alternatives for managing C&amp;D material</li><li>• Hired a technical advisor and commenced work on developing a material diversion and beneficial use strategy</li><li>• Initiated tipping fee rate and associated fines review work for a bylaw amendment in 2023</li><li>• Conducted a solid waste stream composition study to analyze materials sent to landfill</li><li>• Received Board approval to increase tipping fee for international high risk cruise ship waste from \$157 to \$500 tonne beginning January 2024</li><li>• Continued to expand onsite beneficial use opportunities with 5,107 tonnes of select waste material streams processed and utilized onsite in place of virgin material as per ENV guidelines</li><li>• Conducted a shredding trial, with specific material streams in an effort to manage incoming volumes and further densify material</li><li>• Achieved a landfill utilization factor of 0.67 t of refuse/m<sup>3</sup> of airspace</li><li>• Updated Design Operations Closure Plan in 2022, and submitted to ENV with 2021 SWMP submission</li><li>• Removed 30,000 m<sup>3</sup> of overburden and 225,000 m<sup>3</sup> of in-situ rock to prepare the new landfilling cell to receive future garbage.</li><li>• Constructed new scale building at Hartland North and installed new gate at entrance</li><li>• Produced and applied biosolids growing medium as a topsoil alternative as outlined in the approved biosolids beneficial use contingency plan</li><li>• Received 17,832 tonnes of controlled waste</li><li>• Measured average controlled waste trench compaction 0.93 t/m<sup>3</sup></li><li>• Received 4,145 tonnes of asbestos containing material</li><li>• Issued 559 tickets and 13 warnings, primarily related to banned materials in garbage</li></ul>

# Looking Ahead - 2023





# Looking Ahead:

## Develop SWMP monitoring performance metrics and indicators

Today's next steps:

### 1. Review

- Plan Monitoring and Measurement Obligations
- SWMP Goals and Focus Areas
- Metrics reported in the 2022 Progress Report

### 2. Discussion

- Which indicators from the 2022 Progress Report worked well?
- Which indicators could be improved?
- Were any indicators missing?

# Plan Monitoring and Measurement

The implementation of the Solid Waste Management Plan will be monitored to determine its on-going effectiveness. The following monitoring and measurement action will be undertaken:

1. **Plan Monitoring:** Monitoring progress on the Plan's implementation will be undertaken by SWAC on an annual basis.
2. **Annual Reporting:** On an annual basis, CRD staff will continue to prepare and publicize a progress report that describes the CRD's current solid waste management activities and provides several metrics including the amount of waste landfilled per capita.
3. **BC Disposal Calculator:** CRD will continue to compile data annually on all the municipal solid waste disposal activities in the regional district for reporting to the BC Ministry of Environment's online disposal calculator.
4. **Interim Assessment/Plan Update:** Five years into the implementation of the Plan, the CRD intends to carry out a review of the plan's implementation and effectiveness.
5. **Waste Composition Study:** The CRD will continue to undertake these studies to provide valuable insight into how the Plan's implementation is affecting what is landfilled.

The Solid Waste Advisory Committee will act as the plan monitoring advisory committee for the SWMP.

# Solid Waste Management Plan



Goals			
To surpass the provincial per capita waste disposal target	To extend the life of Hartland Landfill to the year 2100 and beyond	To have informed citizens that participate effectively in proper waste management practices	To ensure that the CRD's solid waste services are financially sustainable

Focus Areas		
Reduce and Reuse <i>Strategies 1-6</i>	Recycling <i>Strategies 7-13</i>	Recovery and Residuals Management <i>Strategies 14-15</i>

# Metrics from 2022 Progress Report

FOCUS AREAS	SWMP GOAL			
	1	2	3	4
<b>Reduce/Reuse (waste generation)</b>				
• Number of Infoline inquiries received			*	
• Number of Myrecyclopedia visits	*		*	
• Number of Ready, Set, Sort! game plays	*		*	
• Number of 3R K-12 programs delivered/student reach	*		*	
• Number of Educators Newsletters issued/subscribers			*	
• Number of public landfill tours/participants	*		*	
• Number of community group tours/participants	*		*	
• Number of technical tours/participants			*	
• Number of CRD 3R outreach events	*		*	
• Number of public education campaigns	*		*	
• Number and value of Rethink Waste Community Grants awarded	*		*	
• Number of reuse projects funded through the RWCG	*		*	
• Value of diversion incentive funding provided to number of re-use organizations	*		*	
• Quantity of reusable products received at Hartland Depot for redistribution by number of community partners	*		*	
• Number of Rethink Waste Newsletters issued	*		*	
• Number of awards supported for environmental/sustainability recognition	*		*	
• Number of new legislations, bylaws, etc (all levels of government)	*	*	*	
• Number of advocacy letters/consultation letters CRD issued	*	*		

# Metrics from 2022 Progress Report

FOCUS AREAS	SWMP GOAL			
	1	2	3	4
<b>Recycle (all diversion)</b>				
• Number of new subscribers receiving reminders and alerts			*	
• Number of new RecycleCRD app installs			*	
• Quantity of PPP collected through curbside program	*		*	
• Volume of source separated material received at Hartland for subsequent offsite processing and marketing <ul style="list-style-type: none"> <li>○ Food scraps</li> <li>○ Yard material</li> </ul>	*		*	
• Quantity of EPR materials collected on behalf of producers in partnership with product stewards	*	*	*	*
• Number of LGWRWG meeting held/participating munis	*		*	
<b>Recovery (landfill gas)</b>				
• Achievements in gas collection efficiency				*
• Quantity of electricity produced from landfill gas				*
<b>Residual Management (landfill services)</b>				
• Quantity of general refuse landfilled annually		*		
• Waste composition study data	*	*	*	
• Achievements in airspace utilization (t/m3)		*		
• Quantity of aggregate displaced with source separated material beneficially used onsite	*	*		
• Quantity of material received requiring controlled waste disposal protocol				
• Achievements in controlled waste trench compaction (t/m3)		*		
• Quantity of material received requiring ACM disposal protocol				
• Number of warnings and tickets issued	*	*	*	
• Number of pilots or studies completed	*	*		

# Performance Measures Discussion

- Which indicators from the 2022 Progress Report worked well?
- Which indicators could be improved?
- Were any indicators missing?

## Next Meeting – Friday, July 7, 2023

- Staff will return with options and suggestions for performance measures and indicator modifications for the 2023 Progress Report based on today's discussion.