

METRO VANCOUVER REGIONAL DISTRICT ZERO WASTE COMMITTEE

REGULAR MEETING

Friday, April 16, 2021

9:00 a.m.

28th Floor Boardroom, 4730 Kingsway, Burnaby, British Columbia

REVISED AGENDA¹

1. ADOPTION OF THE AGENDA

1.1 April 16, 2021 Regular Meeting Agenda

That the Zero Waste Committee adopt the agenda for its regular meeting scheduled for April 16, 2021 as circulated.

2. ADOPTION OF THE MINUTES

2.1 March 12, 2021 Regular Meeting Minutes

That the Zero Waste Committee adopt the minutes of its regular meeting held March 12, 2021 as circulated.

3. DELEGATIONS

3.1 Jaye-Jay Berggren, Founder & Director, Sea to Sky Soils and Composting Inc. and Chase Edgelow, CEO, EverGen Infrastructure Corporation

Subject: 5.1 Award of Contract Resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station

3.2 Claire Ruddy, Executive Director, Association of Whistler Area Residents for the Environment (AWARE)

Subject: 5.1 Award of Contract Resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station

3.3 Chief Dean Nelson, Lílwat Nation

Subject: 5.1 Award of Contract Resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station

3.4 Mayor Mike Richman, Village of Pemberton

Subject: 5.1 Award of Contract Resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station

On Table

¹ Note: Recommendation is shown under each item, where applicable.

4. INVITED PRESENTATIONS

5. REPORTS FROM COMMITTEE OR STAFF

5.1 Award of Contract Resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station

That the GVS&DD Board:

- a) approve award of a five-year contract in the amount of up to \$17,428,425 (exclusive of taxes) to Arrow Transportation Systems Inc., resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station, subject to final review by the Commissioner; and
- b) authorize the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

5.2 Recycling Depot Funding Strategy

That the GVS&DD Board direct staff to prepare proposed amendments to be incorporated into the annual update to the Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017, as amended to:

- i) incorporate the cost of recycling depots at Metro Vancouver's recycling and waste centres into garbage tipping fees; and
- ii) provide an annual garbage tipping fee credit to municipalities operating municipal recycling depots.

5.3 Solid Waste Services Capital Program Expenditure Update as of December 31, 2020

That the Zero Waste Committee receive for information the report dated April 9, 2021, titled "Solid Waste Services Capital Program Expenditure Update as of December 31, 2020".

5.4 Regional Single-Use Item Reduction Campaign Launch

That the Zero Waste Committee receive for information the report dated April 8, 2021, titled "Regional Single-Use Item Reduction Campaign Launch."

5.5 2021 Food Scraps Recycling Campaign Results

That the Zero Waste Committee receive for information the report dated April 7, 2021, titled "2021 Food Scraps Recycling Campaign Results."

5.6 Manager's Report

That the Zero Waste Committee receive for information the report dated April 8, 2021, titled "Manager's Report".

6. INFORMATION ITEMS

6.1 Correspondence from City of Delta re Single-Use Item Reduction Advocacy for Consistent Regional Regulation dated March 11, 2021.

7. OTHER BUSINESS

8. BUSINESS ARISING FROM DELEGATIONS

9. RESOLUTION TO CLOSE MEETING

Note: The Committee must state by resolution the basis under section 90 of the Community Charter on which the meeting is being closed. If a member wishes to add an item, the basis must be included below.

That the Zero Waste Committee close its regular meeting scheduled for April 16, 2021 pursuant to the *Community Charter* provisions, Section 90 (1) (g) as follows:

"90 (1) A part of the meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
(g) litigation or potential litigation affecting the regional district."

10. ADJOURNMENT/CONCLUSION

That the Zero Waste Committee adjourn/conclude its regular meeting of April 16, 2021.

Membership:

Froese, Jack (C) - Langley Township
Hodge, Craig (VC) - Coquitlam
Calendino, Pietro - Burnaby
Elford, Doug - Surrey

Fathers, Helen - White Rock
Fry, Pete - Vancouver
Little, Mike - North Vancouver District
Martin, Gayle - Langley City

McDonald, Bruce - Delta
Morden, Mike - Maple Ridge
Steves, Harold - Richmond
Vagramov, Rob - Port Moody

**METRO VANCOUVER REGIONAL DISTRICT
ZERO WASTE COMMITTEE**

Minutes of the Regular Meeting of the Metro Vancouver Regional District (MVRD) Zero Waste Committee held at 9:00 a.m. on Friday, March 12, 2021 in the 28th Floor Boardroom, 4730 Kingsway, Burnaby, British Columbia.

MEMBERS PRESENT:

Chair, Mayor Jack Froese, Langley Township
 Vice Chair, Councillor Craig Hodge*, Coquitlam
 Councillor Pietro Calendino*, Burnaby
 Councillor Doug Elford*, Surrey
 Councillor Pete Fry*, Vancouver
 Mayor Mike Little*, North Vancouver District
 Councillor Gayle Martin*, Langley City (arrived at 9:08 a.m.)
 Councillor Bruce McDonald*, Delta
 Mayor Mike Morden*, Maple Ridge
 Councillor Harold Steves*, Richmond
 Mayor Rob Vagramov*, Port Moody (arrived at 9:02 a.m.)

MEMBERS ABSENT:

Councillor Helen Fathers, White Rock

STAFF PRESENT:

Paul Henderson, General Manager, Solid Waste Services
 Amelia White, Legislative Services Coordinator, Board and Information Services

1. ADOPTION OF THE AGENDA

1.1 March 12, 2021 Regular Meeting Agenda

It was MOVED and SECONDED

That the Zero Waste Committee:

- a) amend the agenda for its regular meeting scheduled for March 12, 2021 by withdrawing Item 5.2 "Award of Contract Resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station"; and
- b) adopt the agenda as amended.

CARRIED

*denotes electronic meeting participation as authorized by Section 3.6.2 of the *Procedure Bylaw*

2. ADOPTION OF THE MINUTES

2.1 January 22, 2021 Regular Meeting Minutes

It was MOVED and SECONDED

That the Zero Waste Committee adopt the minutes of its regular meeting held January 22, 2021 as circulated.

CARRIED

3. DELEGATIONS

No items presented.

4. INVITED PRESENTATIONS

No items presented.

5. REPORTS FROM COMMITTEE OR STAFF

5.1 Award of Contract Resulting from Request for Proposal No. 20-143: Inspection Services at Solid Waste Regional Facilities

Report dated March 4, 2021, from Roy Moulder, Director, Purchasing and Risk Management, Financial Services and Paul Henderson, General Manager, Solid Waste Services, outlining the results of the Request for Proposal (RFP) No. 20-143: Inspection Services at Solid Waste Regional Facilities, and recommending a contract award in the amount of up to \$3,674,026 (exclusive of taxes), for three (3) years, to Stasuk Testing and Inspection Ltd., for conducting disposal ban inspections at regional solid waste facilities commencing on May 1, 2021.

It was MOVED and SECONDED

That the GVS&DD Board:

- a) approve award of a three (3) year contract in the amount of up to \$3,674,026 (exclusive of taxes) to Stasuk Testing and Inspection Ltd., resulting from Request for Proposal No. 20-143: Inspection Services at Solid Waste Regional Facilities, subject to final review by the Commissioner; and
- b) authorize the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

CARRIED

9:02 a.m. Mayor Rob Vagramov arrived at the meeting.

5.2 Award of Contract Resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station

Pursuant to Item 1.1 of the agenda, this item was withdrawn.

5.3 United Boulevard Recycling and Waste Centre Opening Plan

Report dated March 5, 2021, from Marcel Pitre, Division Manager, Policy and Facility Development, Solid Waste Services, outlining the opening plan for the new United Boulevard Recycling and Waste Centre.

Members were provided a presentation on key improvements, the opening plan, and the site location for the United Boulevard Recycling and Waste Centre.

9:08 a.m. Councillor Gayle Martin arrived at the meeting.

Presentation material titled "United Boulevard Recycling and Waste Centre: Opening Plan" is retained with the March 12, 2021 Zero Waste Committee agenda. Members were also shown a related video which is not retained with the agenda.

It was MOVED and SECONDED

That the Zero Waste Committee receive for information the report dated March 5, 2021, titled "United Boulevard Recycling and Waste Centre Opening Plan".

CARRIED

5.4 2020 Waste Composition Study Results

Report dated March 5, 2021, from Terry Fulton, Senior Project Engineer, Solid Waste Services, updating the Zero Waste Committee on the results of the 2020 Regional Waste Composition Study.

Members were provided a presentation on the results of the 2020 Waste Composition Study, including an overview of methodologies and a categorical breakdown of the waste materials highlighting single-use items and COVID-19 related waste.

Discussion ensued regarding the quantity of personal protective equipment disposed of, the project focussed on removing wood from the waste stream, the public perception of single use masks being more sanitary than reusable options and how Metro Vancouver will be supporting jurisdictions' initiatives to reduce single use items.

Presentation material titled "2020 Waste Composition Study: Results" is retained with the March 12, 2021 Zero Waste Committee agenda.

It was MOVED and SECONDED

That the Zero Waste Committee receive for information the report dated March 5, 2021, titled "2020 Waste Composition Study Results".

CARRIED

5.5 Create Memories Not Garbage 2020 Campaign Results

Report dated March 5, 2021, from Shellee Ritzman, Policy Coordinator, Corporate Communications, External Relations and Larina Lopez, Corporate Communications Division Manager, External Relations, updating on the results of the 2020 regional holiday waste-reduction campaign, "Create Memories, Not Garbage".

Members were provided a presentation on the 2020 campaign highlighting the advertising approach, the strategy, media metrics, member engagement and the earned media attention.

Presentation material titled "Create Memories, Not Garbage: 2020 Campaign Performance" is retained with the March 12, 2021 Zero Waste Committee agenda.

It was MOVED and SECONDED

That the Zero Waste Committee receive for information the report dated March 5, 2021, titled "2020 Regional Create Memories Not Garbage Campaign Results".

CARRIED

5.6 Manager's Report

Report dated March 5, 2021, from Paul Henderson, General Manager, updating the Zero Waste Committee on Wastech Waste Flow Allocation Claim, Think Thrice About Your Clothes, Waste in its Place Promotion, illegal dumping in Metro Vancouver, Canadian Circular Cities and Regions Initiative and the Committee's 2021 Work Plan.

It was MOVED and SECONDED

That the Zero Waste Committee receive for information the report dated March 5, 2021, titled "Manager's Report".

CARRIED

6. INFORMATION ITEMS

It was MOVED and SECONDED

That the Zero Waste Committee receive for information the following Information Items:

- 6.1 Metro Vancouver's 2020 Zero Waste Conference
- 6.2 Correspondence from City of New Westminster re Single-Use Item Reduction Advocacy for Consistent Regional Regulation dated February 5, 2021
- 6.3 Correspondence from City of Coquitlam re Single-Use Item Reduction Advocacy for Consistent Regional Regulation dated February 22, 2021

CARRIED

7. OTHER BUSINESS

No items presented.

8. BUSINESS ARISING FROM DELEGATIONS

No items presented.

9. RESOLUTION TO CLOSE MEETING

It was MOVED and SECONDED

That the Zero Waste Committee close its regular meeting scheduled for March 12, 2021 pursuant to the *Community Charter* provisions, Section 90 (1) (e) and (g) as follows:

“90 (1) A part of the meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (e) the acquisition, disposition or expropriation of land or improvements, if the board or committee considers that disclosure could reasonably be expected to harm the interests of the regional district; and
- (g) litigation or potential litigation affecting the regional district.”

CARRIED

10. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the Zero Waste Committee adjourn its regular meeting of March 12, 2021.

CARRIED

(Time: 10:47 a.m.)

Amelia White,
Legislative Services Coordinator

Jack Froese, Chair

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RFP FOR ORGANICS MANAGEMENT AT THE NORTH SHORE TRANSFER STATION

Insufficient Consideration Given to Indigenous Participation and Environmental Impacts

Zero Waste Committee - On Table Item

Sea to Sky Soils together with Lil'wat Nation, has partnered with Metro Vancouver to provide reliable, effective and sustainable organic waste processing, with no service disruptions since 2017

Our History:

Environmental Excellence

- ✓ We process **100% of North and West Vancouver curbside organic waste** via a **short haul & traffic minimizing solution**
- ✓ Our existing route provides the **lowest carbon footprint** with the compost manufactured and returned to the **communities from which it is produced**
- ✓ Top tier facility with **zero odour complaints**

Positive Impact to local First Nations communities

- ✓ We operate on **leased land** within the traditional territory of the Lil'wat Nation with over **80% indigenous employment rate** from members of the Lil'wat & Squamish Nations with more than **\$500,000 paid in wages and benefits** to members and their families each year

100% Commitment to Metro Vancouver

- ✓ On July 29, 2020, we received a strategic investment from the federal and provincial governments & the Squamish-Lillooet Regional District to expand our composting facility to increase organics processing, produce more high-quality compost, eliminate greenhouse gas emissions and create local jobs.
- ✓ This ongoing initiative is estimated to result in a reduction of over 47,000 tonnes of CO₂e by 2030, the equivalent of removing nearly 17,000 cars from the road each year.

The future of this established partnership is at risk
RFP process should be reconsidered given:

- **Relative technical merits diluted:** Environmental & Social considerations such as the GHG impacts (trucking distances & indirect subsidization of mining trucking costs), circular economy benefits (compost reuse) critical to Metro Vancouver stated goals, and **First Nations jobs impact were not given adequate consideration.** Sea to Sky Soils scored 1st in the technical component (65% weighting) yet recommended award appears to be based upon relatively minor pricing differences alone (35% weighting)
- **Uneven playing field & inconsistent process:** RFP required parties to provide commercial terms based on an April 1 start date. Site Visits should have been conducted to prove readiness & operational claims. Subsequent to the RFP deadline this start date was shift and **Metro Vancouver does not have pricing from all parties to reflect this new start date**
- Metro Vancouver should carefully consider alignment with stated goals and values before awarding any contract

RFP FOR ORGANICS MANAGEMENT AT THE NORTH SHORE TRANSFER STATION

Insufficient Consideration Given to Indigenous Participation and Environmental Impacts

Flawed RFP process puts Indigenous jobs at risk and increases GHG emissions



First Nations Impact

As the incumbent service provider we have built a skilled and knowledgeable workforce over the last three years and created **significant Indigenous employment of 16 jobs, the livelihoods of these community members are at risk** should this recommendation be approved



Traffic Disruption

Under the proposed new arrangement, this vital service will be shifted to a supplier without a track record whose facility is further in proximity and remains under construction. Furthermore, **the source separated organics will be trucked to a mine outside of the region necessitating over 300 km of travel** across two major bridges, and through Vancouver, Burnaby, New Westminster, Coquitlam, Langley City, Langley, Abbotsford and Chilliwack.



Greenhouse Gas Emissions & Environmental Considerations

The existing route to our Pemberton facility, just 150 kms away, provides the lowest carbon footprint. Additionally, the **resupply of organic soils for agriculture back into the region will require a significant increase in truck traffic and associated emissions**. As part of recommended award, Metro Vancouver could be effectively subsidizing trucking costs for a mining operation 300 km away.



Integrated Solid Waste & Resource Management Plan

Sea to Sky Soils has plans to expand operations to capture renewable natural gas and be a major contributor to Metro Vancouver's Integrated Solid Waste and Resource Management Plan to recover energy from the waste stream after material recycling (Goal 3). Keeping this resource in region has long term positive benefits.



Our request: Choose Alternative 2 and Terminate RFP process

The Metro Vancouver Zero Waste Committee has been asked to approve a recommendation at the Zero Waste Committee meeting, this Friday, April 16, 2021. Social, environmental and economic sustainability is a fundamental objective in all Metro Vancouver activities.

Zero Waste Committee members can choose Alternative 2 and Terminate the RFP process. This will allow time to **properly evaluate this issue and ensure any future RFP is designed to align with Metro Vancouver's long term objectives**

About Sea to Sky Soils and Lil'wat First Nation

Sea to Sky Soils, located near Pemberton, British Columbia, is a homegrown composting and organic processing facility with existing municipal and commercial partnerships throughout the Sea to Sky corridor and Lower Mainland. The facility accepts organic waste (diverted from the landfill via green bin programs) and recycles it using proven composting technology into soil amendments and Class A compost for use by local farms and developers as part of the circular economy. Sea to Sky Soils is proud to be in partnership with the Lil'wat Nation and committed to the Lil'wat community, having operated on Lil'wat Nation land since 2012. In addition, Sea to Sky Soils has employed a majority of staff from the First Nation since inception and supports social, cultural and recreation programs in Mount Currie.

To: Zero Waste Committee

From: Roy Moulder, Director, Purchasing and Risk Management, Financial Services
Paul Henderson, General Manager, Solid Waste Services

Date: April 8, 2021 Meeting Date: April 16, 2021

Subject: **Award of Contract Resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station**

RECOMMENDATION

That the GVS&DD Board:

- a) approve award of a five-year contract in the amount of up to \$17,428,425 (exclusive of taxes) to Arrow Transportation Systems Inc., resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station, subject to final review by the Commissioner; and
- b) authorize the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

EXECUTIVE SUMMARY

Metro Vancouver received and evaluated four proposals in response to Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station with Arrow Transportation Systems Inc. submitting the overall highest ranked proposal. Staff recommend contract award to Arrow Transportation Systems Inc. for a total award of up to \$17,428,425 (exclusive of taxes) for a five-year term with an option for a two-year extension, commencing on July 1, 2021. The new contract will result in a savings of approximately \$7,500,000 or 30% compared to the current contracts. This contract is for organics management services at the North Shore Recycling and Waste Centre (formerly known as the North Shore Transfer Station), including collection, site management, loading and processing. This report replaces one that was pulled from the March 12, 2021 Zero Waste Committee agenda. Additional information has been added to the report on the procurement process and the recommended proposal for the Committee's consideration.

PURPOSE

The purpose of this report is to advise the GVS&DD Board (the Board) of the results of Request for Proposal (RFP) No. 20-016: Organics Management at the North Shore Transfer Station, and to recommend award of a five-year contract in the amount of up to \$17,428,425 (exclusive of taxes) to Arrow Transportation Systems Inc. (Arrow), for organics management commencing on July 1, 2021.

BACKGROUND

Pursuant to the *GVS&DD Officers and Delegation Bylaw No. 284, 2014* and the *Procurement and Real Property Contracting Authority Policy*, procurement contracts that exceed a value of \$5 million require the approval of the Board of Directors.

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This report is being brought forward to the Zero Waste Committee to consider a recommendation to the Board to authorize the award of a five-year contract to Arrow for management of organics at the North Shore Recycling and Waste Centre commencing on July 1, 2021.

A report on this procurement process was originally included in the March 12, 2021 Zero Waste Committee agenda, and subsequently removed from the agenda at the Committee meeting in order for staff to verify certain information. This report provides additional information on the procurement process and the recommended proposal for the Committee's consideration.

DESCRIPTION OF ORGANICS MANAGEMENT SERVICES

Organics collection, loading, hauling and processing at the North Shore Recycling and Waste Centre is currently managed under four separate contracts that will expire on June 30, 2021. Historically the service was provided through a single contract, but following the progressive closure of Harvest Power, contracts were entered into through competitive processes for individual elements of the work. RFP No. 20-016 was advertised on the Metro Vancouver and BC Bid websites on December 22, 2020 and closed on January 22, 2021. The scope of service includes the provision of site management, loading, transportation and processing of organic materials received at the North Shore Recycling and Waste Centre for a period of five years commencing on July 1, 2021.

Procurement Process

The procurement process followed for this service began with a market sounding to understand interests and capabilities of companies with an interest in organics management. A total of five companies were contacted and four companies participated in an interview with Purchasing and Risk Management Division (Purchasing) staff.

Following the market sounding, Metro Vancouver staff developed a request for proposals and draft contract. Management of organics at the North Shore Recycling and Waste Centre has been an activity for more than 20 years and, as such, the procurement documents were developed using historic contracts as a starting point. Other historic procurement processes such as recycling and waste centre operations, contingency disposal and others also helped inform the procurement process.

As part of the request for proposals, proposal submission requirements along with evaluation criteria are communicated to proponents. For this procurement process, the overall evaluation was based on 65% technical and 35% financial consideration, with technical criteria specified in the request for proposals. Proponents may submit questions of clarification and/or proposed updates to the requirements as part of the request for proposals process. All questions and answers are recorded and communicated to all potential proponents. All communications are managed through Purchasing to ensure transparency and timely responses.

Evaluation Criteria and Proposal Evaluation

In advance of the receipt of proposals, an evaluation matrix is completed and approved by Purchasing staff. The evaluation matrix assigns weighting to the various elements considered under technical criteria.

Key evaluation criteria included in the organics management request for proposals included:

- proponent qualifications and experience

- regulatory compliance and community support
- greenhouse gas impacts
- processing technology
- compost end use / circular economy
- reference projects
- proponent work plans

As part of their proposals, proponents identified processing location for the organic material and specified the proportion of the loads with a backhaul (i.e., another material hauled from the processing facility back to Metro Vancouver for remote processing sites). Greenhouse gas emissions are calculated based on distance and backhaul portion. Proponents are then scored based on relative greenhouse gas emissions. The proponent with the lowest greenhouse gas emissions receives a perfect score and other proponents receive proportional scores based on relative greenhouse gas emissions. The results of this analysis are checked against Metro Vancouver's *Carbon Price Policy* valuation of \$150 per tonne to ensure that the greenhouse gas emissions weighting is appropriate.

Following submission of the proposals, a team of four Solid Waste Services staff independently reviewed the proposals, and met to develop consensus scores under the supervision of Purchasing staff. The proposal evaluation scores were then tallied and combined with the financial evaluation to produce a final score.

Results of Proposal Evaluation

Four companies, Arrow, Sea to Sky Soils and Composting Inc., Halton Recycling Ltd. and Convertus Canada Ltd. submitted proposals in response to RFP No. 20-016. All four proposals were found to be commercially compliant. The proposed fees are summarized in the following table

Proponent	Total Proposal Price (exclusive of taxes and annual CPI adjustment)
Arrow Transportation Systems Inc.	\$16,598,500
Sea to Sky Soils and Composting Inc.	\$18,600,000
Halton Recycling Ltd. dba Emterra Environmental	\$19,216,655
Convertus Canada Ltd.	\$20,405,115

Arrow's proposal ranked highest overall. Their proposal had a strong technical score and ranked first for financial considerations. Arrow is proposing to process the organics at their composting facility in Princeton, BC. The Princeton facility is permitted under the Ministry of Environment and Climate Change Strategy's composting facility permitting process. Arrow's composting facility produces class A compost with the compost used for general landscaping/horticulture, commercial farm operations and mine reclamation. The compost will be managed by Arrow's soil solutions business, NutriGrow, Western Canada's largest distributor of amended soils and composts.

Arrow demonstrated substantial community support, providing letters of support from the Town of Princeton and the Upper Similkameen Indian Band.

Arrow is proposing 100% backhaul which will minimize greenhouse gas emissions associated with the contract. The primary backhaul will be through an existing Arrow contract to haul copper concentrate from Princeton to a marine terminal located in North Vancouver. The backhaul contract extends beyond the term of the organics contract. The organics contract volume will result in approximately three loads per day of organics leaving the North Shore Recycling and Waste Centre.

The proposed price of up to \$16,598,500 is for a five-year term with an option for a two-year extension. The terms of the RFP include a service level payment of up to 5%, resulting in the total five-year cost of up to \$17,428,425. If the two-year extension option is considered, pricing would be negotiated and brought to the Board for consideration.

ALTERNATIVES

1. That the GVS&DD Board:
 - a) approve award of a five-year contract in the amount of up to \$17,428,425 (exclusive of taxes) to Arrow Transportation Systems Inc., resulting from Request for Proposal No. 20-016: Organics Management at the North Shore Transfer Station, subject to final review by the Commissioner; and
 - b) authorize the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.
2. That the GVS&DD Board terminate RFP No. 20-016: Organics Management at the North Shore Transfer Station and direct staff to report back to the GVS&DD Board with options for an alternate course of action.

FINANCIAL IMPLICATIONS

If the Board approves Alternative 1, a contract will be awarded to Arrow for a period of five years for an amount up to \$17,428,425 (exclusive of taxes). The proposed price falls within the Solid Waste Services five-year financial plan, and represents an estimated \$7,500,000 or 30% decrease in costs compared to the current contracts. This amount is exclusive of taxes and annual Consumer Price Index adjustments defined under the terms of the contract and beginning on January 1, 2022. The contract amount represents estimated expenditures based on current volumes of organic materials received, with the actual value dependent on the actual tonnages received.

In parallel to the procurement process, Metro Vancouver staff have been working with North Shore municipal staff on draft agreements for the processing of the organics collected by those municipalities. With a processing contract in place, those agreements can be finalized. The agreements will be based on the direct cost of managing the organics under this contract plus Metro Vancouver's overhead costs related to operating the recycling and waste centre. If agreements are not reached, Metro Vancouver would continue to charge the North Shore municipalities for the receipt of organics through Tipping Fee Bylaw provisions. A rate specific to municipally collected organics could be built into the Tipping Fee Bylaw.

Given that more than half of the organic material dropped off at the North Shore Recycling and Waste Centre is collected by the three north shore municipalities, those municipalities will fund more than half of the cost of the contract through drop-off fees.

CONCLUSION

RFP No. 20-016 was issued for organics management services at the North Shore Recycling and Waste Centre and Arrow submitted the highest rated proposal. Staff recommend that the Board approve award and authorize the Commissioner and the Corporate Officer to execute a contract with Arrow for a total award of up to \$17,428,425 (exclusive of taxes). The service contract will commence on July 1, 2021.

44476550

To: Zero Waste Committee

From: Paul Henderson, General Manager, Solid Waste Services

Date: April 8, 2021

Meeting Date: April 16, 2021

Subject: **Recycling Depot Funding Strategy**

RECOMMENDATION

That the GVS&DD Board direct staff to prepare proposed amendments to be incorporated into the annual update to the *Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017*, as amended to:

- i) incorporate the cost of recycling depots at Metro Vancouver's recycling and waste centres into garbage tipping fees; and
 - ii) provide an annual garbage tipping fee credit to municipalities operating municipal recycling depots.
-

EXECUTIVE SUMMARY

An updated funding strategy is proposed for recycling depots at Metro Vancouver's recycling and waste centres, recognizing the contribution of municipally operated depots to the regional system. The proposed funding strategy would distribute costs across system users by incorporating the costs of operating the recycling depots into the garbage tipping fee. At the same time, municipalities that fund municipal recycling depots would receive an annual garbage tipping fee credit. Staff would work to accommodate any increases in tipping fees within current 2021 - 2025 Financial Plan projections for tipping fee increases.

PURPOSE

The purpose of this report is to seek GVS&DD Board (the Board) approval of an updated funding strategy for recycling depots at Metro Vancouver's recycling and waste centres.

BACKGROUND

As of 2017, the current recycling depot funding model apportions the annual costs among participating municipalities on a population basis for operating recycling depots at the North Shore and Coquitlam Recycling and Waste Centres. Provisions for this cost apportionment are found in the *Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017*, as amended (Tipping Fee Bylaw). Under the current funding model, municipalities served by the depots fund the depots.

Metro Vancouver staff have been working with municipal staff to assess options for an updated funding strategy, with the goal of ensuring a simple and fair system for funding current and future recycling depots at Metro Vancouver's recycling and waste centres, while recognizing the contribution of municipal depots to the regional system.

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RECYCLING SERVICES AT RECYCLING AND WASTE CENTRES

Metro Vancouver provides a range of recycling and waste drop-off services before and after the weigh scales at its recycling and waste centres, conveniently located to serve residents across the region. This regional network of recycling drop-off services supports and enhances the programs and services provided by other levels of government, member jurisdictions, extended producer responsibility programs, not-for-profits, and the private sector, all together forming one of the most successful and resilient recycling systems in North America.

Recycling depots located before the weigh scales at recycling and waste centres allow customers to drop off recyclable materials for free. Currently, recycling depots are in place at the North Shore and Coquitlam Recycling and Waste Centres and are under construction for both the United Boulevard Recycling and Waste Centre and the Central Surrey Recycling and Waste Centre. In addition, the 2021 - 2025 Financial Plan identifies new recycling depots for the Langley and North Surrey Recycling and Waste Centres. The recycling depots provide convenient, accessible, and free drop off of a wide range of recyclable materials including metal, paper, plastic, glass, and other extended producer responsibility materials such as electronics, batteries, paint and pesticides, currently diverting over 10,000 tonnes of recyclables a year from disposal. Cost efficiencies to including a recycling depot at a recycling and waste centre include those realized through sharing equipment, attendants and other labour, security and other contracting needs.

Current Funding Model

The current funding approach was approved by the Board at its June 24, 2016 meeting and later implemented through a provision in the 2017 Tipping Fee Bylaw to apportion the annual costs (i.e. operations, capital, administration and land use contribution) for operating recycling depots on a population basis to participating municipalities. The operating costs are based on costs included in the Recycling and Waste Centre Operations and Maintenance Contract. Participating municipalities are charged estimated costs annually with any adjustments between estimates and actuals made in the following year.

Updated Recycling Depot Funding Strategy

The development of an updated recycling depot funding strategy considers principles that would replace the current funding model approach, and considers the full costs associated with building, operating and maintaining a recycling depot. The proposed recycling depot funding strategy would provide the framework to accommodate new recycling depots introduced at recycling and waste centres in the future, reduce costs for all municipalities by sharing costs of recycling depots among all system users and provide regional funding for municipalities with recycling depots. Full costs of the recycling depots would be distributed among system users through the garbage tipping fee, and would replace the current system of apportioning costs to participating municipalities.

The following principles developed in collaboration with municipal staff advisory committees were followed to support the development of an updated funding model for recycling depots:

- All Metro Vancouver recycling and waste centres include depots with standardized services
- Extended producer responsibility programs' contributions are consistent with cost of managing materials

- Minimum standards established for regional and municipal depots
- Municipalities retain autonomy with respect to municipal depot operations and services beyond minimum standard
- Recognition of municipal depots' contribution to the regional system
- Simple and fair funding model

Recycling Depot Cost Analysis

In 2020, GHD Limited and Ernst & Young Orenda Corporate Finance Inc. were engaged to analyze the revenue, direct costs and indirect costs at the North Shore Recycling and Waste Centre to estimate the full costs of establishing and operating a recycling depot. This detailed analysis was used to determine the implications of expanding recycling depots to all regional facilities. Based on the analysis, the estimated cost to provide recycling depots at North Shore, United Boulevard, Central Surrey, North Surrey and Langley Recycling and Waste Centres once all of the recycling depots are in place is approximately \$3.2 million per year.

Municipal Recycling Depot Credit

To recognize the contribution of municipal depots to the regional system, a model was developed to credit municipalities operating recycling depots. The credit would be calculated on a population basis for Richmond, Burnaby, Maple Ridge, and Bowen Island. For Coquitlam, as the City of Coquitlam recycling depot provides limited services and collects a small amount of recyclables, the credit would be based on the volume of recyclables collected. The overall value of the credits would be approximately \$1.35 million per year once all of the regional depots are operating.

ALTERNATIVES

1. That the GVS&DD Board direct staff to prepare proposed amendments to be incorporated into the annual update to the *Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017*, as amended to:
 - i) incorporate the cost of recycling depots at Metro Vancouver's recycling and waste centres into garbage tipping fees; and
 - ii) provide an annual garbage tipping fee credit to municipalities operating municipal recycling depots.
2. That the GVS&DD Board receive the report dated April 8, 2021, titled "Recycling Depot Funding Strategy" for information and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

If the Board approves Alternative 1, proposed updates to the Tipping Fee Bylaw to incorporate costs of the regional recycling depot and municipal recycling depot credits will be brought forward to the Board for consideration as part of the annual Tipping Fee Bylaw updates for implementation in January 2022. The estimated component of the overall garbage tipping fee for recycling depots is approximately \$4 per tonne by 2024 when recycling depots at all Metro Vancouver recycling and waste centres are expected to be in operation. Staff will work to accommodate the increase within the projected garbage tipping fees for 2022 - 2025 identified in the 2021 - 2025 Financial Plan. Tipping fees are reviewed annually, and a number of factors impact required tipping fees, such as expected waste quantities.

CONCLUSION

An updated funding strategy is proposed for recycling depots at Metro Vancouver's recycling and waste centres, recognizing the contribution of municipally operated depots to the regional system. The proposed recycling depot funding strategy was developed in consultation with staff from member municipalities, and follows principles developed through conversations with municipal staff.

The proposed funding strategy would distribute costs across solid waste system users by incorporating the costs of operating the recycling depots in the garbage tipping fee. At the same time, municipalities that fund municipal recycling depots would receive an annual credit.

44725469

To: Zero Waste Committee

From: Lynne Vidler, P.Eng., Lead Senior Engineer, Solid Waste Services

Date: April 9, 2021 Meeting Date: April 16, 2021

Subject: **Solid Waste Services Capital Program Expenditure Update as of December 31, 2020**

RECOMMENDATION

That the Zero Waste Committee receive for information the report dated April 9, 2021, titled "Solid Waste Services Capital Program Expenditure Update as of December 31, 2020".

EXECUTIVE SUMMARY

The capital expenditure reporting process, as approved by the GVS&DD Board (the Board), provides for regular status reports on capital expenditures three times per year. This is the year-end report for 2020, which includes both the overall capital program for Solid Waste Services with a multi-year view of capital projects and the actual capital spending for the 2020 fiscal year compared to the annual budget. In 2020, annual capital expenditures for Solid Waste Services were \$41.2 million compared to a capital budget of \$88.5 million. The underspend is primarily due to timing of construction expenditures for the United Boulevard Recycling and Waste Centre and Central Surrey Recycling and Waste Centre projects, which are currently in progress. Expenditures originally budgeted in 2020 were re-budgeted for 2021 and are expected to be fully spent.

PURPOSE

The purpose of this report is to report on the status of the Solid Waste Services capital program and financial performance for the year ending December 31, 2020.

BACKGROUND

The capital expenditure reporting process, as approved by the Board, provides for regular status reports on capital expenditures with interim reports sent to the Water, Liquid Waste, Zero Waste, and Performance and Audit Committees, in June/July and October/November, and a final year-end report to the Committees and the Boards in April of each year.

This is the third in a series of three reports for 2020 and looks at both the overall capital program for Solid Waste Services with a multi-year view of capital projects and the actual capital spending for the 2020 fiscal year compared to the annual budget.

2020 CAPITAL EXPENDITURES

Solid Waste Capital Program Funding

The capital spending for Solid Waste Services is funded through the Solid Waste Services operating budget by a combination of contribution to capital (pay-as-you-go funding) and debt service costs, (principal and interest payments) which is generated annually from the regional ratepayers through tipping fees. As a result, the annual impact on the ratepayers is less than the level of budgeted capital expenditures.

Overall Capital Program

The overall capital program for Solid Waste Services includes capital projects that require multiple years to complete. These projects are broken down into various phases such as project definition, pre-design, detailed design and construction. With the completion of each phase, more information is learned for the appropriate costing of subsequent phases.

Table 1 in Attachment 1 provides a summary of Solid Waste Services capital expenditures for both ongoing and completed projects. Completed projects include a summary of actual spending compared to the Board approved spending limits, while the ongoing projects include a summary of projected spending to completion compared to Board approved spending limits. With the rare exception, projects tend to complete with actual spending below the approved limits predominantly due to savings on budgeted contingency amounts. The majority of projects that were not started in 2020 are not scheduled to begin until 2021 or later.

Attachment 2 provides detail behind the summary information, including specific capital projects, summary financial information and notes, where required. Attachment 3 provides additional project status information of some of the key projects.

2020 Capital Program Summary

The Metro Vancouver financial planning process includes Board approval of both an annual operating budget (operations, contribution to capital and debt service) and an annual capital budget for the planned capital infrastructure projects. The annual capital budget comprises the projected spending for a list of capital projects either continuing or to be started within the calendar year.

In 2020, capital expenditures for Solid Waste Services were \$41.2 million compared to an annual capital budget of \$88.5 million, representing an overall expenditure rate of 46.5%. The underspend is primarily due to timing of expenditures for the United Boulevard Recycling and Waste Centre and the Central Surrey Recycling and Waste Centre projects. Construction is in progress for the United Boulevard facility and completion is expected in late spring 2021. Construction of the Central Surrey Recycling and Waste Centre began in July 2020 with completion anticipated by the end of 2021.

Table 2 in Attachment 1 provides a summary of the 2020 actual capital spending compared to the Board-approved capital budget.

ALTERNATIVES

This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS

Capital expenditures are funded internally (pay-as-you-go) and through debt financing. As capital expenditures are incurred, short-term financing is secured and converted twice per year to long-term debt through the Municipal Finance Authority.

CONCLUSION

This is the third in a series of three capital expenditure progress reports for 2020. Solid Waste Services is underspent in its annual capital budget by \$47.4 million. The variance is primarily due to timing of construction expenditures for projects in progress.

Although the 2020 Solid Waste Services capital budget shows a year-end underspend, the variance is a result of cash flow timing. It is projected that in aggregate, ongoing capital projects are monitored to ensure they remain within total project budgets.

Attachments (*Orbit # 44336206*)

1. Capital Expenditure Summary – Solid Waste Services
2. Detailed Solid Waste Services Capital Expenditure Summary
3. Solid Waste Services Capital Project Status Information

44334306

ATTACHMENT 1

Metro Vancouver

Capital Expenditure Summary

Solid Waste Services

As at December 31, 2020

Table 1 – Ongoing and Completed Project Summary

	Total Projected to Completion	Total Budget	Projected Variance
Solid Waste Services			
Ongoing	249,023,000	250,000,000	977,000
Completed	-	-	-
Not Started	105,350,000	105,350,000	-
Cancelled	-	-	-
	354,373,000	355,350,000	977,000

Table 2 – December 2020 Capital Spending Summary

	2020 Budget	Actual Expenditures to December 31, 2020	
Solid Waste Services			
Infrastructure Opportunity Program	2,250,000	142,929	
Landfills	12,250,000	5,766,475	
Recycling and Waste Centre System	57,800,000	32,479,420	
Waste-to-Energy Facility	16,220,000	2,762,863	
	88,520,000	41,151,686	46%*

NOTE(S):

* the underspend is primarily because the expenditures originally budgeted for 2020 have shifted to 2021

Metro Vancouver
Solid Waste Services Capital Expenditures Summary
As of December 31, 2020

As of December 31, 2020

Project Name	Project Location	Lifetime					Percent Complete	Status	Project on Schedule?	Note	Comments
		Total Project Budget	Total Expenditures to Date	Remaining Budget	Projected Expenditures	Projected Remaining Budget					
Infrastructure Opportunity Program											
WTE Facility District Heating Opportunities	Burnaby	2,300,000	142,929	2,157,071	2,300,000	-	6%	Ongoing	Y		
		2,300,000	142,929	2,157,071	2,300,000	-					
Landfills											
Alternative Fuel and Recyclables Recovery Centre	Coquitlam	60,000,000	-	60,000,000	60,000,000	-	0%	Not Started	Y		
Coquitlam Landfill Closure*	Coquitlam	5,000,000	4,323,842	676,158	5,000,000	-	86%	Ongoing	Y		
Coquitlam Landfill East Closure	Coquitlam	5,000,000	-	5,000,000	5,000,000	-	0%	Not Started	Y		Dependent on area development
Coquitlam Landfill Fly Ash Cell 2 Closure Final Cover*	Coquitlam	3,200,000	2,760,297	439,703	3,200,000	-	86%	Ongoing	Y		
Coquitlam Landfill Gas Collection Upgrades*	Coquitlam	3,100,000	2,613,635	486,365	3,100,000	-	92%	Ongoing	Y		
Coquitlam Landfill Gas Collection Upgrades Phase II*	Coquitlam	3,600,000	2,674,038	925,962	3,600,000	-	74%	Ongoing	Y		
Coquitlam Landfill Lot 3 Development*	Coquitlam	5,000,000	12,587	4,987,413	5,000,000	-	0%	Ongoing	Y		
Coquitlam Landfill Pump Station Upgrade*	Coquitlam	800,000	90,459	709,541	800,000	-	11%	Ongoing	Y		
Coquitlam Landfill: Leachate Collection System Grade Realignment	Coquitlam	1,000,000	-	1,000,000	1,000,000	-	0%	Not Started	Y		
		86,700,000	12,474,859	74,225,141	86,700,000	-					
Recycling and Waste Centre System											
United Boulevard Recycling and Waste Centre Compactor	Coquitlam	2,500,000	344,316	2,155,684	2,400,000	100,000	14%	Ongoing	Y		
United Boulevard Recycling and Waste Centre	Coquitlam	77,600,000	55,812,559	21,787,441	77,600,000	-	72%	Ongoing	Y		Facility expected to open in spring 2021
Maple Ridge Recycling and Waste Centre Upgrades	Maple Ridge	2,000,000	-	2,000,000	2,000,000	-	0%	Not Started	Y		
North Shore Recycling and Waste Centre Compactor Replacement	North Vancouver	2,500,000	-	2,500,000	2,500,000	-	0%	Not Started	Y		
Central Surrey Recycling and Waste Centre	Surrey	62,300,000	19,055,816	43,244,184	62,300,000	-	31%	Ongoing	Y		Facility expected to open in spring 2022
North Surrey Recycling and Waste Centre Compactor Replacement	Surrey	2,500,000	-	2,500,000	2,500,000	-	0%	Not Started	Y		
		149,400,000	75,212,690	74,187,310	149,300,000	100,000					
Waste-to-Energy Facility											
Acid Gas Reduction	Burnaby	41,000,000	450,000	40,550,000	41,000,000	-	1%	Ongoing	Y		Operational Certificate amendment pending
Biosolids Processing	Burnaby	20,500,000	330,202	20,169,798	20,367,710	132,000	2%	Ongoing	Y		
Boiler Grate and Feed Table Supports Replacement	Burnaby	4,500,000	-	4,500,000	4,500,000	-	0%	Not Started	Y		
Bottom Ash Crane Replacement	Burnaby	1,500,000	-	1,500,000	1,500,000	-	0%	Not Started	Y		
Carbon Silo Replacement	Burnaby	2,400,000	-	2,400,000	2,400,000	-	0%	Not Started	Y		
Feed Hopper/Chute	Burnaby	2,600,000	1,121,722	1,478,278	2,587,000	13,000	43%	Ongoing	Y		
Feedwater Pump Replacement	Burnaby	1,000,000	284,000	716,000	284,000	716,000	99%	Ongoing	Y		
Generation Bank Replacement	Burnaby	9,000,000	-	9,000,000	9,000,000	-	0%	Not Started	Y		
Lime Silo Replacement	Burnaby	3,600,000	-	3,600,000	3,600,000	-	0%	Not Started	Y		
Primary Economizer Replacement	Burnaby	5,000,000	-	5,000,000	5,000,000	-	0%	Not Started	Y		
Refuse Crane	Burnaby	14,000,000	73,539	13,926,461	14,000,000	-	1%	Ongoing	Y		
Second Pass Superheater Replacement	Burnaby	5,500,000	3,590,239	1,909,761	5,484,000	16,000	95%	Ongoing	Y		
Secondary Economizers Replacement	Burnaby	6,000,000	-	6,000,000	6,000,000	-	0%	Not Started	Y		
Stack Refurbishment	Burnaby	350,000	-	350,000	350,000	-	0%	Not Started	Y		
		116,950,000	5,849,702	111,100,298	116,073,000	877,000					
Grand Total Solid Waste Services		355,350,000	93,680,180	261,669,820	354,373,000	977,000					

NOTE(S):

* Landfill projects being completed as a part of the United Boulevard Recycling and Waste Centre construction project

Capital Project Status Information – Solid Waste Services**December 31, 2020**

Major GVS&DD solid waste capital projects are proceeding on schedule and within budget. Project details are highlighted below:

Recycling and Waste Centre Program

- The United Boulevard Recycling and Waste Centre construction started in May 2018 with site grading works. The full construction contract was awarded in December 2018. Construction is currently underway with anticipated commissioning of the new facility scheduled for spring 2021.
- The Central Surrey Recycling and Waste Centre project received rezoning and a development permit in late 2018. The project was issued for construction RFP in October 2019 and closed in December 2019. Construction contract was executed in early June 2020. Construction is expected to be completed by the end of 2021.

Landfills Program

- Construction of Phase 2 landfill gas collection system upgrades is being completed as a part of the construction of the United Boulevard Recycling and Waste Centre. The system has been designed as a combination of an active system at buildings and a passive system over the remainder of the recycling and waste centre site. Installation of the active gas wells was completed in 2019. Installation of the passive system along with laterals and header pipes for the active system was completed in late 2020. The new landfill gas infrastructure will be commissioned in the spring of 2021 prior to United Boulevard Recycling and Waste Centre opening. A new control room and compressor at the blower flare station are required and procurement for this work is expected to start in spring 2021.

Waste-to-Energy Program

- The refuse crane replacement project commenced with preliminary engineering on February 14, 2019. The preliminary engineering report identified a funding gap which was addressed through the 2021 budget cycle. Covanta has subsequently submitted a detailed budget estimate which is currently being reviewed by a third party engineering firm.
- The second pass superheater replacement project started on April 11, 2019. The replacement tubing has been received and installed on all three boilers. This project is now essentially complete pending confirmation from Covanta.
- The feedwater pump replacement project commenced on May 3, 2019. The pump was installed in November 2019 and commissioned in January 2020. Covanta has worked with the pump manufacturer and the pump is now operating at full specifications. Final commissioning work was completed during the July 2020 outage. This project is now essentially complete pending confirmation from Covanta.

- The feed hopper / chute replacement project started on October 28, 2019. Two feed chutes were installed in the fall 2020 shutdowns and one unit will be completed in the spring 2021 shutdown. The feed chute inlet hoppers will be replaced in 2021 as they could not be completed during the same shutdowns as the feed chutes.
- The biosolids processing preliminary design project started on October 28, 2019. The preliminary design report is under review.

To: Zero Waste Committee

From: Alison Schatz, Senior Communications Specialist, Corporate Communications
Larina Lopez, Division Manager, Corporate Communications, External Relations

Date: April 8, 2021 Meeting Date: April 16, 2021

Subject: **Regional Single-Use Item Reduction Campaign Launch**

RECOMMENDATION

That the Zero Waste Committee receive for information the report dated April 8, 2021, titled “Regional Single-Use Item Reduction Campaign Launch.”

EXECUTIVE SUMMARY

A regional single-use item reduction behaviour change campaign will launch on May 31, 2021. The objective is to reduce the use and disposal of single-use items in Metro Vancouver through voluntary reduction. The target audience is Metro Vancouver residents aged 18–44. Research showed that reducing single-use items was perceived as important but difficult, and guilt is not a motivator. The “Superhabits” campaign celebrates the small actions that you take to reduce single-use items, which make you an everyday superhero. Research showed that safety during COVID-19 is the priority, but responsible action is still important to the audience. Flexibility is built into the campaign plan to change course as needed in response to COVID-19. Concurrently, Metro Vancouver is collaborating with members to determine how best to support harmonization of single-use item reduction bylaws across the region and plan to present the recommended approach for GVS&DD Board (the Board) approval in coming months.

PURPOSE

To update the Committee on the launch of the regional single-use item reduction campaign.

BACKGROUND

The single-use item reduction campaign is a complementary part of a suite of education, enforcement (policy), and engineering efforts by Metro Vancouver to reduce waste in the region. It supports the waste reduction objectives in the *Board Strategic Plan*. 2021 will be the first year of the campaign.

This report provides an update about the development and launch of the campaign as identified in the 2021 Zero Waste Committee Work Plan.

REGIONAL SINGLE USE ITEM REDUCTION CAMPAIGN**Research**

Primary market research was conducted in 2020. It included four qualitative focus groups (July) and a quantitative survey (two surveys with a sample size of 715 each, in July and November).

Key findings are below:

- Younger residents (aged 18–44), on average, received more single-use items than older residents in the past day.
- Nearly all residents own at least one type of reusable item. However, apart from reusable bags, residents who own reusable items do not typically use them as alternatives for single-use items.
- People think reducing single-use items is important but difficult, especially since it requires planning and organization.
- Safety during COVID-19 is the priority, but responsible action is still important. There is a perception that COVID-19 has caused an increase in single-use item usage, and respondents said it was “disheartening” to see society “slipping.”

The creative direction was evaluated via three focus groups in December 2020; see “Creative Direction,” below.

Engagement with the Metro Vancouver Board and member jurisdictions informed the selection of five items of focus for the campaign: cups, containers, bags, utensils, and straws. For more on engagement, see the engagement section.

Strategy

The campaign objective is to reduce the use and disposal of single-use items in Metro Vancouver through voluntary reduction. The audience is Metro Vancouver residents, with a focus on younger residents (18–44), who are more likely to have received a single-use item in the past day.

Research showed that people have reusable alternatives that they aren’t using. Reducing single-use items was perceived as important but difficult, and guilt is not a motivator. To increase motivation to use reusable alternatives, people need to feel a sense of accomplishment or reward so the campaign will celebrate the everyday actions we take to reduce single-use items.

Creative Direction

The creative direction is called “Superhabits.” The crux of the idea is that the small actions that you take to reduce single-use items makes you an everyday superhero.

The creative features everyday people in powerful, superhero-like poses. They will be holding reusable items, like a reusable bag or travel mug. The intention is to evoke “super” through the actors’ poses, and to be straightforward and direct with the copy. The talent includes a range of everyday people who are diverse and representative of the region. The art direction (e.g. colours, fonts) will evoke superhero comics and movies. It has a positive, playful, buoyant tone.

In focus group testing, respondents reacted very positively to the idea that small daily actions add up to significant change. This concept made people think about their behaviour and inspired them to make a change or learn more.

A website will support the campaign. It will feature the campaign creative and include tips to reduce single-use items and information about the issue. The web address will be superhabits.ca.

“Superhabits” is a concept that can be used for the long term. It can be tailored as the single-use item issue evolves. It also lends itself well to many different tactics, and could be used to celebrate stakeholders that are taking positive action on single-use items across the region.

Media Strategy

The media strategy includes digital and traditional tactics to reach the audience (those aged 18–44 in Metro Vancouver). Proposed tactics include YouTube, Instagram, Snapchat, Spotify, radio, and digital billboards. Notably, no tactics that require single-use materials have been included in the plan.

The campaign is scheduled to launch across the region on Monday May 31, 2021 (TBC).

COVID-19 Consideration

This campaign was originally scheduled to launch in 2020, but was paused due to COVID-19. When it launches in 2021, the campaign will only include items that are appropriate in light of COVID-19. For example, the suggestion to use a reusable mug will not be included, as this is not a widely-available option during COVID-19. Flexibility is also being built into the campaign plan, so that we can react and change course as needed should the COVID-19 situation change.

Engagement of Metro Vancouver Members and Stakeholders

Over the past year, the campaign was shared at each stage of development for feedback to the Municipal Waste Reduction Coordinators Committee (four updates), REAC Solid Waste Subcommittee (five updates), regional communications staff (four updates), and one-on-one meetings with members that have single-use bylaws in place. The Province has been kept up to date via two meetings with the BC Ministry of Environment and Climate Change Strategy Clean Communities staff. A webinar with businesses and industry stakeholders is scheduled for Wednesday, May 5, 2021. The National Zero Waste Council will shortly be releasing a report on the opportunities for reusables in retail settings during the COVID-19 pandemic in Canada and has been involved in the development process via regular updates, contributing to key meetings, and sharing relevant research findings.

Campaign materials will be made available to all Metro Vancouver members, including social media content and co-branded assets.

Regional Harmonization of Single-Use Item Bylaws

At its September 18, 2020 meeting, the Zero Waste Committee requested that staff report back with information on the region-wide harmonization of single-use plastic bylaws. Since then, three municipalities have requested that Metro Vancouver facilitate consistent regional regulation of single-use items. Metro Vancouver does not have the authority to regulate the sale or distribution of single-use items. The primary regulatory tool being used currently is municipal single-use item bylaws. Metro Vancouver staff are engaging with member municipality staff to determine the best approach to support regional consistency of single-use item reduction bylaws and plan to present the recommended approach resulting from this collaborative process for consideration by the Board in coming months.

ALTERNATIVES

This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS

The 2021 single-use item reduction campaign has a budget of \$150,000, supported under the Zero Waste Communications Program of the 2021 General Government budget.

CONCLUSION

The single-use item reduction campaign, launching May 31, 2021, is a complementary part of a suite of education, enforcement (policy), and engineering efforts by Metro Vancouver to reduce waste in the region. The campaign will focus on inspiring and educating Metro Vancouver residents aged 18-44 to reduce the use and disposal of single-use items. Single-use item reduction is a complex, quickly changing space and Metro Vancouver members and stakeholders have been included throughout the development process to ensure the campaign supports and aligns with their actions. Primary research to measure single-use item usage and gauge attitudes about single-use item reduction in the region was conducted to inform the strategy. The “Superhabits” campaign will celebrate everyday actions taken to reduce single-use items, and aims to increase motivation by creating a sense of accomplishment / reward. When it launches in 2021, the campaign will only include items that are appropriate in light of COVID-19 restrictions. The campaign is intended to be used over the long term, and can be refined and tailored as the single-use item issue evolves.

44704852

To: Zero Waste Committee

From: Larina Lopez, Division Manager, Corporate Communications, External Relations

Date: April 9, 2021 Meeting Date: April 16, 2021

Subject: **2021 Food Scraps Recycling Campaign Results**

RECOMMENDATION

That the Zero Waste Committee receive for information the report dated April 9, 2021, titled “2021 Food Scraps Recycling Campaign Results.”

EXECUTIVE SUMMARY

The 2021 “Food Scraps Aren’t Garbage” campaign ran from January 11 to March 7, 2021. The primary objective was to increase the diversion of organic waste into the green bin, and the approach built on the 2019 and 2020 campaigns by continuing to use the food face characters. New in 2021 was a secondary objective to reduce contamination overall, as well as an audience segment focused on multi-family residents. Hyper-targeted banner ads and a new webpage were used to address common confusing items. The Green Bin Q&A on Instagram Stories also returned in 2021. Performance was strong, with 43 million total impressions, 2.8 million reach, and over 30,000 website page views. The campaign will run again in early 2022.

PURPOSE

To update the Committee on the results of the 2021 regional food scraps recycling campaign, “Food Scraps Aren’t Garbage.”

BACKGROUND

The food scraps recycling (FSR) campaign is part of a suite of education, enforcement (policy) and engineering efforts by Metro Vancouver to reduce waste in the region. It supports the waste reduction objectives in the *Integrated Solid Waste and Resource Management Plan*. 2021 marked the eighth year of the FSR campaign. This report provides an update on the results of the 2021 FSR campaign as identified in the 2021 Zero Waste Committee Work Plan.

2021 REGIONAL FOOD SCRAPS RECYCLING CAMPAIGN

The 2021 “Food Scraps Aren’t Garbage” campaign was in market from January 11 to March 7, 2021. The campaign strategy and approach built on the 2019 and 2020 campaigns. Classically recognized organics are still in the garbage in significant quantities, so the primary campaign objective was to increase the diversion of organic waste into the green bin. New in 2021 was a secondary objective to reduce contamination overall (by single-use items, plastic bags, plastics labelled “compostable” or “biodegradable,” PPE, and other items). The audience was all Metro Vancouver residents, including a segment focused on multi-family residents, who have a lower diversion rate than single-family residents.

The primary message was “food scraps aren’t garbage.” The campaign leveraged the googly-eyed food face characters and creative from the past two years (see Attachment 1 for sample creative).

In 2019, the FSR campaign started to provide more specific information to help people understand why we compost and help alleviate confusion. This strategy has evolved year over year, and in 2021 a new webpage was added, “What to Do with Confusing Items” (Reference 1). Based on questions received in 2020 via social media and the Green Bin Q&A, the webpage featured disposal instructions for common green bin contaminants.

The paid media strategy leveraged both broad and targeted tactics, including television PSA (geo-targeted; 14 networks), transit shelter ads, bus sides, digital banner ads, Google Search, YouTube, social media (Facebook, Instagram, and Twitter), interactive Instagram Stories, and a branded content article in *Daily Hive*. All the placements directed to the campaign website (Reference 2).

Hyper-targeted banner ads were used to address contaminant items. These included coffee cups (targeted to people who had recently been in a coffee shop) and takeout containers (targeted to people who had recently been in a takeout restaurant) (Attachment 2).

A secondary message about plastic bag contamination was targeted to people who have previously searched for info about this topic via programmatic banner ads.

Elevator screens in condo buildings were used to reach the multi-family audience segment. They included messages to address the specific barriers to using the green bin for multi-family residents.

Green Bin Q&A

The Green Bin Q&A on Instagram Stories returned in 2021. This tactic addressed residents’ need for specific information. It featured helpful experts from Metro Vancouver’s Solid Waste Services department responding directly to questions from residents

During the Green Bin Q&A, people sent in their questions via interactive Instagram Stories, and Metro Vancouver staff answered the questions in short videos on Instagram Stories (Attachment 3). This created the opportunity to address specific questions and confusing items, like chopsticks, grease, and compostable food ware. The Green Bin Q&A videos were also used in paid media placements, which amplified their reach across the region.

Over the four Green Bin Q&As, 52 questions were asked by residents. Of these, 22 were answered on video and the rest were answered via direct message. The most common question topics included food-soiled paper, single-use takeout items, items labelled “compostable” or “biodegradable,” and parchment / wax paper. There were also specific questions received multiple times, such as what to do with the wax on cheese, pet waste, and cooking oil / grease.

Engagement of Metro Vancouver Members

Campaign materials were made available to all Metro Vancouver members, including social media content and co-branded assets like transit shelter ads and digital message boards. Several members used the materials on their social media channels and throughout their municipalities.

Results

Website Traffic

- Over the campaign period, there were 30,815 page views, which is 550 per day. This is above the baseline of about 300 sessions / day, and indicates strong performance.
- Users spent on average 1:38 viewing a page, indicating that they were taking the time to read the content.
- Besides the landing page, the most popular pages were “What to Do with Confusing Items” and “What Goes in the Green Bin?” These pages were designed to answer specific questions that residents have, and the high amount of traffic and average time on page indicate that they are providing information that residents seek.
- Banner ads were the top source of website traffic, followed by organic and aid search.

Media Performance

- The campaign delivered nearly 43 million impressions.
- The broad traditional tactics delivered 31 million impressions across transit shelter ads, bus sides, and elevator screens.
- The targeted digital tactics delivered 11.5 million impressions, with a reach of 2.8 million.
- There were 1.5 million video views on social media.

Social Media Engagement

- Social media placements had a total reach of 976,331 people. There were 3,713 engagements (likes, comments, and shares). The videos performed well, with 346,161 views and a view rate of 29%.
- The Green Bin Q&A Instagram Stories reached 24,690 people organically, and 97,519 in the paid placements. The best performing Q&A was about plastic bags labelled “compostable.”

A post-campaign survey was not conducted in 2021.

Plans for 2022 Regional Campaign

The campaign will run again in early 2022. It will continue to use the existing creative platform, as performance is strong. The target audience and key messages are to be determined, but will be based on insights from 2021’s campaign and data from Solid Waste Services.

ALTERNATIVES

This is an information report. No alternatives are presented.

FINANCIAL IMPLICATIONS

The 2021 single-use item reduction campaign has a budget of \$110,000, supported under the Zero Waste Communications Program of the 2021 General Government budget.

CONCLUSION

2021 was the eighth year of the “Food Scraps Aren’t Garbage” campaign, which aims to increase diversion of organic waste into the green bin. The food faces creative platform was used once again in 2021, and specific tactics were added alleviate confusion and reduce contamination overall, including hyper-targeted banner ads, a new webpage called “What to Do with Confusing Items,”

and an interactive Green Bin Q&A. A segment targeting multi-family residents and their specific barriers was included. The campaign performed strongly, with 43 million total impressions, 2.8 million reach, and over 30,000 webpage visits. The campaign will run again in 2022, informed by learnings from 2021 and building on the long-term equity in the creative platform.

Attachments

- 1: “Food Scraps Aren’t Garbage” Sample Creative
- 2: Hyper-Targeted Banner Ads
- 3: Green Bin Q&A Example

References

1. [What to Do with Confusing Items](#)
2. [“Food Scraps Aren’t Garbage” Website](#)

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“FOOD SCRAPS AREN’T GARBAGE” SAMPLE CREATIVE

Posters (All)



Apple



Red Pepper



Eggshell



Napkin



Grease



Pineapple



Onion Peel



Coffee Filter



Chicken Bone



Chopsticks

Transit Shelter Ad

metrovancouver

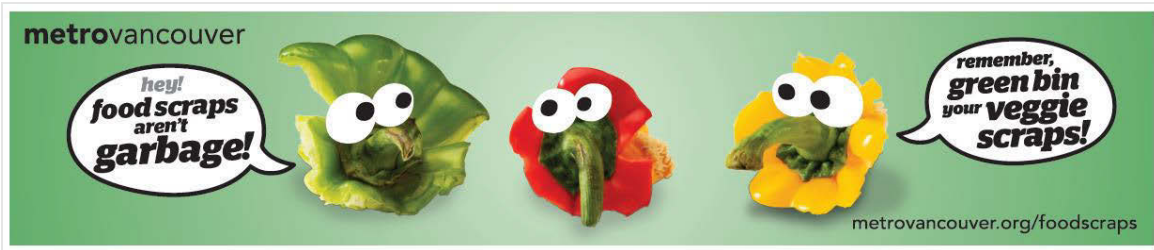
hey!
**food scraps
aren't
garbage!**

**Green bin
your fruit
scraps!**

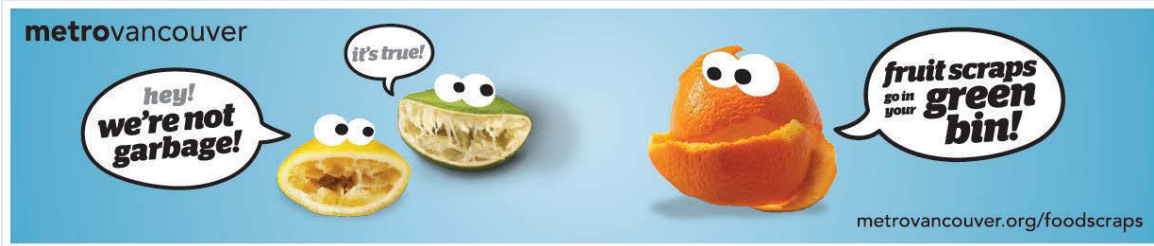


metrovancover.org/foodscraps

Bus Sides



Pepper



Citrus

Social Media Ads

Metro Vancouver
Sponsored · 🌐

Peels, cores, seeds, and stems – all fruit and veggie scraps belong in your green bin. Food scraps aren't garbage.

Green bin pepper stems & seeds.
Get green bin tips. [Learn More](#)

Green bin peels.
Get green bin tips.

Like Comment Share

Facebook

← Instagram

metrovancoverbc

metrovancover 2/2

[Learn More](#)

metrovancoverbc Green bin coffee filters & tea bags.

Instagram

Metro Vancouver
Sponsored · 🌐

Food scraps aren't garbage! They belong in your green bin. Click for tips to make green-binning easier.

METROVANCOUVER.ORG/FOODSCRAPS

Food Scraps Aren't Garbage
Get green bin tips. [Learn More](#)

Facebook

Instagram

metrovancoverbc
Sponsored

[Learn More](#)

metrovancoverbc Food scraps aren't garbage! They belong in your green bin. Watch to learn why.

Instagram

Search Ads

What Goes in the Green Bin? | Metro Vancouver | Green Bin Tips

[www.metrovancouver.org/](#)

Don't be confused by composting. Find out what goes in your green bin. Food-soiled paper can help prevent odours.

Food Scraps Aren't Garbage | Metro Vancouver

[www.metrovancouver.org/](#)

What waste should go in the green bin? Learn more about what can be collected. Composting doesn't have to be a chore.

Smelly green bin? | Metro Vancouver

[www.metrovancouver.org/](#)

Food-soiled paper can help prevent odours. Get more storage tips. Don't be confused by composting. Find out what goes in your green bin.

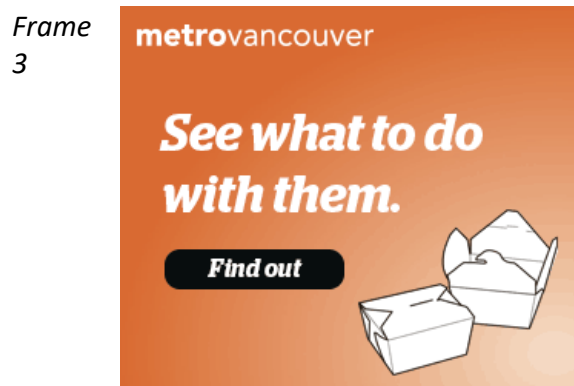
[Composting 101](#) · [Food Scraps Recycling](#) · [Make It Easy](#) · [Keep It Clean](#)

HYPER-TARGETED BANNER ADS

Version 1: Cups (Mobile Example)



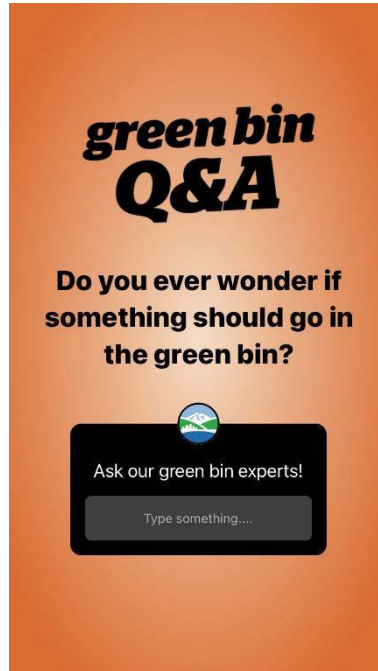
Version 2: Containers (Desktop Example)



GREEN BIN Q&A EXAMPLE



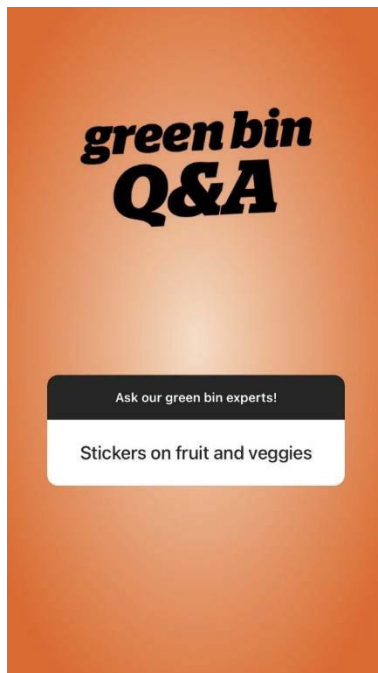
Frame 1



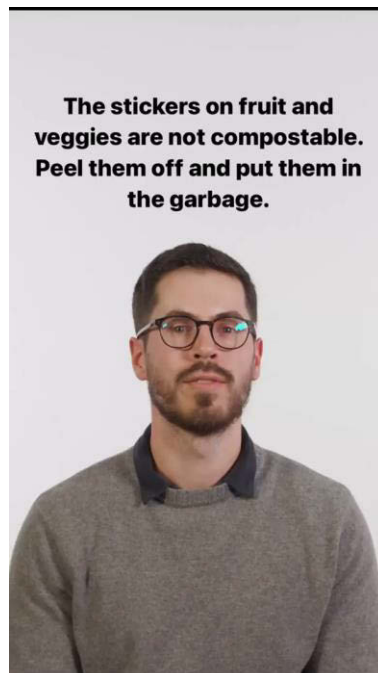
Frame 2: Interactive Form



Frame 3



Frame 4: Question from Resident



Frame 5: Answer Video



Frame 6

To: Zero Waste Committee

From: Paul Henderson, General Manager, Solid Waste Services

Date: April 8, 2021

Meeting Date: April 16, 2021

Subject: **Manager's Report**

RECOMMENDATION

That the Zero Waste Committee receive for information the report dated April 8, 2021, titled "Manager's Report".

Contingency Disposal Contracts

The existing contingency disposal contracts with Waste Management and Republic Services expire on April 14, 2021, and a competitive procurement process is currently underway for a new contract(s). In the meantime, the existing contracts have been extended to December 31, 2021 under the same terms and conditions with the exception that the minimum guaranteed waste volume has been reduced to zero.

Update on Central Surrey Construction

Construction of the new Central Surrey Recycling and Waste Centre began in summer 2020 and has been progressing on schedule. The newest facility in the Metro Vancouver recycling and waste centre network is expected to be completed at the end of 2021 and operational in early 2022. The facility will serve central and south Surrey and will receive small loads of recyclables and garbage reducing travel times for residents and businesses using the facility as well as reducing greenhouse gas transportation emissions.

Cannabis Waste Research

To better understand the solid waste management impacts of the federal legalization of cannabis, Metro Vancouver hired a researcher to estimate the types and tonnages of waste produced by the cannabis industry in the region. The researcher estimated approximately 15,000 tonnes per year of plant and growing media waste are disposed of annually from production and processing facilities in Metro Vancouver. The majority of waste from the cannabis industry is considered to be growing media, which is typically a non-compostable soil-like product that is disposed after each harvest. As the industry is still changing rapidly in the region, the quantity and types of waste are expected to continue to change in the coming years. A report detailing types and quantities of waste, as well as best practices for cannabis waste management, is published on Metro Vancouver's website.

2021 Zero Waste Committee Work Plan

The attachment to this report sets out the Committee's work plan for 2021. The status of work program elements is indicated as pending, in progress or complete. The listing is updated as needed to include new issues that arise, items requested by the Committee and changes in the schedule.

Attachment:

Zero Waste Committee 2021 Work Plan

Zero Waste Committee 2021 Work Plan

Report Date: April 8, 2021

Priorities

1 st Quarter	Status
2020 Create Memories Not Garbage Results	Complete
2020 Waste Composition Data	Complete
2020 Zero Waste Conference Results	Complete
2021 Food Scraps Campaign	Complete
2021 Think Thrice Textiles Campaign	Complete
Alternative Fuel and Recyclables Recovery Procurement Process	Complete
Contingency Disposal Contract Award	In progress
Disposal Ban Inspections Contract Award	Complete
National Zero Waste Council 2020 Accomplishments and 2021 Projects	Pending
North Shore Organics Agreement and Contract Award	In progress
Single-Use Items	Pending
Solid Waste Management Plan Consultation and Engagement Panel Update	Complete
2 nd Quarter	
2020 Disposal Ban Inspection Program Results	Pending
2020 Food Scraps Campaign Results	Pending
2020 Waste-to-Energy Facility Environmental Performance Summary	Pending
2020 Waste-to-Energy Facility Financial Summary	Pending
2021 Single Use Item Campaign	In progress
2021 Think Thrice Textiles Campaign Results	Pending
Commercial Organics Management	Pending
Extended Producer Responsibility Programs	Pending
Love Food Hate Waste	Pending
Recycling Depot Funding Strategy	In progress
Reuse and Repair Initiatives	Pending
Solid Waste Services Capital Program Expenditures Update as at December 31, 2020	In progress
United Boulevard Recycling and Waste Centre Opening	In progress
Waste-to-Energy Facility - Bottom Ash Beneficial Use Contract Award	Pending
Waste-to-Energy Facility – District Energy Business Case	Pending
3 rd Quarter	
2021 National Zero Waste Council Projects	Pending
2021 Textiles Campaign Results	Pending
2021 Zero Waste Conference Update	Pending
Adjacent Regional District Collaboration Opportunities Including Emerging Technologies	Pending
Central Surrey Recycling and Waste Centre Operations Contract Award	Pending
Illegal Dumping Data and Programs	Pending
Solid Waste Management Plan - Studies	Pending
Solid Waste Services Capital Program Expenditures Update as at April 30, 2021	Pending

4th Quarter	
2020 Solid Waste and Recycling Annual Report	Pending
2021 Abandoned Waste Campaign Results	Pending
2021 Create Memories Not Garbage Update	Pending
2021 Single-Use Item Campaign Results	Pending
2022-2026 Financial Plan – Solid Waste Services	Pending
2022 Tipping Fee Bylaw Revisions	Pending
Solid Waste Services Capital Program Expenditures Update as at August 31, 2021	Pending
Waste-to-Energy Facility - Ambient Air Quality Monitoring	Pending

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Office of Mayor George V. Harvie
City of Delta



MAYOR'S OFFICE

Delta

March 11, 2021

Sav Dhaliwal, Chair
Metro Vancouver Board of Directors
Metrotower III, 4730 Kingsway
Burnaby, BC V5H 0C6

Dear Chair Dhaliwal,

Re: Single-Use Item Reduction Advocacy for Consistent Regional Regulation

At the February 22, 2021 Regular Meeting, Delta Council received the enclosed letter from the City of New Westminster on the subject of single-use item reduction. The City of Delta has for a number of years been advocating for measures to reduce plastic waste and seeking senior government regulation in this regard. Delta's City Council unanimously supports the City of New Westminster's request for consistent regional regulation of single-use items. As municipalities in our region develop and enact bylaws to regulate and promote the reduction of single-use items, inconsistencies between bylaws can lead to confusion and implementation challenges for residents and businesses. To avoid such inconsistencies and challenges and better ensure success, a regional approach is needed.

While single-use item regulations are being prepared at both the provincial and federal levels, it may still be some time before such regulations are implemented. In the meantime, we respectfully request that Metro Vancouver take the lead in developing an inter-municipal regulatory framework to provide a harmonized regional approach to single-use item regulation. City of Delta staff are available to participate in an inter-municipal team to assist with this endeavour.

Thank you for your attention to this matter.

Yours truly,

George V. Harvie
Mayor

...2

March 11, 2021
Page 2

Enclosure *attachments are not included as they were shared with the Zero Waste Committee as part of the March 2021 agenda package*

cc: Mayor Jonathan X. Côté and Council, City of New Westminster
Metro Vancouver Zero Waste Committee
Delta Council
Sean McGill, City Manager
Mel Cheesman, Director of Corporate Services
Steven Lan, Director of Engineering