

# Pender Harbour Resource Recovery Facility – Conceptual Plan Workshop Results

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## Executive Summary

A multi-stakeholder Technical Design Team (TDT) met in Madeira Park July 12-13, 2010 to reach agreement on contents of a conceptual plan for Pender Harbour resource recovery services. This conceptual plan will inform the Zero Waste Strategy within the broader Sunshine Coast Solid Waste Management Plan Review Process.

The conceptual plan follows the following fundamental principles:

- Zero Waste
- Environmental leadership
- Environmental and social priorities
- Highest and best use for materials
- Community involvement
- Local economic development
- Extended Producer Responsibility (EPR)
- Accessibility
- Public awareness / education
- Financial sustainability
- Community commitment
- Green procurement
- Complementary to existing services

The Resource Recovery Facility should demonstrate the following attributes:

- Accessible
- Full service
- Source separation by generators
- Incorporate user pay principles
- Flexible to accommodate program additions and changes

- Focus on information and education
- Incorporate green design
- Resource recovery concept
- Timely implementation

The following is a basic design concept for a Pender Harbour Resource Recovery Facility:

- The facility would accept a full range of recyclables, as well as all organics. The facility would be designed based on five material clusters: reuse and repair, organics, recycling, construction and demolition, and regulated materials. EPR programs would be integrated into the facility where agreements could be made with the relevant stewards.
  - The vision of the facility as a thriving centre of the community that would encourage social interaction, creating a destination where citizens are pleased to go, and where neighbours meet each other.
  - This social interaction would carry over into facility staff, who would provide a high level of assistance to users of the facility.
  - The facility will be situated in a location that is easily accessible to area residents and businesses, and provides <sup>1</sup>a safe and user-friendly design.
  - The facility would be designed as a flow-through, with diversion opportunities for different materials along the way through, and finally ending with residual garbage. These remaining residuals would see some form of charge or surcharge, providing an incentive to sort for maximum diversion.
  - In keeping with a Resource Recovery concept, local entrepreneurs, such as artisans, would be encouraged to utilize materials collected at the facility, potentially even renting space for their operations on site. Local market development efforts would focus on materials with limited existing markets, or opportunities for local economic development.
  - Education and information intended to enhance public awareness about zero waste and resource recovery would be integrated throughout the facility. Information and visuals would provide users with information regarding use of the facility, as well as broader information on waste reduction issues. The facility would incorporate an education centre as a focal point, where residents can access additional information on a wide range of waste reduction programs and education, and where special events can take place. This centre would also feature demonstration sites for backyard composting and community gardens.
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Facility staff would place a priority on raising public awareness, and would be well trained in communicating waste reduction information. The design of the facility itself would facilitate education by serving as a demonstration site on how resources can be managed sustainably and how infrastructure can be designed using environmental principles.

Outreach education would also be provided within the community through the media, schools and community groups.

- The one-stop shop concept notwithstanding, services that already exist in the community would be embraced where possible.
- The SCRD would play a funding and administrative role, as well as own or lease the land on which the facility is located, while facility operations would be contracted to third-party private and/or non-profit entities.
- An advisory committee of local stakeholders would be formed to oversee the mandate and performance of the Resource Recovery Facility. This committee would provide input to the SCRD on matters pertaining to facility performance and administration.

A number of opportunities exist to utilize existing resources to assist in establishing a Resource Recovery Facility for Pender Harbour. GRIPS already operates a recycling depot in the area, and other service providers also offer a variety of services related to waste and recycling. The local infrastructure already existing at the landfill and GRIPS also has the potential to play a role in the new facility. Local community organizations, schools and businesses also have an important role to play.

At the same time, a number of existing or potential issues must be considered in facility planning, including labour relations, the transition to full EPR (i.e. roll out of all scheduled product stewardship programs under the BC Recycling Regulation), the dispersed nature of the population in the region, as well as the relative roles and responsibilities that various stakeholders should play.

### Additional Recommendations

- Regional District continues to advocate with stewards for adequate service levels for smaller communities like Pender Harbour.
- Organic materials be diverted for composting
  - SCRD identify and evaluate issues associated with local (i.e., in Pender Harbour) vs. regional (i.e., for all SCRD) composting options
  - While this evaluation is underway, and during any required local infrastructure development, transfer collected organic material to an existing Sunshine Coast composting facility
- Develop and implement an aggressive backyard composting promotional program

- Take a short list of potential Resource Recovery Facility locations out for public consultation
- A broad group of stakeholders be consulted or informed during the design process. As part of the process, the conceptual plan, as approved by the TDT, should receive broader consultation with the Pender Harbour community.

## Pender Harbour Resource Recovery Facility – Conceptual Plan Workshop Results

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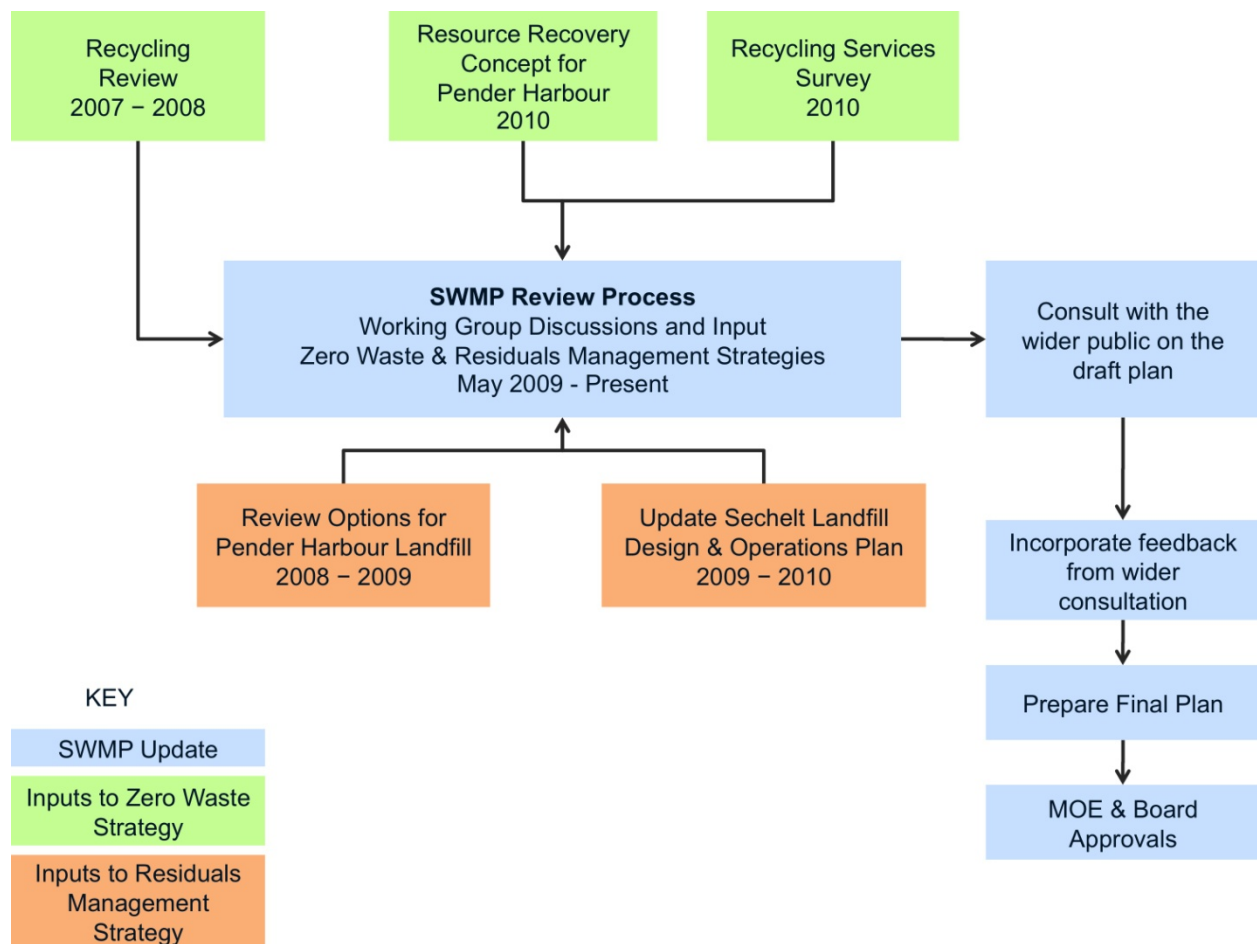
This conceptual plan document is a compilation of the results of a two-day workshop held with a multi-stakeholder Technical Design Team (TDT) made up of the following people:

Dr. Michael Jackson	Iris Griffiths Centre (Environmental Rep)
Jeff Collins	Solid Waste Management Plan Update Working Group rep
Jim Hall	Advisory Planning Committee (APC) rep
Margo McKinley	GRIPS rep (employee)
Pat Thibodeau	General Public/GRIPS rep (Board member)
Peter MacKay	Solid Waste Management Plan Monitoring Advisory Committee rep
Phil Ragan	Solid Waste Management Plan Update Working Group rep
Buddy Boyd	Business rep
Ryan Logtenberg	Environmental/APC rep
Tom Barker	GRIPS rep (Board Chair)
Wendie Milner	General Public rep
Dion Whyte	SCRD, Manager of Sustainable Services
Cathy Kenny	SCRD, Solid Waste Management Coordinator
Eric Graham	Director, Electoral Area A (Pender Harbour/Egmont)

Also participating in the process as technical advisors and facilitators were Brock Macdonald (RCBC), Christina Seidel (sonnevera international corp), and Richard Anthony (Richard Anthony Associates). Garry Nohr, Director for Halfmoon Bay (Electoral Area B) also participated on the second day of the workshop on behalf of Eric Graham who was unable to attend.

The TDT met for an intense two-day design workshop in Madeira Park on July 12 and 13, 2010. The objective of the workshop was to reach agreement on contents of a conceptual plan for Pender Harbour resource recovery services. An agenda for the workshop is included as Attachment A.

The TDT understands that their recommendations form part of the overall Solid Waste Management Planning process as outlined in the following chart:



## Fundamental Principles

To provide background for the design concept, a series of fundamental principles that establish the foundation of program development were established by the TDT. These principles will remain constant regardless of design details that materialize, and will provide a backdrop for resource recovery in Pender Harbour:

- Zero Waste (per ZWIA definition) is the ultimate goal and will result in minimizing residuals to disposal. This encompasses the complete waste stream, including residential, ICI and CRD.
- Pender Harbour will provide environmental leadership in establishing a progressive and visionary model for the region (and other jurisdictions) to emulate.

- Environmental and social priorities, as well as economics, will be considered in program design, and the resulting value in each of these areas resulting from the facility will be clearly demonstrated.
- Markets and processes will utilize highest and best use for materials, embracing the 3 Rs Hierarchy.
- The facility will be developed and implemented with strong community input and involvement.
- The facility will provide opportunities for economic development and local jobs in Pender Harbour.
  - The TDT proposes the following hierarchy to apply when selecting markets and awarding contracts:
    - Local [Pender Harbour area]
    - Regional [Sunshine Coast]
    - Off-coast [ferry or barge access]
- Services will embrace and support Extended Producer Responsibility (EPR) in order to address upstream waste issues and financial equity.
- Services should maximize accessibility to all residents and businesses.
- The facility will be designed and operated to increased public awareness about resource recovery and zero waste.
- The facility will be financially sustainable and incorporate a user pay principle where appropriate.
- The facility will be supported by long-term community commitment.
- Tenders and proposals for facility contracts will consider environmental, as well as financial, costs/benefits within the procurement process.
- Expanded resource recovery opportunities will complement existing services rather than competing (e.g., car batteries, used oil collection, fluorescent bulbs, pharmaceuticals)

Arising from the discussion around fundamental principles were additional recommendations for regional policies that would support the fundamental principles outlined above. The TDT recommends the SRD implement the following policy concepts within the region:

- Develop complementary waste reduction policies
  - E.g., Recovery Plans for major construction projects
- Land Use designations to support Resource Recovery
- Consistent look and messaging between all program elements
  - Part of broader public education campaign

## Facility Attributes

Facility attributes can be thought of as elements that define design and operating needs and methods of service delivery. Building on the fundamental principles, a list of general attributes that the Resource Recovery Facility should demonstrate was developed:

- The facility will be located and designed to maximize accessibility for customers
- The facility will provide a full range of services including staffing and customer service, collection, processing, sales and information/education
- The facility will offer a one-stop-drop solution for residential and commercial customers
- The facility will be designed and operated to encourage source separation by waste generators
- The facility will be designed and operated such that it is flexible and can accommodate program additions and changes (e.g., start small and grow; enable transition to full EPR)
- The facility will be designed and operated to provide customers with zero waste information and educational opportunities.
- New infrastructure at the facility will incorporate green design principles wherever possible
- Facility design should incorporate a concept of resource recovery, including providing opportunities for local artisans or industry to use collected materials as feedstock for value added products
- Expanded resource recovery opportunities will be implemented in Pender Harbour in a timely manner

## Facility Design Details

The TDT brainstormed details they would like to see incorporated into the facility design, keeping in mind the overall facility attributes that had been previously defined. The following suggestions form the basis of a design concept for a Pender Harbour Resource Recovery Facility:

- Information and Education
  - Educational opportunities integrated into facility – consistent with broader public education strategy, continuous, systematic
  - Information and visuals highlighted throughout the facility (e.g., signage indicating what happens to different materials, benefits such as avoided GHGs, etc.)
  - Incorporate an education centre as a focal point. Centre could provide displays and hands on learning opportunities and be used for events and specific outreach efforts.



- The following demonstration projects/sites to be incorporated into the facility:
  - Composting demonstration site
  - Community garden (utilizing compost)
  - Green buildings and infrastructure (e.g., education centre)
- Community education through media, schools, community groups, business organizations, special events consistent with broader public education strategy.
- Include information to educate consumers about purchasing for zero waste (e.g., packaging awareness) Ideally, a staff person at the site would be dedicated to providing educational services to customers, but all staff would be involved in disseminating information to raise awareness about zero waste and resource recovery.
- Encourage local businesses to reduce waste (e.g., encourage food retailers to use more environmentally friendly packaging, develop a program for businesses to become certified zero-waste facilities, etc.)
- Facilitate Community Connections
  - Make the facility a social centre where people congregate and interact
  - Be a good neighbor by being sensitive to noise, traffic and odour concerns
- Customer Service Focus
  - Provide a high level of staff assistance (ensures sorting accuracy and provides educational opportunity)
- Provide safe and easy access
  - Facility should be centrally located
  - Design should minimize safety risks for all sectors of population (e.g., elderly or disabled)
  - Physical separation between areas where customers drop material off and areas accessed by service providers (e.g., roll off trucks moving bins, other large vehicles collecting or transporting material, processing of material, dismantling areas, etc.)
  - Consider satellite collection sites for selected materials in high traffic public areas to service community (e.g., add recycling and organics collection at public docks, marinas, etc.)
- Flow-through design that starts with diversion at the entrance; ends with garbage
- Require people to go through diversion area prior to disposal to reinforce Design should incorporate area for waste transfer but in such a way as to discourage this as a last alternative
  - Charge / surcharge for materials not diverted
  - Delays encountered at garbage drop off area (e.g., weighing in over scale, having loads inspected etc.) may not be avoidable but provides further incentive to divert material from disposal.

- Adequate tracking system, while minimizing scaling requirements
  - Ideally once over the scale, or not at all for free diversion programs
- Incorporate bottle depot
  - Provides incentive to visit facility
- Provide opportunities to develop local industry using collected materials as feed stock.
  - Involve local artisans who may have a desire to use materials
  - Potential to provide space for entrepreneurs on-site – nonprofit or private
- Ensure bear / pest protection at the facility
  - Minimize attractants through effective odour control

## Material Streams

As the materials that are accepted at the facility are a primary design consideration, this issue is dealt with independently. In keeping with the full service concept, and to minimize residuals, the TDT felt the facility should accept a full range of recyclables, as well as organics. This includes the following market categories: reusables, paper, plant debris, putrescibles (food waste), wood, ceramics, soils, metals, glass, textiles, polymers, and chemicals. For simplicity, materials could be organized by clusters for facility planning purposes as follows:

- Reuse and repair
- Organics
- Recycling
- Construction and demolition
- Regulated materials including chemicals

Priority materials identified by the group are presented in the “Implementation” section below.

## Implications of EPR

Under BC’s current plans, many of the targeted materials will fall under EPR legislation by 2015. The resource recovery program needs to accommodate this transition, while also ensuring adequate service levels to the residents of Pender Harbour. Therefore, EPR is an important lens through which facility design needs to be considered.

Products not anticipated to be affected by EPR in the near future include organics, asphalt, soils and dirt, scrap propane tanks, diapers and hygiene products. All other

products and materials identified for collection are scheduled to be included under EPR legislation. It is critical that the facility position itself such that (a) the approved stewardship agency becomes the “market” for materials collected at the facility (i.e., materials flow into the EPR system), and (b) stewards contribute financially to the facility to cover costs associated with management of EPR program materials. This is consistent with the guiding principles presented earlier.

As the financial, collection and management responsibility shifts to industry for products covered under EPR, the designated stewards will look for suitable locations within communities to site depots. A municipal facility has the potential to become a profit centre by renting or leasing space to industry stewards for collection purposes. There may even be opportunity to negotiate with a group of stewards to lease and run a portion of the facility or the facility as a whole if sufficient materials are covered under the B.C. Recycling Regulation. B.C. stewards have currently worked together on a number of projects and additional cooperative efforts are likely to happen in the future. However the EPR system evolves, there will certainly be opportunity to collect EPR-related products and have some relationship with a variety of industry stewards on an individual basis or as a collective group. Planning for that eventuality should be a major consideration in facility design.

During the transition of more materials to EPR, it is recommended that the ***Regional District continues to advocate with stewards for service levels for smaller communities like Pender Harbour.***

## Opportunities

The Technical Design Team is well-placed to identify opportunities within the community that could facilitate successful development and implementation of a Pender Harbour Resource Recovery Facility. A number of these are outlined below:

- Local resources
  - GRIPS
  - Other existing service providers (e.g., Pender Harbour Diesel – used oil)
  - Waste contractors
  - Non-profit/community groups
- Local infrastructure
  - Pender Harbour landfill
  - GRIPS depot
- Opportunity for grassroots involvement in bottom-up solutions
- Public education through schools
- Engagement of community groups / business sector
- Build on community transition from resource-based economy to ecotourism and retirement

- Local artisans that can utilize recycled material
- EPR provides opportunity in terms of diversifying revenue streams

## Issues

Potential issues that need to be considered within program / facility design were also identified, as follows:

- Labour relations (e.g., differential pay scales in the event both union (SCRD) and non-union (private business or Non-Profit) employees are working at the site)
- Need to manage the transition to EPR so as not to conflict with guiding principles
- Roles and responsibilities (government vs. private vs. non-profit) – need to get the mix right
- Bears / pests
- NIMBY – particularly an issue in siting a new facility
- Transportation costs (e.g. ferry link)
- Dispersed population/low population density
- Enforcement of rules and regulations (e.g. requirements for material separation) – both with public and contractors
- Lack of competition for services may decrease options and result in increased costs
- Don't always have access to strong markets within a reasonable distance (e.g., glass, carpet)
- Trade agreements such as TILMA may be barriers to preference for local contractors

## Implementation

The TDT spent considerable time discussing potential approaches to implementation. Timely implementation was stressed as a priority, with little appetite for extended periods of planning time. Opportunities for phased implementation were also discussed. This approach was also felt to be consistent with the need for flexibility. By implementing the foundational elements of the facility in the more immediate term, additional planning time can be spent on subsequent elements, while also allowing for modifications as required on an ongoing basis. At the same time, the first phase of implementation can be delivered as a pilot, with modifications incorporated as necessary prior to full-scale implementation. However, the group was clear that the pilot not be considered a trial, but rather just an approach to incorporate flexibility.

Phased implementation could also embrace existing services within the first stage, allowing for future amalgamation and expansion as warranted.

Using this approach would see, as a foundation, all materials currently collected by GRIPS and at the Pender Harbour Landfill being collected at an expanded resource recovery facility.

Materials currently collected for recycling at GRIPS include:

- Cardboard
- All paper (separated)
- Plastics, including mixed plastic (3-7), HDPE (2), PET (1), plastic bags
- Aluminum
- Tin cans
- Phone books
- Books
- Paint
- Batteries – household and cell phones
- Refundable containers (Encorp bottle depot)
- Container glass

Additional materials currently collected at the Pender Harbour Landfill for reuse or recycling include:

- Reusables
- Scrap metal
- Appliances, including ozone containing substances
- Propane tanks
- Tires (on and off rim)
- Gypsum
- Asphalt roofing
- Green/yard waste

The group also feels the following materials should be incorporated immediately:

- Compostable organics, including food waste, soiled/wet paper products, etc.
- Dimensional wood (for reuse)
- Concrete with rebar
- “Styrofoam” (Expanded Polystyrene and Expanded Polyethylene)
- Aggregates and ceramics (including masonry, bricks, rock, etc.)

- Textiles
- Cooking oil

Additional existing services that should be embraced within the program, potentially by accepting materials at the resource recovery facility, but not with the intention of replacing existing service providers (as expressed in fundamental principles), include:

- Used oil, oil filters and containers (Pender Harbour Diesel)
- Fluorescent bulbs (Rona)
- Tires (retailers)
- Pharmaceuticals (retailers)
- E-waste.

The elements above are seen as “opening day” components, while additional elements to be added as soon as they are available include:

- Construction / demolition waste
- Expanded durable items that may require dismantling or repair
- Carpet and carpet underlay

Materials that would benefit from local market development efforts include:

- Glass
- Ceramics
- Organics
- Roofing (markets may not be local)
- Dimensional wood
- Green waste
- Re-use items
- Cooking oil (for production of biodiesel)

It was felt that provision of quality feedstock will lead to development of markets. However, materials need to be marketed to build awareness of their availability. Local markets have the benefit of job creation and economic benefits to Pender Harbour, so they should have priority. At the same time, this priority cannot undermine the recycling operation itself or its financial sustainability. Hence, local markets need to be relatively competitive to provide a level playing field for sustainability.

## Organics

As the single largest diversion opportunity, inclusion of organics is seen as a priority. Much discussion was held around the option to compost organics locally vs. utilizing one of the larger private composting operations in Sechelt (one currently in existence and one currently under development). These facilities are intended to handle regional volumes (i.e., whole Sunshine Coast).

Composting facilities have to meet provincial regulations, and must have operating standards in place. These facilities, particularly those designed to handle food waste, are technically sophisticated and require considerable capital and operating budgets. Therefore, many facilities are sited on a regional basis to provide economies of scale. Economies of scale associated with a regional approach are countered by desires to process material locally, and avoid additional transportation impacts.

The options for an expanded organics program were identified as follows:

- 1) Full organics collection and processing in Pender Harbour
- 2) Collection of organics in Pender Harbour with transfer to regional facility for processing
- 3) Green waste (yard waste) processing in Pender Harbour (less technical and regulatory issues); food waste collection and transfer to regional facility

Regardless of the processing approach, it was felt that promotion of home composting would provide significant benefits. **Therefore, an aggressive marketing program to promote backyard composting is recommended.**

As this is a technically complex issue, the TDT felt a **basic evaluation of the costs and benefits of composting in Pender Harbour versus transferring compostables to a regional facility, including design options, costs, permitting issues, and environmental considerations (i.e., GHG impacts), is necessary to make a decision.** However, it is felt that this assessment can be conducted relatively quickly and with a limited budget. At the same time, in order to facilitate timely implementation of organics diversion, it is suggested that **expanded organics collection could begin immediately upon facility opening, with material transferred to a regional facility for processing pending development of local infrastructure in the event that a local processing option is chosen subsequent to completion of the feasibility assessment.**

The group would also like to investigate options for composting of biodegradable non-food and wood-waste products (e.g. paper cups, diapers, etc) and ensure the ultimate facility design is flexible enough to bring these materials on in future.

## Location

The TDT felt that location is very important to the success of the facility. Ideally, the location should be central and convenient to people's everyday schedules (e.g., Madeira Park). However, at the same time, if people are compelled to use a facility, such as the landfill, location is less important.

It was felt that the public needs to be involved in any decision around siting a Resource Recovery Facility. The Technical Design Team can set criteria, and make suggestions around suitability of optional locations, but ultimately, the public needs to be involved in the final decision.

A series of potential locations, including the existing landfill and alternate sites, were distributed to the TDT. After much discussion, the group established the following criteria that could be used to assess site suitability:

- Size: 2-5 acres minimum; large enough to accommodate long-term resource recovery plans
- Convenience: central; near traffic patterns, other services, etc.
- Access to utilities including water and power
- Adequate zoning – Industrial with recycling
- Security of tenure – non-market land could be preferred
- Reasonable cost
- Suitable geography (e.g., level areas, stable etc.)
- Safely accessible
- Public safety
- Timeliness of implementation
- Minimize potential nuisance from odour and noise

After much discussion of the options presented to the group, a suggested short-list of potential sites was developed:

- Existing Pender Harbour landfill
- #8 – private property located behind Rona
- #9 – 7 ha property; Band land

Other sites were excluded primarily based on potential environmental sensitivities.

Each member of the TDT then individually graded the three sites for each of the previously identified criteria. This was followed by a simple straw vote within the group. Both exercises resulted in option 9 as the preferred location, followed by the landfill and option 8. At the same time, the landfill was graded highest in the categories the group



felt were most important. It is important to recognize that these evaluation approaches were highly qualitative and would have benefited from more time. Members felt strongly that the final decision surrounding location needs to be a public process. The group recommends that the ***short list of potential Resource Recovery Facility locations be taken out for public consultation prior to a final decision being made.***

***As the question of location is a complex discussion requiring considerable public consultation, the TDT felt that implementing the opening round (or pilot) should be done at the landfill site, since there are few if any regulatory issues. Once established, the facility could be easily moved to the preferred location, noting that the facility would have few (if any) permanent structures other than the scale. Since the scale is already installed and working at the landfill – that component is already in place.***

## Roles and Responsibilities

The group identified stakeholders that need to be involved in facility design and operation. To assist in engagement, those identified were divided into categories, as below:

- Those needing to be consulted or informed about facility design and operation:
  - General public
  - Solid Waste Plan Monitoring Advisory Committee
  - Health Authority
  - Businesses (including those currently involved in recycling)
  - Potential service providers (e.g., haulers)
  - First Nations
  - Economic Development groups
  - Nurseries
  - SCRD Agricultural Advisory Committee
  - One Straw Society
  - Pender Harbour / Egmont Advisory Planning Commission
  - Potential funding agencies
  - Municipalities (given opportunity for facility to provide a model for service in other areas)
  - Schools
  - Ministry of Transportation and Infrastructure
  - Transportation Advisory Committee
  - Landowners potentially impacted by facility location
  - Potential markets

An interesting idea presented by the group was the potential to consult by clusters, similar to the market clusters previously defined within the materials section. For example, for the Re-use cluster, organizations such as thrift stores

and social enterprises would be consulted on what items they need and the form they require for handling. Similarly with the organics cluster, farmers greenhouses, restaurants and grocery stores would be involved in planning.

- Stakeholders to be involved in building, owning, or operating facility:
  - GRIPS (consult and design, operations)
  - Artisans (consult, design, as potential market)
  - Province (approval agency)
  - Solid Waste Management Plan Working Group (integrate with SWMP Update)
  - SCRD (communicating with and informing stakeholders, designing the facility, ownership or lease holder of the site and major infrastructure, administration of the facility, including award and supervision of operating contracts, in-house operation of residuals management systems including garbage transfer stations and weigh scales, and potential funding agency)
  - Private businesses and organizations (operations)
  - EPR stewards (consulting and design, funding agencies for product stewardship programs, may be directly involved in operations)

The group also discussed potential models that could be applied to development and operation of the facility. These include private / public partnerships, social enterprise, and contracting out to private or non-profit groups.

Generally, it was felt that the **SCRD should play a funding and administrative role, while facility operations should be contracted to third-party private or non-profit entities**. A number of different contractors could be involved in order to provide specific expertise for various segments of the operation. The ownership or lease of the land and major infrastructure would also fall with the SCRD as the public body. It was also agreed that SCRD staff maintain operation of the weigh scale and residuals management area to monitor residuals destined for disposal and collect associated fees.

It is also proposed that an **advisory committee of local stakeholders be formed to oversee the mandate and performance of the Resource Recovery Facility**. This committee would provide input to the SCRD.

## Next Steps

Recognizing the role that the results of this workshop will play in the broader Solid Waste Management Planning Review Process, the Team feels strongly that the broader public needs to be involved in the design of a Resource Recovery Facility for Pender Harbour. As such, it is recommended that the **conceptual plan receive broader consultation with the Pender Harbour community**. In consulting with the broader community, the group felt it was necessary to include highly visual background

information concerning the benefits and avoided costs of resource recovery (financial and environmental) in order to foster buy-in to the conceptual plan.

## Attachment A: Workshop Agenda

# Pender Harbour Resource Recovery Facility Planning

## Technical Design Team Workshop

**Monday, July 12, 2010 8.00 a.m. – 5:00 p.m.**

**Tuesday, July 13, 2010 8.00 a.m. – 5:00 p.m.**

Pender Harbour Music Society, Madeira Park BC

## AGENDA

### Objectives:

- To advise the SCRDP on a conceptual plan for a potential Pender Harbour Resource Recovery Facility.

Monday, July 12, 2010		
9:00 – 9:15 a.m.	<b>Arrival and Coffee</b>	
9:15 – 9:30 a.m.	<b>Welcome and Introductions</b>	<b>Brock Macdonald,</b> Facilitator
9:30 – 9:45 a.m.	<b>Review Workshop Objectives and Agenda</b> Framing: goals, scope, decision making, ground rules	<b>Brock Macdonald,</b> Facilitator
9:45 – 10:00 a.m.	<b>Icebreaker/Personal Exercise</b> Individuals take 5 min to summarize expectations for the workshop and write or post these on the wall	<b>Brock Macdonald,</b> Facilitator
10:00 – 10:15 a.m.	<b>Zero Waste &amp; Resource Recovery Overview</b>	<b>Richard Anthony,</b> Zero Waste Advisor
10:15 – 10:30 a.m.	<b>Zero Waste in a Municipal Solid Waste World</b>	<b>Christina Seidel,</b> Lead Technical Advisor
10:30 – 10:45 a.m.	<b>Break Time</b>	
10:45 – 11:00 a.m.	<b>Zero Waste &amp; Extended Producer Responsibility Programs</b>	<b>Brock Macdonald,</b> Facilitator
11:00 – 11:30 a.m.	<b>What's in the Waste Stream</b> <b>Waste = Resources = Commodities</b> A look at where the markets are for what we collect.	<b>Christina Seidel,</b> Lead Technical Advisor <b>Richard Anthony,</b> Zero Waste Advisor
Noon – 1:00 p.m.	<b>Lunch (delivered)</b>	
1:30 – 2:00 p.m.	<b>Potential Resource Recovery Facility</b> What's your vision? What does it need to do?	<b>Christina Seidel,</b> Lead Technical Advisor
2:00 – 3:00 p.m.	<b>Brain Storming to identify the issues and opportunities</b>	<b>Christina Seidel,</b> Lead Technical Advisor
3:00 – 3:15 p.m.	<b>Break</b>	

3:15 – 4:00 p.m.	<b>Focused Discussions on Issues and Opportunities:</b> Working Groups (three groups of five, led by . . . ) Group 1. Brock Macdonald Group 2. Christina Seidel Group 3. Richard Anthony	
4:00 – 5:00 p.m.	<b>Plenary and summarize results from working groups</b>	<b>Brock Macdonald, Christina Seidel, Richard Anthony</b>
5:00 p.m.	<b>End of day one</b>	
<b>Tuesday, July 13, 2010</b>		
8:00 – 8:15 a.m.	<b>Arrival and Coffee</b>	
8:15 – 8:30 a.m.	<b>Review</b>	<b>Brock Macdonald, Christina Seidel, Richard Anthony</b>
8:30 – 8:45 a.m.	<b>Update Your Personal Exercise</b> Individuals take 5 min to review and revise their expectations post-its for the workshop	<b>Brock Macdonald, Facilitator</b>
8:30 – 10:00 a.m.	<b>Defining the Facility</b> <ul style="list-style-type: none"> <li>• Services Provided</li> <li>• Collection (streams)</li> <li>• Processing (streams)</li> <li>• Reuse store</li> <li>• EPR depots?</li> <li>• Education &amp; events?</li> <li>• Space required</li> </ul>	<b>Christina Seidel, Lead Technical Advisor</b>
10:00 – 10:15 a.m.	<b>Break</b>	
10:15 – 11:15 a.m.	<b>Defining the Facility</b> <ul style="list-style-type: none"> <li>• One facility or more?</li> <li>• Location(s)?</li> <li>• Zoning and Land Use Issues</li> </ul>	<b>Christina Seidel, Lead Technical Advisor</b>
11:15 – Noon	<b>Roles</b> <ul style="list-style-type: none"> <li>• Who needs to be involved?</li> <li>• Who will own it/them?</li> <li>• Who will operate it/them?</li> </ul>	
Noon – 1:00 p.m.	<b>Lunch (delivered)</b>	
1:00 – 3:00 p.m.	<b>Funding Models</b> <ul style="list-style-type: none"> <li>• Public: SCRD?</li> <li>• Non-profit GRIPS, other NPO or a new NPO?</li> <li>• Private Sector?</li> <li>• Others?</li> <li>• 3P (public private - or non profit - partnership)</li> </ul>	
3:00 – 3:15 p.m.	<b>Break</b>	
3:15 – 4:45 p.m.	<b>Implementation</b> <ul style="list-style-type: none"> <li>• Phased in or all at once?</li> <li>• Priorities? What comes first, Etc.)</li> <li>• What are the staffing requirements?</li> </ul>	

4:45 – 5:00 p.m.

**Review (Determine if additional work required  
July 14)**

Where should the process go from here? - How would you like to review resulting document (email? meeting? conference call?) – Next steps discussion. .

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