

REGIONAL AND CORPORATE SERVICES COMMITTEE

OPEN MEETING AGENDA

Tuesday, December 11, 2018

9:00 am

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

---

Pages

1. CALL TO ORDER

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

MOTION FOR CONSIDERATION

**THAT** the Agenda, Addenda and Late Items for the Regional and Corporate Services Committee Open Meeting of December 11, 2018 be approved;

**AND THAT** all delegations, reports, correspondence and other information set to the Agenda be received for information.

3. DELEGATIONS AND PRESENTATIONS

3.1 Christopher Bush, President, Catalyst Agri-Innovations Society and Mateo Ocejio of Net Zero Waste

4 - 11

Presentation regarding the Provincial Organics Infrastructure Program.

- Discussion Paper - highlights of the proposed application to the B.C. Ministry of Environment Organics Infrastructure Program
- Proposal to prepare a communications package and completion of the OIP application with/for the FVRD

3.2 Stephanie Hooker, AdvantageHOPE

12 - 12

Presentation on Hope, Cascades and Canyons - Municipal Regional District Tax (MRDT).

- To provide a status of the discussion with accommodation providers regarding marketing;
- To request a letter of support from the FVRD for the 2% Municipal Regional District Tax (sample letter attached)
- To present the associated petition with the majority of signatures of

hotel/motel properties

**3.3 Job Creation Partnership Program - Summary Highlights**

Presentation by Staff

**4. MINUTES/MATTERS ARISING**

**4.1 Minutes of the Regional and Corporate Services Committee Open Meeting - October 11, 2018** 13 - 17

**MOTION FOR CONSIDERATION**

**THAT** the Minutes of the Regional and Corporate Services Committee Open Meeting of October 11, 2018 be adopted.

**5. CORPORATE ADMINISTRATION**

**5.1 2019 FVRD Board and Committee Meeting Schedule** 18 - 20

- Corporate report dated December 11, 2018 from Jaime Reilly, Manager of Corporate Administration
- 2019 FVRD Board and Committee Meeting Schedule

**MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board consider approval of the draft 2019 Board and Committee Schedule.

**5.2 Regional District Chair and CAO Forum: March 26 and 27, 2019** 21 - 22

- Corporate report dated December 11, 2018 from Jaime Reilly, Manager of Corporate Administration

**MOTION FOR CONSIDERATION**

**THAT** the Fraser Valley Regional District Board authorize the Board Chair and Chief Administrative Officer to attend the Regional District Chair and CAO Forum to be held in Victoria, BC on March 26 and 27, 2019;

**AND THAT** registration fees, accommodation and travel expenses be approved from the Regional Administration Budget 101.

**6. FINANCE**

No Items.

**7. REGIONAL PROGRAMS AND SERVICES**

**7.1 ENVIRONMENTAL SERVICES**

**7.1.1 Love Food Hate Waste - Local Government Food Waste Prevention** 23 - 30

### Partnership

- Corporate report dated December 11, 2018 from Jamie Benton, Environmental Services Coordinator
- *Love Food Hate Waste* document

### MOTION FOR CONSIDERATION

**THAT** the Fraser Valley Regional District Board enter into an agreement with the BC Ministry of Environment and Climate Change Strategy, to work in partnership to use and promote the *Love Food Hate Waste* educational campaign to encourage food waste prevention.

#### **7.1.2 Energy Efficiency Study at Hope Recreation Centre**

31 - 33

### ***FOR INFORMATION ONLY***

- Corporate report dated December 11, 2018 from Micha Gutmanis, Environmental Services Coordinator

#### **7.2 REGIONAL PARKS**

No Items.

#### **7.3 STRATEGIC PLANNING AND INITIATIVES**

No items.

#### **7.4 OUTDOOR RECREATION AND PLANNING**

Refer to item 3.3

- 8. ADDENDA ITEMS/LATE ITEMS**
- 9. REPORTS BY STAFF**
- 10. REPORTS BY DIRECTORS**
- 11. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA**
- 12. ADJOURNMENT**

### MOTION FOR CONSIDERATION

**THAT** the Regional and Corporate Services Committee Open Meeting of December 11, 2018 be adjourned.

# **Sustainable Solutions for Agriculture and Organics Management for the Fraser Valley**

## ***The Fraser Valley Organics Conversion Initiative***

### **Background/Impetus:**

The Fraser Valley is home to the highest concentrations of animals per acre of any region in Canada. It enjoys some of the best climate, soil and water for agricultural production in the world, and is the most expensive farmland globally by a magnitude. British Columbia farmland is protected by the Agricultural Land Reserve, insuring the land remains for Ag production, but creates a challenging dynamic economically, and while shown beneficial for its express purpose, it is often contentious. It is well-documented that the Fraser Valley has a sensitive airshed that traps and holds much pollution from other areas. A portion of the Fraser valley sits over the unconfined Sumas Aquifer, and much study has been done on the nutrient loading situations, which is currently in high scrutiny ahead of sweeping changes to the Agricultural Waste Control Regulation. Organic Matter Recycling Regulations are also in review with changes imminent.

The B.C. Ministry of Environment has an open call for Expressions of Interest for the Organics Infrastructure Program (OIP) specifically looking to alleviate and mitigate the threats the handling, processing and applications of these materials cause in the environment.

**Catalyst Agri-Innovations Society was able to partner with an FVRD member to submit an EOI, creating a placeholder that the FVRD can choose to take.**

The majority and highest concentration of agricultural activities in B.C. resides in the Fraser Valley. Because of this, it is reasonable and logical that efforts to address these opportunity/threats be centred here.

### **The Proposal:**

1. That the FVRD pick up the placeholder Expression of Interest submitted November 30<sup>th</sup> taking its rightful place of leadership of the interactions of the member municipalities for this important group of actions. The submission is for \$15MM contribution towards \$24.95MM worth of projects, as laid out in this document.
2. That a systemic Organics Management strategy be created, focusing on a 5 part program capturing key technologies and solutions, existing or identified for this need. This will be consistent with, and in direct association with recently commissioned work by the FVRD called "Clean Economy in the Fraser Valley".
3. That the FVRD will contribute \$20,000 to engage a specific three member consultant Consortia to draft an official Organics Conversion Strategy for the Fraser Valley communications package, and to create a foundation structure for the FVRD and its member communities to apply for the myriad of funding opportunities open now, and on the near horizon. (separate proposal included with this submission)
4. That a new JV will be formed, that is a [Certified Benefits Corporation](#), proposed that it be called the **Fraser Valley Organics Conversion Assembly**. All facilities and services will be operated as "Living Labs", working in open source to allow the greatest benefits. It will continually invite potential technologies that can increase the regional benefit to work at the campus through a competitive process.

## The 5 Components are:

1. A comprehensive Geographic Information System (GIS) Map of the entire Fraser Valley be created, expressly highlighting farms (active or not), farmland (including current status/use), animal units, organic material production and processing sites (composting, AD, other), all available public information on land and land use, topography, proximity to water, (wells, surface and subsurface), highlighting what the Ministry of Environment calls “high risk areas” and “high risk conditions”. This leverages technology developed by an Abbotsford company that currently serve the municipal and pipeline industry extensively with a similar service. This Canadian hosted, Software as a Service solution provides mapping, analysis and predictive tools for clients currently and would be adapted to allow for advanced queries to overlay data layers to output both high risk and optimal placement zones. Some funding and resource support is available for this from the Microsoft [AI for Earth](#) grants should the desire be to grow this into a high level Spatial AI test bed focusing on Environmental and Social betterment.
2. A platform facility for testing/demonstration of organics deconstruction technologies, starting with a pilot scale installation of the [TERAX technology](#) developed by Scion, a New Zealand R&D Crown Corporation. This technology has been identified for its ability to deconstruct all kinds of organics, including biosolids from WWTP operations, into nitrogen, phosphorus and acetic acid. The nitrogen and phosphorus are needed for the fertilizer plant, and the acetic acid for biogas production. All three product streams from this technology are highly beneficial to the overall strategy. Other solutions will be sourced from the global conversion industry community through competitions in full context (environmental/operational/economical) to assess the feasibility and suitability for the Fraser Valley. The purpose of this is to create a buffer/risk mitigation step that will allow digester enhancing products to be created from “waste”. All studies and reports say that on farm digesters in BC will require off farm materials, based on the size/scale of our farms. Accepting random, largely untracked truckloads of wide ranging materials adds multiple layers of complexity to on farm digesters, and much added risk. This proposal seeks to eliminate that threat, and bring surety to the process. From discussion with City of Abbotsford Engineering staff, two agri-processors use up ~half of the throughput capacity of JAMES WWTP. These solutions have the potential to reduce that to zero, freeing up space for other growth. This facility will be built at or near existing composting, landfill or WWTP facilities. Optimal location to be assessed by component 1.
3. A mobile centrifuge service based on the findings of the 2017 BC Ministry of Agriculture report [“Assessment of Phosphorus Extraction from B.C. Dairy Manure Using a Centrifuge”](#). This service will be made available to farmers assessed through the mapping work and consultation with direct stakeholders to be at the greatest risk, and where the greatest potential for overall environmental risk mitigation is found. A Chilliwack based team is well into development of this solution, and with success of this application, the operations base will be moved to Abbotsford.
4. A community scale on farm digester will be built, serving a number of area farms to reach critical mass for viable economies of scale. Design of the plant is based on manure from at least 1000 cows, and up to 1 million chickens. The facility will process ONLY manures, on farm residuals that do not require special permitting, and isolated products from the preprocessing component where variable organic streams will be fractionated. This facility will deliver approximately \$7M/yr of Renewable Natural Gas to the FortisBC Pipeline, with a 20 year contract available. This will

effectively double the farm produced RNG in BC, and will help to fill standing demand for this popular product. Optimal location to be assessed by component 1.

5. A community scale commercial fertilizer plant will be built to process the locally produces organic fertilizer products from program components 1-4 into high value precision agriculture products, that can be exported to the highest value/best opportunity markets. These organic residual nutrients, mainly nitrogen, phosphorus, and potassium, need a place to go all year, all the time. This is a well-known, well documented fact, and a substantive opportunity/threat for the Fraser Valley at an acute level. This will be the first industrial scale commercial fertilizer plant in Canada to use 100% organic nutrients harvested locally from waste streams. It builds on an existing plant in Indiana that does this, based on the overwhelming success of another Abbotsford business success, [Trident Processes](#). In a place called Fair Oaks, Trident is processing digestate from a 16000 cow farm, and the “cake” is upcycled into high value product. Currently this is only possible at scale, and this project will let Canada get there. Optimal location to be assessed by component 1.

**This regional initiative will set a new standard for the Province, the country and the world, advancing the economy, while healing the environment. There are many programs active in other areas that want to have a home in BC, and this proposal would make the Fraser Valley the premier location in Canada!**

GIS Mapping of ALL organics in the region – a first of its kind product/service for organics management.

An Applied Sciences Centre for Organics Deconstruction Technologies– A first of its kind for North America

A Community Scale On Farm Anaerobic Digestion Facility – A first of its kind for Canada

A Mobile Centrifuge Service for Dairy Farms – A first of its kind for Canada

A Community Scale Fertilizer Plant, using 100% Harvested Nutrients – A first of its kind for Canada

**This is the beginning of a new era for world leading environmental management, and responsible, data driven economic growth, working towards [Canada’s Next Big Economic Pitch: to Feed a Hungry World](#), as pointed out by Dominic Barton of McKinsey and Co.**

This proposal will all address the goals of the Organic infrastructure Program and insure the maximum impact from the program in the defensibly BEST provincial region for action. It also satisfies the goals for updating the Agricultural Waste Control Regulation (1992) (AWCR, happening now) which are:

- Enhance and improve water and air quality by requiring that good, environmentally protective agricultural practices are followed.
- Ensure watercourses and groundwater are protected through proper storage and use of manure, other nutrient sources and agricultural materials.
- Provide certainty – through clear, unambiguous requirements – focused on desired environmental outcomes.
- Update guidance to facilitate appropriate and beneficial use of manure and other agricultural by-products.

## Budgets to build and timelines:

**Component 1:** This GIS and data collection and analysis will cost approximately \$150,000 and would be delivered in a phased approach with early data ready in the first quarter of 2019 and full delivery by the third quarter of 2019 helping other Components leverage data for decision-making.

**Component 2:** ~\$3M can be shovel ready by the fall of 2019, and processing by the end of 2020. Biosolids will be considered in this facility with other organics. OIP contributions ask for this is \$2M

**Component 3:** ~\$1.6M per service unit for CapEx and 5 year OpEx. This will not be funded by the OIP, and offered on a fee for service menu to local farms. Multiple service units can be created to meet market need/demand, based on term contracts. This will allow farms that are not compliant with the new AWCR regulations (coming in January 2019, and yet unknown) instantly, and at a lower cost than any other options because of the larger program. This service can be operational by mid-2019.

**Component 4:** ~\$10.6M can be shovel ready by the fall of 2020, and producing by the end of 2021. OIP contributions ask for this is \$7M

**Component 5:** ~\$9.6M can be shovel ready by the fall of 2019, and producing by the end of 2020. OIP contributions ask for this is \$3M. This component will be a commercial operation with economic model TBD.

Total Project Budget with one mobile Centrifuge Service Unit	-	\$24,950,000
--	---	--------------

Total OIP Request for funding support	-	\$15,000,000
---------------------------------------	---	--------------

**The balance of the funding is the responsibility of the management team of Catalyst Agri-Innovations Society, and the solution team assembled for the new, to be formed Certified Benefits Corporation, proposed to be called the “Fraser Valley Organics Conversion Initiative”**

## References:

- [Current Agricultural Waste Control Regulations Review Intentions Paper](#)
- [From Crisis to Solutions: Towards Better Source Water Protection and Nutrient Management in the Hullcar Valley” \(PDF\)](#)
- [i-Open Technologies](#) (GIS mapping partner)
- [Certified Benefits Corporation website](#)
- [How Canada can become a global food production powerhouse](#)
- [Organics Infrastructure Program funding opportunity](#)
- [B.C. Innovative Clean Energy Program funding opportunity](#)
- [TERAX Organics Deconstruction Technology](#)
- [FortisBC Renewable Natural Gas Program](#)
- [The Bio-innovative Renewables Network \(BiRNet\)](#) (Academic Prime Partner)

## **Proposal to the Fraser Valley Regional District**

### **Re: Support for Proposed Fraser Valley Organics Conversion Initiative**

#### **Request**

A \$20,000 grant from the Fraser Valley Regional District (FVRD) to prepare a submission to the Ministry of Environment's Organics Infrastructure Program which outlines:

- The proposed Fraser Valley Organics Conversion Initiative;
- The proposed business approach and governance model;
- The benefits to the Fraser Valley, BC and BC's economy; and
- The opportunity for the Province of BC to resource or partner with the Society and the FVRD to champion the development of the Initiative.

#### **Situational Analysis**

- The agrifood and seafood sector is a major part of the Canadian and British Columbia economies and an important employer. The sector supports jobs in many parts of the province, especially rural and coastal communities.
- In Canada, agriculture is a responsibility shared between the federal and provincial governments.
- The sector is not achieving its potential and suffers from a variety of threats (e.g.: food insecurity, environmental impacts, climate change, labor supply, trade issues, etc.) which could be turned into opportunities with planning, cooperation and leadership.
- At present, there is no place or entity accountable for addressing the related challenges.
- The proposed Fraser Valley Organics Conversion Initiative would bring substantial agriculture and agrifoods processing solutions to the FVRD to focus on these challenges.
- The Initiative would support food and energy production, environmental cleanup, technology development, and training.
- It would take advantage on new and emerging technologies to address these challenges by developing practical solutions to address agriculture-related energy opportunities, while addressing environmental impacts (e.g.: water and waste management challenges, environmental impacts). These would lead to new product and market opportunities.
- The Initiative would serve as a physical epicentre of the efforts but would be operated to allow other local, national or international entities to participate through open source technology.
- While the Initiative's focus would be agriculture and the elimination of waste from that industry, a comprehensive approach is warranted.
- This initiative has natural connections to the BC ministries of: Agriculture; Jobs, Trade & Technology; Advanced Education, Skills & Training; Environment & Climate Change Strategy; Energy, Mines & Petroleum Resources; and Forests, Lands, Natural Resource Operations and Rural Development, and the responsibilities outlined in each of those Minister's mandate letter.
- For example, the forestry sector is also a major part of the Canadian and British Columbia economies, an important employer and faces complementary challenges



(e.g.: the industry's impact on greenhouse gas emissions; and the devastating impacts of natural occurrences such as the mountain pine beetle and forest fires.

- While the Initiative focusses on the diversion and useful application of organics, there is a natural synergy between this Initiative and the forest sector.
- In fact, Forests, Lands, Natural Resource Operations and Rural Development provided funds to the Society through the Rural Dividend Fund for a business plan for a digester in Agassiz.
- The Initiative could also include the Government of Canada, First Nations and the non-profit sector.

## **Challenges and Opportunities**

### *Challenges*

- The agriculture and agrifood sector faces several challenges, including: competition for scarce quality farmland; an aging workforce; the industry's impact on greenhouse gas emissions; and the production of significant waste (e.g.: animal manure) which to date has not been effectively managed or redeployed for agricultural, environmental or energy purposes.
- As noted in the report from the POLIS Water Sustainability Project, compromised agricultural practices are a substantive threat to British Columbia, but also provide a substantial opportunity.
- This is most clearly exemplified in the Hullcar aquifer situation in BC's North Okanagan region, where water quality advisories have been in effect since 2014, at least partly due to past agricultural practices. Hullcar is not a unique situation.
- The Fraser Valley has the highest concentrations of animals per acre of any region in Canada.
- It is well-documented that the Fraser Valley has a sensitive airshed that traps and holds much pollution from other areas. A portion of the Fraser valley sits over the unconfined Sumas Aquifer. Much study has been done on the nutrient loading situations.
- The Province is considering sweeping changes to the Agricultural Waste Control Regulation and Organic Matter Recycling Regulations.
- There is growing concern among the public and communities regarding the need to minimize or eliminate the impact of waste products (especially animal waste products) on the scarce agricultural land base.
- The current forecasts for world population indicate the need to diversify and enhance food production in those parts of the world where climate change has not yet destroyed the land's ability to produce food.
- Energy use continues to grow which increases the demand for more energy production and strains the supply of clean energy.
- A growing international effort to address the impacts of climate change require both large scale and local efforts to reduce greenhouse gas emissions and create new and "greener" forms of energy.
- While the challenges are comprehensive and broad, no one entity currently has the responsibility, resources and leadership to develop and implement solutions and create the circumstances for success.

## *Opportunities*

- The Catalyst Agri-Innovations Society was established in 2009 by a consortium of like-minded individuals with a common purpose - to better manage the integration and interaction of food (including the waste by-products), water and energy.
- The goal is to achieve “zero waste agriculture” such that animal and plant waste is used to produce biogas, energy, clean water and fertilizer to enhance food production in a way that is environmentally friendly and economically viable (in fact, profitable).
- The Society is proposing the creation of the Fraser Valley Organics Conversion Initiative, which includes three fixed location components, with site(s) to be decided through a competitive process, based on "hot spots" identified through GIS mapping.
- The Initiative would be a Certified Benefits Corporation, serving as a research and innovation hub and seeking to provide practical solutions to address agriculture-related energy opportunities, environmental considerations, etc.
- The Initiative’s proposed governance structure includes a board of directors, a technical advisory committee and a community advisory board.
- The Fraser Valley enjoys some of the best climate, soil and water for agricultural production in the world.
- Most BC farmland is protected by the Agricultural Land Reserve. While this creates a challenging dynamic between agricultural and other economic uses of ALR land, it also enhances the environment for success.
- Given the situation and opportunities in the Fraser Valley, and the leadership in the FVRD for agricultural production and protection, the FVRD is in an opportune position to partner with the Society to pursue the Initiative and make the Fraser Valley the national leader in achieving sustainable solutions for agriculture and organics management in the valley that will help to solve real world problems.
- The Society is proposing the FVRD assume the placeholder Expression of Interest submitted November 30th by the District of Mission, taking its rightful place of leadership of the interactions of the member municipalities for this important group of actions.
- The total to be requested from the Organics Infrastructure Program is \$15 million of the \$25 million required for the Initiative.
- The Society is proposing that the FVRD assume a leadership role in the development of the Initiative and serve as its champion.
- BC’s technology sector has been an engine of growth for the province and will be an important part of the work of the Initiative and the solutions that are proposed.
- BC’s Organics Infrastructure Program may provide the appropriate avenue to pursue this opportunity.

## **The Proposal**

As noted, there is no one entity with the responsibility, resources and leadership to develop and implement solutions and create the circumstances for success. Similarly, there is no single document that provides a comprehensive look at the challenges and opportunities affiliated with agricultural and forestry production.

The current materials describing the challenges that exist, the Society, the proposed Initiative, the potential opportunity and the related considerations are complicated, technical

and unclear about the benefits to the Fraser Valley, BC, the BC economy, and the proposed government funding agencies.

It is proposed that the FVRD provide the Catalyst Agri-Innovations Society with a \$20,000 grant to prepare a plan for the Initiative for consideration by the Province of BC's Organics Infrastructure Program. All activities would be conducted on behalf of, and in partnership with, the FVRD.

The Society would engage Inner Harbour Consulting Inc. (a BC based management consulting firm with experience in the sector) to undertake that work.

The deliverables from that grant will include:

- Discussions with key involved parties to clarify the intent and understanding of the existing materials.
- Preparation of the material(s) necessary to effectively communicate the context, challenges, opportunities and proposed solution in the context of broader provincial and federal government objectives.
- Simple and accurate materials that are primarily jargon free and demonstrate the linkage between the proposal and relevant provincial and federal government objectives.

The submission will outline:

- The proposed Fraser Valley Organics Conversion Initiative;
- The proposed business approach and governance model;
- The benefits to the Fraser Valley, BC and BC's economy; and
- The opportunity for the Province of BC to resource or partner with the Society and the FVRD to champion the development of the Initiative (through the Organics Infrastructure Program).

In the longer term and if the Province of BC determines it wants to provide leadership and additional financial support to the development of the Initiative, the Society could:

- Draft a strategic business plan for the Initiative;
- Identify the expertise and resources necessary to implement the Initiative;
- Facilitate or support discussions about the Initiative, if and as appropriate;
- Engage the Federal government as a potential funding partner;
- Consult with the agriculture industry and local communities, if and as necessary, to ensure they understand and support the development of the Initiative; and
- Ensure the Initiative is established

Regardless of the result of the proposal for funding from the OIP, the FVRD will have a valuable, high utility tool from this investment that can be used for many opportunities.

Submitted by: Christopher Bush  
Catalyst Agri-Innovations Society

FVRD Letterhead

December xx, 2018

AdvantageHOPE  
919 Water Avenue  
Box 37  
Hope, BC  
V0X 1L0

To Whom It May Concern:

Re: Letter of Support – Municipal Regional District Tax Program (MRDT)

The Fraser Valley Regional District (FVRD) is pleased to provide a letter of support to AdvantageHOPE and endorse the implementation of the MRDT within the Electoral Areas A, B, D and E boundaries.

It is acknowledged that AdvantageHOPE is to be named the eligible entity, hence, the recipient of the 2% MRDT collection in the District of Hope and Areas A, B, D, and E of the FVRD and Area H of the Okanagan Similkameen Regional District for a five-year term. We wish you the best in your application process and look forward to working with you on other initiatives in the future.

Sincerely,

FVRD Board Chair

# **FRASER VALLEY REGIONAL DISTRICT REGIONAL AND CORPORATE SERVICES COMMITTEE OPEN MEETING MINUTES**

Thursday, October 11, 2018  
9:00 am  
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

**Members Present:**

Director Jason Lum, City of Chilliwack, Chair  
Director Ray Boucher, Electoral Area F  
Director Henry Braun, City of Abbotsford  
Director Bill Dickey, Electoral Area D  
Director Leo Facio, Village of Harrison Hot Springs  
Director Sharon Gaetz, City of Chilliwack  
Director Alec Niemi, Electoral Area C  
Director Terry Raymond, Electoral Area A  
Director Patricia Ross, City of Abbotsford  
Director John Van Laerhoven, District of Kent

**Regrets:**

Director Pam Alexis, District of Mission  
Director Wilfried Vicktor, District of Hope

**Staff Present:**

Paul Gipps, Chief Administrative Officer  
Mike Veenbaas, Director of Financial Services  
Suzanne Gresham, Director of Corporate Initiatives  
Barclay Pitkethly, Director of Regional Programs  
Stacey Barker, Deputy Director of Regional Programs  
Jennifer Kinneman, Manager of Corporate Affairs  
Jaime Schween, Manager of Corporate Administration  
Matthew Fang, Network Analyst I  
Amanda Molloy, Executive Assistant to CAO and Board  
Maggie Mazurkewich, Communications Assistant (Recording Secretary)

**Also Present:**

Steve Butz, President and CEO, YMCA of Greater Vancouver  
Darlene Hepburn, Vice President, Fund Development, YMCA  
Karen Price, Capital Campaign Manager, Chilliwack YMCA

## **1. CALL TO ORDER**

Chair Lum called the meeting to order at 9:02 a.m.

## **2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS**

Moved By FACIO

Seconded By GAETZ

**THAT** the Agenda, Addenda and Late Items for the Regional and Corporate Services Committee Open Meeting of October 11, 2018 be approved;

**AND THAT** all delegations, reports, correspondence and other information set to the Agenda be received for information.

**CARRIED**

## **3. DELEGATIONS AND PRESENTATIONS**

### **3.1 Steve Butz, President and Chief Executive Officer of YMCA of Greater Vancouver**

Steven Butz, President and Chief Executive Officer of YMCA of Greater Vancouver, Darlene Hepburn, Vice President, Fund Development and Karen Price, Capital Campaign Manager, Chilliwack YMCA gave a presentation, providing an overview of YMCA activities and programs and its significance to develop healthy communities and how it aligns with the FVRD's strategic priorities.

It was noted that the YMCA is looking for \$250,000 funding from the Hospital District.

Discussion ensued and concerns were raised with regard to access of YMCA programs and level of support for far reaching rural areas, stipulation of the Hospital District Act with regards to funding for health facilities only and consideration of this initiative as a regional district function. Positive comments were also provided on the benefits of the YMCA programs to the FVRD as a whole.

## **4. MINUTES/MATTERS ARISING**

### **4.1 Minutes of the Regional and Corporate Services Committee Meeting - September 5, 2018**

Moved By BOUCHER

Seconded By FACIO

**THAT** the Minutes of the Regional and Corporate Services Committee Open Meeting of September 5, 2018 be adopted.

**CARRIED**

## **5. CORPORATE ADMINISTRATION**

### **5.1 Hospital District & Regional District Sponsorship of Community Events**

Mike Veenbaas, Director of Financial Services reiterated that at the September Hospital Board meeting staff was directed to develop a standardized process for consideration with respect to sponsorship to organizations and events. It was noted that the type of items that may be funded under the Hospital District Act is quite limited. It was also noted that the FVRD Regional Grant-in-Aid policy was developed in 1999. Discussion ensued and it was proposed that the policy be revised and brought forward for further discussion at the Committee of the Whole meeting during budget discussions.

Moved By GAETZ  
Seconded by ROSS

**THAT** the Fraser Valley Regional District Board direct staff to prepare a revised Regional Grant-in-Aid Policy for consideration at a Committee of the Whole meeting as part of budget consideration.

**CARRIED**

## **6. FINANCE**

No Items

## **7. REGIONAL PROGRAMS AND SERVICES**

### **7.1 ENVIRONMENTAL SERVICES**

#### **7.1.1 2018 Southern Interior Waste Managers' Association Conference – Overview**

Staff reported that all our concerns with Recycle BC with respect to incineration of “other flexible packaging” are being drafted in a letter to the Ministry of Environment and Climate Change Strategy.

### **7.2 REGIONAL PARKS**

No Items

**7.3 STRATEGIC PLANNING AND INITIATIVES**

No Items

**7.4 OUTDOOR RECREATION AND PLANNING**

No Items

**8. ADDENDA ITEMS/LATE ITEMS**

None

**9. REPORTS BY STAFF**

None

**10. REPORTS BY DIRECTORS**

None

**11. PUBLIC QUESTION PERIOD FOR ITEMS RELEVANT TO AGENDA**

None

**12. RESOLUTION TO CLOSE MEETING**

Moved By FACIO  
Seconded by BOUCHER

**THAT** the meeting be closed to the public, except for Senior Staff and the Executive Assistant, to consider matters pursuant to:

- Section 90(1)c of the Community Charter – labour relations or other employee relations

**CARRIED**

The Open Meeting recessed at 10:04 a.m.



### **13 RECONVENE OPEN MEETING**

The Open Meeting reconvened at 10.20 a.m.

### **14 ADJOURNMENT**

Moved By FACIO  
Seconded by VAN LAERHOVEN

**THAT** the Regional and Corporate Services Committee Open Meeting of October 11, 2018 be adjourned.

**CARRIED**

The Regional and Corporate Services Committee Open Meeting adjourned at 10.21 a.m.

MINUTES CERTIFIED CORRECT:

.....  
Director Jason Lum, Chair

To: CAO for the Regional and Corporate Services Committee

Date: 2018-12-11

From: Jaime Reilly, Manager of Corporate Administration

File No: 0530-01-01

**Subject: 2019 FVRD Board and Committee Meeting Schedule**

---

### **RECOMMENDATION**

**THAT** the Fraser Valley Regional District Board consider approval of the draft 2019 Board and Committee Schedule.

### **STRATEGIC AREA(S) OF FOCUS**

Provide Responsive & Effective Public Services

### **BACKGROUND**

At the December Board meeting each year, a proposed Board and Committee Schedule is provided to the Board for consideration.

### **DISCUSSION**

As provided in Fraser Valley Regional District Board and Committee Procedures Bylaw No. 1305, 2015, the meetings of the Regional and Corporate Services Committee and the Electoral Area Services Committee are to be scheduled for the second Tuesday of each month. Additionally, the procedures bylaw also provides that Board meetings be scheduled for the fourth Tuesday of each month.

In drafting the yearly meeting schedule, staff review the council meeting schedules for all six Member Municipalities to avoid any conflicts. Additionally, the dates for all the upcoming conferences, such as Federation of Canadian Municipalities, and Union of British Columbia Municipalities, are reviewed to ensure that there are no conflicts with proposed meeting dates.

The Recreation, Culture & Airpark Services Commission has set their schedule for 2019, and these meeting dates have been included in the 2019 FVRD Board and Committee Meeting Schedule.

Due to a number of conflicts with council meeting schedules and statutory holidays, the proposed schedule includes dates for meetings on a Wednesday or Thursday.

**COST**

None.

**CONCLUSION**

Following review of all Municipal Council meeting schedules, as well as 2019 conferences, the attached draft 2019 FVRD Board and Committee Schedule is being brought forward for the Board's consideration.

**COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services**

No further financial comments.

**Paul Gipps, Chief Administrative Officer**

Reviewed and supported

# 2019 FVRD Board & Committee Meeting Schedule

## JANUARY

- 8<sup>TH</sup> Recreation, Culture & Airpark Services Commission – 6:30 pm, TUE
- 9<sup>TH</sup> Regional and Corporate Services Committee – 9 am, **WED**
- Electoral Area Services Committee – 1:30 pm, **WED**
- 22<sup>ND</sup> Recreation, Culture & Airpark Services Commission – 6:30 pm, TUE
- 23<sup>RD</sup> Board/Hospital Board – 7 pm, **WED**

## FEBRUARY

- 12<sup>TH</sup> Regional and Corporate Services Committee – 9 am, TUE
- Electoral Area Services Committee – 1:30 pm, TUE
- 26<sup>TH</sup> Board/Hospital Board – 7 pm, TUE

## MARCH

- 5<sup>TH</sup> Recreation, Culture & Airpark Services Commission – 6:30 pm, TUE
- 12<sup>TH</sup> Regional and Corporate Services Committee – 9 am, TUE
- Electoral Area Services Committee – 1:30 pm, TUE
- 20<sup>TH</sup> Board/Hospital Board – 7 pm, **WED**

## APRIL

- 9<sup>TH</sup> Regional and Corporate Services Committee – 9 am, TUE
- Electoral Area Services Committee – 1:30 pm, TUE
- 16<sup>TH</sup> Recreation, Culture & Airpark Services Commission – 6:30 pm, TUE
- 25<sup>TH</sup> Board/Hospital Board – 7 pm, **THU**

## MAY

- 8<sup>TH</sup> Regional and Corporate Services Committee – 9 am, **WED**
- Electoral Area Services Committee – 1:30 pm, **WED**
- 22<sup>ND</sup> Board/Hospital Board – 7 pm, **WED**
- 29<sup>TH</sup> Recreation, Culture & Airpark Services Commission – 6:30 pm, **WED**

## JUNE

- 11<sup>TH</sup> Regional and Corporate Services Committee – 9 am, TUE
- Electoral Area Services Committee – 1:30 pm, TUE
- 25<sup>TH</sup> Board/Hospital Board – 7 pm, TUE

## JULY

- 9<sup>TH</sup> Regional and Corporate Services Committee – 9 am, TUE
- Electoral Area Services Committee – 1:30 pm, TUE
- 16<sup>TH</sup> Recreation, Culture & Airpark Services Commission – 6:30 pm, TUE
- 23<sup>RD</sup> Board/Hospital Board – 7 pm, TUE

## AUGUST

- 13<sup>TH</sup> Regional and Corporate Services Committee – 9 am, TUE
- Electoral Area Services Committee – 1:30 pm, TUE
- 27<sup>TH</sup> Board/Hospital Board – 7 pm, TUE
- At the Call of the Chair

## SEPTEMBER

- 10<sup>TH</sup> Regional and Corporate Services Committee – 9 am, TUE
- Electoral Area Services Committee – 1:30 pm, TUE
- 17<sup>TH</sup> Recreation, Culture & Airpark Services Commission – 6:30 pm, TUE
- 18<sup>TH</sup> Board/Hospital Board – 7 pm, **WED**

## OCTOBER

- 8<sup>TH</sup> Regional and Corporate Services Committee – 9 am, TUE
- Electoral Area Services Committee – 1:30 pm, TUE
- 22<sup>ND</sup> Board/Hospital Board – 7 pm, TUE
- 29<sup>TH</sup> Recreation, Culture & Airpark Services Commission – 6:30 pm, TUE

## NOVEMBER

- 14<sup>TH</sup> Regional and Corporate Services Committee – 9 am, **THU**
- Electoral Area Services Committee – 1:30 pm, **THU**
- 26<sup>TH</sup> Board/Hospital Board – 7 pm, TUE

## DECEMBER

- 3<sup>RD</sup> Recreation, Culture & Airpark Services Commission – 6:30 pm, TUE
- 10<sup>TH</sup> Regional and Corporate Services Committee – 9 am, TUE
- Electoral Area Services Committee – 1:30 pm, TUE
- 18<sup>TH</sup> Board/Hospital Board – 7 pm, **WED**

Fraser Valley Aboriginal Relations Committee – At the Call of the Chair

Meeting dates and times are subject to change. Please check [www.fvrd.ca](http://www.fvrd.ca) for the most up to date meeting schedule.

To: CAO for the Regional and Corporate Services Committee

Date: 2018-12-11

From: Jaime Reilly, Manager of Corporate Administration

File No: 3920-20-2019

**Subject: Regional District Chair and CAO Forum: March 26 and 27, 2019**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board authorize the Board Chair and Chief Administrative Officer to attend the Regional District Chair and CAO Forum to be held in Victoria, BC on March 26 and 27, 2019;

**AND THAT** registration fees, accommodation and travel expenses be approved from the Regional Administration Budget 101.

### BACKGROUND

The previous year's Regional District CEO / CAO Forum was held on March 20 and 21, 2018 in Victoria, BC. This event is normally held in conjunction with the Municipal Finance Authority Annual General Meeting.

### DISCUSSION

This event organized by the Union of BC Municipalities, and is attended by Regional District Chairs and CAOs from across British Columbia.

### COST

The cost of registration for the Regional District Chair and CAO Forum is invoiced on a per capita basis following the event. Registration fees in the past have been approximately \$50 per person.

The cost of hotel rooms for the event is \$135 plus taxes, per night, per person. As this event is held in Victoria, travel costs will include BC Ferry costs of \$191.90 per vehicle, plus mileage.

**COMMENTS BY:**

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported.

**Paul Gipps, Chief Administrative Officer**

Reviewed and supported

To: CAO for the Regional and Corporate Services Committee

Date: 2018-12-11

From: Jamie Benton, Environmental Services Coordinator

File No: 5368/18

**Subject: Love Food Hate Waste - Local Government Food Waste Prevention Partnership**

---

### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board enter into an agreement with the BC Ministry of Environment and Climate Change Strategy, to work in partnership to use and promote the *Love Food Hate Waste* educational campaign to encourage food waste prevention.

#### STRATEGIC AREA(S) OF FOCUS

Support Environmental Stewardship

Support Healthy & Sustainable Community

#### PRIORITIES

Priority #1 Waste Management

Priority #2 Air & Water Quality

### BACKGROUND

The Waste and Resources Action Programme (WRAP) in the United Kingdom started the *Love Food Hate Waste* (LFHW) campaign in 2007. Working with a range of partners LFHW provides tips, recipes, messages, graphics and consumer insights as part of targeted campaigns to tackle food waste. By 2013, avoidable household food waste in the UK had been cut by 21% per year, with over 8 million tonnes diverted.

The National Zero Waste Council announced in late 2017 that LFHW would have a national launch through their membership. The BC Provincial Government is one such member of the Council and has paid an annual service fee for a 3 year pilot so that any local government in BC can have access.

### DISCUSSION

The Fraser Valley Regional District (FVRD) through the approved Solid Waste Management Plan (SWMP) is committed to the three goals of (1) reducing waste generation (2) maximizing diversion and materials recovery and (3) managing residual waste responsibly. Organic waste diversion is a key driver in getting FVRD residents to think about their waste, increasing diversion efforts and finding alternative uses for this surplus material. One of several guiding principles under the SWMP is behavioural change, which the LFHW campaign uses to give top priority to preventing the production of food waste. By sharing materials on social media and through community outreach efforts, the FVRD and its

municipalities will be able to use LFHW campaign resources to educate and inform the public. This could be done by promoting meal planning or informing how certain food should be stored. Through three simple mottos – Keep It Fresh, Use It Up, and Plan It Out – this campaign will assist the FVRD in meeting its waste diversion targets.

The BC Ministry of Environment and Climate Change is paying for LFHW to be used by local governments through a partnership agreement to help promote the resources. The only condition is that the materials cannot be co-branded with local government logos. By local governments using the same resources a consistent message can be promoted across the province and country to help reduce food waste. This has the benefit of also allowing families and individuals to save money and is good for the environment by reducing the use of resources and packaging.

Through the partnership, the Ministry will provide digital materials, outreach resources and guidance, lead partnership calls and collect best practices and information. In turn, local governments will plan promotional opportunities and use the materials and resources, track the usage and participate in calls with Province and partners. Through the partnership all partners will get to share stories, best practices and lessons, new materials will be promoted and all partners will work with the Province on shaping the campaign. Confirmation of participation in the partnership is needed by January 18, 2019.

## **COST**

There is no upfront cost to becoming a partner. The Provincial Government has paid for a partnership licence. The costs going forward will be at the discretion of the local government in terms of how much money it uses to print and promote the materials. The FVRD would primarily promote through social media so there would be no direct costs.

## **CONCLUSION**

The Provincial government is offering all local governments in BC the use of LFHW campaign materials through a partnership agreement for three years. There is no cost for signing up, but all partners must be active in the campaign to use and promote materials, track usage and provide feedback. This opportunity will assist the FVRD and its member municipalities to promote the reduction of food waste which is a positive for the region, for families and individuals and the environment.

## **COMMENTS BY:**

<b>Barclay Pitkethly, Director of Regional Programs:</b>	Reviewed and supported
<b>Mike Veenbaas, Director of Financial Services:</b>	No further financial comments.
<b>Paul Gipps, Chief Administrative Officer:</b>	Reviewed and supported



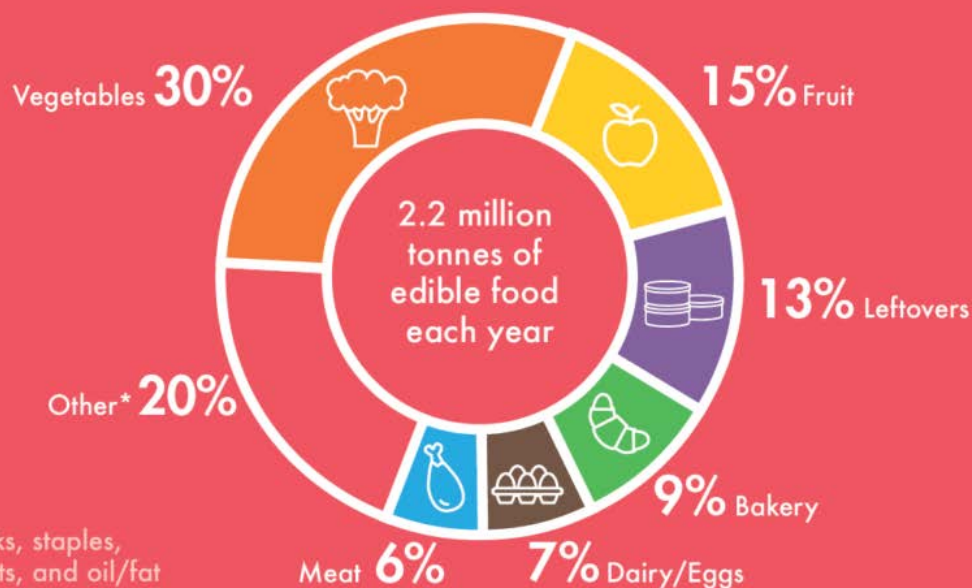
# LOVE FOOD hate waste CANADA

## WHERE IS FOOD WASTED?

47% of the value of food wasted in Canada can be attributed to households.



## WHAT IS WASTED IN CANADIAN HOUSEHOLDS?







YOU KNOW WHAT'S  
**LOONIE?**  
HOW MUCH FOOD WE WASTE.

An average household throws away  
\$1,100 of edible food per year.

Let's stop wasting food.  
[www.lovefoodhatewaste.ca](http://www.lovefoodhatewaste.ca)



WE THROW OUT  
**1,225,000 APPLES**  
EVERY DAY IN CANADA.

**SHOCKING, EH?**

Let's stop wasting food.  
[www.lovefoodhatewaste.ca](http://www.lovefoodhatewaste.ca)



**47% OF THE VALUE OF  
FOOD WASTE IN CANADA  
CAN BE ATTRIBUTED TO  
HOUSEHOLDS.**

**FOOD WASTE IN CANADA**



# WE WASTE HOW MUCH FOOD IN CANADA EVERY DAY?!

2.4 Million Potatoes

750 Thousand Loaves of Bread

1.2 Million Apples

1 Million Cups of Milk

450 Thousand Eggs

FOOD THROWN AWAY  
**EVERY DAY**  
IN CANADA:

 **450,000**  
EGGS

**2,400,000**  
POTATOES 

 **1,225,000**  
APPLES

**1,000,000**  
CUPS OF MILK 

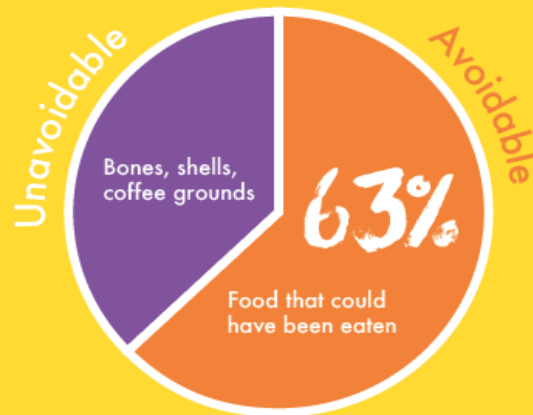
 **750,000**  
LOAVES OF BREAD

One third of all food produced globally is wasted, and 63% of the food Canadians throw away could have been eaten.

This problem isn't just in restaurants and grocery stores. Nearly 47% of the value of food waste in Canada occurs in our homes. This wasted food costs a typical Canadian household \$1,100 per year. The good news is that this problem is easy to solve if we all make some simple changes.


Visit [LoveFoodHateWaste.ca](http://LoveFoodHateWaste.ca) for easy tips to reduce your food waste.

**63%**  
OF FOOD WASTE  
IS AVOIDABLE



Visit [LoveFoodHateWaste.ca](http://LoveFoodHateWaste.ca) for ideas to reduce your food waste.

 Follow us on Facebook  
@LoveFoodHateWaste

 Follow us on Twitter  
@LFHW\_ca



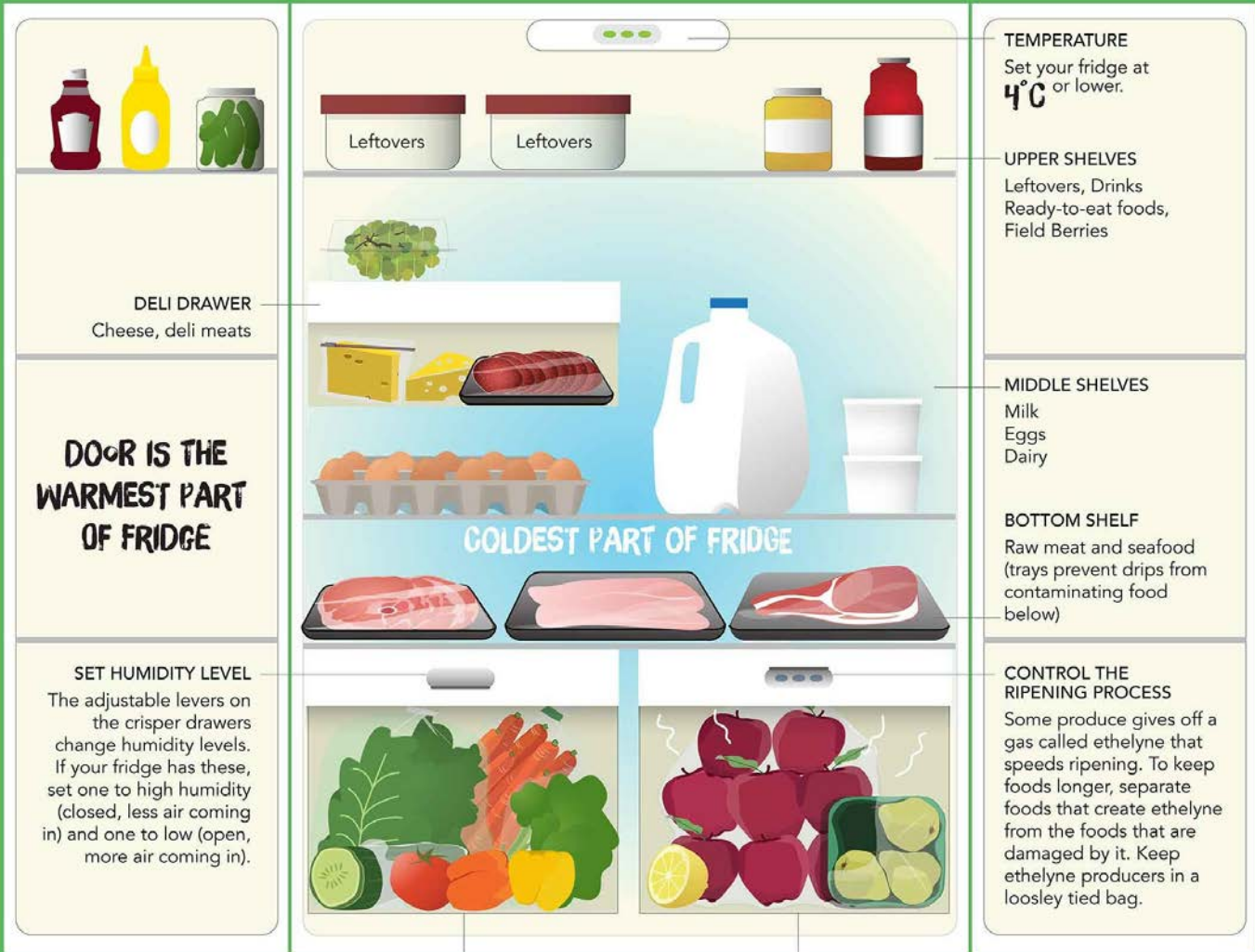
**ORGANIZE  
YOUR**

**FRIDGE**

**TO MAKE FOOD  
LAST LONGER**



# KEEP IT FRESH




**HIGH HUMIDITY DRAWER**  
VEGETABLES that WILT:  
Carrots, leafy greens,  
broccoli, asparagus,  
cabbage, cauliflower,  
cucumber, green beans,  
lettuce, spinach, squash,  
kiwi, peppers.


**LOW HUMIDITY DRAWER**  
(Ethylene Producers)  
FRUITS and some VEGETABLES:  
Apples, pears, grapes,  
mushrooms, peppers, melons,  
tomatoes, peaches, papayas,  
mangoes, oranges, lemons.

**LOVE  
FOOD  
hatewaste  
CANADA**

Follow us:   

## LATEST TWEETS

 In Canadian homes, we waste almost 2.2 million tonnes of edible food each year. Shocking, eh? Let's stop wasting f... <https://t.co/aYHj2WhBqV>  
19 hours ago

 Les ménages canadiens gaspillent en moyenne 2,2 millions de tonnes d'aliments comestibles par année. Choquant, n'est-ce pas?

## INSTAGRAM FEED



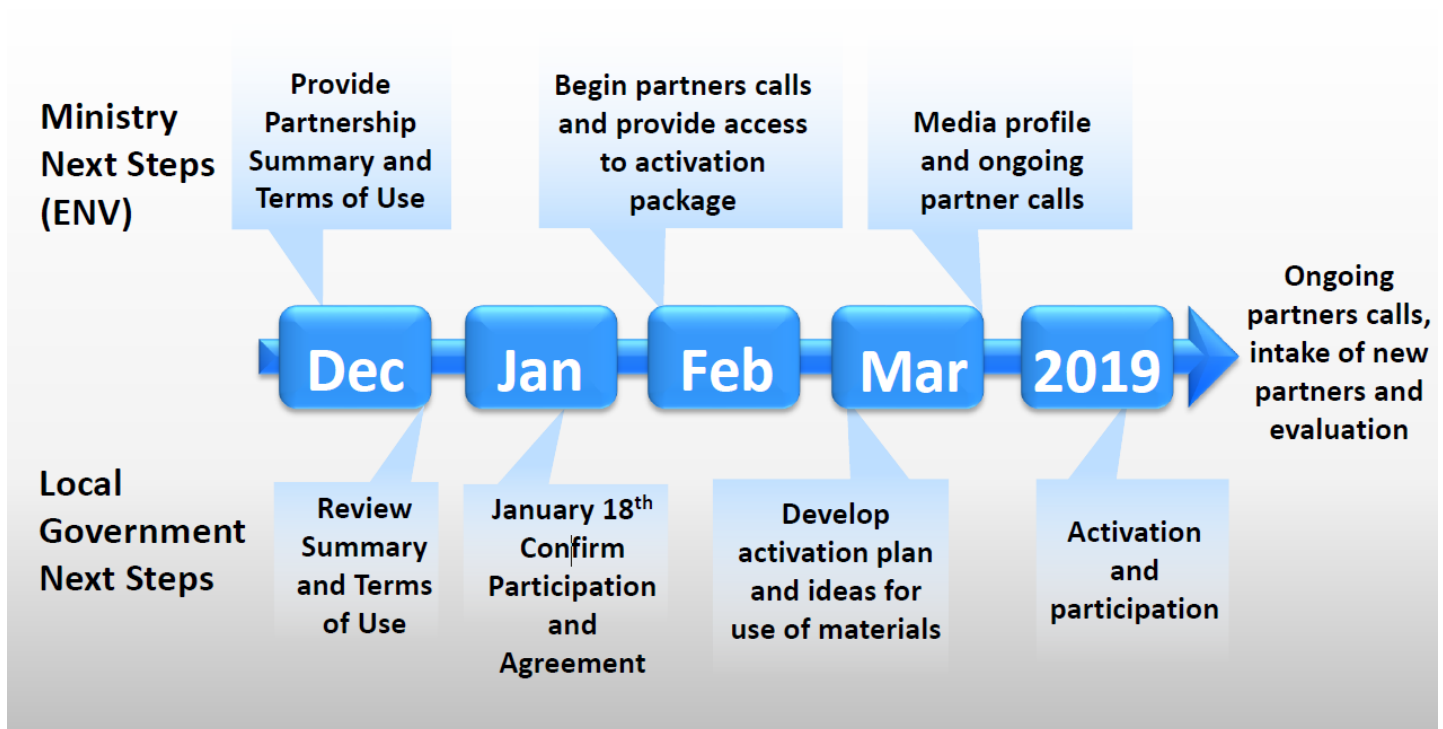
## CONTACT US

Email: [info@lovefoodhatewaste.ca](mailto:info@lovefoodhatewaste.ca)

# Love Food Hate Waste

## Local Government Food Waste Provincial Partnership

### Next Steps and Timeline



To: Regional and Corporate Services Committee

Date: 2018-12-11

From: Micha Gutmanis, Environmental Services Coordinator

File No: 1855-35

**Subject: BC Hydro Grant Award and Energy Efficiency Study at Hope Recreation Centre**

---

### INTENT

This report is intended to advise the Committee that the Fraser Valley Regional District has been awarded a BC Hydro PowerSmart grant in the amount of \$43,000 to undertake an Energy Efficiency Study for the Hope Recreation Centre and adjoining Curling Rink. Staff is not looking for a recommendation and has forwarded this information should members want more clarification or to discuss the item further.

### STRATEGIC AREA(S) OF FOCUS

### PRIORITIES

Support Environmental Stewardship

Priority #2 Air & Water Quality

Support Healthy & Sustainable Community

### BACKGROUND

The Fraser Valley Regional District (FVRD) continually strives toward a more sustainable future in every aspect of its operations. The Hope Recreation Centre, a facility providing space for recreation and community-building, happens to be the FVRD's largest greenhouse gas contributor. The sheer size of the buildings, as well as aging infrastructure, makes the Hope Recreation Centre Complex, which includes the Aquatic Centre, Library, Ice Arena, Conference Centre, and adjoining Curling Rink, a very energy intensive and expensive operation. A large amount of energy is required to provide heating and cooling of the buildings, creation and maintenance of ice, and for heating the swimming pool.

Energy efficiency upgrades in recreation centres are becoming increasingly important as a climate change mitigation measure and to reduce costs. While electricity is a clean source of energy in British Columbia, it is important to find efficiencies to reduce the overall electrical demand and operation costs in the buildings. Recreation centres throughout Canada that have implemented energy efficiency upgrades have both decreased their carbon footprint and realized substantial long-term financial savings.

The Hope Recreation Centre Complex is energy inefficient, with 1,868,000 kWh of thermal energy dissipated to the outdoor air through a cooling tower or through the municipal sewer system, and wastes domestic water. The buildings are heated with natural gas boilers or furnaces, and the

refrigeration plants in the facility produce about 34% more energy than is needed to heat the buildings per year.

Besides environmental and cost saving considerations, recent incidents at other ice arenas have highlighted that the safe use of ammonia is still a concern. Although the Hope Recreation Ice Arena has an outstanding safety record and follows recommended safe working protocol, the ammonia system is not the safest option available.

## **DISCUSSION**

The FVRD has been successful in securing a \$43,000 grant from BC Hydro under its PowerSmart Program to undertake an Energy Efficiency Study at the Complex. The Energy Efficiency Study will include a comprehensive review of energy savings potential and introduce recommendations to improve the energy efficiency of the buildings. Not only will it look at the mechanical and electrical equipment, but the Study will also include a water audit which will analyze ways to reduce water usage. This study is expected to be completed in the Spring of 2019.

Earlier in 2018, the FVRD hired an engineering company to look into the feasibility of a Ground-Source Heat Pump system (geothermal heat pump) for the Hope Recreation Centre Complex. A Ground-Source Heat Pump is a central heating and/or cooling system that transfers heat to or from the ground. Closing the energy loop with a geothermal heat pump will effectively divert heat from the cooling tower and municipal sewer system to heat the buildings. This will eliminate the use of gas and reduce CO<sub>2</sub> emissions by approximately 290 tonnes (93%) annually. A geothermal heat pump retrofit will also eliminate the use of ammonia and ensure the Complex continues to be a safe and environmentally sustainable space for the community.

The FVRD is currently pursuing separate, additional grant funding to assist in energy upgrades that may be recommended from the BC Hydro Energy Efficiency Study and to implement infrastructure required for a potential geothermal heat pump retrofit of the entire Complex.

## **COST**

The total cost of the BC Hydro Energy Efficiency Study, \$43,000, will be covered by the secured BC Hydro PowerSmart Program grant. Approval to proceed with any energy upgrades or a geothermal heat pump project will be sought from the Board once all anticipated costs are known.

## **CONCLUSION**

As a signatory of the BC Climate Action Charter, the FVRD is committed to becoming carbon neutral in all of its operations. The BC Hydro PowerSmart \$43,000 grant that the FVRD has obtained will directly fund the Energy Efficiency Study for the Complex, and provide long-term energy efficiency strategies to implement in conjunction with a potential geothermal heat pump retrofit project.



**COMMENTS BY:**

**Barclay Pitkethly, Director of Regional Programs**

Reviewed and supported

**Mike Veenbaas, Director of Financial Services**

Reviewed and supported

**Paul Gipps, Chief Administrative Officer**

Reviewed and supported