



# REGIONAL DISTRICT of Fraser-Fort George

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## REPORT FOR COMMITTEE CONSIDERATION

TO: Chair and Members, Environment and Parks Standing Committee

File No.: REGI 1.0

FROM: Laura Zapotichny, General Manager of Environmental Services

DATE: February 7, 2025

SUBJECT: Solid Waste Asset Management Planning Consulting Services

SUMMARY: Purpose: Consider Competitive Bid Process

Attachments: Backgrounder

Previous Reports: None

### RECOMMENDATION(S):

1. THAT the report dated February 7, 2025, regarding "Solid Waste Asset Management Planning Consulting Services" be received for information.
2. THAT the Committee recommend to the Board that a competitive bid process be entered into for the purpose of engaging consulting services for solid waste asset management planning.

ENTITLEMENT	HOW VOTE COUNTED
All 1 Director/1 vote	Majority
All 1 Director/1 vote	Majority

### ISSUE(S):

The Regional District of Fraser Fort George (Regional District) operates an extensive network of landfills and transfer stations. Many of these sites are aging, with extensive infrastructure in place that will require repair, refurbishment, or replacement over the next decade. Additionally, the Regional District is undertaking an expansion at the Foothills Boulevard Regional Landfill in the construction of Cell 2 and is seeking to quantify the available air space from this expansion and understand its value to the Regional District.

The Regional District currently has a five-year solid waste financial plan that supports the long-term operation and demand planning of the Regional District's landfill and transfer station assets; however, it is recognized that this plan is only a component of a much larger picture that considers all of the Regional District's extensive solid waste operations, maintenance needs, and infrastructure management.

The Committee is being asked to recommend to the Board to consider entering into a competitive bid process for the purpose of retaining a consultant to undertake an evaluation of assets within the solid waste network.

### RELEVANT POLICIES:

1. Regional Solid Waste Management Plan:
  - provides an implementation schedule for the waste characterization study
2. Policy RD-03-09: Procurement of Goods and Services:
  - provides for procurement levels and limits
3. Regional Solid Waste Management Financial Plan 2021
  - Provides a framework for revenue and requestion levels to support the objectives of the Regional Solid Waste Management Plan and meet regulatory obligations

**STRATEGIC PRIORITIES ALIGNMENT:**

- |  |   |  |  |
|--|---|--|--|
| <input type="checkbox"/> Indigenous and Intergovernmental Partnerships | <input type="checkbox"/> Organizational Strength and Adaptability | <input checked="" type="checkbox"/> Quality Community Services | <input checked="" type="checkbox"/> Environmental Stewardship and Climate Action |
| <input type="checkbox"/> Awareness and Engagement                      | <input type="checkbox"/> Statutory or Routine Business            |  |  |

**SERVICE RELEVANCE:**

The Regional District provides solid waste services for the entire Regional District of Fraser-Fort George.

**FINANCIAL CONSIDERATION(S):**

Budget implications for this service are reflected in the proposed 2025 Solid Waste Management (3305) Budget.

**OTHER CONSIDERATION(S):**

N/A

**DECISION OPTIONS:**

1. Approve recommendations.
  - a recommendation will be made to the Board that a competitive bid process be entered into for the purpose of engaging consulting services for Solid Waste Asset Management

Other Options:

- a. do not make a recommendation to enter into a competitive bid process for the purpose of engaging consulting services for Solid Waste Asset Management
  - would result in this work being delayed

**COMMENTS:**

As part of the Regional District's Asset Management Strategy (2017), one of the policy considerations is to create service specific asset management plans. The creation of an asset management plan for solid waste would help meet this goal. Additionally, the Regional District is looking to update the 2021 Regional Solid Waste Management Financial Plan in 2026.

A full understanding of the status of the solid waste management network would contribute to greater accuracy in financial planning of this service.

Respectfully submitted,

"Laura Zapotichny"

Laura Zapotichny  
General Manager of Environmental Services

LZ:jt



# REGIONAL DISTRICT of Fraser-Fort George

## BACKGROUND – SOLID WASTE ASSET MANAGEMENT

The provision of solid waste management services is one of a number of regional wide services provided by the Regional District to all of the electoral areas and member municipalities. The importance of this service cannot be understated, and it is imperative for the Regional District to have a financial plan, including a fulsome asset management assessment, to guide decisions regarding the financial state of solid waste services in the region.

### **Why Solid Waste Asset Management Planning (AMP)?**

Implementing asset management practices in solid waste operations is critical to:

- ensure efficient waste disposal;
- minimize environmental impact;
- optimize financial planning; and,
- maintain reliable service levels

by proactively identifying and addressing potential issues with facilities and infrastructure, which will ultimately extend their lifespan and reduce unexpected disruptions.

### **What is the Objective of Asset Management Planning?**

The objective of asset management planning is to deliver a technical and financial roadmap for managing the Regional District's solid waste facilities and assets and to provide the means for the Regional District to maximize value from its assets, at the lowest overall expense, while at the same time maintaining service levels for its residents.

### **Regional District of Fraser-Fort George's Asset Management (AM) Strategy**

As part of the Regional District's Asset Management Strategy (2017), one of the policy considerations is to create service specific asset management plans. The procurement of a consultant to prepare a solid waste management plan will be a major step forward in meeting the goals of the AM strategy; information for grant opportunities; updated five-year financial plan and a more robust regional solid waste management plan.

- **Asset Inventory and Condition Assessment:**
  - Detailed list of all solid waste assets (equipment, bins, containers, facilities) with age, condition, and maintenance history
  - Landfill Cell airspace
  - Breakdown of critical components with potential failure points
  - Visual inspections and performance data analysis (e.g., equipment breakdowns, bin damage)
- **Performance Metrics and Trends:**
  - Waste generation per capita
  - Recycling and composting diversion rates
  - Landfill capacity utilization
  - Costs associated with regional wide waste disposal, composting and recycling
- **Maintenance and Repair Strategies:**
  - Current maintenance practices and budget allocation
  - Preventive maintenance schedule for equipment and assets
  - Repair and replacement policies for aging assets
  - Cost-benefit analysis of repair vs. replacement options
- **Capital Improvement Plan:**
  - Identified needs for infrastructure upgrades (new equipment, landfill improvements such as Cell 2 and commercial entrance)
  - Estimated project costs and funding sources
  - Phased implementation plan considering budget constraints
- **Sustainability Initiatives:** (in support of goals identified in the Regional Solid Waste Management Plan)
  - Strategies to increase diversion rates
  - Environmental impact analysis of waste management practices

The key reasons to implement asset management in solid waste:

- **Cost savings:**
  - By identifying maintenance needs early, preventing breakdowns, and optimizing asset utilization, asset management can significantly reduce operational costs associated with repairs and replacements.
- **Environmental protection:**
  - Proper asset management helps minimize waste generation by optimizing and extending the lifespan of the landfills, contributing to a smaller environmental footprint.
- **Improved service quality:**
  - Proactive maintenance ensures reliable waste disposal services, minimizing disruptions and complaints from residents.
- **Risk mitigation:**
  - By monitoring asset condition and identifying potential failures, asset management can proactively address risks related to equipment breakdowns, safety hazards, and environmental contamination.
- **Data-driven decision making:**
  - Asset management systems gather data on equipment performance, allowing for informed decisions regarding maintenance schedules, asset replacement, and resource allocation.
- **Compliance with regulations:**
  - Proper asset management practices can help ensure compliance with environmental regulations related to waste disposal and handling.

Engaging a consultant to undertake this work will help guide Administration and the Board in long term solid waste management planning including:

- Updating the 2021 Regional Solid Waste Management Financial Plan
- Updating the 2011 Integrated Landfill Management Plan
- Updating the 2015-2025 Regional Solid Waste Management Plan