



**GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT (GVS&DD)
BOARD OF DIRECTORS**

BOARD MEETING

Friday, May 31, 2024

**Immediately following the Special Joint Board Meeting scheduled at 9:00 am
28th Floor Boardroom, 4515 Central Boulevard, Burnaby, British Columbia
Webstream available at <https://metrovancover.org>**

[Membership and Votes](#)

A G E N D A¹

A. ADOPTION OF THE AGENDA

1. May 31, 2024 Meeting Agenda

That the GVS&DD Board adopt the agenda for its meeting scheduled for May 31, 2024 as circulated.

B. ADOPTION OF THE MINUTES

1. April 17, 2024 Meeting Minutes

pg. 4

That the GVS&DD Board adopt the minutes for its special joint meeting held April 17, 2024 as circulated.

2. April 26, 2024 Meeting Minutes

pg. 9

That the GVS&DD Board adopt the minutes for its meeting held April 26, 2024 as circulated.

3. May 17, 2024 Meeting Minutes

pg. 16

That the GVS&DD Board adopt the minutes for its special joint meeting held May 17, 2024 as circulated.

C. DELEGATIONS

D. INVITED PRESENTATIONS

¹ Note: Recommendation is shown under each item, where applicable. All Directors vote unless otherwise noted.

E. CONSENT AGENDA

Note: Directors may adopt in one motion all recommendations appearing on the Consent Agenda or, prior to the vote, request an item be removed from the Consent Agenda for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

F. ITEMS REMOVED FROM THE CONSENT AGENDA

G. REPORTS NOT INCLUDED IN CONSENT AGENDA

1. LIQUID WASTE COMMITTEE REPORTS

1.1 GVS&DD Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw *pg. 21*

That the GVS&DD Board:

- a) give first, second, and third reading to *Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024*; and
- b) pass and finally adopt *Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024*.

H. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

1. Director Buchanan provided the following Notice of Motion on May 17, 2024 for consideration at the May 31, 2024 GVS&DD Board Meeting:

That the GVS&DD Board direct staff to:

- a) create a substantive budget engagement process that includes:
 1. newspaper ads
 2. direct mailers
 3. online submissions portal
 4. a comprehensive budget information page on Metro Vancouver's website
 5. community stakeholder and resident sessions on the budget for all areas served by Metro Vancouver, as well as
 6. community stakeholder and resident sessions explaining the budget impacts of the WWTP to those most heavily impacted, and
- b) before completion of the budget, report back to the Board with a summary of the engagement activities and feedback by sewer region, including how public engagement changed and improved the budget, Metro's workplan, and budget allocations.

I. OTHER BUSINESS

1. GVS&DD Board Committee Information Items and Delegation Summaries *pg. 43*

J. RESOLUTION TO CLOSE MEETING

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

That the GVS&DD Board close its meeting scheduled for May 31, 2024 pursuant to section 226 (1) (a) of the *Local Government Act* and the *Community Charter* provisions as follows:

- 90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and
 - (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

K. ADJOURNMENT

That the GVS&DD Board adjourn its meeting of May 31, 2024.

**SPECIAL JOINT MEETING
MVRD, MVHC, GVWD, and GVS&DD BOARDS**

Minutes of the Special Joint Meeting of the Metro Vancouver Regional District (MVRD), Metro Vancouver Housing Corporation (MVHC), the Greater Vancouver Water District (GVWD), and the Greater Vancouver Sewerage and Drainage District (GVS&DD) Boards of Directors held at 9:03 am on Wednesday, April 17, 2024, in the 28th Floor Boardroom, 4515 Central Boulevard, Burnaby, British Columbia.

MEMBERS PRESENT:

Delta, Chair, Director George V. Harvie
Anmore, Vice Chair, Director John McEwen
Belcarra, Director Jamie Ross (departed at 10:42 am)
Burnaby, Director Pietro Calendino
Burnaby, Director Sav Dhaliwal
Burnaby, Director Mike Hurley
Coquitlam, Alternate Director Richard Stewart for Director Craig Hodge
Coquitlam, Director Teri Towner
Delta, Director Dylan Kruger
Electoral Area A, Director Jen McCutcheon (arrived at 9:16 am)
Langley City, Director Paul Albrecht*
Langley Township, Director Steve Ferguson
Langley Township, Director Eric Woodward
Maple Ridge, Director Dan Ruimy
New Westminster, Director Patrick Johnstone (departed at 10:41 am)
North Vancouver City, Director Linda Buchanan* (departed at 11:22 am)
North Vancouver District, Alternate Director Mike Little for Director Lisa Muri
Pitt Meadows, Alternate Director Tracy Elke for Director Nicole MacDonald

Port Coquitlam, Director Brad West (arrived at 9:05 am; departed at 10:39 am)
Port Moody, Director Meghan Lahti
Richmond, Director Chak Au
Richmond, Director Malcolm Brodie
Richmond, Director Bill McNulty
Surrey, Director Harry Bains
Surrey, Director Mike Bose
Surrey, Director Gordon Hepner (arrived at 9:23 am)
Surrey, Director Pardeep Kooner
Surrey, Director Brenda Locke
Surrey, Director Rob Stutt
Vancouver, Director Rebecca Bligh
Vancouver, Director Adriane Carr
Vancouver, Director Lisa Dominato
Vancouver, Director Sarah Kirby-Yung*
Vancouver, Director Mike Klassen*
Vancouver, Director Lenny Zhou
West Vancouver, Alternate Director Sharon Thompson for Director Mark Sager (departed at 11:24 am)
White Rock, Director Megan Knight

MEMBERS ABSENT:

Bowen Island, Director Andrew Leonard
Lions Bay, Director Ken Berry
scəwəθən məsteyəx^w (Tsawwassen First Nation),
Director, Laura Cassidy*

Vancouver, Director Ken Sim

* denotes electronic meeting participation as authorized by the *Procedure Bylaw*

STAFF PRESENT:

Jerry W. Dobrovolny, Chief Administrative Officer
Dorothy Shermer, Corporate Officer
Sonu Kailley, Director, Financial Planning, Financial Services
Janis Knaupp, Program Manager, Legislative Services, Board and Information Services
Heather McNell, Deputy Chief Administrative officer, Policy & Planning
Harji Varn, Chief Financial Officer/General Manager, Financial Services

A. ADOPTION OF THE AGENDA

1. April 17, 2024 Special Meeting Agenda

It was MOVED and SECONDED

That the MVRD, MVHC, GVWD, and GVS&DD Boards adopt the agenda for their special meeting scheduled for April 17, 2024 as circulated.

CARRIED

9:05 am Director West arrived at the meeting.

B. REPORTS FROM COMMITTEE OR COMMISSIONER/CHIEF ADMINISTRATIVE OFFICER

1. BOARD BUDGET WORKSHOP BACKGROUND MATERIALS

Jerry W. Dobrovolny, Commissioner/Chief Administrative Officer, Harji Varn, Chief Financial Officer/General Manager, Financial Services, and Sonu Kailley, Director, Financial Planning, Financial Services provided members with an on-table presentation titled “Board Budget Workshop 2025 Budget and 5-Year Financial Plan”.

9:16 am Director McCutcheon arrived at the meeting.

9:23 am Director Hepner arrived at the meeting.

In response to questions, Jerry W. Dobrovolny, Harji Varn, and Sonu Kailley informed members that:

- staff are working with a consultant to analyze the GVS&DD and GVWD Development Cost Charges waiver framework for non-profit affordable rental housing, and the feasibility of expanding the waiver to for-profit developers building affordable and social housing that will be transferred to a non-profit or public entity;
- having a single sewerage area is not possible prior to 2026; and
- a 2025 levy to include the adjusted NSWWT Program budget achieves \$90M savings in debt servicing costs.

Members commented on:

- risks and cost implications of deferring infrastructure projects in the 2025 budget;

- historical and current cost allocation methods;
- how a change in cost allocation for the NSSWWTP Program may affect household impacts related to future capital projects; and
- the need for more information on the cost allocation methods and approaches to phase in the NSWWTP Program costs in the next five-year budget.

It was MOVED and SECONDED

That the GVWD Board direct staff to bring a report to the Finance Committee on the dissolution of the Water Supply Agreements for Phase 2 of the Jericho Reservoir between the Greater Vancouver Water District and the Township of Langley and between the Greater Vancouver Water District and the City of Surrey.

CARRIED

Main Motion

It was MOVED and SECONDED

That staff be directed to provide 1) further analysis of options for allocating the household impact of the \$2.8 billion cost required to complete the NSWWTP Program; and 2) further information on Tier 1, 2, and 3 costs related to the NSWWTP Program for consideration at an additional Board Budget workshop.

10:39 am Director West departed the meeting.

10:41 am Director Johnstone departed the meeting.

10:42 am Director Ross departed the meeting.

Amendment to the Main Motion

It was MOVED and SECONDED

That the foregoing Main Motion be amended by replacing “allocating” with “phasing in”, and by replacing “to complete the NSWWTP Program” with “to complete the NSWWTP Program using current sewerage allocation model”.

Recorded Vote

A member requested that a recorded vote be conducted.

Name	For	Against
Albrecht. P		2
Au. C	3	
Bains. H	5	
Bligh. R		5
Bose. M	4	
Brodie. M	4	
Buchanan. L		3
Calendino. P	4	
Carr. A		4

Name	For	Against
Dhaliwal. S	4	
Dominato. L		5
Elke. T		1
Ferguson. S		3
Harvie. G		3
Hepner. G	5	
Hurley. M	5	
Kirby-Yung. S		5
Klassen. M		5
Knight. M	2	
Kooner. P	5	
Kruger. D		3
Lahti. M		2
Little. M		5
Locke. B	5	
McCutcheon. J		1
McEwen. J		1
McNulty. W	4	
Ruimy. D		5
Stewart. R		4
Stutt. R	5	
Thompson. S		3
Towner. T		4
Woodward. E		4
Zhou. L		5
Total Votes	55	73

DEFEATED

11:22 am Director Buchanan departed the meeting.

Question on the Main Motion

Question was called on the Main Motion:

That staff be directed to provide 1) further analysis of options for allocating the household impact of the \$2.8 billion cost required to complete the NSWWTP Program; and 2) further information on Tier 1, 2, and 3 costs related to the NSWWTP Program for consideration at an additional Board Budget workshop.

CARRIED

11:24 am Alternate Director Thompson departed the meeting.

It was MOVED and SECONDED

That the GVS&DD Board direct staff to undertake an analysis of amending the GVS&DD's cost allocation formula to move to a single sewage area, including equity considerations with respect to current and past models, and report back to the Finance Committee.

DEFEATED

C. ADJOURNMENT

It was MOVED and SECONDED

That the MVRD, MVHC, GVWD, and GVS&DD Boards adjourn their special joint meeting of April 17, 2024.

CARRIED

(Time: 11:26 am)

CERTIFIED CORRECT

Dorothy Shermer, Corporate Officer

George V. Harvie, Chair

67444519

**GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT
BOARD OF DIRECTORS**

Minutes of the Regular Meeting of the Greater Vancouver Sewerage and Drainage District (GVS&DD) Board of Directors held at 9:51 am on Friday, April 26, 2024, in the 28th Floor Boardroom, 4515 Central Boulevard, Burnaby, British Columbia.

MEMBERS PRESENT:

Delta, Chair, Director George V. Harvie
Anmore, Vice Chair, Director John McEwen
Burnaby, Director Pietro Calendino
Burnaby, Director Sav Dhaliwal
Burnaby, Director Mike Hurley*
Coquitlam, Director Craig Hodge*
Coquitlam, Director Teri Towner
Delta, Director Dylan Kruger
Electoral Area A, Director Jen McCutcheon
Langley City, Director Paul Albrecht
Langley Township, Director Steve Ferguson
Langley Township, Director Eric Woodward
Maple Ridge, Director Dan Ruimy
New Westminster, Director Patrick Johnstone
North Vancouver City, Director Linda Buchanan
North Vancouver District, Director Lisa Muri
Pitt Meadows, Alternate Director Tracy Elke for
Director Nicole MacDonald
Port Coquitlam, Director Brad West
Port Moody, Director Meghan Lahti
Richmond, Director Chak Au

Richmond, Director Malcolm Brodie
Richmond, Director Bill McNulty
Surrey, Director Harry Bains
Surrey, Director Mike Bose
Surrey, Director Gordon Hepner
Surrey, Director Pardeep Kooner
Surrey, Director Brenda Locke
Surrey, Director Rob Stutt
Vancouver, Director Rebecca Bligh
Vancouver, Director Adriane Carr
Vancouver, Director Lisa Dominato
Vancouver, Director Sarah Kirby-Yung*
Vancouver, Director Mike Klassen
Vancouver, Alternate Director Peter Meiszner
for Director Ken Sim
Vancouver, Director Lenny Zhou
West Vancouver, Director Mark Sager
White Rock, Director Megan Knight
Commissioner Jerry W. Dobrovolsky
(Non-voting member)

STAFF PRESENT:

Dorothy Shermer, Corporate Officer
Catherine Grosson, Legislative Services Coordinator, Board and Information Services

* denotes electronic meeting participation as authorized by the *Procedure Bylaw*

A. ADOPTION OF THE AGENDA

1. April 26, 2024 Meeting Agenda

It was MOVED and SECONDED

That the GVS&DD Board adopt the revised agenda for its meeting scheduled for April 26, 2024 as circulated.

CARRIED

B. ADOPTION OF THE MINUTES

1. March 22, 2024 Meeting Minutes

It was MOVED and SECONDED

That the GVS&DD Board adopt the minutes for its meeting held March 22, 2024 as circulated.

CARRIED

C. DELEGATIONS

No items presented.

D. INVITED PRESENTATIONS

No items presented.

E. CONSENT AGENDA

It was MOVED and SECONDED

That the GVS&DD Board adopt the recommendations presented in the following items as presented in the April 26, 2024 GVS&DD Board Consent Agenda:

- 1.1 2022 Integrated Solid Waste and Resource Management Plan Biennial Report
- 1.2 Waste-to-Energy Facility District Energy System Project Update
- 1.3 Appointment of Enforcement Officers and Deputy Solid Waste Manager
- 2.1 Appointment of Enforcement Officers
- 3.1 Audited 2023 Financial Statements and Annual Financial Results

CARRIED

The items and recommendations referred to above are as follows:

1.1 2022 Integrated Solid Waste and Resource Management Plan Biennial Report

Report dated March 20, 2024 from Terry Fulton, Senior Project Engineer, Solid Waste Services, seeking GVS&DD Board direction to request feedback on the draft *2022 Integrated Solid Waste and Resource Management Plan Biennial Report* from First Nations and interested parties, and to submit the report and any feedback to the Province of British Columbia.

Recommendation:

That the GVS&DD Board direct staff to:

- a) invite feedback on the *draft 2022 Integrated Solid Waste and Resource Management Plan Biennial Report* from First Nations and interested parties; and
- b) submit the *2022 Integrated Solid Waste and Resource Management Plan Biennial Report* and feedback to the Ministry of Environment and Climate Change Strategy.

Adopted on Consent

1.2 Waste-to-Energy Facility District Energy System Project Update

Report dated March 27, 2024 from Sarah Wellman, Senior Engineer, Solid Waste Services, providing an update on the status of the Waste-to-Energy Facility District Energy System Project.

Recommendation:

That the GVS&DD Board receive for information the report dated March 27, 2024, titled "Waste-to-Energy Facility District Energy System Project Update".

Adopted on Consent

1.3 Appointment of Enforcement Officers and Deputy Solid Waste Manager

Report dated March 12, 2024 from Kathy Preston, Director, Environmental Regulation and Enforcement, Parks and Environment, requesting the GVS&DD Board to appoint one Metro Vancouver employee as a Board-designated Deputy Solid Waste Manager, and two Metro Vancouver employees as Board-designated Officers, and to rescind the appointments of one former Officer, and the current Deputy Solid Waste Manager.

Recommendation:

That the GVS&DD Board:

- a) pursuant to the *Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996* and the *Environmental Management Act*:
 - i. rescind the appointment of Michelle Jones as the deputy solid waste manager;
 - ii. appoint Metro Vancouver employee Nicole MacDonald as the deputy solid waste manager;
 - iii. rescind the appointment of Scott Brown as an officer; and
 - iv. appoint Metro Vancouver employees Sonia Ganjehei and Nicole MacDonald as officers; and
- b) pursuant to Section 28 of the *Offence Act* for the purpose of serving summons for alleged violations under the *Greater Vancouver Sewerage and Drainage District Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996*:
 - i. rescind the appointment of Scott Brown; and
 - ii. appoint Metro Vancouver employees Sonia Ganjehei and Nicole MacDonald.

Adopted on Consent

2.1 Appointment of Enforcement Officers

Report dated March 20, 2024 from Maari Hirvi Mayne, Program Manager, Enforcement and Regulation Liquid Waste, Environmental Regulation and Enforcement, requesting the GVS&DD Board to appoint and rescind appointments of Metro Vancouver and City of Vancouver employees as Board-designated officers.

Recommendation:

That the GVS&DD Board:

- a) pursuant to the *Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007* and the *Environmental Management Act*:
 - i. rescind the appointments of former Metro Vancouver employee Scott Brown, and City of Vancouver employee Jason Koepke as officers; and
 - ii. appoint Metro Vancouver employees Sonia Ganjehei and Nicole MacDonald, and City of Vancouver employee Bruna Botti Cruz as officers.
- b) pursuant to section 28 of the *Offence Act* for the purpose of serving summons for alleged violations under the *Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007*:
 - i. rescind the appointment of former Metro Vancouver employee Scott Brown; and
 - ii. appoint Metro Vancouver employees Sonia Ganjehei and Nicole MacDonald.

Adopted on Consent

3.1 Audited 2023 Financial Statements and Annual Financial Results

Report dated April 3, 2024, from Linda Sabatini, Director, Financial Operations, Financial Services, seeking MVRD Board, GVS&DD Board, GVWD Board, and MVHC Board approval for the Audited 2023 Financial Statements, and providing the 2023 Annual Financial Results for information.

Recommendation:

That the GVS&DD Board approve the Audited 2023 Financial Statements for the Greater Vancouver Sewerage and Drainage District.

Adopted on Consent

F. ITEMS REMOVED FROM THE CONSENT AGENDA

No items presented.

G. REPORTS NOT INCLUDED IN CONSENT AGENDA

1.1 Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amendment Bylaw No. 376, 2024 – Fraser Sewerage Area – Langley (4276 248 Street)

Report dated April 2, 2024 from Maria Edwards, Project Engineer, Policy Planning and Analysis, Liquid Waste Services, seeking GVS&DD Board adoption of *Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amendment Bylaw No. 376, 2024* approving the Township of Langley's request to amend the Fraser Sewerage Area to include two building footprints at 4276 - 248 Street, Langley.

It was MOVED and SECONDED

That the GVS&DD Board give first, second and third reading to the *Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amendment Bylaw No. 376, 2024*.

CARRIED

It was MOVED and SECONDED

That the GVS&DD Board pass, and finally adopt the *Greater Vancouver Sewerage and Drainage District Sewerage and Drainage Areas Boundaries Amendment Bylaw No. 376, 2024*.

CARRIED

2.1 Greater Vancouver Sewerage and Drainage District Development Cost Charge Reserve Fund Expenditure Bylaw No. 377, 2024

Report dated March 27, 2024, Sonu Kailley, Director, Financial Planning, Financial Services, seeking first, second, and third readings and adoption of the *Greater Vancouver Sewerage and Drainage District Development Cost Charge Reserve Fund Expenditure Bylaw No. 377, 2024*.

It was MOVED and SECONDED

That the GVS&DD Board give first, second and third reading to the *Greater Vancouver Sewerage and Drainage District Development Cost Charge Reserve Fund Expenditure Bylaw No. 377, 2024*.

CARRIED

It was MOVED and SECONDED

That the GVS&DD Board adopt the *Greater Vancouver Sewerage and Drainage District Development Cost Charge Reserve Fund Expenditure Bylaw No. 377, 2024*.

CARRIED

- 2.2 Policy Update: Procurement and Real Property Contracting Authority Policies**
Report dated March 27, 2024, from Nick Kassam, General Manager, Procurement and Real Estate Services, seeking MVRD, MVHC, GVWD, and GVS&DD Board approval for updates to the *Procurement and Real Property Contracting Authority policy*.

It was MOVED and SECONDED

That the GVS&DD Board:

- a) adopt the *Procurement and Asset Disposal Authority Policy*, as presented in the report dated March 27, 2024, titled “Policy Update: Procurement and Real Property Contracting Authority Policies”, effective June 1, 2024;
- b) adopt the *Real Estate Authority Policy*, as presented in the report dated March 27, 2024, titled “Policy Update: Procurement and Real Property Contracting Authority Policies”, effective June 1, 2024; and

That the GVS&DD Board:

- a) rescind the *Procurement and Real Property Contracting Authority Policy* (No. FN-006), effective May 31, 2024; and
- b) give first, second and third reading to *Greater Vancouver Sewerage and Drainage District Officers and Delegation Amendment Bylaw No. 373, 2024*.

CARRIED

It was MOVED and SECONDED

That the GVS&DD Board adopt *Greater Vancouver Sewerage and Drainage District Officers and Delegation Amendment Bylaw No. 373, 2024*.

CARRIED

H. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

No items presented.

I. OTHER BUSINESS

1. GVS&DD Board Committee Information Items and Delegation Summaries

J. RESOLUTION TO CLOSE MEETING

It was MOVED and SECONDED

That the GVS&DD Board close its meeting scheduled for April 26, 2024 pursuant to section 226 (1) (a) of the *Local Government Act* and the *Community Charter* provisions as follows:

- 90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
- (g) litigation or potential litigation affecting the municipality; and
 - (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

K. ADJOURNMENT

It was MOVED and SECONDED

That the GVS&DD Board adjourn its meeting of April 26, 2024.

CARRIED

(Time: 9:54 am)

CERTIFIED CORRECT

Dorothy Shermer, Corporate Officer

George V. Harvie, Chair

67560244

**SPECIAL JOINT MEETING
MVRD, MVHC, GVWD, and GVS&DD BOARDS**

Minutes of the Special Joint Meeting of the Metro Vancouver Regional District (MVRD), Metro Vancouver Housing Corporation (MVHC), the Greater Vancouver Water District (GVWD), and the Greater Vancouver Sewerage and Drainage District (GVS&DD) Boards of Directors held at 9:03 am on Friday, May 17, 2024, in the 28th Floor Boardroom, 4515 Central Boulevard, Burnaby, British Columbia.

MEMBERS PRESENT:

Delta, Chair, Director George V. Harvie
Anmore, Vice Chair, Director John McEwen
Belcarra, Director Jamie Ross
Bowen Island, Director Andrew Leonard
Burnaby, Director Pietro Calendino
Burnaby, Director Sav Dhaliwal
Burnaby, Director Mike Hurley
Coquitlam, Director Craig Hodge
Coquitlam, Director Teri Towner
Delta, Director Dylan Kruger
Electoral Area A, Director Jen McCutcheon
Langley City, Director Paul Albrecht
Langley Township, Director Steve Ferguson
Langley Township, Director Eric Woodward
Lions Bay, Director Ken Berry
Maple Ridge, Director Dan Ruimy*
New Westminster, Director Patrick Johnstone
North Vancouver City, Director Linda Buchanan
North Vancouver District, Director Lisa Muri
Pitt Meadows, Director Nicole MacDonald
Port Coquitlam, Director Brad West
Port Moody, Director Meghan Lahti

Richmond, Director Chak Au
Richmond, Director Malcolm Brodie
Richmond, Director Bill McNulty
Surrey, Director Harry Bains (arrived at 9:20 am)
Surrey, Director Mike Bose
Surrey, Director Gordon Hepner (arrived at 9:10 am)
Surrey, Director Pardeep Kooner
Surrey, Director Brenda Locke
Surrey, Director Rob Stutt
Vancouver, Director Rebecca Bligh
Vancouver, Director Adriane Carr
Vancouver, Director Lisa Dominato
Vancouver, Director Sarah Kirby-Yung
Vancouver, Director Mike Klassen (arrived at 9:07 am)
Vancouver, Alternate Director Meiszner for Director Ken Sim
Vancouver, Director Lenny Zhou
West Vancouver, Director Mark Sager
White Rock, Director Megan Knight*

MEMBERS ABSENT:

scəwəθən məsteyəx^w (Tsawwassen First Nation),
Director Laura Cassidy

STAFF PRESENT:

Jerry W. Dobrovolny, Chief Administrative Officer and Commissioner
Dorothy Shermer, Corporate Officer
Rick Gallilee, Director, Support Services & Strategic Initiatives, Liquid Waste Services
Catherine Grosson, Legislative Services Coordinator, Board and Information Services
Sonu Kailley, Director, Financial Planning, Financial Services

* denotes electronic meeting participation as authorized by the *Procedure Bylaw*

A. ADOPTION OF THE AGENDA

1. May 17, 2024 Special Meeting Agenda

It was MOVED and SECONDED

That the MVRD, MVHC, GVWD, and GVS&DD Boards adopt the agenda for their special meeting scheduled for May 17, 2024 as circulated.

CARRIED

B. REPORTS FROM COMMITTEE OR COMMISSIONER/CHIEF ADMINISTRATIVE OFFICER

1. 2025 Budget and 5-Year Financial Plan Scenarios for Consideration

Report dated May 10, 2024 from Jerry W. Dobrovolny, Chief Administrative Officer and Commissioner, providing the MVRD, MVHC, GVS&DD, and GVWD Boards with further analysis of options for allocating the household impact of the additional cost to complete the North Shore Wastewater Treatment Plant (NSWWTP) Program including providing further information on Tier I, II, and III costs as defined in the GVS&DD Cost Apportionment Bylaw, and seeking direction for the 2025 - 2029 budget process.

9:07 am Director Klassen arrived at the meeting.

9:10 am Director Hepner arrived at the meeting.

9:20 am Director Bains arrived at the meeting.

Jerry W. Dobrovolny provided members with a presentation titled "Board Budget Workshop #2: 2025 Budget and 5-Year Financial Plan".

In response to questions, Jerry W. Dobrovolny, Sonu Kailley, Director, Financial Planning, Financial Services, and Rick Gallilee, Director, Support Services & Strategic Initiatives, Liquid Waste Services, informed members that:

- the current cost allocation model was approved by the Board in 1995, staff would be seeking Board direction to make any changes;
- Metro Vancouver's existing 5-Year Plan already includes previous Board-approved budget increases for the North Shore Wastewater Treatment Plant Project;
- the project, at the request of the north shore municipalities, would be amortized over 30 years rather than the usual 15 years; and
- the details in this report are to address the accommodation of the \$2.8 billion increase to the NSWWTP budget.

Members discussed:

- unprecedented cost escalations for large capital projects and the impact on financial planning for future capital projects in the region;
- the desire to work together as one regional body to address the financial challenges associated with upgrading and replacing major infrastructure;
- the significant financial hardship that north shore residents will face if they have to fund the cost of this project alone; and
- moving towards a single sewerage area model where costs of upgrading and replacing major infrastructure are shared across the region.

It was MOVED and SECONDED

That the MVRD / MVHC / GVS&DD / GVWD Boards direct staff to prepare the 2025 Budget and 2025-2029 Financial Plan by allocating the \$2.8B required to complete the NSWWTP Program according to Option 6 from Table 6 and phasing the levy in according to Option 4 from Table 7 in the report dated May 10, 2024, titled “2025 Budget and 5-Year Financial Plan Scenarios for Consideration”.

The Chair, in recognition of:

- 1) the general acceptance of adopting a single sewerage area model for funding sewerage infrastructure; and
 - 2) the possibility of delaying the household impact for the North Shore Sewerage Area for the NSWWTP through adjustments to phasing options and/or amortization periods for a sufficient length of time to allow for the adoption of a single sewerage area prior to allocating the full cost of the NSWWTP;
- proposed referring the motion to a Special Joint meeting to be held on May 31, 2024 so that staff can provide information on an option that attenuates 2025 and 2026 household impact on the North Shore sewerage area while pursuing the adoption of a single sewerage area model.

It was MOVED and SECONDED

That the foregoing motion be referred to a Special Joint Board Meeting to be held in two weeks.

Recorded Vote

Name	For	Against
Albrecht. P	2	
Au. C	3	
Bains. H		5
Berry. K	1	
Bligh. R	5	
Bose. M		4
Brodie. M	4	
Buchanan. L	3	

Calendino. P	4	
Carr. A	4	
Dhaliwal. S	4	
Dominato. L	5	
Ferguson. S		3
Harvie. G	3	
Hepner. G		5
Hodge. C		4
Hurley. M	5	
Johnstone. P		4
Kirby-Yung. S	5	
Klassen. M	5	
Knight. M	2	
Kooner. P		5
Kruger. D		3
Lahti. M		2
Leonard. A		1
Locke. B		5
MacDonald. N		1
McCutcheon. J		1
McEwen. J		1
McNulty. W	4	
Meiszner. P	5	
Muri. L	5	
Ross. J		1
Ruimy. D		5
Sager. M	3	
Stutt. R		5
Towner. T		4
West. B		4
Woodward. E		4
Zhou. L	5	
Total Votes	77	67

CARRIED

C. ADJOURNMENT

It was MOVED and SECONDED

That the MVRD, MVHC, GVWD, and GVS&DD Boards adjourn their special joint meeting of May 17, 2024.

CARRIED

(Time: 11:06 am)

CERTIFIED CORRECT

Dorothy Shermer, Corporate Officer

George V. Harvie, Chair

68109413

To: Liquid Waste Committee

From: Dana Zheng, Program Manager, Policy Planning and Analysis, Liquid Waste Services
Maari Hirvi Mayne, Program Manager, Regulation and Enforcement Liquid Waste,
Environmental Regulation and Enforcement

Date: May 8, 2024 Meeting Date: May 15, 2024

Subject: **GVS&DD Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw**

RECOMMENDATION

That the GVS&DD Board:

- a) give first, second, and third reading to *Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024*; and
 - b) pass and finally adopt *Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024*.
-

EXECUTIVE SUMMARY

This report proposes the adoption of the *Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024*. This proposed bylaw introduces the option of issuing financial penalties for select bylaw contraventions and is designed to change behaviours and encourage compliance with the existing GVS&DD bylaws that protect our regional wastewater system. Metro Vancouver has been seeking this authority for decades. Affected stakeholders have been informed of the proposed bylaw.

PURPOSE

To seek GVS&DD Board adoption of *Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024* (proposed bylaw) (Attachment 1).

BACKGROUND

This proposed bylaw was developed as a result of the provincial government adding the Greater Vancouver Sewerage and Drainage District (GVS&DD) to the *Local Government Bylaw Notice Enforcement Act* in 2023, enabling the GVS&DD to enact Notice of Bylaw Violation (NBV) Enforcement and Dispute Adjudication Bylaws. The only enforcement action previously available to GVS&DD was prosecution for bylaw violations through the courts. The ability to issue financial penalties through NBVs will provide an additional, simplified mechanism to seek compliance. GVS&DD has been seeking authority to issue financial penalties for decades and will continue to advocate for full ticketing powers through the Municipal Ticketing Information system.

This proposed bylaw brings the GVS&DD in line with the Metro Vancouver Regional District, which has had an existing NBV Bylaw to enforce its regional parks, air quality, and electoral area bylaws since 2010. Solid waste provisions are also being developed and will be presented in a future amendment through the Zero Waste Committee later this year.

Metro Vancouver's *Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw Policy* (Attachment 2) provides a consistent approach for the development and application of notice of bylaw violation enforcement and dispute adjudication bylaws across Metro Vancouver entities. This includes commensurate and consistent penalty setting up to a maximum of \$500 per bylaw contravention, consistent notice periods, screening and adjudication processes to ensure consistent consideration of NBV disputes. To further encourage bylaw compliance, the policy sets the ability for Metro Vancouver to publish information about NBVs issued to corporate entities on the Metro Vancouver website. Metro Vancouver will not publish personal information.

PROPOSED BYLAW

The proposed bylaw provides the ability to issue NBVs as an additional enforcement mechanism to encourage compliance with Metro Vancouver's six liquid waste regulatory bylaws. NBVs will supplement the existing available compliance promotion tools such as education and warnings. Upon adoption of the proposed bylaw, NBVs will only be issued in cases where education and warnings have not been effective enough in achieving compliance. Metro Vancouver's enforcement approach continues to focus on compliance promotion and the purpose of NBVs is to provide an additional deterrent, not to generate revenue. The proposed bylaw includes a payment structure and a dispute adjudication process.

NOTICE OF BYLAW VIOLATION SELECTION CRITERIA

Financial penalties for non-compliance were established based on severity of the violation. Examples of violations and associated penalties are shown in Table 1. The complete list of bylaw violations is in Schedules A to F of the proposed bylaw. Penalties were set in accordance with the Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw Policy and, where possible, are consistent with similar bylaw violations across GVS&DD and MVRD.

Table 1: Examples of Violations and Associated Penalties

Examples of Violations	Penalty
Failure to install a grease interceptor	\$500
Failure to install sampling point	\$375
Failure to pay treatment fee	\$250
Failure to provide requested information	\$125

INFORMATION TO STAKEHOLDERS

Groups identified as having an interest in the bylaw include permit holders and regulated entities under the applicable liquid waste bylaws (such as industrial permittees under the Sewer Use Bylaw, hospitals under the Hospital Pollution Prevention Bylaw, trucked liquid waste haulers under the Trucked Liquid Waste Bylaw, small breweries and wineries under the Fermentation Operations Bylaw, sani-dump facilities and operators under the Sani-dump Bylaw, and food sector industry associations under the Food Sector Grease Interceptor Bylaw).

In early April 2024, Metro Vancouver provided information to the above stakeholders who may be affected by the proposed bylaw and invited questions on the proposal. Input on the proposed

bylaw, within a defined engagement period, was not solicited as the proposed bylaw only defines penalties for existing bylaw violations and does not impose any new requirements on stakeholders.

Stakeholders have been encouraged to review provisions of the proposed bylaw (available on the Metro Vancouver website) and have been encouraged to submit questions prior to the draft bylaw being brought forward to the GVS&DD Board for consideration. Metro Vancouver will continue to focus on educating stakeholders and responding to questions throughout bylaw implementation, if adopted.

ALTERNATIVES

1. That the GVS&DD Board:
 - a) give first, second and third reading to *Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024*; and
 - b) pass and finally adopt *Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024*.
2. That the GVS&DD Board receive for information the report dated May 8, 2024, titled “*Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024*” and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

The ability to issue financial penalties acts as a deterrent to bylaw violations and will encourage behavioral change toward compliance. NBVs will not be used to generate revenue. Existing enforcement resources are sufficient for implementation. Overall financial implications are expected to be minimal.

CONCLUSION

Since the authority to enact Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaws was granted to the GVS&DD in 2023, the proposed bylaw was developed to provide additional enforcement tools to encourage compliance with Metro Vancouver’s liquid waste bylaws that protect our regional wastewater system. Metro Vancouver’s enforcement approach focuses on promoting compliance through behaviour change, and the ability to issue NBVs will provide an additional deterrent. Affected stakeholders have been informed of the proposed bylaw.

ATTACHMENTS

1. Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024
2. Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw Policy, 2024
3. Presentation titled “GVS&DD Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw”

64535093

**GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT
BYLAW NO. 378, 2024**

**A bylaw respecting the enforcement of Notices of Bylaw Violation and establishing a Bylaw
Violation Dispute Adjudication System**

WHEREAS:

- A. Further to the *Local Government Bylaw Notice Enforcement Act*, SBC 2003, c. 60 a local government may designate bylaw contraventions which may be dealt with by bylaw notice; and
- B. The Board of Directors (the “Board”) of the Greater Vancouver Sewerage and Drainage District wishes to designate certain bylaw contraventions which may be dealt with by bylaw notice.

NOW THEREFORE the Board of the Greater Vancouver Sewerage and Drainage District enacts as follows:

Citation

1. The official citation of this Bylaw is “Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw No. 378, 2024”.

Schedules

2. The following Schedules are attached to and form part of the Bylaw:
 - Schedule “A”, *Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007*, as amended;
 - Schedule “B”, *Greater Vancouver Sewerage and Drainage District Food Sector Grease Interceptor Bylaw No. 365, 2023*;
 - Schedule “C”, *Hospital Pollution Prevention Bylaw No. 319, 2018*, as amended;
 - Schedule “D”, *Greater Vancouver Sewerage and Drainage District Fermentation Operations Bylaw No. 294, 2015*, as amended;
 - Schedule “E”, *Greater Vancouver Sewerage and Drainage District Trucked Liquid Waste Bylaw No. 345, 2021*, as amended; and
 - Schedule “F”, *Greater Vancouver Sewerage and Drainage District Sani-dump Bylaw No. 346, 2021*.

Definitions

3. In this Bylaw, unless the context requires otherwise, the following definitions apply:

“**Act**” means the *Local Government Bylaw Notice Enforcement Act* (British Columbia);

“**Day**” means a calendar day;

“Discounted Penalty” means the amount due when a discount is deducted from the Penalty, as described in Section 6 of the Act and identified in Column 3 of Schedules A through F;

“GVS&DD” means the Greater Vancouver Sewerage and Drainage District;

“Late Payment Penalty” means the amount due when a surcharge is added to the Penalty, as described in section 6 of the Act and identified in Column 5 of Schedules A through F;

“Notice of Bylaw Violation” means a notice issued by a GVS&DD Bylaw Enforcement Officer pursuant to this Bylaw and section 4 of the Act;

“Penalty” means the amount that the recipient is liable to pay in respect of a violation of the related bylaw as identified in Column 4 of Schedules A through F; and

“Registry” means the GVS&DD bylaw violation dispute adjudication registry established pursuant to section 11 of this Bylaw.

4. Capitalized terms used in this Bylaw that are not defined in section 3 have the same meaning as the terms defined in the Act.

Bylaw Violations

5. The bylaw violations designated in Schedules A through F may be dealt with by Notice of Bylaw Violation.

Penalty

6. The amount due for a bylaw violation referred to in section 5 is:
 - (a) subject to paragraphs (b), (c) and (d) of this section, the Penalty amount set out in Column 4 of Schedules A through F for the related violation described in Columns 1 and 2;
 - (b) if payment is received by the GVS&DD within 14 Days from the date of receipt of the Notice of Bylaw Violation in accordance with the Act, the Discounted Penalty set out in Column 3 of Schedules A through F for the related violation described in Columns 1 and 2;
 - (c) if payment is received by the GVS&DD more than 28 Days from the date of receipt of the Notice of Bylaw Violation in accordance with the Act, the Late Payment Penalty set out in Column 5 of Schedules A through F for the related violation described in Columns 1 and 2; or

- (d) if payment is made under a Compliance Agreement, 50% of the Penalty set out in Column 4 of Schedules A through F for the related violation described in Columns 1 and 2.

Period for Paying or Disputing a Notice of Bylaw Violation

- 7. A person who receives a Notice of Bylaw Violation may, within 14 Days from the date of receipt of the Notice of Bylaw Violation in accordance with the Act:
 - (a) pay the Discounted Penalty established in section 6(b) of this Bylaw in any manner described on the reverse of the Notice of Bylaw Violation; or
 - (b) request dispute adjudication by completing the form on the reverse side of the Notice of Bylaw Violation and delivering it to the Registry.
- 8. After 14 Days of having received a Notice of Bylaw Violation, a person may not request adjudication and, if the person has taken no action under section 7, must pay the Penalty or the Late Payment Penalty established in section 6(c).
- 9. Within 21 Days of receiving a follow-up letter from the GVS&DD indicating the amount owing pursuant to a Notice of Bylaw Violation that was not delivered personally, a person may advise the GVS&DD, in writing, that they did not receive the original Notice of Bylaw Violation. In these circumstances the time limits for responding to the Notice of Bylaw Violation established under section 7 and 8 of this Bylaw do not begin to run until the day after the date that the Notice of Bylaw Violation is re-issued and delivered to them in accordance with the Act.
- 10. A person is conclusively deemed to have received a re-issued Notice of Bylaw Violation:
 - (a) if it was delivered in person, on the date it was delivered; or
 - (b) if it was mailed in accordance with the Act, on the 7th day after it was mailed.

Notice of Bylaw Violation Dispute Adjudication Registry

- 11. The Registry is established as a dispute adjudication system in accordance with the Act to resolve disputes relating to Notices of Bylaw Violation.
- 12. The civic address of the Registry is 4515 Central Blvd, Burnaby, BC V5H 0C6.
- 13. Every person who is unsuccessful in dispute adjudication for a Notice of Bylaw Violation or a Compliance Agreement must pay the GVS&DD an additional fee of \$25 to cover the GVS&DD's costs of administering the adjudication system.

Screening Officers

14. Pursuant to section 10 of the Act, the position of Screening Officer is established to review the circumstances surrounding a Notice of Bylaw Violation. Before dispute adjudication in respect of a Notice of Bylaw Violation can be scheduled a Screening Officer must review the circumstances surrounding the issuance of the Notice of Bylaw Violation.
15. The following are designated titles of persons that are appointed as Screening Officers:
 - (a) Environmental Control Officer;
 - (b) Program Manager, Environmental Regulation and Enforcement; and
 - (c) Director, Environmental Regulation and Enforcement.

Powers, Duties and Functions of Screening Officers

16. The powers, duties and functions of Screening Officers are as set out in the Act, and include the following powers:
 - (a) Where requested by the person to whom a Notice of Bylaw Violation has been issued:
 - (i) communicate information respecting the nature of the violation;
 - (ii) provide a copy or reference to the bylaw violated;
 - (iii) outline the facts on which the violation allegation is based;
 - (iv) confirm the penalty for a violation;
 - (v) where permitted, provide the opportunity to enter into a Compliance Agreement;
 - (vi) provide the opportunity to proceed to the Registry; and
 - (vii) confirm the fee or fees payable for the enforcement process.
 - (b) To communicate with any or all of the following so that the Screening Officer can perform their functions under this Bylaw or the Act:
 - (i) the person against whom a violation is alleged or their representative;
 - (ii) the Bylaw Enforcement Officer issuing the Notice of Bylaw Violation;
 - (iii) the complainant or their representative; and
 - (iv) GVS&DD staff.
 - (c) Where permitted to prepare and enter into a Compliance Agreement under the Act with a person who disputes a Notice of Bylaw Violation, including to establish terms and conditions for compliance that the Screening Officer considers necessary or

advisable, including time periods for payment of penalties and ultimate compliance with the bylaw;

- (d) To provide for payment of a reduced Penalty if a Compliance Agreement is entered into; and
 - (e) To cancel Notices of Bylaw Violation in accordance with the Act or GVS&DD policies and guidelines.
17. The bylaw violations for which a Screening Officer may enter into a Compliance Agreement are indicated in Column 6 of Schedules A through F.
18. Where a Compliance Agreement is entered into, the Penalty payable for the bylaw violation shall be reduced to 50% of the Penalty for the violation as listed in Column 4 of Schedules A through F.
19. The maximum duration of a Compliance Agreement is one year.

Bylaw Enforcement Officers

20. Persons acting as any of the following are hereby designated as Bylaw Enforcement Officers for the purposes of this Bylaw and the Act:
- (a) any person appointed by the GVS&DD Board to be an officer pursuant to Part 3 of the *Environmental Management Act*;
 - (b) Program Manager, Protective Services & Emergency Management;
 - (c) Coordinator, Protective Services & Emergency Management;
 - (d) Municipal Bylaw Enforcement Officer;
 - (e) Royal Canadian Mounted Police Officer;
 - (f) Municipal Police Officer;
 - (g) Local Assistant to the Fire Commissioner; and
 - (h) British Columbia Provincial Conservation Officer.

Form of Notice of Bylaw Violation

21. The Director, Environmental Regulation and Enforcement may from time to time prescribe the form for a Notice of Bylaw Violation, provided the form of Notice of Bylaw Violation complies with section 4 of the Act.

General

22. Male gender words include the female gender and vice versa and either includes the neuter. Singular number words include the plural and vice versa.

Severability

23. If a section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of a Court of competent jurisdiction, such decision will not affect the validity of the remaining portions of the bylaw.

Read a first, second, and third time this _____ day of _____, _____.

Adopted this _____ day of _____, _____.

George V. Harvie, Chair

Dorothy Shermer, Corporate Officer

Schedule A

Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw No. 299, 2007, as amended

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Section	Authorized Words or Expressions	Discounted Penalty	Penalty	Late Payment Penalty	Compliance Agreement Available
5.3 (a)	Violation of permit discharge quantity limit	\$375	\$500	\$500	No
5.3 (a)	Violation of permit discharge composition restriction	\$375	\$500	\$500	No
5.3 (a)	Violation of permit discharge frequency restriction	\$375	\$500	\$500	No
5.3 (c)	Violation of permit monitoring requirement	\$190	\$250	\$310	No
5.3 (c)	Violation of permit record keeping requirement	\$95	\$125	\$155	No
5.3 (c)	Failure to provide information	\$95	\$125	\$155	Yes
5.6	Failure to provide information	\$95	\$125	\$155	Yes
5.6	Failure to provide drawing	\$95	\$125	\$155	Yes
5.6	Failure to provide specification	\$95	\$125	\$155	Yes
5.9	Violation of a reporting requirement	\$95	\$125	\$155	Yes
5.9 (a)	Violation of a reporting requirement	\$95	\$125	\$155	Yes
5.9 (b)	Violation of a reporting requirement	\$95	\$125	\$155	Yes
5.9 (c)	Violation of a reporting requirement	\$95	\$125	\$155	Yes
5.9 (d)	Violation of a reporting requirement	\$95	\$125	\$155	Yes
5.9 (e)	Violation of a reporting requirement	\$95	\$125	\$155	Yes
8.1	Violation of a monitoring requirement	\$190	\$250	\$310	No
8.2	Failure to install or maintain monitoring point	\$290	\$375	\$460	Yes
12.1	Tampering with any manhole cover or other appurtenance	\$375	\$500	\$500	No

Schedule B

***Greater Vancouver Sewerage and Drainage District Food Sector Grease Interceptor
Bylaw No. 365, 2023***

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Section	Authorized Words or Expressions	Discounted Penalty	Penalty	Late Payment Penalty	Compliance Agreement Available
8.1	Failure to use a grease interceptor	\$375	\$500	\$500	Yes
8.2	Failure to connect a grease bearing fixture	\$190	\$250	\$310	Yes
8.6	Inaccessible grease interceptor	\$190	\$250	\$310	Yes
9.1(a), 9.1(b)	Failure to provide requested information	\$95	\$125	\$155	Yes
10.2(a), 10.2(b)	Failure to maintain grease interceptor as required	\$375	\$500	\$500	No
11.1(a), 11.1 (b)	Violation of record keeping requirement	\$95	\$125	\$155	No
11.1(c)	Failure to provide requested records	\$95	\$125	\$155	Yes
12.1	Failure to pay fee as required	\$190	\$250	\$310	Yes

Schedule C

Hospital Pollution Prevention Bylaw No. 319, 2018, as amended

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Section	Authorized Words or Expressions	Discounted Penalty	Penalty	Late Payment Penalty	Compliance Agreement Available
8	Failure to submit a hospital pollution prevention plan as required	\$375	\$500	\$500	Yes
11	Failure to submit annual report	\$95	\$125	\$155	Yes
15	Failure to amend and resubmit a pollution prevention plan within the specified timeframe	\$95	\$125	\$155	Yes
19	Failure to amend plan to include any discharges of wastes listed in Part 2	\$95	\$125	\$155	Yes
22(a), 22(b)	Failure to pay annual fee	\$190	\$250	\$310	Yes

Schedule D

**Greater Vancouver Sewerage and Drainage District Fermentation Operations
Bylaw No. 294, 2015, as amended**

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Section	Authorized Words or Expressions	Discounted Penalty	Penalty	Late Payment Penalty	Compliance Agreement Available
8(b)	Discharge of total suspended solids in excess of 1,200 mg/L	\$375	\$500	\$500	No
9	Discharge of wastewater with pH lower than 5.5 or higher than 10.5	\$375	\$500	\$500	No
11	Failure to install sampling point	\$290	\$375	\$460	Yes
12	Inaccessible sampling point	\$290	\$375	\$460	Yes
17(a)	Failure to keep production records	\$95	\$125	\$155	No
17(c)	Failure to keep records	\$95	\$125	\$155	No
18(a)	Failure to keep records for 2 years	\$95	\$125	\$155	No
18(b)	Failure to provide requested records	\$190	\$250	\$310	Yes
19(a), 19(b)	Failure to pay administration fee	\$190	\$250	\$310	Yes
20	Failure to pay treatment fee	\$190	\$250	\$310	Yes
23	Unauthorized discharge	\$375	\$500	\$500	Yes

Schedule E

***Greater Vancouver Sewerage and Drainage District Trucked Liquid Waste
Bylaw No. 345, 2021, as amended***

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Section	Authorized Words or Expressions	Discounted Penalty	Penalty	Late Payment Penalty	Compliance Agreement Available
7	Discharge at a facility not designated for trucked liquid waste	\$375	\$500	\$500	No
7.1(a)	Unauthorized Non Domestic Waste discharge	\$375	\$500	\$500	No
8	Discharge without valid credit privileges	\$375	\$500	\$500	No
12	Discharge without "out-of-region discharge number" as required	\$375	\$500	\$500	No
26	Failure to submit manifest containing required information	\$190	\$250	\$310	Yes
27	Failure to pay discharge fee	\$190	\$250	\$310	Yes

Schedule F

Greater Vancouver Sewerage and Drainage District Sani-dump Bylaw No. 346, 2021

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Section	Authorized Words or Expressions	Discounted Penalty	Penalty	Late Payment Penalty	Compliance Agreement Available
8(a)	Failure to register as required	\$190	\$250	\$310	Yes
8(b)	Failure to pay registration fee	\$190	\$250	\$310	Yes
9	Failure to post registration	\$190	\$250	\$310	Yes
11	Failure to provide requested information	\$95	\$125	\$155	Yes
12 (d), 12 (e)	Failure to post required signage	\$190	\$250	\$310	Yes
12(g)	Failure to provide access	\$290	\$375	\$460	No

NOTICE OF BYLAW VIOLATION ENFORCEMENT AND DISPUTE ADJUDICATION BYLAW POLICY

Effective Date: March 13, 2024

Approved By: Chief Administrative Officer

Policy No. GV-039**PURPOSE**

The purpose of this policy is to establish principles that will guide decision making and provide a consistent approach for the development and application of notice of bylaw violation enforcement and dispute adjudication bylaws across Greater Vancouver Sewerage and Drainage District ("GVS&DD"), Greater Vancouver Water District ("GVWD"), and Metro Vancouver Regional District ("MVRD").

POLICY

The GVS&DD, GVWD, and MVRD each have authority to establish notice of bylaw violation enforcement and dispute adjudication bylaws. This policy establishes a framework for the development and implementation of notice of bylaw violation enforcement and dispute adjudication bylaws.

PENALTY SETTING

Under the *Local Government Bylaw Notice Enforcement Act*, penalties must not exceed \$500 per bylaw contravention including any surcharge for late payment. In general, penalties should be set at an amount that will deter non-compliance with the specified bylaw. Penalties should be set at amounts that:

- Are commensurate with the seriousness of the contravention.
- Where possible, are consistent across GVS&DD, GVWD and MVRD for similar bylaw violations.
- Do not disproportionately impact underrepresented and equity denied populations.

ADJUDICATION PROCESSES/COLLECTION OF PENALTIES

Notice of bylaw violation enforcement and dispute adjudication bylaws should include consistent notice periods, and screening and adjudication processes to ensure consistent consideration of penalty disputes. They may also authorize compliance agreements, which set terms and conditions for future behavior to be performed within a designated period of time in return for a reduced penalty, to encourage future compliance with Metro Vancouver bylaws.

Collections should be through Metro Vancouver's Finance Department, with failure to pay a notice of bylaw violation considered a debt to the GVS&DD, GVWD or MVRD.

PUBLICATION OF ENFORCEMENT MEASURES

Where a notice of bylaw violation has been issued to a corporate entity, and the corporate entity has not requested adjudication within the required notice period, the name and corporate address of the entity to which the notice of bylaw violation was issued, the bylaw provision the corporate entity is alleged to have contravened, and the penalty imposed may be published on Metro Vancouver's website for up to three years commencing upon the earlier of: a) the date of payment; or, in the case of nonpayment, b) the date of filing of a certificate in the Provincial Court, pursuant to section 26(1) of the *Local Government Bylaw Notice Enforcement Act*.

Where a notice of bylaw violation has been issued to a corporate entity, and a violation is disputed by that corporate entity, following a hearing whereby an adjudicator is satisfied that the contravention alleged in the notice of bylaw violation occurred, the name and corporate address of the entity to which the notice of bylaw violation was issued, the bylaw provision the corporate entity contravened, and the penalty imposed, may be published on Metro Vancouver's website for up to three years commencing upon expiry of the time period for seeking judicial review of the adjudicator's decision. If judicial review of the adjudicator's decision is sought, publication may commence following the court's final determination if the adjudicator's decision is upheld.

For municipal ticket information and prosecution enforcement measures involving corporate entities, the name and corporate address of the entity, the bylaw provision contravened, and the fine may all be published on Metro Vancouver's website once the entity has been deemed guilty of the offence.

Other summary information about enforcement measures of GVS&DD's, GVWD's, and MVRD's bylaws, such as the number of bylaw violations issued by violation type, may be published on Metro Vancouver's website. Personal information will not be published.

Attachment 3

METRO VANCOUVER REGIONAL DISTRICT **N - 0000**

NOTICE OF BYLAW VIOLATION

ISSUED TO:

SURNAME OR COMPANY NAME		
GIVEN NAMES (OR COMPANY NAME CONTINUED)	GENDER M / F / X	BIRTHDATE YY / MM / DD
ADDRESS		
CITY	PROVINCE	POSTAL CODE

OR A VEHICLE:

LICENCE PLATE/VIN	PROVINCE
-------------------	----------

ADJUDICATION REQUEST

Please hand deliver mail or fax to the above address.

Notice of Bylaw Violation Tickets

GVS&DD Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024

Maari Hirvi Mayne

Program Manager, LW Regulation, Environmental Regulation and Enforcement

Dana Zheng

Program Manager, Source Control, Liquid Waste Services

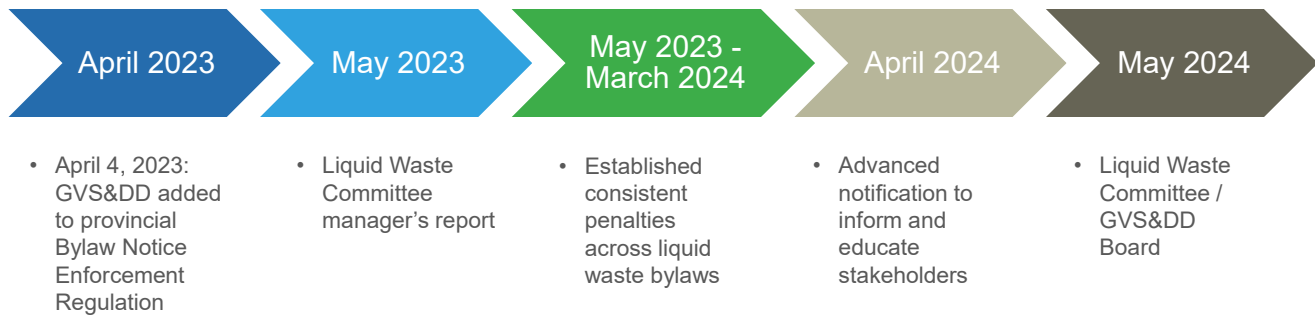
Liquid Waste Committee - May 15, 2024
67809980**metrovancover****BYLAW NOTICE AUTHORITY**

Background

- Advocacy to Province for decades for ability to issue financial penalties, to provide more effective enforcement
- Most local governments have this authority, including MVRD
- GVS&DD, GVWD added to provincial Bylaw Notice Regulation in 2023

TIMELINE

Creating GVS&DD Notice of Bylaw Violation Bylaw



metrovancover

3

ADVANCED NOTIFICATIONS

- Raise awareness and increase understanding of NBVs and dispute adjudication process
- Questions encouraged



metrovancover

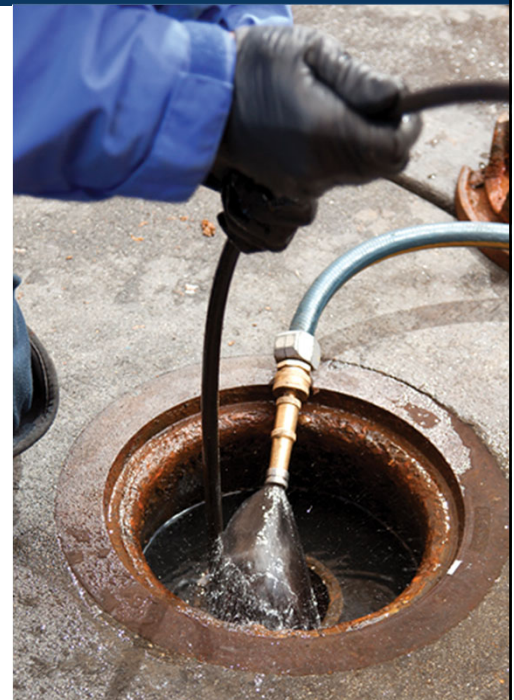
4

EXAMPLES OF VIOLATION PENALTIES

Example of Violation	Penalty
Failure to use a grease interceptor	\$500
Failure to install sampling point	\$375
Failure to pay treatment fee	\$250
Failure to provide requested information	\$125

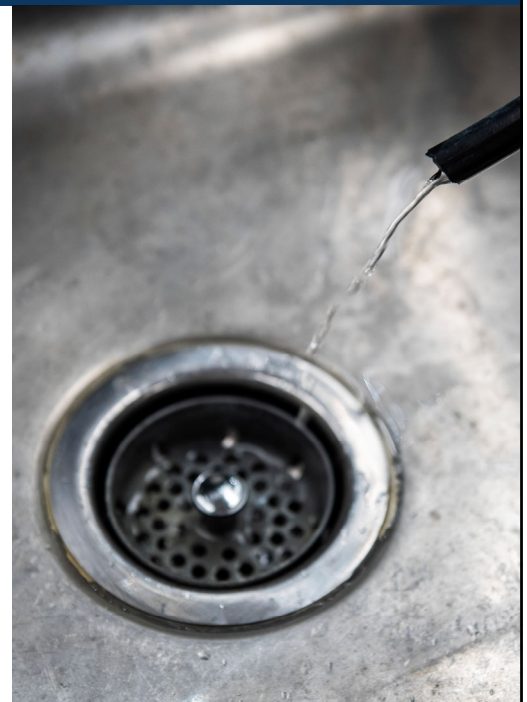
BYLAW ENFORCEMENT APPROACH

- Focus on compliance promotion and behaviour change
- Limited enforcement tools prior to authority to issue NBVs
- Prosecutions are expensive, time consuming and provincial charge approval standards set a high bar. The maximum fine is \$10,000



BENEFITS OF NBV BYLAW

- Improved ability to change behaviours and avoid prosecutions for bylaw violations
- Avoid resource intensive (time and money) enforcement
- Uses existing enforcement resources
- Designed to promote compliance, not generate revenue



RECOMMENDATION

That the GVS&DD Board:

- a) give first, second, and third reading to Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024; and
- b) pass and finally adopt Greater Vancouver Sewerage and Drainage District Notice of Bylaw Violation Enforcement and Dispute Adjudication Bylaw 378, 2024.



City of Vancouver, looking south

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Questions?

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COMMITTEE INFORMATION ITEMS AND DELEGATION SUMMARIES

Greater Vancouver Sewerage and Drainage District

Board Meeting Date – Friday, May 31, 2024

This information item, listing recent information received by committee, is provided for the GVS&DD Board's information. Please access a complete PDF package [here](#).

Zero Waste Committee – May 9, 2024

Delegations:

- C1 Sue Maxwell - Chair, Zero Waste BC
Subject: Case Study on Results of the Previous Integrated Solid Waste & Resource Management Plan

Information Items:

- E1 North Surrey and Langley Recycling Depots – Project Update
E2 2024 Food Scraps Recycling Campaign "Food Scraps Aren't Garbage" Results