

**REPORT TO PORT RENFREW UTILITY SERVICES COMMITTEE
MEETING OF JULY 14, 2026**

SUBJECT **Port Renfrew Utility Services Mid-Year Capital Projects and Operational Update**

ISSUE SUMMARY

To provide the Port Renfrew Utility Services Committee with capital project status reports and operational updates.

The Port Renfrew Water System provides drinking water to approximately 336 Single Family Equivalents (SFE). The Port Renfrew sewer system serves approximately 98 SFE's in the Beach Camp localized residential area. The Capital Regional District (CRD) Infrastructure and Water Services Department is responsible for the overall operation of the water and sewer systems with day-to-day operations, maintenance, design and construction of the water and sewer system facilities provided by CRD Infrastructure, Planning and Engineering, and Infrastructure Operations divisions. The quality of drinking water provided to customers in the Port Renfrew Water System is overseen by the CRD Water Quality division of the CRD Parks, Recreation and Environmental Services Department.

The Port Renfrew Refuse Disposal Service is a local service funded by local property owners through requisition, Pacheedaht First Nation under a service agreement, the regional CRD Solid Waste Service, and the sale of recyclable materials. The service's primary function is to provide local garbage collection through the Port Renfrew Garbage and Recycling Depot. The CRD Parks, Recreation and Environmental Services Department is responsible for the operation of the Depot with day-to-day operations and planning provided by the Environmental Resource Management division.

CAPITAL PROJECT UPDATE

Port Renfrew Water

24-01 | Water Master Planning Study

Project Description: The Water Master Planning Study for the Port Renfrew Official Community Plan area is being delivered in conjunction with the Wastewater Master Planning Study.

Project Rationale: To provide water servicing requirements to the growing Port Renfrew community and the Pacheedaht First Nation. The capacity of the existing and future systems will be assessed including the potential to combine the Pacheedaht and CRD systems.

Project Update and Milestones: The initial Engineering Consultant engaged to support the delivery of the Master Planning study was released as of October 7, 2025, and the CRD has retained the next qualified Engineering Consultant. The total project budget will remain the same and the schedule for completing the works has been adjusted to October 2026.

Milestone	Completion Date
Technical memos submitted (2 of 5)	Q1 & Q2
Project Kickoff Meeting	Q4 2025
Notice of Award	Q4 2025
Negotiation with next qualified Consultant (RFP)	Q4 2025
Release of Initial Engineering Consultant	Q4 2025
Project Kickoff Meeting	Q1 2025
Notice of Award	Q4 2024
Request for Proposal (RFP) phase	Q4 2024
Budget and Grant Approval	End of 2023 (Budget has received early approval)

Port Renfrew Sewer

24-01 | Sewer Master Planning Study

Project Description: Sewer Master Planning Study for the Port Renfrew Official Community Plan area to be delivered in conjunction with the Water Master Planning study.

Project Rationale: To provide wastewater servicing requirements to the growing Port Renfrew community and the Pacheedaht First Nation. The capacity of the existing and future systems will be assessed including the potential to combine the future Pacheedaht and CRD systems.

Project Update and Milestones: The initial Engineering Consultant engaged to support the delivery of the Master Planning study was released as of October 7, 2025, and the CRD has retained the next qualified Engineering Consultant. The total project budget will remain the same and the schedule for completing the works has been adjusted to October 2026.

Milestone	Completion Date
Technical memos submitted (2 of 5)	Q1 & Q2
Project Kickoff Meeting	Q4 2025
Notice of Award	Q4 2025
Negotiation with next qualified Consultant (RFP)	Q4 2025
Release of Initial Engineering Consultant	Q4 2025
Project Kickoff Meeting	Q1 2025
Notice of Award	Q4 2024
Request for Proposal (RFP) phase	Q4 2024
Budget and Grant Approval	End of 2023 (Budget has received early approval)

22-02 | Alternative Approval Process (AAP)

Project Description: Based on information received from the Master Plan (24-01), carry out an AAP or petition in order to borrow funds for required system renewal (one or multiple phases).

Project Rationale: Following approval of Growing Communities Fund (GCF) grant for Master Plan studies to be completed in 2024, this AAP or petition process is proposed to be delayed to 2026 so that the Master Plan results can be captured and incorporated.

Project Update and Milestones:

Milestone	Completion Date
Project on hold pending Master Plan completion	On-hold

Port Renfrew Refuse Disposal

24-01 | Site Efficiency Upgrades

Project Description: Upgrading of the site infrastructure, including replacement of current refuse bins with compacting bins and associated electrical upgrades, repair of entrance gate fencing and building covered storage for recyclables. Additionally, this project includes the completion of a waste assessment feasibility study to assess the short and long-term capacity of the upgraded depot, including baseline data for waste volumes by sector and geographic origin.

Project Rationale: To provide secure, efficient and sustainable solid waste services to the growing Port Renfrew community and the Pacheedaht First Nation.

Project Update and Milestones: Installation of the compactor bin was completed in May 2026. Initial tonnage per haul indicates successful densification of the refuse by a factor of 1.4. The electrical fence upgrade was completed in June 2026. The feasibility study will be completed in fall 2026.

OPERATIONAL UPDATE

Port Renfrew Water

This is a water operational update reporting period from January through June 2026.

- Annual maintenance was completed on all hydrants, standpipes, and system valves. A failed standpipe was replaced.
- Core Area Operators continue to provide coverage during the Local Operator's upcoming leave.
- Water Conservation signage has now been installed in the community.
- Vegetation control was completed around valves, hydrants, and standpipes to ensure accessibility.
- Reservoir #1 (old reservoir) cleaning and inspection was completed in early May with no urgent issues noted.
- Annual infrared scanning was completed at the Water Treatment Plant (WTP) with no major/urgent issues noted.
- Water distribution system flushing was completed in early May.
- A supply main break on the line running from the well and treatment plant to the reservoirs was detected at 9am on June 25. Core area crews isolated and repaired and water levels in the reservoirs have recovered. worked overnight to complete the repair by 1am on June 26.

Port Renfrew Sewer

This is a wastewater operational update reporting period from January through June 2026.

- Monthly removal of solids via vac truck from the Wastewater Treatment Plant (WWTP) have helped maintain effluent compliance.
- Core Area Operators continue to provide coverage during the Local Operator's upcoming leave.
- Operations repaired the skimmer mechanism at the WWTP which should improve effluent quality.
- Operations continues to look for ways to optimize and improve the overall treatment plant process.
- A Pest control contractor has been hired on a bi-monthly basis to try and mitigate the ongoing rat issue at the WWTP.

Port Renfrew Refuse Disposal

Since November 2024, the Port Renfrew Garbage & Recycling Depot is typically open from 10am to 2pm Friday to Tuesday each week. High season hours apply between June 1 and September 30 and include daily operations of 9am to 5pm from Friday to Tuesday each week and 10am to 4pm on Wednesdays and Thursdays.

An extended producer responsibility (EPR) collection program for electronic devices has been in place at the depot since January 2026. Starting in June 2026, a month-to-month arrangement has been put in place with a hauling contractor to receive 50% of revenue generated from self-sorted refundable beverage containers.

Staff are currently working with Recycle BC to ensure that residential packaging and paper products can again be collected, transported and processed by this EPR program in 2027.

The tonnage of waste transferred from the Port Renfrew Garbage and Recycling Depot to Hartland Landfill continues to increase and 2026 volumes are currently 10% higher when compared to January to June 2025. This increase in tonnage, combined with extended hours of operation, continues to impact the budget for this service. It is estimated that depot operations will be over budget by approximately \$60,000 in 2026.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Iain Lawrence, MCIP, RPP, Senior Manager, JdF Administration
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