

**REPORT TO PORT RENFREW UTILITY SERVICES COMMITTEE
MEETING OF OCTOBER 28, 2025**

SUBJECT **Capital Projects and Operational Update – October 2025**

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. Capital Regional District (CRD) Infrastructure and Water Services 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 the 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.

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.

CAPITAL PROJECT UPDATE

Port Renfrew Water

24-01 | Water Master Planning Study

Project Description: Water Master Planning Study for the Port Renfrew Official Community Plan area to be 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 is in negotiations with the next qualified Engineering Consultant. The total project budget will remain the same and the schedule for completing the works will be adjusted based on negotiations with the new firm.

Milestone	Completion Date
Release of Initial Engineering Consultant	October 2025
Initial content provided by first Engineering Consultant	September 2025
Project Kickoff Meeting	Q1 2025
Notice of Award	Q4 2024
Request for Proposal	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.

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 is in negotiations with the next qualified Engineering Consultant. The total project budget will remain the same and the schedule for completing the works will be adjusted based on negotiations with the new firm.

Milestone	Completion Date
Release of Initial Engineering Consultant	October 2025
Initial content provided by first Engineering Consultant	September 2025
Project Kickoff Meeting	Q1 2025
Notice of Award	Q4 2024
Request for Proposal	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 (including associated electrical upgrades), repair of failing culvert at the entrance, repair of entrance gate fencing, building covered storage for recyclables, and construction of an operator shed.

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

Project Update and Milestones:

Milestone	Completion Date
Culvert Replacement	October 2024
Operator Shed Construction	November 2024
Entrance Gate Fencing	April 2025
Covered Storage for Recyclables	Q4 2025
Compact Bins Replacement	Q1 2026

OPERATIONAL UPDATE

Port Renfrew Water

This is a water operational update reporting period from May through September 2025.

- Core Area Operators provided coverage during the Local Operator's vacation.
- Operations responded to water leaks on a homeowners' property, as well as low chlorine issues within the distribution system.
- Operations provided a system tour for CRD's corporate communications staff who will be installing water conservation signage.
- Vegetation control was completed around valves, hydrants, and standpipes to ensure accessibility.
- Reservoir cleaning has been postponed to next spring due to budget and labour constraints.
- 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.

Port Renfrew Sewer

This is a wastewater operational update reporting period from May through September 2025.

- Core Area Operators provided coverage during the Local Operator's vacation.
- Operations responded to two power outages related to BC Hydro.
- Operations repaired the skimmer mechanism at the Wastewater Treatment Plant (WWTP) which should improve effluent quality.
- Operations continues to look for ways to optimize and improve the overall treatment plant process.
- Annual infrared scanning was completed at the WWTP with no major/urgent issues noted.

- The mechanical department is currently preparing a list of materials needed to eventually rebuild pump discharge lines.

Port Renfrew Refuse Disposal

Since November 2024, the Port Renfrew Garbage and Recycling Depot has been typically operating from 10 am to 2 pm Friday through Tuesday and closed each Wednesday and Thursday. From June to August 2025, the depot was open seven days a week.

The increased seasonal hours were a result of additional waste coming into the facility. The facility logged two record months in July and August, managing almost 18 tonnes of waste during this period, a 26% increase from the same months in 2024. The overall tonnage of waste transferred at the depot so far in 2025 is 34% higher compared to the same period last year.

Staff have been tracking this tonnage by waste stream, producing valuable data on how much waste is generated by the community. Collected data will be used to inform future planning decisions and potential revenue opportunities. Staff are working closely with Recycle BC to ensure that residential packaging and paper products can again be collected, transported, and processed by this Provincial program. A shipping container will be placed on-site to provide secure, covered storage in accordance with Recycle BC's requirements for certain recyclable materials, and to safely store hazardous goods such as lead acid batteries. This shipping container will be modified to comply with BC's fire code as it applies to the storage of these goods.

The depot has also been collecting light bulbs, household batteries, thermostats, smoke alarms, fire extinguishers and a few other miscellaneous materials that are covered by extended producer responsibility programs in BC. While not received in great numbers, these materials are being handled responsibly and transported to Hartland Landfill for recycling.

There has been a recent increase in bear activity on site. While bears live year-round in the community, steps have been taken to minimize wildlife attractants and ensure the depot is being a good steward of the environment and all its inhabitants and visitors.

RECOMMENDATION

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

Submitted by:	Jason Dales, B.Sc., WD IV., Senior Manager, Wastewater Infrastructure Operations
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