



WESTSIDE SOLUTIONS

Westside Wastewater Treatment & Resource Recovery

Staff Project Framework

- **Introduction**

On October 8, 2014 the Core Area Liquid Waste Management Committee (CALWMC) of the Capital Regional District (CRD) enabled municipalities to proceed with developing alternative options for wastewater treatment and resource recovery. The four (4) Westside municipalities (Esquimalt, View Royal, Colwood and Langford), and the Songhees Nation have formed the Westside Wastewater Treatment and Resource Recovery Select Committee to fulfil that direction. This Project framework applies only to the Westside municipalities and Songhees Nation. The CRD is responsible for integrating the results of this assessment with other municipalities in the Core Area Liquid Waste Management Plan

- **Project purpose**

Evaluate options and recommend site(s) for potential liquid waste treatment and resource recovery facilities for the Westside Municipalities as a conceptual amendment to the Capital Regional District's Liquid Waste Management Plan that will:

- optimize existing infrastructure, where practical
- be developed in a collaborative manner
- be environmentally sound
- based on the best business case scenario that maximizes benefit to the best value for taxpayers
- meet the unique needs of the Westside in a proactive and timely way
- the process will be efficient and cost effective
- engage and consult with Westside residents and First Nations
- meets deadlines and funding set by the Federal and Provincial governments

- **Guiding Principles**

- Undertake a fair and transparent process.
- Collaborate and achieve incremental consensus building amongst all participants
- Achieve value for money for taxpayers and meet the CRD's project budget.
- Fiscally equitable amongst participants based on design capacity benefit.
- Contribute to regional sustainability and respond to climate change.
- Optimize resource recovery, supported by prudent business case analysis. Consider use of effluent heat, reclaimed water, struvite, biogas and beneficial use of biosolids
- Integrate proposed wastewater treatment and resource recovery facilities within the community consistent with land use zoning and bylaws and official community plans
- Engage in a robust public consultation process at each phase of the planning process.

- Ensure that the planning process and revisions to the current approved LWMP resulting from the planning process are conducted under the umbrella of the CRD to preserve Federal and Provincial funding to the extent possible.
- Identify wastewater and residual solids treatment solutions for the four participating municipalities and the Songhees Nation that meet or exceed applicable regulatory requirements.
- Acknowledge that investments made by participants in community assets over and above the LWMP are outside the scope of the project.
- Acknowledge the following guidelines, which are designed to preserve the autonomy of the municipalities and First Nations while maintaining the requirement to provide a holistic regional sewage treatment solution under the umbrella of the CRD:
 - Each municipality/FN will have authority over zoning for treatment plants within that municipality/FN.
 - Each municipality/FN, not the CRD, will be responsible for either identifying a suitable site or sites within the municipality/FN or for collaborating with another municipality/FN that has agreed to host a site
 - Each municipality/FN hosting a site assumes primary responsibility for determining the public process required to obtain approval for that site. These public processes will be led by the municipalities.
 - Municipalities or groups of municipalities and FN will bring forward proposed conceptual amendments to the Core Area Liquid Waste Management Plan by March 31, 2015 or demonstrate that they will meet environmental and timeline requirements.
 - Costs will be allocated on the basis of actual costs to serve each participant. The cost of a plant serving only one municipality would be allocated entirely to that municipality, and similarly the cost of a plant and conveyance systems serving a sub- set of municipalities will be allocated entirely among those participants.
 - No municipality/FN will be obliged to share the cost of plant or conveyance system in another municipality/FN except by agreement between them, and the CRD as approved by the Board.
 - Individual municipalities or sub-systems will determine levels of treatment and resource recovery, provided they meet the standards required by regulators and funders.
 - Benefits of resource recovery will be allocated in the same way as costs. Grant funding should be allocated to reduce costs of systems on the basis of the current cost sharing formula and will be the basis of how future debt servicing costs are allocated among municipalities

• **Strategic Objectives**

Public confidence in government's capability to deliver a viable plan for wastewater treatment for the core area of the CRD has been negatively impacted. At the same time the Federal and Provincial governments have been clear in their expectation that the Capital Regional District deliver wastewater treatment to meet both regulatory and financial deadlines. To meet these dual pressures the Westside Solutions Project will need to provide:

- Clear and concise information regarding the issue and possible solutions and make it readily available to the public
- Delivery of a thorough evaluation of net benefits, innovative and workable technologies for proposed treatment facility(s)
- Meaningful engagement and consultation of Westside residents and businesses in option development
- Delivery of an economically and environmentally viable solution for Westside wastewater treatment.

• **In Scope**

Public engagement for wastewater and resource recovery options

Evaluation of existing technologies
 Evaluation of treatment levels
 Evaluation of resource recovery opportunities
 Site selection criteria
 Site selection

• **Out of Scope**

Previous liquid waste treatment site proposals
 Challenging the regulatory requirements for wastewater treatment

• **Assumptions**

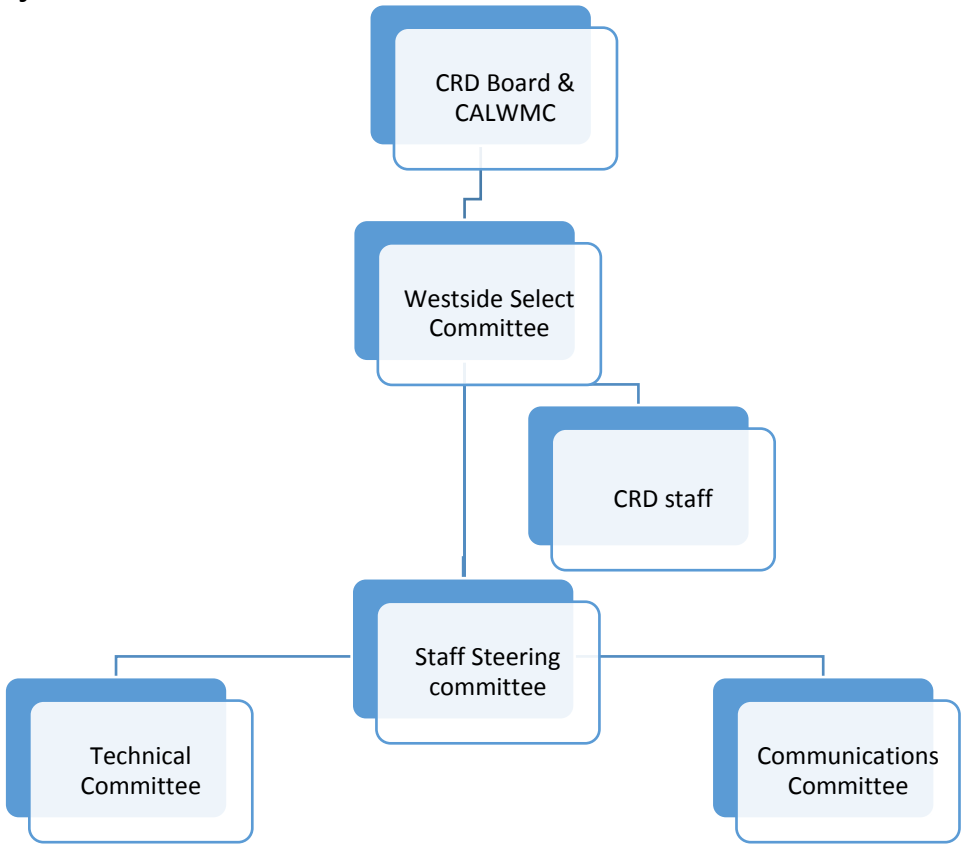
- Cooperation of participating municipal/regional/FNs governments
- Viable technologies to meet public expectations
- Involvement of communities outside the scope of the Westside project who share infrastructure
- Public acceptance of solution – environmentally and economically

• **Roles and responsibilities**

| • CRD STAFF | • MUNICIPAL STAFF | • AURORA CONSULTANTS |
|---|--|--|
| <ul style="list-style-type: none"> • Work collaboratively with municipalities/FNs to form the basis for an amendment to the LWMP • Support public process in developing options for waste water treatment facility(s) • Redraft LWMP amendment • Negotiate funding with federal and provincial governments • Ensure all applicable standards are met • Undertake site analysis: • Economic, technical, environmental • Administer contracts for consultants approved by the Select Committee • Negotiate costs with municipalities • Resolve conflicts and overlaps • Lead in information | <ul style="list-style-type: none"> • Work collaboratively with CRD staff to form the basis for an amendment to the LWMP • Lead public process in developing options for waste water treatment facility(s) • Lead site selection for treatment facility • Support site analysis • Seek efficiencies with other municipalities • Support information for Select Committee • Propose technical assessments required to evaluate waste water treatment and resource recovery | <ul style="list-style-type: none"> • Work collaboratively with staff to set, maintain and adapt project’s strategic objectives. • Provide technical and policy advice on project. • Schedule and facilitate regular meetings. • Coordinate project communication • Liaise with politicians, staff and stakeholder groups. • Review and coordinate comments and information. • Work with Select Committee Co-Chairs • Work with CRD |

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| <p>going to Select Committee with support of municipal staff</p> <ul style="list-style-type: none"> • Make all relevant studies available to municipal staff and consultants • Ensure integration of Westside proposed amendments to LWMP with those of other parts of the Core Area | | <p>staff to prepare and present materials to the Select Committee</p> <ul style="list-style-type: none"> • Report regularly to the Select Committee. |
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• **Project Governance**



• **Key Stakeholders**

- Environmental organizations
- Community associations
- Business associations
- Business owners
- Municipal governments
- Regional Government
- First Nation governments
- Provincial government

Federal Government
Academics and Technical experts
Residents

- **Project timelines**

| Dates | Action |
|---------------------|--|
| September - October | <ul style="list-style-type: none">• Establish Select Committee• Establish project framework/project charter• Prepare Open House materials• Develop blog communications material |
| November – January | <ul style="list-style-type: none">• Deliver Open Houses• Monitor and respond to written feedback• Prepare Request for Information (RFI)• Solicit information from technical private sector firms/professionals |
| January - February | <ul style="list-style-type: none">• Analyse feedback from Open Houses• Analyse responses from technical firms/professionals• Develop recommendations/options• Online public consultation of final options• Final public meeting on options - Roundtables |
| February - March | <ul style="list-style-type: none">• Prepare material on recommended option• Prepare press material on recommended option• Initiate amendment for LWMP |