

Meeting Minutes Core Area Liquid Waste Management Committee

Wednesday, November 4, 2015

10:30 AM

6th Floor Boardroom

PRESENT:

DIRECTORS: L. Helps (Chair), S. Brice (Vice-Chair), M. Alto, R. Atwell, D. Blackwell, J. Brownoff, V. Derman (10:34), B. Desjardins, C. Hamilton, B. Isitt (10:31), N. Jensen, C. Plant, L. Seaton, D. Screech, G. Young

ABSENT: Chief R. Sam, Chief A. Thomas

ALSO PRESENT: C. Day, Alternate Director; C. Smith, Vice Chair, Core Area Wastewater Treatment Plant Commission; R. Atkins, Technical Oversight Panel; C. Houghton, Westside Solutions; A. Gibbs, Public Assembly; E. Lee, Urban Systems

STAFF: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Finance and Technology; T. Robbins, General Manager, Integrated Water Services; S. Santarossa, Corporate Officer; A. Genero, Manager, Accounting Services; A. Orr, Senior Manager Corporate Communications; S. Hallatt, Manager, Aboriginal Initiatives; A. Boyd, Committee Clerk (recorder)

The meeting was called to order at 10:30 a.m.

1. Approval of Agenda

**MOVED by Director Brice, SECONDED by Director Desjardins,
That the agenda be approved.
CARRIED**

2. Chair's Remarks

Chair Helps noted that the Committee had less than three hours to address the agenda items.

3. Presentations/Delegations

- 3.1. 15-1227** Delegation: D. Langley re: Item 4.1 Technical Oversight Panel - Status Report #4 and 4.2 Draft Technical Memorandum No. 2 - Wastewater Treatment System Feasibility and Costing Analysis - Urban Systems and Carollo Engineers

Director Isitt entered the meeting at 10:31 a.m.

D. Langley provided a written submission, on file at Legislative and Information Services. He noted that introducing water recycling from sewage would be counter-productive. He recommended that all information from the Water Commission should be made available to the Technical Oversight Panel.

- 3.2. 15-1228** Delegation: Dr. S. Peck re: Item 4.1 Technical Oversight Panel - Status Report #4 and 4.2 Draft Technical Memorandum No. 2 - Wastewater Treatment System Feasibility and Costing Analysis - Urban Systems and Carollo Engineers

Director Derman entered the meeting at 10:34 a.m.

Dr. S. Peck provided a written submission, on file at Legislative and Information Services. He noted it was good to see:

- reports on the design flow for future treatment needs,
- the project charter's intent to minimize costs to residents and businesses (life cycle costs), and
- an innovative project that brings in costs less than originally estimated.

Dr. Peck noted the "value for money" is unclear on the impact of the ocean floor, and the marine environment. He also noted that it would be beneficial to compare any greenhouse gas reduction with the current practice of deep ocean discharge after preliminary screening.

- 3.3. 15-1229** Delegation: N. Brown re: Item 6.2 Motion for Which Notice has Been Given: Accountability and Representation in governance of components of Eastside and Westside sub-systems (Director Brice, Director Brownoff, Director Isitt, Director Young)

N. Brown provided a written submission, on file at Legislative and Information Services. She was concerned about motion 6.2 being unfair and destabilizing for the Westside project noting the motion uncouples project planning rights from planning responsibilities.

4. Committee Business

- 4.1. 15-1199** Technical Oversight Panel - Status Report #4

T. Coady provided an overview of the report by telephone. She noted that most Technical Oversight Panel (T.O.P.) meetings are open, posted to the website and the public is welcome.

She also noted:

- A recommendation to the Core Area Liquid Waste Management Committee, not included in the report, to hire a full time experienced scheduler,
- That the private sector canvas went well,
- T.O.P are canvassing worldwide for suitable innovative technology, and not looking for delivery or service at this time, and
- A summary report on all the workshop reviews, from Bruce Jank, will be brought back to the Committee.

T. Robbins noted that long term water projections have been provided to Urban Systems and they have been documented in the 2012 strategic plan of the

Regional Water Supply Commission. The water supply projection incorporating the climate change impact study will be completed in the new year and presented to the T.O.P. and Core Area Liquid Waste Management Committee.

MOVED by Director Atwell, **SECONDED** by Director Seaton,
That the population and water supply projections that are currently available be provided in the current form to the Core Area Liquid Waste Management Committee (CALWMC).
CARRIED

Discussion ensued regarding:

- influence of climate change, best sewage treatment with certain technologies, and structure
- the Technical Oversight Panel's (T.O.P) request for a full time scheduler
- an environmental impact study will be done regarding the outfall at Rock Bay
- doing a technology scan worldwide

MOVED by Director Dejardins, **SECONDED** by Director Alto,
That Status Report #4 from the Technical Oversight Panel be received for information and the recommendations within the report, including Technical Memo #1 and the hiring of a Scheduler be approved.

MOVED by Director Blackwell, **SECONDED** by Director Hamilton,
That the request for a Scheduler be referred to staff, to look at options and report back to the Core Area Liquid Waste Management Committee.
CARRIED

S. Santarossa noted that approval of Technical Memo #1 is included later on in the agenda.

MOVED by Director Plant, **SECONDED** by Director Derman,
That the motion be amended to delete the recommendation to accept Technical Memo #1.
CARRIED

Question was called on the main motion as amended,
and the following recommendations within the Status Report #4 be approved:

- a) To maintain the schedule, that the CALWMC instruct the consultants to proceed with developing draft Technical Memo #3 while completing the final Technical Memo #2.
- b) In recognition of the direction of the work, and to support the funding application, that the CRD secure a wastewater treatment plant site at Rock Bay and confirm Clover Point as upgradable.
- c) To reduce costs, that the CRD pursue an environmental impact study comparing the environmental impacts of the Rock Bay secondary treatment as proposed (with infrastructure cost of about \$100M for the lines to and from Clover Point) with an option for a Rock Bay tertiary treatment plant outfalling at Rock Bay along the seabed to deeper water, but not as deep as Clover Point (eliminating infrastructure cost and disruption). Effluent will be cleaner than the stormwater that already drains into the harbour.
- d) To get ahead of the content requirements for the final report, that the CRD provide any metrics, cost base timelines or other formatting information that will be required by funding agencies or zoning authorities that can reasonably be incorporated into Technical Memo #4 (under the original Terms of Reference) to

ensure that the format of the information in Technical Memo #4 is the most useful format for the CRD

CARRIED

4.2. 15-1220

Draft Technical Memorandum No 2 - Wastewater Treatment System Feasibility and Costing Analysis - UrbanSystems and Carollo Engineers

E. Lee and C. Town of Urban Systems provided an overview by PowerPoint on draft Technical Memo #2 highlighting:

- an overview of the four proposed option sets
- more demand for heat rather than wastewater solids recovery
- connecting Eastside and Westside option sets

Discussion ensued regarding:

- still being open to innovation
- available technologies that meet regulations and locations
- reverse flow back to Rock Bay from Clover Point, offsetting costs
- the costing of tertiary at Rock Bay, currently not being considered
- phasing in the 7 sites or additional treatment options being feasible
- public's feedback to treat at higher levels
- collaborating with the Ministry of Environment to keep them informed and CRD updated on regulations
- 2030 is the design horizon, includes 30-year costing, design capacities and meeting funding partners needs - looking at 2045 flows, pipes and sites selected to accommodate
- a look at the economics of integrating solid wastes and organics
- costing analysis around energy recovery and understanding customer base
- short timeframe for public input
- the timing of a new outfall to meet regulation and funding deadlines

MOVED by Director Alto, SECONDED by Director Plant,

That the Core Area Liquid Waste Management Committee:

- 1) Direct Urban Systems/Carollo Engineers to proceed on the proposed four option sets for further costing analysis in November, and
- 2) ask Urban Systems to analyze an option set that is entirely tertiary based at the Rock Bay site.

CARRIED

Due to time constraints, the order of the agenda was revised to deal with the time sensitive items first.

4.4. 15-1221

Extension of Public Consultation on Option Sets to January 15, 2016

MOVED by Director Desjardins, SECONDED by Director Hamilton,

That the Core Area Liquid Waste Management Committee (CALWMC)

recommend to the Capital Regional District Board:

That the Project Overlay Timeline be amended to extend public consultation on phase two option sets to January 15 and further that the date for a decision by the CALWMC on option sets be set for January 27, 2016.

CARRIED

4.7. 15-1203 Urban Systems Contract 15-1834 - Scope Change No. 2

L. Hutcheson provided an overview of the report, noting that Urban Systems outlined their request for an additional scope change, primarily due to additional time that their team is spending with the Technical Oversight Panel and attendance at committee meetings. She also noted, with the addition of the tertiary based option and Mr. Killian not travelling to attend meetings in person, the net increase is an additional \$13,500 therefore the scope change for the Urban Systems contract is up to \$44,799 +GST.

MOVED by Director Screech, SECONDED by Director Brice,

That the Core Area Liquid Waste Management Committee recommend to the Board;

That the Request for Scope Change No. 2, for Urban Systems Contract 15-1834, as outlined in the Urban Systems letter dated October 16, 2015, and the additional \$13,500, be approved for up to \$44,799 +GST.

CARRIED

4.11. 15-1187 Westside Technical Team Analysis on Report from Urban Systems for Phase 2 of the Westside Wastewater Treatment Plant Siting Analysis

MOVED by Director Desjardins, SECONDED by Director Hamilton,

That the Core Area Liquid Waste Management Committee approve:

- 1. That Westside Wastewater Treatment Plant Siting Analysis - Phase 2 Report (Urban Systems, October 2015) and the Westside Technical Team Analysis be received for information.**
- 2. That the three options presented in this report be considered further as part of the Core Area Phase 2 feasibility, technical and life-cycle costing analysis.**
- 3. That the list of prioritized sites accompany the three option sets for further study in Phase 2 of the Core Area analysis.**
- 4. That the Westside Technical Committee comments for further analysis and matrix be included in the next phase of analysis.**
- 5. That Urban Systems clarify the content of biochar vs. biosolids for the purpose of land application consideration.**
- 6. That the use of yard and garden waste as a feedstock be considered at a future meeting of the Core Area Liquid Waste Management Committee meeting.**

CARRIED

4.3. 15-1206 Eastside and Westside Integrated Public Consultation

C. Houghton of Westside Solutions and A. Gibbs of Public Assembly presented a PowerPoint on the proposed integration of Eastside and Westside's consultation process.

Discussion ensued regarding:

- a general approach to bring each side together
- public outreach goals
- engaging a wider demographic

Ms. Houghton noted ways to integrate both sides:

- one place on the website for all information
- common visuals, and co-branding events
- online feedback on all option sets
- a high school competition, on what a wastewater treatment would look like
- holding another Bruce Hayden workshop regarding innovation

Board Chair Jensen left the meeting at 12:53 p.m.

**MOVED by Director Screech, SECONDED by Director Desjardins,
That the Core Area Liquid Waste Management Committee receive this report for
information.**

CARRIED

4.5. 15-1197 Fairness and Transparency Advisor - Monthly Report for October 2015

L. Hutcheson noted that at the October 28 Core Area Liquid Waste Management Committee meeting, it was confirmed that Urban Systems will meet the costing range (-15 to +25%) as outlined in the Terms of Reference.

It was noted that the Technical Oversight Panel will follow the appropriate procedure to close a meeting to the public.

**MOVED by Director Screech, SECONDED by Director Brice,
That the Fairness and Transparency Advisor's monthly report for October 2015 be
received for information.**

CARRIED

4.6. 15-1191 Technical Memorandum #1 - Wastewater Treatment System Feasibility and Costing Analysis -- Final (Urban Systems and Carollo Engineers)

**MOVED by Director Desjardins, SECONDED by Director Alto,
That Technical Memorandum #1 - Wastewater Treatment System Feasibility and
Costing Analysis be approved.**

CARRIED

4.8. 15-1218 Eastside Wastewater Treatment and Resource recovery Select Committee Agenda Package October 21, 2015 for information.

Due to lack of time, this item was postponed to the next meeting.

4.9. 15-1217 Westside Wastewater Treatment and Resource recovery Select Committee Agenda Package October 27, 2015 for information.

Due to lack of time, this item was postponed to the next meeting.

4.10. 15-1219 Motion from CRD Committee of the Whole Meeting (October 23, 2015)

Due to lack of time, this item was postponed to the next meeting.

5. Correspondence

- 5.1. 15-1210 Correspondence: Township of Esquimalt, October 15, 2015 re: Potential Sites for Wastewater Treatment Plants in Township of Esquimalt
Due to lack of time, this item was postponed to the next meeting.

6. Motion with Notice

- 6.1. 15-311 Motion for Which Notice Has Been Given: Options for Wastewater Treatment (Director Hamilton)
Due to lack of time, this item was postponed to the next meeting.
- 6.2. 15-1208 Notice of Motion: Accountability and representation in governance of components of Eastside and Westside sub-systems (Director Brice, Director Brownoff, Director Isitt, Director Young)
Due to lack of time, this item was postponed to the next meeting.

7. New Business

8. Motion to Close the Meeting

- 8.1. 15-1205 Motion to Close the Meeting
Due to lack of time, this item was postponed to the next meeting.

9. Adjournment

The remaining items will be put forward to the November 25th Core Area Liquid Waste Management Committee meeting.

MOVED by Director Desjardins, **SECONDED** by Director Alto,
That the meeting adjourn at 12:59 p.m.

CARRIED

Opposed: Helps, Isitt, Plant, Young

CHAIR

RECORDER