

## SAANICH PENINSULA WASTEWATER COMMISSION

### Minutes of a Meeting held 10 November 2011 at the Saanich Peninsula Treatment Plant Meeting Room 9055 Mainwaring Road, North Saanich

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**PRESENT:** R. Commandeur, M. Doehnel, C. Green, M. Lougher-Goodey, M. Loveless, J. MacGowan, J. Mar, M. Matheson, A. Olsen, G. Orr (Chair); CRD Staff: D. Green, G. Harris, A. Liu, J. Poncelet, T. Robbins, T. Smyth, D. Telford, J. Tradewell (recorder)

**ABSENT:** J. Bill

The meeting commenced at 9:34 a.m.

#### 1. APPROVAL OF AGENDA

The following item was added under other business:

Correspondence: Letter from RCL Consulting Ltd. regarding BioShaft Wastewater Treatment Plant – Pilot Testing (06 November 2011)

**MOVED** by M. Loveless, **SECONDED** by A. Olsen, that the agenda be approved as amended.

**CARRIED**

#### 2. ADOPTION OF MINUTES FROM MEETING HELD 22 SEPTEMBER 2011

**MOVED** by R. Commandeur, **SECONDED** by M. Matheson, that the minutes of 22 September 2011 be adopted as circulated.

**CARRIED**

#### 3. REVIEW OF TASK LIST FROM MEETING HELD 22 SEPTEMBER 2011

The task list was reviewed. G. Harris spoke to task #2 and reported that the Technical Water Quality Review Panel (TWQRP) terms of reference have been setup, the Marine Monitoring Advisory Group has been designated as the TWQRP and the reviews will begin in 2012. Task #3 will be dealt with in agenda item #6 and task #4 in agenda item #7.

#### 4. REGIONAL SOURCE CONTROL PROGRAM – ANNUAL REPORT 2010 AND FIVE-YEAR IMPLEMENTATION PLAN (2011-2015)

T. Smyth reviewed staff report *Regional Source Control Program – Annual Report 2010 and Five-year Implementation Plan (2011-2015)* and briefly restated the key goals of the program. He related that the 2010 annual report is all good news and gave an update on the pharmaceutical return campaign and its extension to VIHA's home and community care service. He reported that staff is continuing to work with VIHA to launch an initiative for home and community care workers to promote the medication return program. Commissioners were shown two examples of medication collection and return totes, which had been prepared by CRD staff for use by care workers and family members.

The floor was opened for discussion, which included the following topics:

- privacy concerns
- key challenges
- compliance issues

**MOVED** by M. Matheson, **SECONDED** by C. Green, that the Saanich Peninsula Wastewater Commission receive the report *Regional Source Control Program – Annual Report 2010 and Five-year Implementation Plan (2011-2015)* for information.

**CARRIED**

**5. STORMWATER SOURCE CONTROL – TRANSFER OF AUTHORITY**

D. Green reported that to proceed with the CRD stormwater source control program on the Saanich Peninsula the CRD must make a formal request to the Province to transfer regulatory authority for stormwater discharges from the Peninsula municipalities to the CRD.

**MOVED** by A. Olsen, **SECONDED** by R. Commandeur, that the Saanich Peninsula Wastewater Commission recommend to the Board that application be made to the Province for additional authority by way of regulation under section 799(1)(a) of the Local Government Act to be granted the power of a municipality under section 8(3)(j) of the Community Charter to provide a service for the protection of the natural environment to the same extent and in the same manner as a municipality for the purpose of the regulation of discharges to the municipal stormwater system and watercourses within the municipalities of Central Saanich, North Saanich and Sidney.

**CARRIED**

**6. THERMAL ENERGY RECOVERY SYSTEM (VERBAL REPORT)**

Update on Project Monitoring

Copies of a summary of natural gas consumption (2007-2011) for Panorama Recreation Centre (PRC) were handed out at the meeting.

A. Liu reported that the thermal energy recovery system is running well and is very efficient. An energy meter was installed in mid-April with PRC billing commencing in May. He noted that the energy meter located at the inlet to the heat pump at PRC should actually be located at the heat pump outlet to accurately measure the energy supplied to PRC; the meter relocation is being investigated. He reviewed the gas consumption summary and explained the details of a billing issue that occurred earlier this year that affects the cost recovery analysis for the new system. Some computer program monitoring changes are being made. Discussion followed.

**MOVED** by M. Matheson, **SECONDED** by M. Loveless, that the verbal report on the thermal energy recovery system – update on project monitoring be received for information.

**CARRIED**

Update on Kelset School Business Case

A. Liu provided an update on the feasibility study for connecting Kelset School onto the heat recovery system and the results of the business case. Unfortunately, since the new school was completed in advance of the Saanich Peninsula wastewater treatment plant heat recovery system coming online, the opportunity to offset the installation costs of the heat recovery system with cost savings resulting from the school having a simpler mechanical system was lost. The interconnection of the two systems could still be feasible in the future and staff is continuing to explore options to make it practical economically for both parties.

**MOVED** by M. Loveless, **SECONDED** by A. Olsen, that the verbal report on the thermal energy recovery system – update on Kelset School business case be received for information.

**CARRIED**

**7. BIOSOLIDS MANAGEMENT PROGRAM – OPTIONS FOR MOVING FORWARD**

D. Telford gave a PowerPoint presentation on the options for moving forward with biosolids use. He reviewed the various possibilities for biosolids use and indicated which possibilities were not feasible at this time and why.

Four options for moving forward with biosolids management were reviewed:

Option 1: Land Application Plan to use biosolids in landfill cover at Hartland landfill  
(Budget: \$25,000)

Option 2: Consultant Study to identify options and implement most viable  
(Budget: \$180,000)

Option 3: Call for Expressions of Interest from the private sector and implement best option  
(Budget: \$40,000)

Option 4: Saanich Peninsula Liquid Waste Management Plan Amendment – letter to Ministry of Environment explaining that the Commission no longer has any viable beneficial use options available to it and will be harmonizing with Core Area Biosolids Management Plan in the future

Discussion on the above four options followed.

**MOVED** by R. Commandeur, **SECONDED** by C. Green, that the Saanich Peninsula Wastewater Commission request CRD staff to go forward with Option 3 – *Call for Expressions of Interest*, and if no responses are received, then proceed to Option 4 – *Saanich Peninsula Liquid Waste Management Plan Amendment*.

**CARRIED**

*Opposed: M. Lougher-Goodey, M. Loveless, J. MacGowan, J. Mar*

A. Olsen left the meeting at 10:47 a.m.

## 8. 2012 OPERATING AND CAPITAL BUDGET

T. Robbins presented a synopsis of the 2012 operating and capital budget. The total 2012 budget request is a 0.82% increase over the Board approved budget for 2011 with the resulting change in requisition of 1.61%. T. Robbins noted that a contingency line has not been carried in the operating budget since 2009 and proposed that a contingency line be included in the 2012 operating budget. It was agreed that the reserve funds could be used instead, leaving the requisition increase at 1.61%.

A member questioned how Option 3 – Expression of Interest was to be funded. Staff advised that funds in the Liquid Waste Management Plan implementation budget are being carried forward from 2011 and will be used to fund Option 3; originally these funds were for the land application plan for farmland initiative.

**MOVED** by M. Lougher-Goodey, **SECONDED** by J. MacGowan, that the Saanich Peninsula Wastewater Commission recommend that the CRD Board:

1. approve the 2012 Operating and Capital Budget;
2. approve the 2012 debt budget;
3. approve the Environmental Sustainability program budgets that are incorporated in the Saanich Peninsula Wastewater budget, including Liquid Waste Management Plan Implementation, Saanich Peninsula Stormwater Quality Management, and Saanich Peninsula Source Control Stormwater; and
4. balance the 2011 actual revenue and expense on the transfer to reserve fund.

**CARRIED**

## 9. OTHER BUSINESS

Correspondence: Letter from RCL Consulting Ltd. regarding BioShaft Wastewater Treatment Plant – Pilot Testing (06 November 2011)

T. Robbins gave an overview of the letter and informed members it is a request to pilot test a BioShaft packaged treatment plant at the Saanich Peninsula wastewater treatment plant facility. The pilot project would be undertaken at no cost to the CRD.

**MOVED** by R. Commandeur, **SECONDED** by M. Lougher-Goodey, that the verbal report be received for information at this time and be brought forward for further discussion to the 16 February 2012 Saanich Peninsula Wastewater Commission meeting.

**CARRIED**

**10. NEXT MEETING**

The next meeting will be on Thursday, 16 February 2012 at 9:15 a.m. at the Saanich Peninsula treatment plant meeting room.

**11. ADJOURNMENT**

**MOVED** by M. Loveless, **SECONDED** by J. MacGowan, that the meeting adjourn at 11:13 a.m.

**CARRIED**