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SAANICH PENINSULA WASTEWATER COMMISSION

Notice of Meeting on **Thursday, May 18, 2017 at 8:30 am**

Saanich Peninsula Treatment Plant Meeting Room, 9055 Mainwaring Road, North Saanich, BC

M. Williams
Z. King
M. Wiesenberger

P. Wainwright
M. Lougher-Goodey
R. Windsor

R. Barnhart
C. Stock

M. Doehnel
M. Thompson

AGENDA

1. Approval of Agenda
2. Adoption of Minutes of March 16, 2017
3. Chair's Remarks
4. Presentations/Delegations
 - No one has registered to speak
5. Saanich Peninsula Stormwater Source Control Bylaw No. 4168 – Revised
(Report #EEP 17-23)
6. Integrated Resource Management
 - a) Staff Report -Advanced Integrated Resource Management – Next Steps (Report #ERM 17-15) *Forwarded from the Integrated Resource Management Advisory Committee)*
 - b) Letter re Resolution from the Integrated Resource Management Advisory Committee
 - c) Hotsheet from the CRD Board meeting May 10, 2017
7. Motion with Notice
That the Saanich Peninsula Wastewater Commission rejects the notion of IRM in favour of separate sewage sludge and yard/garden/food scraps waste streams specifically to rebuild and enhance the productivity of regional farmland and to reduce the dependence on imported chemical fertilizers by both conventional and organic farmers who reject the notion of applying sewage sludge on all direct and indirect food lands (eg. hay for meat or milk).
8. New Business
9. Adjournment

Distribution:

Staff/Town Halls, etc.

R. Lapham
L. Hutcheson
N. Chan
A. Orr
G. Harris

T. Robbins
I. Jesney
M. McCrank
D. Puskas
D. Robson
M. Cowley
M. Montague
Commission file

P. Robins, Central Saanich
R. Buchan, North Saanich
E. Toupin, North Saanich
R. Humble, Sidney
T. Tanton, Sidney
Tsartlip First Nation



Making a difference...together

**MINUTES OF A MEETING OF THE SAANICH PENINSULA WASTEWATER COMMISSION
Held March 16, 2017 in the Saanich Peninsula Treatment Plant Meeting Room,
9055 Mainwaring Road, North Saanich, BC**

PRESENT: COMMISSIONERS: M. Williams, P. Wainwright, R. Barnhart, M. Doehnel, Z. King, M. Lougher-Goodey, C. Stock, M. Thompson, M. Underwood (8:39 am), M. Weisenberger, R. Windsor

STAFF: T. Robbins, General Manager, Integrated Water Services; Ian Jesney, Senior Manager, Infrastructure Engineering; H. Gibson, Senior Manager, Environmental Partnerships; T. Smyth, Senior Environmental Science Officer; G. Harris, Senior Manager, Environmental Protection; D. Green, Environmental Science Officer; M. Montague (recorder)

The meeting was called to order at 8:30 am.

1. APPROVAL OF AGENDA

MOVED by Commissioner Stock, **SECONDED** by Commissioner Lougher-Goodey, That the Saanich Peninsula Wastewater Commission approve the agenda.

CARRIED

2. ADOPTION OF MINUTES

MOVED by Commissioner Stock, **SECONDED** by Commissioner Lougher-Goodey, That the Saanich Peninsula Wastewater Commission adopt the minutes of the January 19, 2017 meeting.

CARRIED

3. CHAIR'S REMARKS

The Chair had no remarks.

4. PRESENTATIONS/DELEGATIONS

There were no presentations/delegations.

5. SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 4168

D. Green spoke to the report. He noted that on behalf of the Saanich Peninsula municipalities, the CRD developed a regulatory bylaw that provides a framework for inspection, education, guidance and enforcement of properties discharging to the municipal drainage system on the Saanich Peninsula. This bylaw is designed to protect the environment from contamination carried by stormwater through municipal infrastructure and is a requirement under the Saanich Peninsula Liquid Waste Management Program.

MOVED by Commissioner Wainwright, **SECONDED** by Commissioner Lougher-Goodey, That the Saanich Peninsula Wastewater Commission table this item until the meeting of the Commission on May 18, 2017.

CARRIED

6. REGIONAL SOURCE CONTROL PROGRAM – EMERGING CONTAMINANTS REDUCTION PLAN

T. Smyth spoke to the report. He reported that enhancement of inspection initiatives and outreach to achieve further reduction of emerging contaminants of concern is part of the four-year implementation plan for the RSCP. CRD staff have prepared a proactive source control plan for reduction of a range of emerging contaminants known, or suspected, to be present in wastewater and dewatered sludge produced at regional wastewater treatment facilities in order to protect future wastewater and residuals quality.

MOVED by Commissioner Stock, **SECONDED** by Commissioner Lougher-Goodey,
That the Saanich Peninsula Wastewater Commission receive the report for information.

CARRIED

7. INTEGRATED RESOURCE MANAGEMENT ADVISORY COMMITTEE AGENDA AND REPORT – ADVANCED INTEGRATED RESOURCE MANAGEMENT PROJECT – REQUEST FOR EXPRESSIONS OF INTEREST

T. Robbins spoke to the report. He noted that this item was forwarded from the Integrated Resource Management Advisory Committee for information.

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Stock,
That the Saanich Peninsula Wastewater Commission receive the report for information.

CARRIED

8. SPWWTP – PRIMARY CLARIFIER NO. 2 LEAK TESTING PLAN (VERBAL REPORT)

T. Robbins reported that Clarifier No. 2 is leaking. Dye testing will be conducted to determine the extent of the leak and notices will be distributed advising of this event. Municipal staff will also be notified of the plan.

MOVED by Commissioner Stock, **SECONDED** by Commissioner Stock,
That the Saanich Peninsula Wastewater Commission receive the report for information.

CARRIED

9. NEW BUSINESSNotice of Motion

That the Saanich Peninsula Wastewater Commission rejects the notion of IRM in favour of separate sewage sludge and yard/garden/food scraps waste streams specifically to rebuild and enhance the productivity of regional farmland and to reduce the dependence on imported chemical fertilizers by both conventional and organic farmers who reject the notion of applying sewage sludge on all direct and indirect food lands (eg. hay for meat or milk).

MOVED by Commissioner Doehnel, **SECONDED** by Commissioner King,
That the Saanich Peninsula Wastewater Commission receive the Notice of Motion for the meeting of the Saanich Peninsula Wastewater Commission on May 18, 2017.

CARRIED

10. ADJOURNMENT

MOVED by Commissioner Stock, **SECONDED** by Commissioner King,
That the Saanich Peninsula Wastewater Commission meeting be adjourned at 9:45 am.

CARRIED

CHAIR

**REPORT TO SAANICH PENINSULA WASTEWATER COMMISSION
MEETING OF THURSDAY, MAY 18, 2017**

SUBJECT **Saanich Peninsula Stormwater Source Control Bylaw No. 4168 – Revised**

ISSUE

To present the revised Saanich Peninsula Stormwater Source Control Bylaw.

BACKGROUND

The Saanich Peninsula Stormwater Source Control Service began in 2014. This service requires two bylaw components: a service establishing bylaw (done in 2013) and a regulatory bylaw (Appendix A). The goal of this service is to combine the three municipal stormwater bylaws under one updated, consistent regulation for the peninsula. This regulation deals with stormwater quality only, not flow volumes, and is intended to be consistent with other updated stormwater bylaws in the region (e.g., City of Victoria and Town of View Royal).

Prior to the creation of the Capital Regional District (CRD) service, staff consulted with municipal engineering staff about adopting a model bylaw that had been developed for the core area municipalities. The peninsula municipalities did not have the capacity to administer and enforce such a bylaw and they recommended that one common bylaw for the peninsula was a prudent approach. Subsequently, the CRD amended the Saanich Peninsula Liquid Waste Management Plan to shift the responsibility for updating peninsula stormwater bylaws from municipalities to the regional district. To do this, the CRD sought and received authority from the Province for the same powers as a municipality, as related to stormwater source control.

With the service established, staff rewrote the existing model bylaw to be applied and enforced by the CRD. Staff conducted baseline sampling projects in 2014 and 2015 to determine levels of contamination leaving areas that have many businesses. Next, staff reviewed the bylaw's contaminant limits against updated provincial guidelines to ensure they remain protective of aquatic life. Finally, staff worked with the business community to assess the enforceability of the bylaw and to learn what situations they may encounter at different business types.

The source control bylaw regulates discharge at the property line where stormwater passes from private properties to the municipal drainage system. The CRD is not taking jurisdiction over the municipal stormwater infrastructure. The responsibility for the quality of end-of-pipe stormwater discharge to the environment remains with the municipality. This bylaw is drafted in a manner that is intended to be streamlined and not onerous for businesses that do not pollute or that can reduce pollution by simple best management practices.

On March 16, 2017, the Saanich Peninsula Wastewater Commission (SPWWC) expressed concern with some sections of the bylaw and directed staff to work with peninsula municipal engineers to address the issues. As a result, the following changes (Appendix B) were made to the bylaw:

- The definition of “Parking Lot Operation” has been modified to include only paved parking surfaces of commercial, industrial or institutional operations.
- The definition of “Stormwater Rehabilitation Unit” has been changed to give examples of acceptable units. Staff will work with municipalities to ensure future catch basin installations are of an appropriate design for cases where a minimal amount of sediment and floatable trapping provides sufficient environmental protection for the discharge from a property.
- Spill prevention/spill containment language is moved from main body of bylaw to the codes of practice so that it applies to specific business sectors with the likelihood to pollute.
- Spill response language is modified to clarify the intent to apply to businesses that store hazardous materials outside and give new businesses 90 days to comply.
- Section 2.3 in both codes has been re-worded to implicitly apply to businesses actively discharging contamination and to give 180 days to install treatment works if unable to stop the discharge.
- New businesses covered under codes of practice now have 90 days to prepare a spill response plan (samples and templates will be provided to businesses).

ALTERNATIVES

Alternative 1

That the Saanich Peninsula Wastewater Commission recommend to the Capital Regional District Board:

1. That Bylaw No. 4168, cited as “A Bylaw to Regulate Stormwater Discharges to the Municipal Drainage System of the District of Central Saanich, District of North Saanich and the Town of Sidney”, be introduced and read a first and second time;
2. That Bylaw No. 4168 be read a third time; and
3. That Bylaw No. 4168 be adopted.

Alternative 2

That the Saanich Peninsula Wastewater Commission direct staff to revise the bylaw for reconsideration.

ENVIRONMENTAL IMPLICATIONS

Contaminants in stormwater that are discharged to the municipal drainage system ultimately deposit in streams or the shoreline and include chemicals, sediment, floatables and bacterial material.

Through the source control program, staff work with businesses, institutions and residents to identify and stop contamination before it enters the stormwater system. This is achieved through: the development of regulations and best management practices; education for businesses, institutions and residents; inspections and compliance monitoring for businesses and institutions; enforcement as required; and reporting.

INTERJURISDICTIONAL IMPLICATIONS

This bylaw meets the CRD’s obligations under the Saanich Peninsula Liquid Waste Management Plan. The three peninsula municipalities will eventually need to repeal or amend some portions of their current stormwater bylaws that overlap with Bylaw No. 4168. CRD staff will work cooperatively with the municipalities on that process.

FINANCIAL IMPLICATIONS

This work is included in the 2016-2019 budget for the Saanich Peninsula Stormwater Source Control service, set at \$49,390 for 2017 (including a \$15,000 continuous supplementary to enable more business inspections, communication opportunities and improved chemical contaminant sampling).

CONCLUSIONS

On behalf of the Saanich Peninsula municipalities, the CRD developed a regulatory bylaw that provides a framework for inspection, education, guidance and enforcement of properties discharging to the municipal drainage system on the Saanich Peninsula. This bylaw is designed to protect the environment from contamination carried by stormwater through municipal infrastructure and is a requirement under the Saanich Peninsula Liquid Waste Management Program.

RECOMMENDATION

That the Saanich Peninsula Wastewater Commission recommend to the Capital Regional District Board:

1. That Bylaw No. 4168, cited as “A Bylaw to Regulate Stormwater Discharges to the Municipal Drainage System of the District of Central Saanich, District of North Saanich and the Town of Sidney”, be introduced and read a first and second time;
2. That Bylaw No. 4168 be read a third time; and
3. That Bylaw No. 4168 be adopted.

Submitted by:	Glenn Harris, Ph.D., R.P.Bio., Senior Manager, Environmental Protection
Concurrence:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

DG:cam

Attachments: Appendix A – Bylaw No. 4168
Appendix B – Revisions to Bylaw in Track Changes

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4168

**A BYLAW TO REGULATE STORMWATER DISCHARGES TO
THE MUNICIPAL DRAINAGE SYSTEM OF THE DISTRICT OF CENTRAL SAANICH,
DISTRICT OF NORTH SAANICH AND THE TOWN OF SIDNEY**

Under its statutory powers, including sections 8(3)(j), of the Community Charter, Section 2(1)(a) of the Spheres of Concurrent Jurisdiction-Environment and Wildlife Regulation, Reg. 144/2004, and the Capital Regional District Regulation, B.C. Reg. 65/90 the Capital Regional District enacts the following provisions:

1.0 DEFINITIONS

In this bylaw:

"**Biomedical Waste**" means biomedical waste as defined in the *Environmental Management Act*.

"**Board**" means the Capital Regional District Board of Directors.

"**Business Waste**" means waste which is produced on an industrial, commercial or institutional property.

"**Bylaw Enforcement Officer**" means a duly appointed bylaw enforcement officer of the Regional District.

"**Carpet Cleaning Waste**" means a combination of water-carried liquid and solid wastes by a carpet cleaning operation.

"**Catch Basin**" means a single-chambered stormwater rehabilitation unit that receives surface water runoff or drainage through a grate and is designed by a qualified professional or prescribed by a municipality to clean stormwater by capturing solids and floatable materials.

"**Clean Out**" means to have the settled material and floating material collected in the stormwater rehabilitation unit or treatment works removed and disposed in a manner that meets all regulations.

"**Code of Practice**" means a code of practice attached to this bylaw and listed in Schedule "B" for the discharge of wastewater by a discharging operation.

"**Colour**" means the true colour of water from which turbidity has been removed, as determined by the appropriate procedure in Standard Methods.

"**Composite Sample**" means a sample of waste which is composed of equivalent portions of a specified number of grab samples collected manually or automatically at the same sampling point, at specified times or flow intervals during a specified sampling period.

"**Condensed Water**" means water, which is produced through the process of condensation and includes condensate drainage from refrigeration equipment, air conditioning equipment and steam heating systems.

"**Contaminant**" means any substance, whether dissolved or suspended, or any wastewater quality parameter that, when present above a certain concentration in wastewater:

- (a) injures or is capable of injuring the health or safety of a person;
- (b) injures or is capable of injuring property or any life form;
- (c) interferes or is capable of interfering with the proper operation of a sewer or stormwater management facility;

- (d) causes or is capable of causing material physical discomfort to a person; or
- (e) damages or is capable of damaging the environment.

“Design Capacity” means the limits for volume of solids and floatable material in a Stormwater Rehabilitation Unit as specified by the manufacturer, a professional engineer or an applicable Code of Practice.

"Discharge" means to directly or indirectly introduce a substance into the municipal drainage system by spilling, disposing of, abandoning, depositing, leaking, seeping, pouring, draining, emptying or by any other means.

"Discharging Operation" means an industrial, commercial, institutional, residential or other undertaking listed in Schedule "B".

"Display Vehicle Rinsing" means the rinsing of the exterior of a vehicle while the vehicle is located in a display area by any vehicle dealership, car rental facility, or associated vehicle storage areas.

"Domestic Waste" means waste, sanitary waste and the water-carried wastes which is produced on a residential property.

"Enclosed Building" means a structure totally enclosed by walls that extend from the foundation to the roof, whether those walls include doors or windows of any size, so as to prevent the ingress of precipitation and the egress of wastewater and spills to the municipal drainage system.

"Equipment Washing Activity" means any activity that involves washing the exterior of a self-propelled piece of equipment or motor vehicle.

"Fecal Coliforms" means the portion of coliform bacteria from fecal sources, as determined by the appropriate procedure in Standard Methods.

"Fuel Storage Tank" means a tank designed to hold more than 25 litres of fuel, but does not include fuel tanks in or affixed to motor vehicles.

"Grab Sample" means a sample of waste collected at a particular time and place.

"Hazardous Materials" means materials, such as but not limited to solvents, chemicals required for the treatment of pool water, refrigerant used in the refrigeration process, coolant that is used in the ice surface refrigeration system, fertilizers, pesticides, lead-acid batteries, gasoline, diesel, fuel oil, transmission fluid, brake fluid, antifreeze, oil, and/or automotive fluids that due to their nature and/or quantity, are potentially hazardous to human health and the environment.

"Hazardous Waste" means hazardous waste as defined in the Hazardous Waste Regulation.

"Hazardous Waste Regulation" means the Hazardous Waste Regulation enacted pursuant to the *Environmental Management Act*.

"Improvement District" means an improvement district incorporated under the *Local Government Act*.

“Kitchen Scraps” means compostable waste generated by residential, business, institutional and commercial sources such as fruits, vegetables, meat, meat by-products, dairy products, baked goods, cereal, grains, pasta, bones, egg shells, coffee grounds and filters, tea bags, nuts and shells, houseplants and cut and dried flowers, and soiled paper products such as paper towels, tissues, food packaging, plates and cups.

"Manager" means the Stormwater Control Manager appointed by the Board, and includes any other Regional District employee acting under his or her authority.

“Motor Vehicle, Marine Vessel and Boat Washing wastes” means waste resulting from motor vehicle, marine vessel and boat washing, and motor, mechanical parts and maintenance waste but does not include residential vehicle washing.

"Municipal Drainage System" means storm sewers, stormwater management facilities and watercourses owned or operated by a municipality.

"Municipality" means one or more of the District of Central Saanich, the District of North Saanich and the Town of Sidney.

“Oil and Grit Separator” means structures consisting of one or more chambers that remove sediment, screen debris and separate oil from stormwater.

"Operator" includes the person who owns or otherwise has the right to operate an industrial, commercial or institutional enterprise or any person who has been authorized by such persons to act as his or her agent.

"Outdoor Storage Operation" means any commercial, industrial or institutional operation or an operation by a public authority that stores materials or equipment outside of an enclosed building.

"Parking Lot Operation" means an asphalt, concrete or similar paved surface providing ten or more spaces (covered or uncovered) to store an unattended vehicle provided by any commercial, industrial or institutional operation or by a public authority, but does not include roads and streets.

"PCB" means any monochlorinated, dichlorinated, or polychlorinated biphenyl or any mixture that contains one or more of these.

“Perimeter Drains” means the drainage system normally installed around a building foundation that conveys groundwater and/or roof drainage to a municipal drainage system or watercourse.

"Pesticides" means pesticides regulated under the *Integrated Pest Management Act*.

"pH" means the expression of the acidity or basicity of a solution as defined and determined by the appropriate procedure described in Standard Methods.

"Pollution" means the presence in the environment of a substance or contaminant that has harmful or poisonous effects.

"Pool" means any water receptacle designed for decorative purposes or used for swimming or as a bath or hot tub designed to accommodate more than one bather at a time.

“Precipitation” means the condensation of atmospheric water vapour that falls under gravity, including rain, sleet, snow and hail.

"Premises" means any land or building or both or any part thereof.

"Prohibited Waste" means prohibited waste as defined in Schedule "A" to this bylaw.

"Qualified Professional" means a professional who:

- (a) is registered in British Columbia with a professional organization, is acting under that organization’s code of ethics and is subject to disciplinary action by that organization, and
- (b) through suitable education, experience, accreditation and knowledge respecting stormwater and rainwater management, may reasonably be relied on to provide advice within their area of expertise, which area of expertise is applicable to the duty or function.

"Radioactive Materials" means a nuclear substance as defined in the *Nuclear Safety and Control Act* of Canada and Regulations under that Act.

“Rainwater” means fresh water that falls as precipitation from clouds.

"Regional District" means the Capital Regional District.

"Residential Property" means a property, which is used primarily for the purpose of residence by persons on a permanent, temporary or seasonal basis.

"Rinsing" means to wash with water but does not include the use of soap or other detergents.

"Sampling Point" means a location where a representative sample of the discharge may be collected.

"Sanitary Waste" means waste that contains human feces, urine, blood or body fluids originating from sanitary conveniences or other sources.

"Spill" means the introduction of a prohibited waste into the municipal drainage system or a watercourse, or the discharge of stormwater containing any other substance prohibited under this bylaw, whether intentional or unintentional.

"Spill Containment" means any impervious structure, that surrounds a container or works that prevents the accumulation of precipitation and that is sufficient to hold the larger of:

- (a) 110% of the largest volume of the container or works; or
- (b) 25% of the total volume of containers or works in storage.

"Spill Response Equipment" means a collection of materials stored on site that are specifically designed to prevent or mitigate a particular contaminant from entering a municipal drainage system.

"Standard Methods" means the latest edition of *Standard Methods for the Examination of Water and Wastewater* jointly prepared and published from time to time by the American Public Health Association, American Water Works Association, and the Water Environment Federation.

"Storm Sewer" means a pipe, conduit, drain or other equipment or facilities for the collection and transmission of stormwater or uncontaminated water.

"Stormwater" means natural precipitation and other sources of water that have travelled over impervious surfaces and is typically channeled into storm sewers and watercourses.

"Stormwater Rehabilitation Unit" means works or other technology with an operating and maintenance plan, that are designed by a qualified professional to treat stormwater to achieve a quality that is not prohibited under Schedule "A" of this bylaw under the conditions of a two-year storm event at the time of installation, and without limitation may include catch basins, oil and grit separators, swales, settling ponds, and similar works.

"Stormwater Management Facility" means impoundment and appurtenant structures, connections and controls for containment, detention, retention of stormwater and its delayed release at a controlled rate to the municipal drainage system or watercourses, which has been designed by a qualified professional to achieve a quality that is not prohibited under Schedule "A" of this bylaw under the conditions of a two-year storm event at the time of installation.

"Stream" includes a pond, lake, river, creek, brook, spring or wetland.

"Suspended Solids" means the portion of total solids retained by a filter, as determined by the appropriate procedure in Standard Methods.

"Total Oil and Grease" means an organic substance or substances recoverable by procedures set out in Standard Methods or procedures authorized by the Manager and includes, but is not limited to, hydrocarbons, esters, fats, oils, waxes, and high-molecular weight carboxylic acids.

"Treat" means removal of contaminants by physical or chemical processes.

“Treatment Works” means a facility, a stormwater management facility or a stormwater rehabilitation unit that is used to treat stormwater.

"Trucked Liquid Waste" means any waste that is collected and transported from the site where the waste originated by means other than discharge to a sewer including, but not limited to, holding tank waste, septic tank waste, chemical toilet contents, catch basin waste, oil and grease from interceptors or traps, and other sludge of organic or inorganic origin.

"Two-year Storm Event" means a rainfall event with a return period of two years, calculated by a qualified professional using an intensity, frequency and duration curve.

"Uncontaminated Water" means any water excluding stormwater but including cooling water, condensed water and water from municipal waterworks or a private water supply to which no contaminant has been added, and does not contain chlorine or chloramine.

"Vehicle" means a vehicle as defined under the *Motor Vehicle Act*.

“Vehicle Wash Operation” means the washing of the exterior of a vehicle by any commercial, industrial or institutional operation or by a public authority, but does not include display vehicle rinsing.

"Waste" means any substance whether gaseous, liquid or solid, that is or is intended to be discharged or discarded, directly or indirectly, to the municipal drainage system.

"Wastewater" means the composite of water and water-carried wastes from residential, commercial, industrial or institutional premises or any other source.

"Wastewater Quality Parameter" means any parameter used to describe the quality of wastewater.

"Watercourse" means:

- (a) a stream; or
- (b) a canal, ditch, reservoir, lagoon, lake, spring, swamp, marsh or other natural body of water, stormwater management facility or other man-made surface feature designed to carry or hold water or stormwater, whether it contains or conveys water continuously or intermittently.

"Waterworks" means any works owned or otherwise under the control or jurisdiction of the Regional District or one or more of its member municipalities or an Improvement District that collects, treats, transports, or stores drinking water.

2.0 DISCHARGES TO THE MUNICIPAL DRAINAGE SYSTEM

2.1 No person shall discharge or allow or cause to be discharged into the municipal drainage system or a watercourse any of the following:

- (a) domestic waste;
- (b) business waste; or
- (c) prohibited waste.

2.2 Despite the prohibitions contained in subsection 2.1 (a), a person may discharge into the municipal drainage system or a watercourse water resulting from domestic activities customarily incidental to a residential use of land including:

- (a) water resulting from natural precipitation and drainage of such water;
- (b) water resulting from non-commercial car washing; and

(c) uncontaminated water.

2.3 Despite the prohibitions contained in subsection 2.1 (b), a person may discharge into the municipal drainage system or a watercourse water resulting from activities customarily incidental to a business use of land only as follows:

(a) water resulting from natural precipitation and drainage of such water

(b) display vehicle rinsing; and

(c) uncontaminated water.

2.4 Despite the prohibitions contained in subsection 2.1, a person may discharge into the municipal drainage system or a watercourse water resulting from the following non-domestic activities:

(a) street, hydrant and water main flushing, provided the discharge is not prohibited under Schedule A of this bylaw; and

(b) firefighting activities.

2.5 Despite the prohibitions listed in subsection 2.1 (a) and (b), a discharging operation that is regulated by a code of practice may discharge into the municipal drainage system or a watercourse waste resulting from the business or other activity, where the discharge is carried out in accordance with the applicable code of practice.

3.0 CODES OF PRACTICE

3.1 A discharging operation that is listed in Schedule B must operate the business or other activity in accordance with the conditions of the applicable code of practice

3.2 Nothing in a code of practice relieves a person discharging waste from complying with this bylaw, or any other applicable enactment.

3.3 All requirements of the bylaw apply to discharging operations unless specifically exempted by the code of practice.

3.4 If a code of practice establishes a requirement in relation to a specific discharging operation which differs from a provision in this bylaw, the requirement in the code of practice prevails.

3.5 Multiple codes of practice may apply at a discharging operation.

3.6 A code of practice does not apply to the discharge of domestic waste.

4.0 SPILL RESPONSE

4.1 An operator of a business operating on [Date of Adoption of the bylaw] that stores one or more hazardous materials on the premises where the business operates, other than within an enclosed building, must prepare a spill response plan by [180 days after the Date of Adoption of the bylaw].

4.2 An operator of a business that commences operation after [Date of Adoption of the bylaw] that stores one or more hazardous materials on the premises where the business operates, other than within an enclosed building, must prepare a spill response plan within 90 days of commencing operation.

- 4.3 A spill response plan that is required under Section 4.1 or 4.2 must:
- (a) specify the response for containment and cleanup of all spills of all materials present at the property that could result in the discharge of prohibited waste;
 - (b) define the roles and responsibilities of the operations personnel for spill response;
 - (c) include contact names and telephone numbers for appropriate agencies; and
 - (d) provide a check-list of spill response equipment and supplies.
- 4.4 An operator of a business that is required to prepare a spill response plan under Section 4.1 or 4.2 must keep spill response and clean-up equipment and supplies in stock at all times and readily available for use.
- 4.5 An operator of a business that is required to prepare a spill response plan under Section 4.1 or 4.2 must keep a copy of the spill response plan at the site in an accessible location and available for inspection by the Manager or Bylaw Enforcement Officer.
- 4.6 In the event of a spill, an operator of a business required to prepare a spill response plan under Section 4.1 or 4.2 must immediately implement the provisions of the spill response plan when safe to do so, to prevent or discontinue the discharge of spilled material into the municipal drainage system or watercourse.
- 4.7 In the event of a spill, an operator of a business must prevent or discontinue, when safe to do so, the discharge of spilled material into the municipal drainage system or watercourse.
- 4.8 During a spill response, an operator of a business who operates a treatment works must inspect the treatment works for spilled material within four hours after the spill has been detected.
- 4.9 If an operator of a business detects or observes spilled material in the treatment works that exceeds the design capacity of the works or may cause the discharge of a prohibited waste, then the operator of the business must clean out or cause the works to be cleaned out within twenty four hours after a spill has been detected or cease discharge to the municipal drainage system or watercourse until the clean out of the material has occurred.

5.0 RECORD KEEPING

- 5.1 An operator of a business must keep a record of all spills, including:
- (a) the date of spill;
 - (b) the type of material spilled;
 - (c) the quantity of material spilled; and
 - (d) the spill response action.
- 5.2 An operator of a business must keep a record of all inspection and maintenance activities in relation to the treatment works, including:
- (a) the date of inspection or maintenance;
 - (b) a description of maintenance conducted;
 - (c) a description of material removed from the treatment works;
 - (d) the name and address of the disposal or recycling company or facility handling the material removed from the treatment works; and
 - (e) names of the persons who conducted the inspection or maintenance.

5.3 The records required under sections 5.1 and 5.2 shall be retained on site for a period of two years and shall be made available for inspection by the Manager or a Bylaw Enforcement Officer upon request.

6.0 APPOINTMENT OF THE STORMWATER CONTROL MANAGER

6.1 The Board may appoint an officer or employee of the Regional District as the Manager.

6.2 The Manager has the powers set out in this bylaw and the responsibilities in relation to the administration of this bylaw as set out in the bylaw or resolution appointing him or her.

7.0 INSPECTION

7.1 The Manager, an employee of the Regional District authorized by the Manager, or a Bylaw Enforcement Officer may enter at all reasonable times and in accordance with section 16(1) to 16(5) of the *Community Charter* on any property that is subject to this bylaw to ascertain whether the regulations of this bylaw are being observed or the requirements of this bylaw are being met.

8.0 OFFENCES AND PENALTIES

8.1 A person who contravenes this bylaw commits an offence and is liable to a fine not exceeding \$2,000.

8.2 Where an offence is committed or continues for more than one day, a person shall be deemed to have committed separate offences for each day on or during which an offence occurs or continues, and separate fines, each not exceeding \$2,000, may be imposed for each day on or during which an offence occurs or continues.

8.3 Nothing in this bylaw shall limit the Regional District from pursuing any other remedy that would otherwise be available to the Regional District at law.

9.0 GENERAL

9.1 No person shall hinder or prevent the Manager, a person authorized by the Manager, or a Bylaw Enforcement Officer from entering any premises or from carrying out his or her duties with respect to the administration of this bylaw.

9.2 The schedules annexed to this bylaw shall be deemed to be an integral part of this bylaw.

9.3 If any provision of this bylaw is found to be invalid by a Court of competent jurisdiction it may be severed from the bylaw.

9.4 The headings in this bylaw are inserted for convenience and reference only.

10.0 PURPOSE

- 10.1 This bylaw must be interpreted in accordance with this section despite any other provision of this bylaw.
- 10.2 This bylaw is enacted for the purpose of regulating discharges to the municipal drainage system and watercourses in order to reduce the risk of pollution of watercourses and the near shore marine environment. The purpose of this bylaw does not extend:
 - (a) to the protection of any person from economic loss;
 - (b) to the assumption by the Regional District and municipality of responsibility for ensuring that any discharge of wastewater to the municipal drainage system does not cause pollution or interference with the proper functioning of the municipal drainage system or watercourses; or
 - (c) to provide any person with a warranty that any discharge of wastewater or activity or works referred to in paragraph (b) will not cause pollution or other nuisance to any person.
- 10.3 Nothing in this bylaw shall be interpreted as relieving a person discharging wastewater from complying with federal, provincial and local government enactments governing the discharge of wastewater into the municipal drainage system or watercourse, and in the event of a conflict between the provisions of this bylaw and a Federal, Provincial or Local enactment, the provisions of the Federal, Provincial or Local enactment shall prevail.

11.0 CITATION

11.1 This bylaw may be cited for all purposes as [correct title and No. to be inserted].

READ A FIRST TIME THIS	day of	2017
READ A SECOND TIME THIS	day of	2017
READ A THIRD TIME THIS	day of	2017
ADOPTED THIS	day of	2017

Board Chair

Secretary

SCHEDULE "A"

PROHIBITED WASTE

Prohibited waste shall not be discharged to the municipal drainage system. Prohibited waste means any of the following:

1. Hazardous Waste

Any hazardous waste.

2. Biomedical Waste

Any biomedical waste.

3. Air Contaminant Waste

Any waste which, by itself or in combination with another substance, is capable of creating, causing or introducing an air contaminant, causing air pollution outside or within any municipal drainage system.

4. Flammable or Explosive Waste

Any waste, which by itself or in combination with another substance, is capable of causing or contributing to an explosion or supporting combustion in any municipal drainage system including, but not limited to; gasoline, naphtha, propane, diesel, fuel oil, kerosene or alcohol.

5. Corrosive and pH Waste

Any waste by itself or in combination with any other substance, which at the point of discharge into a municipal drainage system or watercourse has a pH lower than 6.5 or higher than 9.0 as determined by either a grab sample or composite sample.

6. High Temperature Waste

- (a) Any waste which, by itself or in combination with another substance, will create heat in amounts which will raise the temperature of wastewater discharged by a municipal drainage system by 1 degree Celsius or more;
- (b) Any waste which will raise the temperature of wastewater discharged by a municipal drainage system by 1 degree Celsius or more;
- (c) Any waste with a temperature of 18 degrees Celsius or more at the point of discharge in to the municipal drainage system or watercourse.

7. PCB and Pesticides

Any waste containing PCB or pesticides.

8. Pool Water

Any water from a pool containing residual chlorine, chloramine, or bromine.

9. Radioactive Waste

Any waste containing radioactive materials which, at the point of discharge into a municipal drainage system, exceeds radioactivity limitations as established by the Canadian Nuclear Safety Commission.

10. Dyes and Colouring Material

Dyes or colouring materials which, at the point of discharge into the municipal drainage system produce a colour value greater than or equal to 15 true colour units (mg/L Pt) as determined by either a grab sample or composite sample, or that causes discolouration of water to such an extent that the colour cannot be determined by the visual comparison method as set out in Standard Methods except where the dye is used by a municipality, Regional District or Health Authority as a tracer.

11. Miscellaneous Wastes

Any waste which by itself or in combination with another substance causes pollution in any municipal drainage system or watercourse.

12. Disinfectant Process Water

Any water from a waterworks containing residual chlorine or chloramine remaining from the disinfection of the waterworks or any part of the waterworks but does not include water containing chlorine or chloramine ordinarily added to a supply of potable water by a municipality, the Regional District or an Improvement District.

13. Fill

Soil, sand, silt, clay, gravel, rock or other material of which land is composed.

14. Total Oil and Grease

Any wastewater, which at the point of discharge into the municipal drainage system or watercourse, contains a total oil and grease concentration that exceeds 15 milligrams per liter as determined by either a grab sample or a composite sample.

15. Wastewater Containing Suspended Solids

Any wastewater, which at the point of discharge into the municipal drainage system or watercourse contains Suspended Solids in concentrations that would:

- (a) exceed 75 milligrams per liter as determined by either a grab sample or a composite sample, or
- (b) cause the water quality in the watercourse receiving the wastewater to exceed the aquatic life total suspended sediments guidelines as set out in Table 44 in the "British Columbia Approved Water Quality Guidelines: Aquatic Life, Wildlife & Agriculture – Summary Report, January 2017" published by the Ministry of Environment.

16. Wastewater Containing Fecal Coliforms

Any wastewater which contains fecal coliforms in concentrations above 200 colony counts/100 mL at point of discharge into a municipal drainage system as determined by a grab sample or composite sample.

17. Carpet Cleaning Waste

Any carpet cleaning waste.

18. Trucked Liquid Waste

Any trucked liquid waste.

19. Sanitary waste

Any sanitary waste.

20. Waste Containing Phosphorous

Any waste which, at the point of discharge into a municipal drainage system contains a total phosphorus concentration greater than 1.0 mg/L, as determined by either a grab sample or composite sample.

21. Wastewater from Garbage Containers, Kitchen Scraps Containers and Restaurant Grease Containers

Any wastewater that contains liquid waste that originates from within garbage containers, kitchen scraps containers or restaurant waste grease containers.

22. Turbidity

Any wastewater with a turbidity that would:

- (a) exceed 50 nephelometric turbidity units (NTU) as determined by either a grab sample or a composite sample at the point of discharge into the municipal drainage system or watercourse; or
- (b) cause the water quality in the watercourse receiving the wastewater to exceed the aquatic life turbidity guidelines as set out in Table 44 in the "British Columbia Approved Water Quality Guidelines: Aquatic Life, Wildlife & Agriculture – Summary Report, January 2017" published by the Ministry of Environment.

23. Motor Vehicle and Marine Vessel and Boat Washing Waste

Motor vehicle and marine vessel and boat washing wastes and motor, mechanical parts and maintenance wastes, not including residential vehicle washing.

24. Chloride

Any waste which, at the point of discharge into the municipal drainage system or watercourse, contains a chloride concentration greater than 1000 mg/L as determined by either a grab sample or composite sample.

25. Chlorine and Chlorinated Compounds

Any waste which, at the point of discharge into the municipal drainage system or watercourse, contains a chlorine concentration greater than 0.5 mg/L as determined by either a grab sample or composite sample.

26. Wastewater from a vehicle wash operation

Any wastewater that is generated by the washing of the exterior of vehicles by any commercial, industrial or institutional operation or by a public authority.

SCHEDULE "B"
CODE OF PRACTICE
BYLAW 4168

The following codes of practice have been adopted by the Capital Regional District to apply within the District of Central Saanich, the District of North Saanich and the Town of Sidney

Code of Practice	Appended to this Bylaw as Schedule
Code of Practice for Parking Lot Operations	C
Code of Practice for Outdoor Storage Operations	D

SCHEDULE "C"

CODE OF PRACTICE FOR PARKING LOT OPERATIONS

1.0 APPLICATION

- 1.1 This code of practice describes the terms and conditions for the discharge of stormwater from parking lot operations into a municipal drainage system or watercourse.

2.0 DISCHARGE REGULATIONS

- 2.1 A person may discharge into the municipal drainage system or watercourse water resulting from natural precipitation, and drainage of such water from a parking lot operation, providing that the discharge is in accordance with this code of practice.
- 2.2 An operator of a parking lot operation that commences operation after [Date of Adoption of Code of Practice] and which discharges stormwater, other than stormwater from roof drains or groundwater from perimeter drains that are associated with a building, into the municipal drainage system or watercourse, must install and maintain one or more stormwater rehabilitation units to treat the collected stormwater prior to discharge.
- 2.3 An operator of a parking lot operation operating on [Date of Adoption of Code of Practice] which does not have a stormwater rehabilitation unit and that is discharging prohibited waste must take immediate steps to cease the discharge of prohibited waste and, if unable to cease the discharge of prohibited waste must install, within 180 days of [Date of Adoption of Code of Practice], one or more stormwater rehabilitation units to treat the collected stormwater prior to discharge to the municipal drainage system or watercourse.
- 2.4 An operator of a parking lot operation subject to sections 2.2 or 2.3 must ensure that all stormwater from the parking lot operation, with the exception of stormwater from roof drains or groundwater from perimeter drains, is directed to one or more stormwater rehabilitation units prior to discharge into the municipal drainage system.
- 2.5 An operator of a parking lot operation who installs a stormwater rehabilitation unit required under section 2.2 or 2.3 must locate the stormwater rehabilitation unit so that it is readily and easily accessible for inspection and maintenance.
- 2.6 An operator of a parking lot operation:
- (a) must not permit floating oil and grease to accumulate in the stormwater rehabilitation unit in excess of 75% of the design capacity of the stormwater rehabilitation unit;
 - (b) must not permit the settled solids to accumulate in the stormwater rehabilitation unit in excess of 75% of the design capacity;
 - (c) must inspect the stormwater rehabilitation unit and measure the accumulated solids and floating oils at least once every three months to verify the requirements under (a) and (b);
 - (d) must maintain every component of the stormwater rehabilitation unit in good operating condition, and in accordance with any applicable operating and maintenance plan, and shall clean out the accumulated debris every twelve months, or within seven working days of determining that any levels prescribed in section (b) or (c) have been exceeded.
- 2.7 An operator of a parking lot operation must not discharge oil and grease, solids or other material accumulated in a stormwater rehabilitation unit into the municipal drainage system.
- 2.8 An operator of a parking lot operation must not use or permit the use of intentional high volume flows of stormwater or chemical agents, solvents, hot water or other agents to facilitate the passage of oil and grease through a stormwater rehabilitation unit.
- 2.9 A stormwater rehabilitation unit installed under sections 2.2 and 2.3 must:

- (a) be designed and installed such that the discharge into the municipal drainage system or watercourse is equipped with a sampling point downstream of the treatment works and upstream of the discharge point into a municipal storm sewer system or watercourse; and
 - (b) the sampling point is readily and easily accessible at all times for inspection.
- 2.10 An operator of a parking lot operation who installs treatment works must keep records of the works design calculations, design capacity, operating and maintenance plan and drawings as issued by a qualified professional available for inspection at the request of an officer.
- 2.11 The design drawings required under section 2.10, as issued by a qualified professional, must show the locations of the sampling point and the point of connection of the treatment works to the municipal drainage system.
- 2.12 Sections 2.2 to 2.6 do not apply to facilities equipped with stormwater management facilities as long as any discharge from the stormwater management facility to the municipal storm sewer or watercourse is not prohibited under Schedule A of the Bylaw

3.0 SPILL RESPONSE

- 3.1 An operator of a parking lot operation that is operating on [Date of Adoption of the bylaw] must prepare a spill response plan by [180 days after the Date of Adoption of the bylaw].
- 3.2 An operator of a parking lot operation that commences operation after [Date of Adoption of the bylaw] must prepare a spill response plan within 90 days of commencing operation.
- 3.3 The operator of a parking lot operation that is required to prepare a spill response plan under Section 3.1 or 3.2 must:
- (a) specify the response for containment and cleanup of all spills of hazardous material;
 - (b) define the roles and responsibilities of the operations personnel for spill response;
 - (c) include contact names and telephone numbers for appropriate agencies; and
 - (d) provide a check-list of spill response equipment and supplies.
- 3.4 An operator of a parking lot operation that is required to prepare a spill response plan under section 3.1 or 3.2 must keep spill response and clean-up equipment and supplies in stock at all times and readily available for use.
- 3.5 An operator of a parking lot operation that is required to prepare a spill response plan under section 3.1 or 3.2 must keep a copy of the spill response plan available for inspection by the Manager or Bylaw Enforcement Officer.
- 3.6 In the event of a spill, an operator of a parking lot operation required to prepare a spill response plan under section 3.1 or 3.2 must immediately implement the provisions of the spill response plan when they become aware of the spill and when safe to do so, to prevent or discontinue the discharge of spilled material into the municipal drainage system or watercourse.
- 3.7 In the event of a spill, an operator of a parking lot operation must prevent or discontinue, when safe to do so, the discharge of spilled material into the municipal drainage system or watercourse.
- 3.8 During a spill response, an operator of a parking lot operation who operates treatment works must inspect the treatment works, stormwater rehabilitation unit or stormwater management facility for spilled material within four hours after the spill has been detected.
- 3.9 If an operator of a parking lot operation detects or observes spilled material in the treatment works that exceeds the design capacity of the works or may cause the discharge to contravene Schedule "A", then the operator of the parking lot operation must clean out or cause the works to be cleaned

out within twenty four hours after a spill has been detected or cease discharge to the municipal drainage system or watercourse until the clean out of the material has occurred.

4.0 RECORD KEEPING

4.1 An operator of a parking lot operation must keep a record of all spills, including:

- (a) the date of spill;
- (b) the type of material spilled;
- (c) the quantity of material spilled; and
- (d) the spill response action.

4.2 An operator of a parking lot operation must keep a record of all inspection and maintenance activities in relation to the treatment works, including:

- (a) the date of inspection or maintenance;
- (b) a description of maintenance conducted;
- (c) a description of the of the material removed from treatment works;
- (d) the name and address of the disposal or recycling company or facility handling the material removed from the treatment works and
- (e) names of the persons who conducted the inspection or maintenance.

4.3 The records required under sections 4.1 and 4.2 shall be retained on site for a period of two years and shall be available for inspection by the Manager or Bylaw Enforcement Officer upon request.

SCHEDULE "D"

CODE OF PRACTICE FOR OUTDOOR STORAGE OPERATIONS

In this code of practice, "**Recyclable Material**" means a product or substance that has been diverted from disposal and satisfies at least one of the following criteria:

- (a) is managed as a marketable commodity with an established market by the owner or operator of a site;
- (b) is being used in the manufacture of a new product that has an established market or is being processed as an intermediate stage of an existing manufacturing process; or
- (c) has been identified as a recyclable material in the Capital Regional District Solid Waste Management Plan

1.0 APPLICATION

- 1.1 This code of practice describes the terms and conditions for the discharge of wastewater from outdoor storage operations into a municipal drainage system or watercourse.
- 1.2 The following activities are not included in this code of practice:
 - (a) storage of materials at a construction and development operation;
 - (b) normal agricultural practices;
 - (c) storage of recyclable materials; and
 - (d) storage of materials or equipment that poses no risk of a discharge to the municipal drainage system contravening Schedule "A" of this bylaw

2.0 DISCHARGE REGULATIONS

- 2.1 A person may discharge wastewater resulting from an outdoor storage operation into the municipal drainage system or a watercourse providing that the discharge is in accordance with this code of practice.
- 2.2 An operator of an outdoor storage operation must not discharge wastewater which, at the point of discharge into the municipal drainage system or watercourse, contains:
 - (a) water that has accumulated in a spill containment area;
 - (b) untreated wash and rinse water from the cleaning of stored materials or equipment that is prohibited waste;
 - (c) fluids and fuels from vehicles, machinery or equipment;
 - (d) water that accumulates in any fuel storage tanks; and
 - (e) rinse water from motor vehicle or mechanical parts that have been washed in solvent.
- 2.3 An operator of an outdoor storage operation that commences operation after [Date of Adoption of Code of Practice] and that discharges stormwater, other than stormwater from roof drains and perimeter drains, into the municipal drainage system or watercourse must install and maintain one or more stormwater rehabilitation units to treat the collected wastewater prior to discharge.

- 2.4 An operator of an outdoor storage operation operating on [Date of Adoption of Code of Practice] which does not have a stormwater rehabilitation unit and that is discharging prohibited waste must take immediate steps to cease the discharge of the prohibited waste and, if unable to cease the discharge of prohibited waste must install, within 180 days of [Date of Adoption of Code of Practice], one or more stormwater rehabilitation units to treat the collected stormwater prior to discharge to the municipal drainage system or watercourse.
- 2.5 An operator of an outdoor storage operation subject to sections 2.3 or 2.4 must ensure that all wastewater, with the exception of stormwater from the storage operation, other than roof drains and perimeter drains, is directed to one or more stormwater rehabilitation units before being discharged into the municipal drainage system or watercourse.
- 2.6 An operator of an outdoor storage operation who installs a stormwater rehabilitation unit required under section 2.4 must locate the stormwater rehabilitation unit so that it is readily and easily accessible for inspection and maintenance.
- 2.7 An operator of an outdoor storage operation:
- (a) must not permit floating oil and grease to accumulate in the stormwater rehabilitation unit in excess of 75% of the design capacity of the stormwater rehabilitation unit;
 - (b) must not permit the settled solids to accumulate in the stormwater rehabilitation unit in excess of 75% of the design capacity;
 - (c) must inspect the stormwater rehabilitation unit and measure the accumulated solids and floating oils at least once every six months to verify the requirements under (a) and (b);
 - (d) must maintain every component of the stormwater rehabilitation unit in good operating condition, and in accordance with any applicable operating and maintenance plan, and shall clean clear the accumulated debris every twelve months, or within seven working days of determining that any levels prescribed in section (b) or (c) have been exceeded
- 2.8 An operator of an outdoor storage operation must not discharge oil and grease, solids or other material accumulated in a stormwater rehabilitation unit into the municipal drainage system or watercourse.
- 2.9 An operator of an outdoor storage operation must not use or permit the use of intentional high volume flows, chemical agents, solvents, hot water or other agents to facilitate the passage of oil and grease, solids or other material through a stormwater rehabilitation unit.
- 2.10 A stormwater rehabilitation unit installed under sections 2.3 and 2.4 must:
- (a) be designed and installed such that the discharge into the municipal drainage system or watercourse is equipped with a sampling point downstream of the treatment works and upstream of the discharge point into a municipal storm sewer system or watercourse; and
 - (b) the sampling point is readily and easily accessible at all times for inspection.
- 2.11 An operator of an outdoor storage operation who installs treatment works must keep records of the works design calculations, design capacity, operating and maintenance plan and drawings as issued by a qualified professional available for inspection at the request of an officer.
- 2.12 The design drawings required under section 2.11 as issued by a qualified professional, must show the locations of the sampling point and the point of connection of the treatment works to the municipal drainage system.

3.0 SPILL PREVENTION

- 3.1 An operator of an outdoor storage operation storing one or more hazardous materials on the premises where the business operates, other than within an enclosed building, must ensure that the hazardous material(s) are stored within spill containment that is designed to prevent the spill of such a substance into the municipal drainage system or watercourse if:
- (a) the storage of the materials is not otherwise regulated by an enactment; and
 - (b) the material could be discharged to the municipal drainage system or watercourse in the event of a spill.

4.0 SPILL RESPONSE

- 4.1 An operator of an outdoor storage operation on [Date of Adoption of the bylaw] must prepare a spill response plan by [180 days after the Date of Adoption of the bylaw].
- 4.2 An operator of an outdoor storage operation that commences operation after [Date of Adoption of the bylaw] must prepare a spill response plan within 90 days of commencing operation.
- 4.3 The operator of an outdoor storage operation that is required to prepare a spill response plan under section 4.1 or 4.2 must:
- (a) specify the response for containment and cleanup of all spills of hazardous material;
 - (b) define the roles and responsibilities of the operations personnel for spill response;
 - (c) include contact names and telephone numbers for appropriate agencies; and
 - (d) provide a check-list of spill response equipment and supplies.
- 4.4 An operator of an outdoor storage operation that is required to prepare a spill response plan under section 4.1 or 4.2 must keep spill response and clean-up equipment and supplies in stock at all times and readily available for use.
- 4.5 An operator of an outdoor storage operation that is required to prepare a spill response plan under section 4.1 or 4.2 must keep a copy of the spill response plan available for inspection by the manager or bylaw enforcement officer.
- 4.6 In the event of a spill, an operator of an outdoor storage operation required to prepare a spill response plan under section 4.1 or 4.2 must immediately implement the provisions of the spill response plan when they become aware of the spill and when safe to do so, to prevent or discontinue the discharge of spilled material into the municipal drainage system or watercourse.
- 4.7 In the event of a spill, an operator of an outdoor storage operation must prevent or discontinue, when safe to do so, the discharge of spilled material into the municipal drainage system or watercourse.
- 4.8 During a spill response, an operator of an outdoor storage operation who operates treatment works must inspect the treatment works, stormwater rehabilitation unit or stormwater management facility for spilled material within four hours after the spill has been detected.
- 4.9 If an operator of an outdoor storage operation detects or observes spilled material in treatment works that exceeds the design capacity of the works or may cause the discharge to contravene Schedule "A", then the operator of the outdoor storage operation must clean out or cause the works to be cleaned out within twenty four hours after a spill has been detected or cease discharge to the municipal drainage system or watercourse until the clean out of the material has occurred.

5.0 RECORD KEEPING

- 5.1 An operator of an outdoor storage operation must keep a record of all spills, including:
- (a) the date of spill;
 - (b) the type of material spilled;
 - (c) the quantity of material spilled; and
 - (d) the spill response action.
- 5.2 An operator of an outdoor storage operation must keep a record of all inspection and maintenance activities in relation to the treatment works, including:
- (a) the date of inspection or maintenance;
 - (b) a description of maintenance conducted;
 - (c) a description of the of the material removed from the treatment works, stormwater rehabilitation unit or rainwater management facility;
 - (d) the name and address of the disposal or recycling company or facility handling the material removed from the treatment works, stormwater rehabilitation unit; or rainwater management facility and
 - (e) names of the persons who conducted the inspection or maintenance.
- 5.3 The records required under sections 5.1 and 5.2 shall be retained on site for a period of two years and shall be available for inspection by the Manager or Bylaw Enforcement Officer upon request.

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4168

A BYLAW TO REGULATE STORMWATER DISCHARGES TO
THE MUNICIPAL DRAINAGE SYSTEM OF THE DISTRICT OF CENTRAL SAANICH,
DISTRICT OF NORTH SAANICH AND THE TOWN OF SIDNEY

Under its statutory powers, including sections 8(3)(j), of the Community Charter, Section 2(1)(a) of the Spheres of Concurrent Jurisdiction-Environment and Wildlife Regulation, Reg. 144/2004, and the Capital Regional District Regulation, B.C. Reg. 65/90 the Capital Regional District enacts the following provisions:

1.0 DEFINITIONS

In this bylaw:

"**Biomedical Waste**" means biomedical waste as defined in the *Environmental Management Act*.

"**Board**" means the Capital Regional District Board of Directors.

"**Business Waste**" means waste which is produced on an industrial, commercial or institutional property.

"**Bylaw Enforcement Officer**" means a duly appointed bylaw enforcement officer of the Regional District.

"**Carpet Cleaning Waste**" means a combination of water-carried liquid and solid wastes by a carpet cleaning operation.

"**Catch Basin**" means a single-chambered stormwater rehabilitation unit that receives surface water runoff or drainage through a grate and is designed by a qualified professional or prescribed by a municipality to clean stormwater by capturing solids and floatable materials.

"**Clean Out**" means to have the settled material and floating material collected in the stormwater rehabilitation unit or treatment works removed and disposed in a manner that meets all regulations.

"**Code of Practice**" means a code of practice attached to this bylaw and listed in Schedule "B" for the discharge of wastewater by a discharging operation.

"**Colour**" means the true colour of water from which turbidity has been removed, as determined by the appropriate procedure in Standard Methods.

"**Composite Sample**" means a sample of waste which is composed of equivalent portions of a specified number of grab samples collected manually or automatically at the same sampling point, at specified times or flow intervals during a specified sampling period.

"**Condensed Water**" means water, which is produced through the process of condensation and includes condensate drainage from refrigeration equipment, air conditioning equipment and steam heating systems.

"**Contaminant**" means any substance, whether dissolved or suspended, or any wastewater quality parameter that, when present above a certain concentration in wastewater:

- (a) injures or is capable of injuring the health or safety of a person;
- (b) injures or is capable of injuring property or any life form;
- (c) interferes or is capable of interfering with the proper operation of a sewer or stormwater management facility;

- (d) causes or is capable of causing material physical discomfort to a person; or
- (e) damages or is capable of damaging the environment.

“Design Capacity” means the limits for volume of solids and floatable material in a Stormwater Rehabilitation Unit as specified by the manufacturer, a professional engineer or an applicable Code of Practice.

"Discharge" means to directly or indirectly introduce a substance into the municipal drainage system by spilling, disposing of, abandoning, depositing, leaking, seeping, pouring, draining, emptying or by any other means.

"Discharging Operation" means an industrial, commercial, institutional, residential or other undertaking listed in Schedule "B".

"Display Vehicle Rinsing" means the rinsing of the exterior of a vehicle while the vehicle is located in a display area by any vehicle dealership, car rental facility, or associated vehicle storage areas.

"Domestic Waste" means waste, sanitary waste and the water-carried wastes which is produced on a residential property.

~~**"Drive Through Lane"** means an area for vehicles for customer service provided to a customer while the customer remains within a motor vehicle.~~

"Enclosed Building" means a structure totally enclosed by walls that extend from the foundation to the roof, ~~whether those walls include doors or windows of any size~~, so as to prevent the ingress of precipitation and the egress of wastewater and spills to the municipal drainage system.

"Equipment Washing Activity" means any activity that involves washing the exterior of a self-propelled piece of equipment or motor vehicle.

"Fecal Coliforms" means the portion of coliform bacteria from fecal sources, as determined by the appropriate procedure in Standard Methods.

"Fuel Storage Tank" means a tank designed to hold more than 25 litres of fuel, but does not include fuel tanks in or affixed to motor vehicles.

"Grab Sample" means a sample of waste collected at a particular time and place.

"Hazardous Materials" means materials, such as but not limited to solvents, chemicals required for the treatment of pool water, refrigerant used in the refrigeration process, coolant that is used in the ice surface refrigeration system, fertilizers, pesticides, lead-acid batteries, gasoline, diesel, fuel oil, transmission fluid, brake fluid, antifreeze, oil, and/or automotive fluids that due to their nature and/or quantity, are potentially hazardous to human health and the environment.

"Hazardous Waste" means hazardous waste as defined in the Hazardous Waste Regulation.

"Hazardous Waste Regulation" means the Hazardous Waste Regulation enacted pursuant to the *Environmental Management Act*.

"Improvement District" means an improvement district incorporated under the *Local Government Act*.

“Kitchen Scraps” means compostable waste generated by residential, business, institutional and commercial sources such as fruits, vegetables, meat, meat by-products, dairy products, baked goods, cereal, grains, pasta, bones, egg shells, coffee grounds and filters, tea bags, nuts and shells, houseplants and cut and dried flowers, and soiled paper products such as paper towels, tissues, food packaging, plates and cups.

"Manager" means the Stormwater Control Manager appointed by the Board, and includes any other Regional District employee acting under his or her authority.

"Motor Vehicle, Marine Vessel and Boat Washing wastes" means waste resulting from motor vehicle, marine vessel and boat washing, and motor, mechanical parts and maintenance waste but does not include residential vehicle washing.

"Municipal Drainage System" means storm sewers, stormwater management facilities and watercourses owned or operated by a municipality.

"Municipality" means one or more of the District of Central Saanich, the District of North Saanich and the Town of Sidney.

"Oil and Grit Separator" means structures consisting of one or more chambers that remove sediment, screen debris and separate oil from stormwater.

"Operator" includes the person who owns or otherwise has the right to operate an industrial, commercial or institutional enterprise or any person who has been authorized by such persons to act as his or her agent.

"Outdoor Storage Operation" means any commercial, industrial or institutional operation or an operation by a public authority that stores materials or equipment outside of an enclosed building.

"Parking Lot Operation" means ~~the provision of an asphalt, concrete or similar paved surface providing~~ ten or more spaces (covered or uncovered) to store an unattended vehicle ~~and/or one or more drive through lanes by any multi-family residential, provided by any~~ commercial, industrial or institutional operation or by a public authority, but does not include roads and streets.

"PCB" means any monochlorinated, dichlorinated, or polychlorinated biphenyl or any mixture that contains one or more of these.

"Perimeter Drains" means the drainage system normally installed around a building foundation that conveys groundwater and/or roof drainage to a municipal drainage system or watercourse.

"Pesticides" means pesticides regulated under the *Integrated Pest Management Act*.

"pH" means the expression of the acidity or basicity of a solution as defined and determined by the appropriate procedure described in Standard Methods.

"Pollution" means the presence in the environment of a substance or contaminant that has harmful or poisonous effects.

"Pool" means any water receptacle designed for decorative purposes or used for swimming or as a bath or hot tub designed to accommodate more than one bather at a time.

"Precipitation" means the condensation of atmospheric water vapour that falls under gravity, including rain, sleet, snow and hail.

"Premises" means any land or building or both or any part thereof.

"Prohibited Waste" means prohibited waste as defined in Schedule "A" to this bylaw.

"Qualified Professional" means a professional who:

- (a) is registered in British Columbia with a professional organization, is acting under that organization's code of ethics and is subject to disciplinary action by that organization, and
- (b) through suitable education, experience, accreditation and knowledge respecting stormwater and rainwater management, may reasonably be relied on to provide advice within their area of expertise, which area of expertise is applicable to the duty or function.

"Radioactive Materials" means a nuclear substance as defined in the *Nuclear Safety and Control Act* of Canada and Regulations under that Act.

"**Rainwater**" means fresh water that falls as precipitation from clouds.

"**Regional District**" means the Capital Regional District.

"**Residential Property**" means a property, which is used primarily for the purpose of residence by persons on a permanent, temporary or seasonal basis.

"**Rinsing**" means to wash with water but does not include the use of soap or other detergents.

"**Sampling Point**" means a location where a representative sample of the discharge may be collected.

"**Sanitary Waste**" means waste that contains human feces, urine, blood or body fluids originating from sanitary conveniences or other sources.

"**Spill**" means the introduction of a prohibited waste into the municipal drainage system or a watercourse, or the discharge of stormwater containing any other substance prohibited under this bylaw, whether intentional or unintentional.

"**Spill Containment**" means any impervious structure, that surrounds a container or works that prevents the accumulation of precipitation and that is sufficient to hold the larger of:

- (a) 110% of the largest volume of the container or works; or
- (b) 25% of the total volume of containers or works in storage.

"**Spill Response Equipment**" means a collection of materials stored on site that are specifically designed to prevent or mitigate a particular contaminant from entering a municipal drainage system.

"**Standard Methods**" means the latest edition of *Standard Methods for the Examination of Water and Wastewater* jointly prepared and published from time to time by the American Public Health Association, American Water Works Association, and the Water Environment Federation.

"**Storm Sewer**" means a pipe, conduit, drain or other equipment or facilities for the collection and transmission of stormwater or uncontaminated water.

"**Stormwater**" means natural precipitation and other sources of water that have travelled over impervious surfaces and is typically channeled into storm sewers and watercourses.

"**Stormwater Rehabilitation Unit**" means works or other technology with an operating and maintenance plan, that isare designed by a qualified professional to treat stormwater to achieve a quality that is not prohibited under Schedule "A" of this bylaw under the conditions of a two-year storm event at the time of installation, and without limitation may include catch basins, oil and grit separators, swales, settling ponds, and similar works.

"**Stormwater Management Facility**" means impoundment and appurtenant structures, connections and controls for containment, detention, retention of stormwater and its delayed release at a controlled rate to the municipal drainage system or watercourses, which has been designed by a qualified professional to achieve a quality that is not prohibited under Schedule "A" of this bylaw under the conditions of a two-year storm event at the time of installation.

"**Stream**" includes a pond, lake, river, creek, brook, spring or wetland.

"**Suspended Solids**" means the portion of total solids retained by a filter, as determined by the appropriate procedure in Standard Methods.

"**Total Oil and Grease**" means an organic substance or substances recoverable by procedures set out in Standard Methods or procedures authorized by the Manager and includes, but is not limited to, hydrocarbons, esters, fats, oils, waxes, and high-molecular weight carboxylic acids.

“**Treat**” means removal of contaminants by physical or chemical processes.

“**Treatment Works**” means a facility, a stormwater management facility or a stormwater rehabilitation unit that is used to treat stormwater.

“**Trucked Liquid Waste**” means any waste that is collected and transported from the site where the waste originated by means other than discharge to a sewer including, but not limited to, holding tank waste, septic tank waste, chemical toilet contents, catch basin waste, oil and grease from interceptors or traps, and other sludge of organic or inorganic origin.

“**Two-year Storm Event**” means a rainfall event with a return period of two years, calculated by a qualified professional using an intensity, frequency and duration curve.

“**Uncontaminated Water**” means any water excluding stormwater but including cooling water, condensed water and water from municipal waterworks or a private water supply to which no contaminant has been added, and does not contain chlorine or chloramine.

“**Vehicle**” means a vehicle as defined under the *Motor Vehicle Act*.

“**Vehicle Wash Operation**” means the washing of the exterior of a vehicle by any commercial, industrial or institutional operation or by a public authority, but does not include display vehicle rinsing.

“**Waste**” means any substance whether gaseous, liquid or solid, that is or is intended to be discharged or discarded, directly or indirectly, to the municipal drainage system.

“**Wastewater**” means the composite of water and water-carried wastes from residential, commercial, industrial or institutional premises or any other source.

“**Wastewater Quality Parameter**” means any parameter used to describe the quality of wastewater.

“**Watercourse**” means:

- (a) a stream; or
- (b) a canal, ditch, reservoir, lagoon, lake, spring, swamp, marsh or other natural body of water, stormwater management facility or other man-made surface feature designed to carry or hold water or stormwater, whether it contains or conveys water continuously or intermittently.

“**Waterworks**” means any works owned or otherwise under the control or jurisdiction of the Regional District or one or more of its member municipalities or an Improvement District that collects, treats, transports, or stores drinking water.

2.0 DISCHARGES TO THE MUNICIPAL DRAINAGE SYSTEM

2.1 No person shall discharge or allow or cause to be discharged into the municipal drainage system or a watercourse any of the following:

- (a) domestic waste;
- (b) business waste; or
- (c) prohibited waste.

2.2 Despite the prohibitions contained in subsection 2.1 (a), a person may discharge into the municipal drainage system or a watercourse water resulting from domestic activities customarily incidental to a residential use of land including:

- (a) water resulting from natural precipitation and drainage of such water;

- (b) water resulting from non-commercial car washing; and
 - (c) uncontaminated water.
- 2.3 Despite the prohibitions contained in subsection 2.1 (b), a person may discharge into the municipal drainage system or a watercourse water resulting from activities customarily incidental to a business use of land only as follows:
- (a) water resulting from natural precipitation and drainage of such water
 - (b) display vehicle rinsing; and
 - (c) uncontaminated water.
- 2.4 Despite the prohibitions contained in subsection 2.1, a person may discharge into the municipal drainage system or a watercourse water resulting from the following non-domestic activities:
- (a) street, hydrant and water main flushing, provided the discharge is not prohibited under Schedule A of this bylaw; and
 - (b) firefighting activities.
- 2.5 Despite the prohibitions listed in subsection 2.1 (a) and (b), a discharging operation that is regulated by a code of practice may discharge into the municipal drainage system or a watercourse waste resulting from the business or other activity, where the discharge is carried out in accordance with the applicable code of practice.

3.0 CODES OF PRACTICE

- 3.1 A discharging operation that is listed in Schedule B must operate the business or other activity in accordance with the conditions of the applicable code of practice
- 3.2 Nothing in a code of practice relieves a person discharging waste from complying with this bylaw, or any other applicable enactment.
- 3.3 All requirements of the bylaw apply to discharging operations unless specifically exempted by the code of practice.
- 3.4 If a code of practice establishes a requirement in relation to a specific discharging operation which differs from a provision in this bylaw, the requirement in the code of practice prevails.
- 3.5 Multiple codes of practice may apply at a discharging operation.
- 3.6 A code of practice does not apply to the discharge of domestic waste.

~~3.01.0 SPILL PREVENTION~~

- ~~3.11.1 An operator of a facility storing one or more hazardous materials must ensure that the hazardous material(s) are stored within spill containment that is designed to prevent the spill of such a substance into the municipal drainage system or watercourse if:~~
 - ~~(a) the storage of the materials is not otherwise regulated by an enactment; and~~
 - ~~(b)(a) the material could be discharged to the municipal drainage system or watercourse in the event of a spill.~~

4.0 SPILL RESPONSE

- 4.1 An operator of a business operating on [Date of Adoption of the bylaw] that stores one or more hazardous materials as listed in 4.1 on the premises where the business operates, other than within

| an enclosed building, must prepare a spill response plan by [~~six months~~180 days after the Date of Adoption of the bylaw].

- 4.2 | An operator of a business that commences operation after [Date of Adoption of the bylaw] that stores one or more hazardous materials as listed in Section 4.4 on the premises where the business operates, other than within an enclosed building, must prepare a spill response plan within ~~60~~90 days of commencing operation.
- |

- 4.3 A spill response plan that is required under Section 54.1 or 54.2 must:
- (a) specify the response for containment and cleanup of all spills of all materials present at the property that could result in the discharge of prohibited waste;
 - (b) define the roles and responsibilities of the operations personnel for spill response;
 - (c) include contact names and telephone numbers for appropriate agencies; and
 - (d) provide a check-list of spill response equipment and supplies.
- 4.4 An operator of a business that is required to prepare a spill response plan under Section 54.1 or 54.2 must keep spill ~~prevention~~response and clean-up equipment and supplies in stock at all times and readily available for use.
- 4.5 An operator of a business that is required to prepare a spill response plan under Section 54.1 or 54.2 must keep a copy of the spill response plan at the site in an accessible location and available for inspection by the Manager or Bylaw Enforcement Officer.
- 4.6 In the event of a spill, an operator of a business required to prepare a spill response plan under Section 54.1 or 54.2 must immediately implement the provisions of the spill response plan when safe to do so, to prevent or discontinue the discharge of spilled material into the municipal drainage system or watercourse.
- 4.7 In the event of a spill, an operator of a business must prevent or discontinue, when safe to do so, the discharge of spilled material into the municipal drainage system or watercourse.
- 4.8 During a spill response, an operator of a business who operates a treatment works must inspect the treatment works for spilled material within four hours after the spill has been detected.
- 4.9 If an operator of a business detects or observes spilled material in the treatment works that exceeds the design capacity of the works or may cause the discharge of a prohibited waste, then the operator of the business must clean out or cause the works to be cleaned out within twenty four hours after a spill has been detected or cease discharge to the municipal drainage system or watercourse until the clean out of the material has occurred.

5.0 RECORD KEEPING

- 5.1 An operator of a business must keep a record of all spills, including:
- (a) the date of spill;
 - (b) the type of material spilled;
 - (c) the quantity of material spilled; and
 - (d) the spill response action.

- 5.2 An operator of a business must keep a record of all inspection and maintenance activities in relation to the treatment works, including:
- (a) the date of inspection or maintenance;
 - (b) a description of maintenance conducted;
 - (c) a description of material removed from the treatment works;
 - (d) the name and address of the disposal or recycling company or facility handling the material removed from the treatment works; and
 - (e) names of the persons who conducted the inspection or maintenance.

5.3 The records required under sections **65.1** and **65.2** shall be retained on site for a period of two years and shall be made available for inspection by the Manager or a Bylaw Enforcement Officer upon request.

6.0 APPOINTMENT OF THE STORMWATER CONTROL MANAGER

- 6.1 The Board may appoint an officer or employee of the Regional District as the Manager.
- 6.2 The Manager has the powers set out in this bylaw and the responsibilities in relation to the administration of this bylaw as set out in the bylaw or resolution appointing him or her.

7.0 INSPECTION

- 7.1 The Manager, an employee of the Regional District authorized by the Manager, or a Bylaw Enforcement Officer may enter at all reasonable times and in accordance with section 16(1) to 16(5) of the *Community Charter* on any property that is subject to this bylaw to ascertain whether the regulations of this bylaw are being observed or the requirements of this bylaw are being met.

8.0 OFFENCES AND PENALTIES

- 8.1 A person who contravenes this bylaw commits an offence and is liable to a fine not exceeding \$2,000.
- 8.2 Where an offence is committed or continues for more than one day, a person shall be deemed to have committed separate offences for each day on or during which an offence occurs or continues, and separate fines, each not exceeding \$2,000, may be imposed for each day on or during which an offence occurs or continues.
- 8.3 Nothing in this bylaw shall limit the Regional District from pursuing any other remedy that would otherwise be available to the Regional District at law.

9.0 GENERAL

- 9.1 No person shall hinder or prevent the Manager, a person authorized by the Manager, or a Bylaw Enforcement Officer from entering any premises or from carrying out his or her duties with respect to the administration of this bylaw.
- 9.2 The schedules annexed to this bylaw shall be deemed to be an integral part of this bylaw.
- 9.3 If any provision of this bylaw is found to be invalid by a Court of competent jurisdiction it may be severed from the bylaw.
- 9.4 The headings in this bylaw are inserted for convenience and reference only.

10.0 PURPOSE

- 10.1 This bylaw must be interpreted in accordance with this section despite any other provision of this bylaw.
- 10.2 This bylaw is enacted for the purpose of regulating discharges to the municipal drainage system and watercourses in order to reduce the risk of pollution of watercourses and the near shore marine environment. The purpose of this bylaw does not extend:
- (a) to the protection of any person from economic loss;
 - (b) to the assumption by the Regional District and municipality of responsibility for ensuring that any discharge of wastewater to the municipal drainage system does not cause pollution or interference with the proper functioning of the municipal drainage system or watercourses; or
 - (c) to provide any person with a warranty that any discharge of wastewater or activity or works referred to in paragraph (b) will not cause pollution or other nuisance to any person.
- 10.3 Nothing in this bylaw shall be interpreted as relieving a person discharging wastewater from complying with federal, provincial and local government enactments governing the discharge of wastewater into the municipal drainage system or watercourse, and in the event of a conflict between the provisions of this bylaw and a Federal, Provincial or Local enactment, the provisions of the Federal, Provincial or Local enactment shall prevail.

11.0 CITATION

- 11.1 This bylaw may be cited for all purposes as [correct title and No. to be inserted].

READ A FIRST TIME THIS	day of	2017
READ A SECOND TIME THIS	day of	2017
READ A THIRD TIME THIS	day of	2017
ADOPTED THIS	day of	2017

Board Chair

Secretary

SCHEDULE "A"

PROHIBITED WASTE

Prohibited waste shall not be discharged to the municipal drainage system. Prohibited waste means any of the following:

1. Hazardous Waste

Any hazardous waste.

2. Biomedical Waste

Any biomedical waste.

3. Air Contaminant Waste

Any waste which, by itself or in combination with another substance, is capable of creating, causing or introducing an air contaminant, causing air pollution outside or within any municipal drainage system.

4. Flammable or Explosive Waste

Any waste, which by itself or in combination with another substance, is capable of causing or contributing to an explosion or supporting combustion in any municipal drainage system including, but not limited to; gasoline, naphtha, propane, diesel, fuel oil, kerosene or alcohol.

5. Corrosive and pH Waste

Any waste by itself or in combination with any other substance, which at the point of discharge into a municipal drainage system or watercourse has a pH lower than 6.5 or higher than 9.0 as determined by either a grab sample or composite sample.

6. High Temperature Waste

- (a) Any waste which, by itself or in combination with another substance, will create heat in amounts which will raise the temperature of wastewater discharged by a municipal drainage system by 1 degree Celsius or more;
- (b) Any waste which will raise the temperature of wastewater discharged by a municipal drainage system by 1 degree Celsius or more;
- (c) Any waste with a temperature of 18 degrees Celsius or more at the point of discharge in to the municipal drainage system or watercourse.

7. PCB and Pesticides

Any waste containing PCB or pesticides.

8. Pool Water

Any water from a pool containing residual chlorine, chloramine, or bromine.

9. Radioactive Waste

Any waste containing radioactive materials which, at the point of discharge into a municipal drainage system, exceeds radioactivity limitations as established by the Canadian Nuclear Safety Commission.

10. Dyes and Colouring Material

Dyes or colouring materials which, at the point of discharge into the municipal drainage system produce a colour value greater than or equal to 15 true colour units (mg/L Pt) as determined by either a grab sample or composite sample, or that causes discolouration of water to such an extent that the colour cannot be determined by the visual comparison method as set out in Standard Methods except where the dye is used by a municipality, Regional District or Health Authority as a tracer.

11. Miscellaneous Wastes

Any waste which by itself or in combination with another substance causes pollution in any municipal drainage system or watercourse.

12. Disinfectant Process Water

Any water from a waterworks containing residual chlorine or chloramine remaining from the disinfection of the waterworks or any part of the waterworks but does not include water containing chlorine or chloramine ordinarily added to a supply of potable water by a municipality, the Regional District or an Improvement District.

13. Fill

Soil, sand, silt, clay, gravel, rock or other material of which land is composed.

14. Total Oil and Grease

Any wastewater, which at the point of discharge into the municipal drainage system or watercourse, contains a total oil and grease concentration that exceeds 15 milligrams per liter as determined by either a grab sample or a composite sample.

15. Wastewater Containing Suspended Solids

Any wastewater, which at the point of discharge into the municipal drainage system or watercourse contains Suspended Solids in concentrations that would:

- (a) exceed 75 milligrams per liter as determined by either a grab sample or a composite sample, or
- (b) cause the water quality in the watercourse receiving the wastewater to exceed the aquatic life total suspended sediments guidelines as set out in Table 44 in the "British Columbia Approved Water Quality Guidelines: Aquatic Life, Wildlife & Agriculture – Summary Report, January 2017" published by the Ministry of Environment.

16. Wastewater Containing Fecal Coliforms

Any wastewater which contains fecal coliforms in concentrations above 200 colony counts/100 mL at point of discharge into a municipal drainage system as determined by a grab sample or composite sample.

17. Carpet Cleaning Waste

Any carpet cleaning waste.

18. Trucked Liquid Waste

Any trucked liquid waste.

19. Sanitary waste

Any sanitary waste.

20. Waste Containing Phosphorous

Any waste which, at the point of discharge into a municipal drainage system contains a total phosphorus concentration greater than 1.0 mg/L, as determined by either a grab sample or composite sample.

21. Wastewater from Garbage Containers, Kitchen Scraps Containers and Restaurant Grease Containers

Any wastewater that contains liquid waste that originates from within garbage containers, kitchen scraps containers or restaurant waste grease containers.

22. Turbidity

Any wastewater with a turbidity that would:

- (a) exceed 50 nephelometric turbidity units (NTU) as determined by either a grab sample or a composite sample at the point of discharge into the municipal drainage system or watercourse; or
- (b) cause the water quality in the watercourse receiving the wastewater to exceed the aquatic life turbidity guidelines as set out in Table 44 in the "British Columbia Approved Water Quality Guidelines: Aquatic Life, Wildlife & Agriculture – Summary Report, January 2017" published by the Ministry of Environment.

23. Motor Vehicle and Marine Vessel and Boat Washing Waste

Motor vehicle and marine vessel and boat washing wastes and motor, mechanical parts and maintenance wastes, not including residential vehicle washing.

24. Chloride

Any waste which, at the point of discharge into the municipal drainage system or watercourse, contains a chloride concentration greater than 1000 mg/L as determined by either a grab sample or composite sample.

25. Chlorine and Chlorinated Compounds

Any waste which, at the point of discharge into the municipal drainage system or watercourse, contains a chlorine concentration greater than 0.5 mg/L as determined by either a grab sample or composite sample.

26. Wastewater from a vehicle wash operation

Any wastewater that is generated by the washing of the exterior of vehicles by any commercial, industrial or institutional operation or by a public authority.

SCHEDULE "B"
CODE OF PRACTICE
BYLAW 4168

The following codes of practice have been adopted by the Capital Regional District to apply within the District of Central Saanich, the District of North Saanich and the Town of Sidney

Code of Practice	Appended to this Bylaw as Schedule
Code of Practice for Parking Lot Operations	C
Code of Practice for Outdoor Storage Operations	D

SCHEDULE "C"

CODE OF PRACTICE FOR PARKING LOT OPERATIONS

1.0 APPLICATION

1.1 This code of practice describes the terms and conditions for the discharge of stormwater from parking lot operations into a municipal drainage system or watercourse.

2.0 DISCHARGE REGULATIONS

2.1 A person may discharge into the municipal drainage system or watercourse water resulting from natural precipitation, and drainage of such water from a parking lot operation, providing that the discharge is in accordance with this code of practice.

2.2 An operator of a parking lot operation that commences operation after [Date of Adoption of Code of Practice] and which discharges stormwater, other than stormwater from roof drains or groundwater from perimeter drains that are associated with a building, into the municipal drainage system or watercourse, must install and maintain one or more stormwater rehabilitation units to treat the collected stormwater prior to discharge.

2.3 An operator of a parking lot operation operating on [Date of Adoption of Code of Practice] which does not have a stormwater rehabilitation unit, ~~and that is discharging prohibited waste must take immediate steps to cease the discharge of prohibited waste and, if unable to cease the discharge of prohibited waste~~ must install, within ~~three months~~ 180 days of [Date of Adoption of Code of Practice], one or more stormwater rehabilitation units to treat the collected stormwater prior to discharge to the municipal drainage system or watercourse, ~~if stormwater discharged from that parking lot operation contains any prohibited waste.~~

2.4 An operator of a parking lot operation subject to sections 2.2 or 2.3 must ensure that all stormwater from the parking lot operation, with the exception of stormwater from roof drains or groundwater from perimeter drains, is directed to one or more stormwater rehabilitation units prior to discharge into the municipal drainage system.

2.5 An operator of a parking lot operation who installs a stormwater rehabilitation unit required under section 2.2 or 2.3 must locate the stormwater rehabilitation unit so that it is readily and easily accessible for inspection and maintenance.

2.6 An operator of a parking lot operation:

- (a) must not permit floating oil and grease to accumulate in the stormwater rehabilitation unit in excess of 75% of the design capacity of the stormwater rehabilitation unit;
- (b) must not permit the settled solids to accumulate in the stormwater rehabilitation unit in excess of 75% of the design capacity;
- (c) must inspect the stormwater rehabilitation unit and measure the accumulated solids and floating oils at least once every three months to verify the requirements under (a) and (b);
- (d) must maintain every component of the stormwater rehabilitation unit in good operating condition, and in accordance with any applicable operating and maintenance plan, and shall clean out the accumulated debris every twelve months, or within seven working days of determining that any levels prescribed in section (b) or (c) have been exceeded.

2.7 An operator of a parking lot operation must not discharge oil and grease, solids or other material accumulated in a stormwater rehabilitation unit into the municipal drainage system.

2.8 An operator of a parking lot operation must not use or permit the use of intentional high volume flows of stormwater or chemical agents, solvents, hot water or other agents to facilitate the passage of oil and grease through a stormwater rehabilitation unit.

- 2.9 A stormwater rehabilitation unit installed under sections 2.2 and 2.3 must:
- (a) be designed and installed such that the discharge into the municipal drainage system or watercourse is equipped with a sampling point downstream of the treatment works and upstream of the discharge point into a municipal storm sewer system or watercourse; and
 - (b) the sampling point is readily and easily accessible at all times for inspection.
- 2.10 An operator of a parking lot operation who installs treatment works must keep records of the works design calculations, design capacity, operating and maintenance plan and drawings as issued by a qualified professional available for inspection at the request of an officer.
- 2.11 The design drawings required under section 2.10, as issued by a qualified professional, must show the locations of the sampling point and the point of connection of the treatment works to the municipal drainage system.
- 2.12 Sections 2.2 to 2.6 do not apply to facilities equipped with stormwater management facilities as long as any discharge from the stormwater management facility to the municipal storm sewer or watercourse is not prohibited under Schedule A of the Bylaw

3.0 SPILL RESPONSE

- 3.1 An operator of a parking lot operation that is operating on [Date of Adoption of the bylaw] must prepare a spill response plan by ~~six months~~ 180 days after the Date of Adoption of the bylaw].
- 3.2 An operator of a parking lot operation that commences operation after [Date of Adoption of the bylaw] must prepare a spill response plan within ~~60~~ 90 days of commencing operation.
- 3.3 The operator of a parking lot operation that is required to prepare a spill response plan under Section 3.1 or 3.2 must:
- (a) specify the response for containment and cleanup of all spills of hazardous material;
 - (b) define the roles and responsibilities of the operations personnel for spill response;
 - (c) include contact names and telephone numbers for appropriate agencies; and
 - (d) provide a check-list of spill response equipment and supplies.
- 3.4 An operator of a parking lot operation that is required to prepare a spill response plan under section 3.1 or 3.2 must keep spill ~~prevention~~ response and clean-up equipment and supplies in stock at all times and readily available for use.
- 3.5 An operator of a parking lot operation that is required to prepare a spill response plan under section 3.1 or 3.2 must keep a copy of the spill response plan available for inspection by the Manager or Bylaw Enforcement Officer.
- 3.6 In the event of a spill, an operator of a parking lot operation required to prepare a spill response plan under section 3.1 or 3.2 must immediately implement the provisions of the spill response plan when they become aware of the spill and when safe to do so, to prevent or discontinue the discharge of spilled material into the municipal drainage system or watercourse.
- 3.7 In the event of a spill, an operator of a parking lot operation must prevent or discontinue, when safe to do so, the discharge of spilled material into the municipal drainage system or watercourse.
- 3.8 During a spill response, an operator of a parking lot operation who operates treatment works must inspect the treatment works, stormwater rehabilitation unit or stormwater management facility for spilled material within four hours after the spill has been detected.
- 3.9 If an operator of a parking lot operation detects or observes spilled material in the treatment works that exceeds the design capacity of the works or may cause the discharge to contravene Schedule

"A", then the operator of the parking lot operation must clean out or cause the works to be cleaned out within twenty four hours after a spill has been detected or cease discharge to the municipal drainage system or watercourse until the clean out of the material has occurred.

4.0 RECORD KEEPING

4.1 An operator of a parking lot operation must keep a record of all spills, including:

- (a) the date of spill;
- (b) the type of material spilled;
- (c) the quantity of material spilled; and
- (d) the spill response action.

4.2 An operator of a parking lot operation must keep a record of all inspection and maintenance activities in relation to the treatment works, including:

- (a) the date of inspection or maintenance;
- (b) a description of maintenance conducted;
- (c) a description of the of the material removed from treatment works;
- (d) the name and address of the disposal or recycling company or facility handling the material removed from the treatment works and
- (e) names of the persons who conducted the inspection or maintenance.

4.3 The records required under sections 4.1 and 4.2 shall be retained on site for a period of two years and shall be available for inspection by the Manager or Bylaw Enforcement Officer upon request.

SCHEDULE "D"

CODE OF PRACTICE FOR OUTDOOR STORAGE OPERATIONS

In this code of practice, "**Recyclable Material**" means a product or substance that has been diverted from disposal and satisfies at least one of the following criteria:

- (a) is managed as a marketable commodity with an established market by the owner or operator of a site;
- (b) is being used in the manufacture of a new product that has an established market or is being processed as an intermediate stage of an existing manufacturing process; or
- (c) has been identified as a recyclable material in the Capital Regional District Solid Waste Management Plan

1.0 APPLICATION

- 1.1 This code of practice describes the terms and conditions for the discharge of wastewater from outdoor storage operations into a municipal drainage system or watercourse.
- 1.2 The following activities are not included in this code of practice:
 - (a) storage of materials at a construction and development operation;
 - (b) normal agricultural practices;
 - (c) storage of recyclable materials; and
 - (d) storage of materials or equipment that poses no risk of a discharge to the municipal drainage system contravening Schedule "A" of this bylaw

2.0 DISCHARGE REGULATIONS

- 2.1 A person may discharge wastewater resulting from an outdoor storage operation into the municipal drainage system or a watercourse providing that the discharge is in accordance with this code of practice.
- 2.2 An operator of an outdoor storage operation must not discharge wastewater which, at the point of discharge into the municipal drainage system or watercourse, contains:
 - (a) water that has accumulated in a spill containment area;
 - (b) untreated wash and rinse water from the cleaning of stored materials or equipment that is prohibited waste;
 - (c) fluids and fuels from vehicles, machinery or equipment;
 - (d) water that accumulates in any fuel storage tanks; and
 - (e) rinse water from motor vehicle or mechanical parts that have been washed in solvent.
- 2.3 An operator of an outdoor storage operation that commences operation after [Date of Adoption of Code of Practice] and that discharges stormwater, other than stormwater from roof drains and perimeter drains, into the municipal drainage system or watercourse must install and maintain one or more stormwater rehabilitation units to treat the collected wastewater prior to discharge.

- 2.4 An operator of an outdoor storage operation operating on [Date of Adoption of Code of Practice] which does not have a stormwater rehabilitation unit, ~~must install, within three months and that is discharging prohibited waste must take immediate steps to cease the discharge of the prohibited waste and, if unable to cease the discharge of prohibited waste must install, within 180 days~~ of [Date of Adoption of Code of Practice], one or more stormwater rehabilitation units to treat the collected stormwater prior to discharge to the municipal drainage system or watercourse, ~~if stormwater discharged from that outdoor storage operation contains any prohibited waste.~~
- 2.5 An operator of an outdoor storage operation subject to sections 2.3 or 2.4 must ensure that all wastewater, with the exception of stormwater from the storage operation, other than roof drains and perimeter drains, is directed to one or more stormwater rehabilitation units before being discharged into the municipal drainage system or watercourse.
- 2.6 An operator of an outdoor storage operation who installs a stormwater rehabilitation unit required under section 2.4 must locate the stormwater rehabilitation unit so that it is readily and easily accessible for inspection and maintenance.
- 2.7 An operator of an outdoor storage operation:
- (a) must not permit floating oil and grease to accumulate in the stormwater rehabilitation unit in excess of 75% of the design capacity of the stormwater rehabilitation unit;
 - (b) must not permit the settled solids to accumulate in the stormwater rehabilitation unit in excess of 75% of the design capacity;
 - (c) must inspect the stormwater rehabilitation unit and measure the accumulated solids and floating oils at least once every six months to verify the requirements under (a) and (b);
 - (d) must maintain every component of the stormwater rehabilitation unit in good operating condition, and in accordance with any applicable operating and maintenance plan, and shall clean clear the accumulated debris every twelve months, or within seven working days of determining that any levels prescribed in section (b) or (c) have been exceeded
- 2.8 An operator of an outdoor storage operation must not discharge oil and grease, solids or other material accumulated in a stormwater rehabilitation unit into the municipal drainage system or watercourse.
- 2.9 An operator of an outdoor storage operation must not use or permit the use of intentional high volume flows, chemical agents, solvents, hot water or other agents to facilitate the passage of oil and grease, solids or other material through a stormwater rehabilitation unit.
- 2.10 A stormwater rehabilitation unit installed under sections 2.3 and 2.4 must:
- (a) be designed and installed such that the discharge into the municipal drainage system or watercourse is equipped with a sampling point downstream of the treatment works and upstream of the discharge point into a municipal storm sewer system or watercourse; and
 - (b) the sampling point is readily and easily accessible at all times for inspection.
- 2.11 An operator of an outdoor storage operation who installs treatment works must keep records of the works design calculations, design capacity, operating and maintenance plan and drawings as issued by a qualified professional available for inspection at the request of an officer.
- 2.12 The design drawings required under section 2.11 as issued by a qualified professional, must show the locations of the sampling point and the point of connection of the treatment works to the municipal drainage system.

2.0 SPILL PREVENTION

2.1 An operator of an outdoor storage operation storing one or more hazardous materials on the premises where the business operates, other than within an enclosed building, must ensure that the hazardous material(s) are stored within spill containment that is designed to prevent the spill of such a substance into the municipal drainage system or watercourse if:

(c) the storage of the materials is not otherwise regulated by an enactment; and

(d) the material could be discharged to the municipal drainage system or watercourse in the event of a spill.

34.0- SPILL RESPONSE

34.1 An operator of an outdoor storage operation on [Date of Adoption of the bylaw] must prepare a spill response plan by [~~six months~~ 180 days after the Date of Adoption of the bylaw].

34.2 An operator of an outdoor storage operation that commences operation after [Date of Adoption of the bylaw] must prepare a spill response plan within 6090 days of commencing operation.

34.3 The operator of an outdoor storage operation that is required to prepare a spill response plan under section 34.1 or 34.2 must:

(a) specify the response for containment and cleanup of all spills of hazardous material;

(b) define the roles and responsibilities of the operations personnel for spill response;

(c) include contact names and telephone numbers for appropriate agencies; and

(d) provide a check-list of spill response equipment and supplies.

34.4 An operator of an outdoor storage operation that is required to prepare a spill response plan under section 34.1 or 34.2 must keep spill preventionresponse and clean-up equipment and supplies in stock at all times and readily available for use.

34.5 An operator of an outdoor storage operation that is required to prepare a spill response plan under section 34.1 or 34.2 must keep a copy of the spill response plan available for inspection by the manager or bylaw enforcement officer.

34.6 In the event of a spill, an operator of an outdoor storage operation required to prepare a spill response plan under section 34.1 or 34.2 must immediately implement the provisions of the spill response plan when they become aware of the spill and when safe to do so, to prevent or discontinue the discharge of spilled material into the municipal drainage system or watercourse.

34.7 In the event of a spill, an operator of an outdoor storage operation must prevent or discontinue, when safe to do so, the discharge of spilled material into the municipal drainage system or watercourse.

34.8 During a spill response, an operator of an outdoor storage operation who operates treatment works must inspect the treatment works, stormwater rehabilitation unit or stormwater management facility for spilled material within four hours after the spill has been detected.

34.9 If an operator of an outdoor storage operation detects or observes spilled material in treatment works that exceeds the design capacity of the works or may cause the discharge to contravene Schedule "A", then the operator of the outdoor storage operation must clean out or cause the works to be cleaned out within twenty four hours after a spill has been detected or cease discharge to the municipal drainage system or watercourse until the clean out of the material has occurred.

5.0- RECORD KEEPING

45.1 An operator of an outdoor storage operation must keep a record of all spills, including:

- (a) the date of spill;
- (b) the type of material spilled;
- (c) the quantity of material spilled; and
- (d) the spill response action.

45.2 An operator of an outdoor storage operation must keep a record of all inspection and maintenance activities in relation to the treatment works, including:

- (a) the date of inspection or maintenance;
- (b) a description of maintenance conducted;
- (c) a description of the of the material removed from the treatment works, stormwater rehabilitation unit or rainwater management facility;
- (d) the name and address of the disposal or recycling company or facility handling the material removed from the treatment works, stormwater rehabilitation unit; or rainwater management facility and
- (e) names of the persons who conducted the inspection or maintenance.

45.3 The records required under sections **45.1** and **45.2** shall be retained on site for a period of two years and shall be available for inspection by the Manager or Bylaw Enforcement Officer upon request.

**REPORT TO INTEGRATED RESOURCE MANAGEMENT ADVISORY COMMITTEE
MEETING OF WEDNESDAY, APRIL 12, 2017**

SUBJECT **Advanced Integrated Resource Management – Next Steps**

ISSUE

To present a summary of the results of the Request for Expressions of Interest for Advanced Integrated Resource Management and outline next steps.

BACKGROUND

At its February 8, 2017 meeting, the Capital Regional District (CRD) Board approved the Advanced Integrated Resource Management (IRM) Project – Request for Expressions of Interest (RFEOI) documentation and directed staff to proceed with issuing an RFEOI. The RFEOI is intended to explore the market interest in beneficially using locally available solid waste and liquid waste residual materials as feedstock for an IRM facility. The information gathered by the RFEOI process will help to initiate the requirement for assessing IRM options, as stipulated in Amendment No. 11 of the Core Area Liquid Waste Management Plan (CALWMP), outlined in Appendix A.

The CALWMP requires the CRD to submit, by May 31, 2017, a work plan that outlines the steps and schedule the CRD will implement to develop a definitive plan for the beneficial reuse of biosolids by June 30, 2019. The CRD is proposing that the CALWMP requirements be met by providing the province with a comprehensive Integrated Resource Management Work Plan (Appendix B).

The CRD received ten RFEOI submissions that propose a variety of IRM technologies, feedstocks and end uses. Appendix C presents an initial high-level assessment of the responses to the RFEOI, prepared by the CRD's independent IRM specialist, HDR Consultants.

The implementation of a full-scale IRM facility, potentially including a pilot project, will likely take about four years, with up to two years for the permitting process and another two years for construction and commissioning of an IRM facility. Development of an IRM facility in the CRD will be subject to significant policy implications and extensive legal, technical, environmental, consultation and notification requirements. In addition, the IRM project will require stringent regulatory approvals, which could include a waste discharge authorization, completion of an environmental impact study and issuance of an operational certificate. Staff will work closely with provincial Ministry of Environment staff to ensure the MOE is proactively engaged on issues that may impact the approval requirements and timelines for this project. Regardless, the best case approval scenario will still require short-term storage, at Hartland landfill, of Class A biosolids generated by the Residual Treatment Facility, starting January 2021.

The CRD's proactive IRM approach is consistent with the requirement by the Minister of Environment for a plan for the beneficial reuse of biosolids, as it integrates solid and liquid waste streams to maximize resource recovery and generate energy/revenue through combined processing of some or all of these materials. The Integrated Resource Management Work Plan outlines the steps required to address the regulatory, technical and policy implications that will allow for the development of a plan for the beneficial reuse of biosolids as part of an integrated

waste management solution. This work plan will be submitted to the Minister of Environment by May 31, 2017.

NEXT STEPS

- May 2017 – once approved by CRD Board, staff will submit the IRM Work Plan to the Province to fulfill the May 31, 2017 deadline under the CRD's Core Area Liquid Waste Management Plan
- June 2017 – staff will present a detailed evaluation and assessment of IRM options based on RFEOI submissions to the IRM Advisory Committee
- June 2017 – staff will present, as required by the CALWMP, a jurisdictional biosolids review and an assessment of the full spectrum of biosolids beneficial uses
- July 2017 – staff will present a draft IRM Project Plan to the IRM Advisory Committee for feedback prior to starting the IRM procurement process

ALTERNATIVES

Alternative 1

That the Integrated Resource Management Advisory Committee recommend to the Environmental Services Committee:

1. That the Integrated Resource Management Work Plan be submitted to the Minister of Environment by May 31, 2017; and
2. That this report be forwarded to the Core Area Liquid Waste Management Committee, the Saanich Peninsula Wastewater Commission and the Core Area Wastewater Treatment Project Board for information.

Alternative 2

That staff be directed to revise the Integrated Resource Management Work Plan for review by the Environmental Services Committee at its April 26, 2017 meeting.

ECONOMIC IMPLICATIONS

The range of estimated IRM technology costs will be summarized in the detailed RFEOI analysis, to be completed by HDR Consultants for the June 2017 IRM Advisory Committee meeting.

ENVIRONMENTAL IMPLICATIONS

Integrated resource management contributes to sustainability by maximizing beneficial reuse opportunities that recover resources from waste, generate energy, reduce greenhouse gas emissions, and extend the life of Hartland landfill.

The IRM technologies that end up being considered by the CRD will have to be assessed based on the environmental risk of potential contaminants contained in the various available feedstocks.

CORE AREA WASTEWATER TREATMENT IMPLICATIONS

The Core Area Wastewater Treatment Plant Residual Treatment Facility (RTF) procurement has been structured to ensure that up to 50% of raw residuals produced at the McLoughlin treatment plant can bypass the RTF. This contractual and operating flexibility supports the viability of IRM solutions that rely upon the incorporation of both raw residuals and Class A biosolids.

CONCLUSION

The Capital Regional District is working on an integrated resource management solution that integrates solid and liquid waste streams to maximize resource recovery and revenue generation through combined processing of some or all of these regional materials. The CRD received ten Request for Expressions of Interested submissions that propose a variety of IRM technologies, feedstocks and end uses. This report presents an initial assessment of the results of the Request for Expressions of Interest for an Advanced Integrated Resource Management Project.

RECOMMENDATION

That the Integrated Resource Management Advisory Committee recommend to the Environmental Services Committee:

1. That the Integrated Resource Management Work Plan be submitted to the Minister of Environment by May 31, 2017; and
2. That this report be forwarded to the Core Area Liquid Waste Management Committee, the Saanich Peninsula Wastewater Commission and the Core Area Wastewater Treatment Project Board for information.

Submitted by:	Russ Smith, Senior Manager, Environmental Resource Management
Concurrence:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

RS:ac

Attachments: Appendix A – Letter from Minister of Environment, November 18, 2016
Appendix B – Proposed Integrated Resource Management Work Plan
Appendix C – Initial Assessment of Responses to RFEOI – HDR Inc.



Reference: 305517

November 18, 2016

Jane Bird
 Chair, Core Area Wastewater Treatment Project Board
 Capital Regional District
 PO Box 1000, 625 Fisgard Street
 Victoria BC V8W 2S6

Dear Ms. Bird:

Thank you for your letter of November 17, 2016, regarding my conditional approval of Amendment No. 11 to the Core Area Liquid Waste Management Plan (CALWMP). As requested in your letter, I will clarify my conditional approval of Amendment No. 11 to the CALWMP and have also considered your request to modify my condition for Integrated Resource Management.

To address your concerns, I am revising my September 30, 2016, Conditional Approval of Amendment No. 11. This revised Conditional Approval of Amendment No.11 supersedes my September 30, 2016, decision.

To clarify, Amendment No. 11 includes, but is not limited to, the following:

1. A single 108 megalitre/day wastewater treatment plant located at McLoughlin Point within the Township of Esquimalt capable of tertiary treatment for flows up to 2 times Average Dry Weather Flow (ADWF) for the Core Area up to 2040. For flows that are greater than 2 times ADWF but not more than 3 times ADWF for the Clover Point catchment and up to 4 times ADWF for the Macaulay catchment, primary treatment will be guaranteed. Construction of the wastewater treatment plant will be completed by December 31, 2020.
2. Commitment to advance studies for a wastewater treatment proposal in Colwood, including up to \$2 million to complete the required technical studies and environmental impact assessments.
3. Conveyance of sewage sludge to the Hartland landfill for processing into Class A biosolids, as defined under the Organic Matter Recycling Regulation, for beneficial use and optimization for potential opportunities for integrated resource management.

...2

As a condition of my approval and in accordance with Section 24 (5) of the *Environmental Management Act*, I require the Capital Regional District (CRD) develop a definitive plan for the beneficial reuse of biosolids that does not incorporate multi-year storage of biosolids within a biocell. The Ministry of Environment understands that the plan may need to include short-term storage and/or management options as part of implementing the beneficial reuse plan, but the CRD is strongly encouraged to minimize the need for this. Further, I am amending the deadline for submission of the plan from December 31, 2017, to June 30, 2019, under the condition that the CRD submit, by May 31, 2017, a plan that outlines the procedural steps and schedule it will implement to achieve the definitive plan.

The CRD must ensure that the definitive plan for beneficial reuse of biosolids is supported by an assessment of the full spectrum of beneficial uses and integrated resource management options available for the proposed Class A biosolids produced at the Hartland Landfill, and incorporates a jurisdictional review of how similar-sized and larger municipalities within British Columbia, North America and further abroad, successfully and beneficially reuse biosolids. Ministry staff will assist as necessary and can share the ministry's jurisdictional review of how other similar-sized and larger municipalities reuse biosolids.

The beneficial reuse option selected for treated biosolids must meet the requirements for beneficial use specified in the Canadian Council of Ministers of the Environment *Canada-Wide Approach for the Management of Wastewater Biosolids* (October 11, 2012) and be based on scientific evidence. This definitive plan for the beneficial reuse of biosolids will replace the current proposal to use a biocell for storage.

Please continue to work with staff in the Environmental Protection Division of the Ministry of Environment to ensure that the proposed wastewater treatment facility is registered under the Municipal Wastewater Regulation prior to operation of the plant. Please also inform ministry staff of all beneficial uses of biosolids being considered, in order to ensure all necessary forms of authorization are obtained in advance of discharge.

Additionally, the CRD should continue to engage First Nations and the public on all aspects of the CALWMP.

Be advised that the ministry intends to publically post any reports or other documents received by the CRD on the ministry website related to this conditional approval, the CALWMP and this activity regulated under the *Environmental Management Act*.

Approval of Amendment No.11 to the CALWMP does not authorize entry upon, crossing over or use for any purpose of private or Crown lands or works, unless and except as authorized by the owner of such lands or works. The responsibility for obtaining such authority shall rest with the local government. This amendment is approved pursuant to the provisions of the *Environmental Management Act*, which asserts it is an offence to discharge waste without proper authorization. It is also the regional district's responsibility to ensure that all activities conducted under this plan amendment are carried out with regard to the rights of third parties and comply with other applicable legislation that may be in force.

Sincerely,



Mary Polak
Minister

cc: Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development
AJ Downie, Director, Environmental Protection Division, Ministry of Environment
Robert Lapham, Chief Administrative Officer, Capital Regional District
Larisa Hutcheson, Interim Project Director, Core Area Wastewater Treatment Project,
Capital Regional District
Sharon Singh, Associate, Bennett Jones Vancouver

PROPOSED INTEGRATED RESOURCE MANAGEMENT WORK PLAN

June 2017	<ul style="list-style-type: none"> • Core Area Liquid Waste Management Plan biosolids requirements: jurisdictional review, assessment of full spectrum of beneficial uses • Detailed review and assessment of Request for Expressions of Interest submissions
July 2017	<ul style="list-style-type: none"> • Draft Integrated Resource Management (IRM) Project Plan • Pre-Request for Qualifications (RFQ) consultation/scope definition for IRM facility
Q3 2017	<ul style="list-style-type: none"> • Review Draft IRM Project Plan with Ministry of Environment (MoE) staff and First Nations for feedback and alignment • Issue Request for Pre-Qualifications (RFPQ) for IRM facility
Q4, 2017	<ul style="list-style-type: none"> • Review/evaluate results of IRM RFPQ and evaluate the feasibility of an integrated solution • Work with MoE staff to finalize IRM Project Plan (including a public consultation plan and timeline)
Q1, 2018	<ul style="list-style-type: none"> • Present full business case and identification of qualified vendors from IRM RFPQ process • Determine regulatory requirements for IRM pilot (if warranted) • Obtain permits for IRM pilot (if warranted)
Q1, 2018 up to Q1, 2019	<ul style="list-style-type: none"> • Conduct IRM pilot project (if warranted) • IRM Request for Proposals (RFP) scope definition and develop IRM RFP document • Secure IRM feedstock commitments/agreements • Confirm IRM resource reuse opportunities • CRD Board decision to proceed • Issue RFP for full-scale advanced IRM facility • Evaluation of IRM RFP submissions and negotiations with preferred bidder • Review of financing options • Determine regulatory approvals and environmental requirements for preferred IRM facility
2019/2020	<ul style="list-style-type: none"> • Permitting process for the long-term advanced IRM facility <ul style="list-style-type: none"> - legal - technical - environmental (EIS) - public consultation, as required • Design and engineering of long-term advanced IRM facility
June 30, 2019	<ul style="list-style-type: none"> • Submit definitive IRM Plan to the Minister of Environment
January 1, 2021	<ul style="list-style-type: none"> • Residual treatment facility starts operation and produces Class A biosolids • Short-term Class A biosolids storage, if required
2021 & 2022	<ul style="list-style-type: none"> • Construction and commissioning of long-term advanced IRM Facility
January 1, 2023	<ul style="list-style-type: none"> • IRM facility starts operation

PROPOSED INTEGRATED RESOURCE MANAGEMENT WORK PLAN

June 2017	<ul style="list-style-type: none"> • Core Area Liquid Waste Management Plan biosolids requirements: jurisdictional review, assessment of full spectrum of beneficial uses • Detailed review and assessment of Request for Expressions of Interest submissions
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Capital Regional District

Initial Assessment, Responses to RFEOI No. 16-1894

Advanced Integrated Resource Management (IRM)

1. Introduction

The Capital Regional District (CRD) issued RFEOI No. 16-1894 as a part of the CRD's exploration of waste management options. Specifically, the CRD desires to better understand the current market capabilities for an integrated waste management solution to manage residues from the Region's existing solid and future liquid waste management facilities. To explore market capabilities, the CRD determined that it would engage the market through an RFEOI and potentially through a subsequent procurement process.

Further the CRD wishes to explore the possibility of integrating solid and liquid waste management interests and maximize resource recovery through integrated processing of some or all of these materials and generate energy/revenue. Completion of the IRM RFEOI process is a critical step in the development of a more definitive IRM plan

2. Overview of RFEOI No. 16-1894

The RFEOI identified that the CRD is seeking a solution or solutions to manage some or all of the following materials:

1. 35,000 tonnes per year of biosolids;
2. 120,000 to 135,000 tonnes per year of general municipal refuse;
3. 8,000 to 12,500 tonnes per year of controlled waste (including screenings and sludge from existing wastewater plants);
4. 15,000 to 20,000 tonnes per year of source separated household organics (kitchen scraps and compostable paper, not including yard and garden wastes); and,
5. 15,000 to 18,000 tonnes per year of yard and garden wastes.

The potential outcome of the RFEOI process could include undertaking a pilot project or directly proceeding to development of a full-scale IRM facility capable at minimum of providing a beneficial reuse solution for the material streams as identified above. The RFEOI clearly indicated CRD is interested in identifying integrated options that present region-wide and/or sub-regional solutions.

Information requested in the RFEOI included:

1. General corporate information;
2. A technical overview of the processing technology;
3. Information regarding reference facilities;
4. Information regarding preferred contract terms, contract structure and allocation of responsibilities; and,
5. Information regarding the need for and interest in undertaking a pilot.

3. Review of RFEOI Responses

The RFEOI was issued on February 16, 2017 and closed on March 20th, 2017. Ten submissions were received. The initial review and assessment of these submissions indicates that:

1. Overall there was a good response to the RFEOI. A reasonable number of submissions were made. Submissions were generally complete and addressed the specific information that was requested.
2. The majority of the respondents are represented in Canada and/or have team members in Canada. This should be helpful during future procurement stages.
3. The majority of respondents proposed approaches capable of integrated resource management including most if not all of the identified CRD solid and liquid waste streams.
4. All of the respondents indicated that their technology was capable of managing the biosolids stream identified in the RFEOI although in some cases there was a lack of clarity as to how exactly it would be managed. In some cases the submissions indicated that they could manage biosolids or sewage sludge.
5. The diverse feedstock sources tend to attract different treatment technologies. Respondents generally focused on organic processes (aerobic/anaerobic) to process organic wastes (biosolids, food waste, yard/garden wastes, the organic fraction recovered from mixed solid waste) and mechanical/thermal processes (RDF, gasification) for mixed waste sources.
6. Reference projects of singular technologies tended to be relevant in terms of similar feedstock, while reference projects from multi-technology proposals tended to reflect only individual components and not the combined systems, as proposed.
7. The majority of respondents prefer that the CRD provide the site for the IRM facility. Many prefer that the CRD owns the IRM facility.
8. The type of business offerings in the submissions were quite varied. Many respondents are open to a variety of development models (DB, DBOM, DBOOT, etc.).
9. The majority of respondents reported their technology as being proven (operating at a commercial level) and do not recommend that the CRD undertake a pilot project. Those

respondents that did not put forward a proven technology, were more interested in, or recommended that the CRD undertake a pilot.

A detailed evaluation of the RFEOI submissions is currently underway, and will be used to support the detailed assessment of IRM options.

CALWMP Requirements	Advanced IRM Investigations	Timeline
	RFEOI (10 Submissions)	April 2017
	IRM Work Plan	May 2017
CALWMP Work Plan and Biosolids Review Requirements	Detailed RFEOI Evaluation	June 2017
	IRM Project Plan Preliminary	July 2017
	Request for Pre-Qualification	November 2017
CALWMP Definitive Plan Requirement	IRM Project Plan Finalized	January 2018
	CRD Board IRM Decision to Proceed	March 2018
	IRM Procurement	April 2018
	Permitting and Design	2019-2020
	Construction	2021-2022



Capital Regional District
625 Fisgard Street, PO Box 1000
Victoria, BC, Canada V8W 2S6

T: 250.360.3000
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www.crd.bc.ca

May 5, 2017

File: 0220-20
Core Area Wastewater Treatment Project Board

Dear CRD Chair & Directors,

RE: Resolution from the Integrated Resource Management Advisory Committee

On behalf of the Core Area Wastewater Treatment Project Board ("**Project Board**"), I am writing to you regarding the following resolution from the Integrated Resource Management Advisory Committee's April 12, 2017 closed meeting (the "**Resolution**"):

That the IRM proposals be sent to the Project Board for their information and request:

1. that the Project Board review the IRM timelines and see how the IRM project can be aligned with what the Project Board is doing;
2. that the Project Board evaluate the proposals;
3. that the Project Board review elements of the applications with a view towards controlling the total costs on the region, maximizing possibilities for resource recovery and streamlining processes; and
4. that the Project Board consider up to 100% raw sewage and owned finance options

During its meeting on May 2, 2017, the Project Board considered the Resolution, and the Project Board's role in the IRM planning process being led by the CRD. The Project Board is unable to act on the Resolution because the requests are not within the scope of duties defined in the Project Board's terms of reference. Further background to the Project Board's response follows.

1. Funding Agreements

As you are aware, the Wastewater Treatment Project ("**the Project**") consists of three main elements:

- the McLoughlin Point Wastewater Treatment Plant,
- the Residuals Treatment Facility, and
- the Conveyance System.

The Project cost of \$765 million is being funded by the federal and provincial governments, and the CRD.

The Government of British Columbia will provide up to \$248 million towards the three components of the Project and P3 Canada will provide up to \$41 million towards the Residuals Treatment Facility. The funding by P3 Canada and the Government of British Columbia is intrinsically linked to the entire Project. The construction of the Residuals Treatment Facility cannot be extracted without placing the entire funding amounts from these funding partners at risk.

2. Regulatory Context

The Project must satisfy the regulatory requirements applicable to wastewater treatment. The funding agreements, as expected, require the Project to comply with all applicable laws as a condition of the funding.

The CRD is legally obliged to treat wastewater, and those legal obligations extend to the treatment byproducts, including biosolids. Federal and Provincial regulatory requirements apply to biosolids quality, the environmental implications, and the management of wastes. In British Columbia, the Organic Matter Recycling Regulation applies to the production, distribution, storage, sale, and use of biosolids and compost.

The inclusion of the Residuals Treatment Facility in the Project as part of the solution for treating the Core Area's wastewater satisfied the regulatory requirements, and therefore the funding partners. The processing of sewage sludge into Class A biosolids is part of the approved Core Area Liquid Waste Management Plan ("CALWMP") Amendment 11. In addition, the Minister of Environment's approval of the CALWMP Amendment 11 is conditional upon the CRD submitting a definitive plan for the beneficial reuse of biosolids by June 30, 2019 and to ensure the definitive plan for beneficial reuse of biosolids is supported by an assessment of the full spectrum of beneficial uses and integrated resource management options available for the Class A biosolids that will be produced.

3. Operational Context

Biosolids comprise only a small proportion of the total combined biosolids, organics and municipal solid waste streams that must be integrated to create an effective IRM plan. As a result, the potential for IRM in the Core Area will be predominantly driven by the solid waste streams. Thus, IRM planning properly resides within the Solids Waste Management Plan rather than as a separate aspect of wastewater treatment within the Liquid Waste Management Plan.

The Residuals Treatment Facility and the chosen site of Hartland landfill optimises the integration of biosolids with the current and future solid waste program. Hartland landfill receives about 140,000 tonnes of municipal solid waste per year and offers operational synergies and IRM opportunities with biosolids processing.

4. Residuals Treatment Facility

Given the above, there is no conflict between the IRM planning process and the construction and operation of the Residuals Treatment Facility. The Project Board, as part of the liquid waste management planning, has ensured that the Project provides the CRD the flexibility and the ability to accommodate an IRM planning process either now or in the future. As discussed in greater detail in the Core Area Wastewater Treatment Program Business Case dated September 7, 2016, that was approved by the CRD Board on September 14, 2016, the Project Board considered a wide spectrum of biosolids treatment technologies in its analysis. In recommending the production of class A biosolids at Hartland landfill, the Business Case recognised that the biggest opportunity for IRM at the CRD exists with the potential integration of the various waste streams that may be available at the Hartland Landfill.

Furthermore, the Project Board have structured the Residuals Treatment Facility contract to ensure that up to 50% of raw residuals produced at the McLoughlin Point Wastewater Treatment Plant can bypass the Residuals Treatment Facility. As noted in the April 12, 2017 report entitled 'Advanced Integrated Resource Management – Next Steps', that the Project Board received for information, this contractual and operating flexibility supports the viability of IRM solutions that rely upon the incorporation of both raw residuals and class A biosolids.

The Project Board appreciates the work of the IRM Committee in leading the planning and development of a comprehensive IRM plan. The Project Board is maintaining the alignment by ensuring that, through the CRD Chief Administrative Officer, the CRD IRM Advisory Committee is aware of the Project's activities, specifically as they relate to the production of biosolids.

I trust that the above information provides useful background and explains the Project Board's complementary functions.

Yours truly,



Robert (Bob) Lapham, MCIP, RPP
Chief Administrative Officer

cc: Core Area Wastewater Treatment Project Board
Dave Clancy, Project Director, Core Area Wastewater Treatment Project



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Hotsheet and Action List Capital Regional District Board

Wednesday, May 10, 2017

1:35 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

The following is a quick snapshot of the FINAL Board decisions made at the meeting. The minutes will represent the official record of the meeting. A name has been identified beside each item for further action and follow-up

5.1. Wastewater Treatment Project Monthly Report - April 2017

Recommendation: That the Core Area Liquid Waste Management Committee recommend that the Capital Regional District Board receive report, Wastewater Treatment Project Monthly Report - April 2017, for information.
(WP - Colwood, Esquimalt, Langford, Oak Bay, Saanich, Victoria & View Royal)

Attachments: [Staff Report: Monthly Project Report - April 2017](#)

[Appendix A: Planning & Engagement Meetings October 2016 to April 2017](#)

[Appendix B: April Community Information meeting Boards](#)

[Appendix C: Project Update #1](#)

[Appendix D: FAQ from the Community Information Meetings](#)

[Appendix E: Project Update #2](#)

[Appendix F: Fact Sheets on Noise & Odour](#)

NOT CONSIDERED – POSTPONED AT COMMITTEE UNTIL JUNE CALWMC

Electoral Area Services Committee

5.2. Salt Spring Island Stormwater Quality Establishing Bylaw Amendment - Bylaw No. 4178

Recommendation: That the Electoral Area Services Committee recommend to the Capital Regional District Board:
That Bylaw No. 4178, cited as "A Bylaw to Amend the Salt Spring Island Stormwater Quality Management Extended Service Establishment Bylaw No. 1, 1996", be introduced and read a first and second time and read a third time and adopted.

L. Hutcheson/B. Reems

Attachments: [Staff Report: SSI Stormwater Quality Bylaw No. 4178](#)

[Appendix A: Bylaw No. 2454](#)

[Appendix B: Bylaw No. 4178](#)

5.3. *Fernwood Dock Repair Program*

Recommendation: That the Electoral Area Services Committee recommends that the Fernwood dock facility design and construction upgrades be included in the 2017 Southern Gulf Island Harbour (SGIH) dock facility upgrade scope of services; and further that tender review and award of the Fernwood dock facility upgrade be based on recommendation by the SGIH Commission to the Capital Regional District Board.

K. Campbell

Attachments: [Staff Report: Fernwood Dock Repair Program](#)

5.4. *Community Works Fund - Financial Update and Grant Application Toolkit*

Recommendation: That the Electoral Area Services Committee recommend to the Capital Regional District Board:
That this report be received for information.

N. Chan

Attachments: [Staff Report: CWF Financial Summary And Process Update](#)

[Appendix A: CWF Financial Summary](#)

[Appendix B: CWF Grant Application Toolkit](#)

[Appendix C: CWF Staff Report Template](#)

[Appendix D: CRD Process for Community Works Fund](#)

5.5. *Grants-in-Aid*

Recommendation: The Electoral Area Services Committee recommend to the Capital Regional District Board:

That the following grant-in-aid applications be approved:

Royal Canadian Legion Branch 54 Sooke: \$1,000

Sooke Community Choir Society: \$500

Sooke Fine Arts Society: \$1,000

Heartwood Folk School Society: \$5,000

North Galiano Fire Protection Society This item was removed

Pender Island Marine Association: \$6,100

SGI Community Resource Centre: \$2,000

Juan de Fuca Salmon Restoration Society: \$1,000

N. Chan

Attachments: [Staff Report: Grants-In-Aid](#)

[Appendix A: Grants-In-Aid Applications](#)

Environmental Services Committee

5.6. *Advanced Integrated Resource Management - Next Steps*

Recommendation: That the Environmental Services Committee recommend to the Capital Regional District Board:

1. That the Integrated Resource Management Work Plan **and letter, as appropriate, be amended to replace the term IRM with “IRM or, if found to be more beneficial, individual resource recovery plans,” and that the amended Plan** be submitted to the Minister of Environment by May 31, 2017; and

2. That this report be forwarded to the Core Area Liquid Waste Management Committee, the Saanich Peninsula Wastewater Commission and the Core Area Wastewater Treatment Project Board for information.

L. Hutcheson

Attachments: [Staff Report: Advanced Integrated Resource Management - Next Steps](#)
[Appendix A: Letter from Minister of Environment - Nov. 18, 2016](#)
[REVISED: Appendix B: Proposed Integrated Resource Management Work Plan](#)
[Appendix B: Proposed Integrated Resource Management Work Plan](#)
[Appendix C: Initial Assessment of Responses to RFEOI - HDR Inc.](#)
[Presentation: Slide](#)

5.7. *Environment Canada's Intensity-Duration-Frequency Curves*

Recommendation: That the Environmental Services Committee recommend to the Capital Regional District Board:
That the Board Chair write a letter to the Minister of Environment and Climate Change requesting that regional Intensity-Duration-Frequency curves be updated.
L. Hutcheson/G. Harris

Attachments: [Staff Report: Environment Canada's Intensity-Duration-Frequency Curves](#)

5.8. *Motion with Notice: Model Bylaw for the Elimination of Single-Use Plastic Bags*

Recommendation: That the Environmental Services Committee recommend to the Capital Regional District Board:
That staff be directed to develop a model bylaw for the elimination of single use plastic bags using the draft Single Use Plastic Bag bylaw attached as a starting point.

L. Hutcheson

Attachments: [Motion with Notice: Model Bylaw for Elimination of Single-Use Plastic Bags](#)
[Attachment 1: Draft Model Bylaw - Single-Use Plastic Bag](#)
[Attachment 2: Memo from Surfrider Foundation - June 2015](#)
[Attachment 3: Solid Waste Advisory Committee - January 2004](#)
[Attachment 4: Solid Waste Advisory Committee - December 2007](#)
[Attachment 5: Solid Waste Advisory Committee - April 2008](#)
[Attachment 6: Roundtable on the Environment - December 2011](#)

Finance Committee

5.9. *Capital Regional District Grants Update*

Recommendation: That the Finance Committee recommend to the Capital Regional District Board:
That this report be received for information.

N. Chan

Attachments: [Staff Report: CRD Grants Update](#)
[Appendix A: Grants Dashboard](#)

5.10. *Investment Policy Update*

Recommendation: [The original staff recommendation was amended at the meeting as follows:]
That the Finance Committee recommend to the Capital Regional District Board:
That the changes to the Investment Policy that incorporates Responsible Investing as a key objective, as amended to add "that the policy be reviewed by the Finance Committee in two (2) years.", be approved.

N. Chan/A. Donaldson

Attachments: [Staff Report: Investment Policy Update](#)
[Appendix A: Updated Investment Policy](#)
[Appendix B: 2013 Investment Policy](#)

5.11. *Capital Regional District Investment Portfolio Annual Update*

Recommendation: That the Finance Committee recommend to the Capital Regional District Board:
That this report be received for information.

N. Chan/A. Donaldson

Attachments: [Staff Report: Investment Portfolio Annual Update](#)

5.12. *Delegation Bylaw and Procurement Policy*

Recommendation: That the Finance Committee recommend to the Capital Regional District Board:
1. That Bylaw No. 4186, Capital Regional District Delegation Bylaw No. 1, 2017, be introduced and read a first and second time;
2. That Bylaw No. 4186, Capital Regional District Delegation Bylaw No. 1, 2017, be read a third time;
3. That Bylaw No. 4186, Capital Regional District Delegation Bylaw No. 1, 2017, be adopted (NWA - 2/3 Majority)
4. That the Procurement Policy, attached as Appendix D, be adopted.
5. That the Consultants Policy, attached as Appendix B, be repealed.

B. Reems/N. Chan

Attachments: [Staff Report: Delegation Bylaw and Procurement Policy](#)
[Appendix A: Consolidated Bylaw 2864](#)
[Appendix B: CRD Consultants Policy](#)
[Appendix C: New Bylaw 4186](#)
[Appendix D: Proposed Procurement Policy](#)
[Appendix E: Approval to Proceed-Delegation of Authority BL Amend](#)
[Appendix F: Delegation Bylaw-Blacklined Final Version](#)

5.13. *2017 Federal Budget Impact on Tax Exemptions*

Recommendation: [The original staff recommendation had additional recommendations as follows:]

That the Finance Committee recommend to the Capital Regional District Board:

That staff be directed to provide a report to the Finance Committee on options to deal with the change in government policy on non-exemption of expenses.

That the Capital Regional District Board Chair submit, on behalf of the Capital Regional District Board, a late resolution to this year's Federation of Canadian Municipalities and Union of British Columbia Municipalities Annual General Meetings objecting to the change in government policy on non-exemption of expenses.

That this report be received for information.

N. Chan

Attachments: [Staff Report: 2017 Federal Budget Impact on Tax Exemptions](#)
[Appendix A: Highlights BC Budget 2017](#)
[Appendix B: Highlights Federal Budget 2017](#)
[Late Attachment: FCM and UBCM Resolutions](#)

Hospitals and Housing Committee

- 5.14. *Motion with Notice: Support for Pilot Project: A Regional Health Care Facility in Sooke*

Recommendation: That the HHC recommends to the Capital Regional District Board that:
The District of Sooke and the Sooke Region Primary Health Care Services Working Group calls on the Capital Regional Hospital District, the Province of British Columbia, Island Health, and all levels of government to support a regional health care facility in Sooke.

K. Lorette

Attachments: [Motion with Notice-Support-Pilot Proj Sooke Hlth Care Fac](#)
[Supporting Documentation](#)

Regional Parks Committee

- 5.15. *Appointments under Capital Regional District Bylaw No. 3682*

Recommendation: That the Regional Parks Committee recommend to the Capital Regional District Board:

That the CRD staff listed in Attachment 1 be appointed as "park officers" as described in the Regional Parks Bylaw Regulation No.1, 2010.

L. Hutcheson/M. Walton

Attachments: [Staff Report: Appointments under Capital Regional District Bylaw No. 3682](#)
[Attachment: Appointment of Park Officers](#)

- 5.16. *Bylaw No. 4181 - Capital Regional District Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 7, 2017*

Recommendation: That the Regional Parks Committee recommend to the Capital Regional District Board:

That Bylaw No. 4181, Capital Regional District Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 7, 2017 be introduced and read a first time, read a second time, read a third time and adopted.

L. Hutcheson/M. Walton/B. Reems

Attachments: [Staff Report: Bylaw No. 4181 – CRD Parks Services and Facilities Fees and](#)

[Charges](#)

[Attachment: Bylaw No. 4181 - CRD Parks Services and Facilities Fees and Charges](#)

- 5.17. *Dogs in Regional Parks*

Recommendation: [The original staff recommendation was amended at the meeting as follows:]
That the Regional Parks Committee recommend to the Capital Regional District Board:

That this report be received for information; and

That staff be directed to investigate and report back on enforcement issues related to the number of dogs per person in parks and commercial dog walking operations.

L. Hutcheson/M. Walton

Attachments: [Staff Report: Dogs in Regional Parks](#)
[Attachment 1: Dog Restrictions on Beaches and in Picnic Areas](#)

6. ADMINISTRATION REPORTS

6.1. *Bylaw 4127: A Bylaw to Amend Bylaw Number 2884, Being "Arts and*

Culture Support Service Establishment Bylaw No. 1, 32001"

Recommendation: That the CRD Arts Commission Recommend to the CRD Board that Bylaw No. 4127, "Arts and Culture Support Service Establishment Bylaw No. 1, 2001, Amendment Bylaw NO. 4, 2010" be introduced and read a first time, a second time and a third time.

B. Reems/N. Chan

Attachments: [Transmittal Report from Arts Commission to CRD Board](#)

[Staff Report April: Bylaw 4127 to Amend Bylaw 2884](#)

[Amended Appendix A: Bylaw 4127](#)

[Staff Report February: Bylaw 4127 to Amend Bylaw 2884](#)

[Appendix B: Draft Consolidated Bylaw 2884](#)

6.2. *Amendment to Bylaws 4152, 4153, 4154, 4155, 4156, 4157, 4158 and 4159*

Recommendation: 1. That the third readings of Bylaws 4152, 4153, 4154, 4155, 4156, 4157, 4158 and 4159 be rescinded; and
2. That Bylaws 4152, 4153, 4154, 4155, 4156, 4157, 4158 and 4159 be given third reading, as amended.

B. Reems/N. Chan

Attachments: [Staff Report: Amendment to Bylaws 4152 through 4159](#)

[Attachment 1: Bylaw 4152 Galiano Island Community Recreation](#)

[Attachment 2: Bylaw 4153 Mayne Island Community Recreation](#)

[Attachment 3: Bylaw 4154 Saturna Island Community Recreation](#)

[Attachment 4: Bylaw 4155 Pender Island Community Recreation](#)

[Attachment 5: Bylaw 4156 Galiano Island Community Parks](#)

[Attachment 6: Bylaw 4157 Saturna Island Community Parks](#)

[Attachment 7: Bylaw 4158 Pender Island Community Parks](#)

[Attachment 8: Bylaw 4159 Mayne Island Community Parks](#)

6.3. *Federal Gas Tax Strategic Priorities Fund: Grant Application*

Recommendation: That the Capital Regional District Board approve the submission of a Federal Gas Tax Strategic Priorities Fund grant application for the gym and multi-purpose room expansion project at the SEAPARC Leisure Complex, as recommended by the Sooke and Electoral Area Parks and Recreation Commission at its meeting of April 20, 2017.

N. Chan

Attachments: [Staff Report: Federal Gas Strategic Priorities Fund - Grant Application](#)

[Appendix: Federal Gas Strategic Priorities Fund - Grant Application](#)

6.4. *BC Rural Dividend Program: Grant Application (Port Renfrew)*

Recommendation: That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for the Port Renfrew Tourism Trail Project and that the Board support this project through its duration.

N. Chan

Attachments: [Staff Report: BC Rural Dividend Program: Grant Application](#)

6.5. *BC Rural Dividend Program: Proposed Application (Southern Gulf Islands)*

Recommendation: That the Capital Regional District Board authorize the submission of an application to the BC Rural Dividend Program for the project "Implementing a Strategic Community Economic Sustainability Plan for the Southern Gulf Islands" and that the Board support this project through its duration.

N. Chan

Attachments: [Staff Report: CRD Grants BC Rural Dividend SGI-CESC](#)

6.6. *Award of Contract 17-1908 Project Management and Design Services for South Island Communications Centre Facility*

Recommendation: That the Chief Administrative Officer be authorized to finalize and execute a contract between the Capital Regional District and Stantec Consulting Limited for the provision of project management and design services for the South Island Communications Facility in the amount of \$901,161 (excluding GST).

K. Lorette/S. Carby

Attachments: [Staff Report: Award Contract 17-1908 Project Mgmt & Design Svcs](#)

7. BYLAWS

7.1. *Adoption of Bylaw 4142*

Recommendation: That Bylaw 4142, Regional Parks Loan Authorization Bylaw, be adopted.

B. Reems/N. Chan/L. Hutcheson

Attachments: [Bylaw 4142 Regional Parks Loan Authorization](#)

[Previous Staff Report Bylaw No. 4142](#)

8. MOTION WITH NOTICE

8.1. *Motion with Notice: FCM Big City Mayor's Caucus*

Recommendation: That the CRD Board Chair write to the CEO of the Federation of Canadian Municipalities and the Chair of the Big City Mayor's Caucus requesting that the Mayor of Victoria be added to the Big City Mayor's Caucus to represent the Census Metropolitan Area of Greater Victoria with a population of 367,770.

B. Reems

Attachments: [Motion with Notice: FCM Big City Mayor's Caucus](#)