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**MINUTES OF A MEETING OF THE SAANICH PENINSULA WASTEWATER COMMISSION
Held Thursday, January 17, 2019 in the Saanich Peninsula Treatment Plant Meeting Room,
9055 Mainwaring Road, North Saanich, BC**

PRESENT: R. Barnhart; M. Doehnel; C. Graham; C. McNeil-Smith, G. Orr;
M. Thompson; P. Wainwright; M. Weisenberger; K. Wing; S. Duncan

STAFF: T. Robbins, General Manager, Integrated Water Services; M. McCrank,
Infrastructure Operations; I. Jesney, Infrastructure Engineering; G. Harris,
Environmental Protection; D. Green, Environmental Science Officer;
C. Lowe, Environmental Science Officer; T. Duthie, Manager, Administration
Services; D. Dionne, Administrative Coordinator; S. Orr (recorder)

ALSO PRESENT: S. Duncan, Alternate Commissioner

ABSENT: R. Windsor, M. Underwood

The meeting was called to order at 9:51 a.m.

1. INTRODUCTIONS AND COMMISSION REPRESENTATIVES DISCUSSION

T. Robbins welcomed all in attendance to the first meeting of 2019.

2. ELECTION OF CHAIR AND VICE-CHAIR

T. Robbins called for nominations for the position of Chair of the Saanich Peninsula Wastewater Commission for the term ending December 31, 2019.

Commissioner Orr nominated Commissioner Wainwright.
Commissioner Wainwright accepted the nomination.

T. Robbins called for nominations a second and third time and hearing none, declared Commissioner Wainwright elected as Chair of the Saanich Peninsula Wastewater Commission by acclamation.

Commissioner Wainwright took the chair and called for nominations for Vice-Chair of the Saanich Peninsula Wastewater Commission for the term ending December 31, 2019.

Commissioner Orr nominated Commissioner Thompson.
Commissioner Thompson accepted the nomination.

The Chair called for nominations a second and third time and hearing none, declared Commissioner Thompson elected as Vice Chair of the Saanich Peninsula Wastewater Commission by acclamation.

3. APPROVAL OF AGENDA

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Weisenberger,
That the Saanich Peninsula Wastewater Commission approve the agenda.

CARRIED

4. ADOPTION OF MINUTES OF OCTOBER 4, 2019

MOVED by Commissioner Barnhart, **SECONDED** by Commissioner Weisenberger,
That the Saanich Peninsula Wastewater Commission adopt the minutes of the meeting held
October 4, 2018.

CARRIED

5. CHAIR'S REMARKS

The Chair had no remarks

6. PRESENTATIONS/DELEGATIONS

There were no presentations/delegations.

K. Wing left the meeting (9:53 a.m.)

7. COMMISSION BUSINESS

7.1. SAANICH PENINSULA WASTEWATER COMMISSION – COMMISSION ORIENTATION

T. Robbins provided an overview of the governing bylaws which sets out the guidelines and regulations of the Saanich Peninsula Wastewater Commission and noted that each appointment term is two years. He gave a presentation and provided an overview of the governance framework, system infrastructure overview, Saanich Peninsula wastewater system, wastewater treatment, residuals management, CRD departmental programs and service budgets.

Staff answered questions from the commission about using Class A bio-solids for land application.

MOVED by Commissioner Graham, **SECONDED** by Commissioner Thompson,
That the Saanich Peninsula Wastewater Commission have a future discussion about
land application of Class A Bio-solids.

CARRIED

7.2. EEP 19-05 SAANICH PENINSULA STORMWATER SOURCE CONTROL BYLAW NO. 4168 – AMENDMENT

D. Green introduced the report and stated recent changes to the BC *Building Code* had implications to the Saanich Peninsula Stormwater Source Control Bylaw No. 4168. He stated that proposed amending Bylaw No. 4229, "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, Amendment Bylaw No. 1, 2019" addresses the changes required to avoid conflicts with the regulatory requirements for stormwater drainage.

MOVED by Commissioner Graham, **SECONDED** by Commissioner Orr,
That the Saanich Peninsula Wastewater Commission recommend to the Capital
Regional District Board:

1. That Bylaw No. 4229, "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, Amendment Bylaw No. 1, 2019", be introduced and read a first, second and third time.
2. That Bylaw No. 4229 be adopted.

CARRIED

Staff responded to questions from the commission.

7.3. EEP 19-04 CRD TICKET INFORMATION AUTHORIZATION BYLAW NO. 1857 – AMENDMENT

D. Green introduced the report and stated that proposed amending Bylaw No. 4228, "Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 64, 2019", updates Bylaw No. 1857, "Capital Regional District Ticket Information Authorization Bylaw, 1990", by adding a new section with offences and fines related to the enforcement of 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".

MOVED by Commissioner Weisenberger, **SECONDED** by Commissioner Barnhart, That the Saanich Peninsula Wastewater Commission recommend to the Capital Regional District Board:

1. That Bylaw No. 4228, "Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 64, 2019" be introduced and read a first, second and third time.
2. That Bylaw No. 4228 be adopted.

CARRIED

7.4. EEP 19-02 APPOINTMENT OF STORMWATER CONTROL MANAGER

D. Green introduced the report and stated that the General Manager, Parks & Environmental Services be appointed as the Stormwater Control Manager. He stated that the position is a key step in creating the enforcement framework for 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".

MOVED by Commissioner Weisenberger, **SECONDED** by Commissioner McNeil-Smith, That the Saanich Peninsula Wastewater Commission recommend to the Capital Regional District Board:

That the General Manager, Parks & Environmental Services be appointed as the Stormwater Control Manager with authority to appoint and rescind appointments of officers for the purpose of inspection and enforcement related to the regulation of discharges to the municipal drainage system and watercourses, in order to reduce the risk of pollution of watercourses and the near shore marine environment.

CARRIED

7.5. EEP 19-03 SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN – ANNUAL PROGRAMS REPORT

G. Harris introduced the report and provided a summary of the goals and programs that work to achieve objectives of the plan.

D. Green provided an overview of the following programs: stormwater source control, sewer source control, clean green campaign and the BC medication return program. He noted new programs return of household veterinarian medication and a review of the brewery and fermentation sector.

C. Lowe provided an overview of the following programs: wastewater and marine environment, stormwater quality and corrosion and odour control.

Staff responded to questions from the commission.

Commissioner McNeil-Smith left the meeting (10:55 a.m.)

MOVED by Commissioner Weisenberger, **SECONDED** by Commissioner Thompson, That the Saanich Peninsula Wastewater Commission recommend:

1. That the following annual reports be approved:
 - a) Saanich Peninsula Liquid Waste Management Plan Annual Programs Report – November 2018
 - b) Saanich Peninsula Wastewater and Marine Environmental Program 2017 Annual Report
 - c) Regional Source Control Program 2017 Annual Report
 - d) Saanich Peninsula Stormwater Quality Program 2017 Annual Report
 - e) Trucked Liquid Waste Program 2017 Annual Report; and
2. That the annual reports fulfilling regulatory requirements be forwarded to the BC Ministry of Environment.

CARRIED

8. NEW BUSINESS

There was no new business.

9. ADJOURNMENT

MOVED by Commissioner Barnhart, **SECONDED** by Commissioner Graham, That the Saanich Peninsula Wastewater Commission meeting be adjourned at 11:05 a.m.

CARRIED

Chair

Secretary