



Making a difference...together

MINUTES OF A MEETING OF THE SAANICH PENINSULA WASTEWATER COMMISSION
Held Thursday, January 21, 2021 in Meeting Room #6 at Greenglade Community Centre,
2151 Lannon Way, Sidney BC

PRESENT: Commissioners: R. Barnhart; M. Doehnel; B. Fallot for C. McNeil-Smith; G. Orr
WebEx: S. Duncan; D. Kelbert; Z. King; M. Weisenberger; R. Windsor

Staff: Staff: T. Robbins, General Manager, Integrated Water Services; M. Cowley, Manager, Wastewater Engineering & Planning; D. Dionne (recorder);

WebEx: I. Jesney, Senior Manager, Infrastructure Engineering; M. McCrank, Senior Manager, Infrastructure Wastewater Operations; S. Irg, Infrastructure Water Operations; G. Harris, Senior Manager, Environmental Protection; G. Gullekson, Senior Financial Advisor, Financial Services

1. TERRITORIAL ACKNOWLEDGEMENT

T. Robbins provided the Territorial Acknowledgement

2. CALL TO ORDER

The meeting was called to order at 10:16 a.m.

3. ELECTION OF CHAIR

The General Manager called for nominations for the position of Chair of the Saanich Peninsula Wastewater Commission for 2021.

Commissioner Orr nominated Commissioner Barnhart. Commissioner Barnhart accepted the nomination.

The General Manager called for nominations a second time.

The General Manager called for nominations a third and final time.

Hearing no further nominations, the General Manager declared Commissioner Barnhart Chair of the Saanich Peninsula Wastewater Commission for 2021 by acclamation.

4. ELECTION OF VICE CHAIR

Chair Barnhart called for nominations for the position of Vice Chair of the Saanich Peninsula Wastewater Commission for 2021.

Commissioner Orr nominated Commissioner Doehnel. Commissioner Doehnel accepted the nomination.

Chair Barnhart called for nominations a second time.

Chair Barnhart called for nominations a third and final time.

Hearing no further nominations, Chair Barnhart declared Commissioner Doehnel Vice Chair of the Saanich Peninsula Wastewater Commission for 2021 by acclamation.

5. APPROVAL OF AGENDA

MOVED by Alt. Commissioner Fallot, **SECONDED** by Commissioner Doehnel,
That the Agenda be approved as circulated.

CARRIED

6. APPROVAL OF RESOLUTION FOR 2021

MOVED by Alt. Commissioner Fallot, **SECONDED** by Commissioner Doehnel,
That the Saanich Peninsula Wastewater Commission adopt the resolution as presented.

1. That this resolution applies to the Saanich Peninsula Wastewater Commission for the meetings being held between January 1, 2021 and December 31, 2021.
2. That the attendance of the public at the place of the meeting cannot be accommodated in accordance with the applicable requirements or recommendations under the Public Health Act, despite the best efforts of the Saanich Peninsula Wastewater Commission, because:
 - a. The available meeting facilities cannot accommodate more than (8) people in person, including members of the Saanich Peninsula Wastewater Commission and staff, and
 - b. There are no other facilities presently available that will allow physical attendance of the Saanich Peninsula Wastewater Commission and the public in sufficient numbers; and
3. That the Saanich Peninsula Wastewater Commission is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:
 - a. By allowing the public to hear or participate via teleconference or electronic meeting software,
 - b. By providing notice of the meeting in newspaper or local notice Board, including the methods for providing written or electronic submissions,
 - c. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
 - d. By strongly encouraging the provision of, and subsequently receiving and distributing to members, written correspondence from the public in advance of the meeting, and
 - e. By making the minutes of the meeting available on the CRD website following the meeting.

CARRIED

7. ADOPTION OF MINUTES

MOVED by Alt. Commissioner Fallot, **SECONDED** by Commissioner Doehnel,

That the minutes of the October 15, 2020 meeting and November 10, 2020 special meeting be adopted.

CARRIED

8. CHAIR'S REMARKS

The Chair had no remarks.

9. PRESENTATIONS/DELEGATIONS

No one registered to speak.

10. COMMISSION BUSINESS

10.1. Supply of Sludge Dewatering Equipment – RFP No. 2020-632

M. Cowley spoke to the report noting that the existing rotary press has performed well but requires replacement. He outlined the design brief that recommends a rotary press and that it takes about 25 weeks to manufacture the item, which allows time to get the design ready.

He noted that only one proposal was received to the Request for Proposals noting that it was \$300,000 more than originally planned, due to electrical code changes.

Discussion ensued and staff responded to questions from the Commission regarding:

- The Triple Bottom Line factors including finance, staff experience, vendor response, technical requirements and safety
- The collection of Development Cost Charges (DCC) and the process for the transfer of funds from DCC to capital reserve.
- Location of the new rotary press and the consideration of a better option for locating the equipment

MOVED by Commissioner Weisenberger, **SECONDED** by Alt. Commissioner Fallot,

1. That the Saanich Peninsula Wastewater Commission recommends to the Capital Regional District Board that the 19-01 Project Budget, in the Saanich Peninsula Wastewater Services 2021 Capital Plan, be increased by \$300,000 from the capital reserve fund to bring the revised project budget up to \$1,490,000.

CARRIED

MOVED by Commissioner Weisenberger, **SECONDED** by Alt. Commissioner Fallot,

2. That the Saanich Peninsula Wastewater Commission award Contract 2020-632 - Supply of Sludge Dewatering Equipment, to Fournier Industries in the amount of \$589,730 plus taxes.

CARRIED

11. NEW BUSINESS

T. Robbins noted that there is still a vacancy on the Commission for a Sidney citizen representative. Sidney received no response to its first advertisement and is in the process

of advertising again. It is anticipated that a representative will be appointed before the next Commission meeting.

The Commission discussed septic systems and how they may be related to the new Harbour Service.

12. ADJOURNMENT

MOVED by Alt. Commissioner Fallot, **SECONDED** by Commissioner Orr,
That the meeting be adjourned at 10:51 a.m.

CARRIED

CHAIR

SECRETARY