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SALT SPRING ISLAND LIQUID WASTE LOCAL SERVICE COMMISSION

Notice of Meeting on **Thursday, January 30, 2020 at 11:00 AM**

Creekside Meeting Room, 108-121 McPhillips Ave, Salt Spring Island, BC

Gary Holman

Mary Richardson

Rod Scotvold

Rob Pingle

Sandra Ungerson

(r = regrets)

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1. **Approval of Agenda**
 2. **Adoption of Minutes of November 5, 2019**
 3. **Delegations/Presentations:**
 4. **Director and Chair Reports**
 5. **New Business**
 - 5.1 **Salt Spring Island Burgoyne Bay Site Preliminary Investigation for Lagoon Site Closure**

That the Salt Spring Island Liquid Waste Disposal Commission recommend that the Electoral Area Committee recommend that the CRD Board approve the amendment of the 2020-2024 five year capital plan by bringing forward the capital project budget of \$40,000 from 2021 to 2020 for the phase 1 and phase 2 site investigations of the closure of lagoons at the Burgoyne Bay site.
 - 5.2
 6. **Outstanding Business**
 - 6.1 **2020 Budget Update**
 - 6.2
 7. **Adjournment**

To ensure quorum, advise Tracey Shaver 250 537 4448 if you cannot attend.

EXEC-1295039085-2204



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**Minutes of the Salt Spring Island Liquid Waste Disposal Local Service Commission
Held Monday November 5, 2019 in the Creekside Meeting Room, Suite 108- 121
McPhillips Ave, Salt Spring Island, BC**

DRAFT

Present:

Director: Gary Holman

Commissioners: Rod Scotvold, Mary Richardson, Sandra Ungerson,

Staff: Karla Campbell, Senior Manager SSI Electoral Area; Lia Xu, Manager, Finance Services; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Allen Xu, Manager, Engineering; Tracey Shaver, Recording Secretary

Absent: Rob Pingle

Chair Richardson called the meeting to order at 11:40 AM.

1. Approval of Agenda

MOVED by Commissioner Ungerson, **SECONDED** by Commissioner Scotvold, That the Salt Spring Island Liquid Waste Disposal Commission approve and amend the agenda of November 5, 2019 with the addition of item 6.1 Next Steps -Decommissioning and item 6.2 ACTIZYME.

CARRIED

2. Adoption of Minutes of January 15, 2019

MOVED by Commissioner Scotvold, **SECONDED** by Commissioner Richardson, That the Salt Spring Island Liquid Waste Disposal Commission approved the January 15, 2019 minutes.

CARRIED

3. Delegations/Presentations - none

4. Director and Chair Reports

4.1 Director Holman reported that the CRD Board approved the provisional budget on October 30, 2019 and will consider any changes during final approval in March of 2020.

4.2 Chair Richardson thanked staff for the tour of the liquid waste facility.

5. New Business

5.1 Salt Spring Island Liquid Waste Disposal – Capital Project Update

- Staff reviewed the project history and current working conditions at the liquid waste receiving station.
- To improve operations a few additional tasks need to be added and there is sufficient funding available due to interest accumulated.

MOVED by Commissioner Scotvold, **SECONDED** by Commissioner Ungerson, That the Salt Spring Island Liquid Waste Disposal Service Commission:

1. receive this report for information, and

2. approve the use of the accumulated interest in the amount of \$76,000 to amend the capital plan to fund the additional work that was completed, operational effort to improve performance, and upgrades required to address a few operational issues.

CARRIED

5.2 Salt Spring Island Liquid Waste Facility Regulations

- Staff bringing forward amendments to regulations to reflect operational changes and reduced access to facility.
- Haulers and area property owners have been consulted.
- Consider defining what an emergency is for after hours facility use.
- Staff to report back after 6 month under the new regulations.
- No annual access facility fee to be charged.

MOVED by Commissioner Richardson, **SECONDED** by Director Holman, That the Salt Spring Island Liquid Waste Commission recommends the Electoral Area Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 4286 cited as "Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 10, 2019" be introduced and read at first, second, and a third time.
2. That Bylaw No. 4286 be adopted.
3. That Bylaw No. 4287 cited as "Capital Regional District Ticket Information Authorization Bylaw 1990, Amendment Bylaw No. 65, 2019" be introduced and read at first, second, and a third time.
4. That Bylaw No. 4287 be adopted.

CARRIED

5.3 Salt Spring Island Liquid Waste Disposal Local Service 2020 Operating and Capital Budget

- Several items contributed to higher operation costs; sludge hauling contract, supplies, and increased labour during facility commissioning.
- New rate for sludge hauling off island is \$0.37 per imperial gallon.
- Proposal to increase tipping fees and lower requisition to balance to a more user pay model

MOVED by Director Holman, **SECONDED** by Commissioner Ungerson, That the Salt Spring Island Liquid Waste Disposal Commission:

1. Approve the 2020 operating and capital budget as amended and recommend that the 2019 actual surplus or deficit be balanced on the 2019 transfer from the Operating Reserve Fund; and
2. Recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2020 Operating and Capital Budget and the five year Financial Plan for the Salt Spring Island Liquid Waste Disposal Local Service as amended.

CARRIED

The amendment is to increase the tipping fee for both septage and sewage in the fees and charges bylaw to reflect a January 2020 fee of \$0.44 per imperial gallon; and to proportionally reduce the requisition.

6. Outstanding Business

6.1 Next steps-Decommissioning

- The process to close the lagoons requires a consultant to develop a plan, 1 season of ground water sampling and then dealing with outcomes from the samples if there are any contaminants.

6.2 ACTIZYME

Chair Richardson to consult with staff and possibly set up meeting with the ACTIZYME representative.

7. Adjournment

MOVED by Commissioner Scotvold, **SECONDED** by Commissioner Ungerson,
That the Salt Spring Island Liquid Waste Disposal Commission adjourn the meeting at 1:15 pm.

CHAIR

SENIOR MANAGER



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REPORT TO SALT SPRING ISLAND LIQUID WASTE DISPOSAL COMMISSION MEETING OF THURSDAY, JANUARY 30, 2020

SUBJECT **Salt Spring Island Burgoyne Bay Site Preliminary Investigation for Lagoon Site Closure**

ISSUE SUMMARY

To seek the approval to bring forward capital project No. 19-01 budget of \$40,000 from 2021 to 2020 for the phase 1 and phase 2 site investigation for the closure of lagoons at the Burgoyne Bay site.

BACKGROUND

The Burgoyne Bay septic facility site is located on the southwest side of Salt Spring Island, approximately 500 meters southwest of the intersection of Burgoyne Bay Road and Fulford-Ganges Road.

From 1988 to 1998 the facility was operational by Gulf Islands Septic Ltd. (GIS) and subsequently the Capital Regional District (CRD) under Permit PE-7955 and the following three sources of septage or sludge were disposed of in the lagoons at the site:

- Septage pumped out from septic tanks;
- Waste sludge from the Ganges wastewater treatment plant ;and
- Waste sludge from the Maliview wastewater treatment plant.

The CRD currently operates the site as a sewage transfer site and there community interest in exploring options to expand the site use to include septage treatment. In order to repurpose or expand the site for a different usage, the CRD would need to apply to the BC Ministry of Environment & Climate Change Strategy (ENV) to cancel existing Permit PE-7955 for the lagoons as well as submit a site closure plan to be approved by ENV.

A site investigation is required to meet provincial regulatory requirements and determine whether contamination is present and inform any required remediation.. Phase 1 of the assessment starts with a Stage 1 Preliminary Site Investigation (PSI) which documents site use and history and identifies potential contaminants and areas of concern. This is will inform the next phase, a – Stage 2 PSI investigation which typically involves the completion of drilling, sampling and monitoring of the site field and identifies the presence/absence of contamination. If contamination is identified, additional detailed site investigation and remediation work may be required to meet provincial regulatory requirements and effectively manage the CRD's environmental liability.

Staff have prepared cost estimates for phase 1 and 2 PSI which are as follows:

- Phase 1 PSI: \$4,500. The phase 1 PSI will primarily be performed by CRD staff with \$500 budgeted for external costs which may include obtaining and interpreting land title office, aerial photographs, property assessments data.
- Phase 2 field PSI: \$35,500. Phase 2 field PSI will be carried out by third party contractors for drilling, sampling and testing. CRD staff will provide project planning, management,

reporting and to ensure the quality of and timely delivery of the PSI.

It should be noted that environmental investigations are typically incremental so that each phase of investigation informs subsequent investigations or, if necessary, remediation. The phase 2 cost estimate, as a result, is based on current available information and may vary by 20- 40% (AEGBC Class C) dependent upon phase 1 investigation results.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Liquid Waste Disposal Commission recommend that the Electoral Area Committee recommend that the CRD Board approve the amendment of the 2020-2024 five year capital plan by bringing forward the capital project budget of \$40,000 from 2021 to 2020 for the phase 1 and phase 2 site investigations of the closure of lagoons at the Burgoyne Bay site.

Alternative 2

That the Salt Spring Island Liquid Waste Disposal Commission recommend that this report be referred back to staff for additional information.

IMPLICATIONS

Environmental & Climate Implications

The proposed investigation will help the CRD in better understand the risks of contamination at the site and identify if remediation is required, and or the extent of remediation.

Financial Implications

There will be minimal financial implications to the tax and fee rates for the service as the \$40,000 was already included in the five year capital plan for 2021 under project No. 19-01, and fully funded by the capital reserve fund. However minor adjustments to the budget transfer and project timelines in the five year capital plan will be reviewed by CRD staff and reported back to the commission.

The results of phase 1 and 2 PSI will inform the commission and CRD on if remediation may be required and its financial implications to the service.

CONCLUSION

Site investigations are required to meet provincial regulatory requirements to understand contamination risks and determine whether remediation may be required to close the lagoons at the Burgoyne Bay septic facility site.

Site investigations are typically incremental and done in phases. Phase 1 of the assessment starts with a desktop Stage 1 Preliminary Site Investigation (PSI) which documents site use and history and identifies potential contaminants and areas of concern. Stage 2 of the PSI investigation includes drilling, sampling and monitoring in the field and identifies the presence/absence of contamination.

RECOMMENDATION

That the Salt Spring Island Liquid Waste Disposal Commission recommend that the Electoral Area Committee recommend that the CRD Board approve the amendment of the 2020-2024 five year capital plan by bringing forward the capital project budget of \$40,000 from 2021 to 2020 for the phase 1 and phase 2 site investigations of the closure of lagoons at the Burgoyne Bay site.

Submitted by:	Allen Xu, P.Eng. Manager of Engineering, Salt Spring Island Electoral Area
Concurrence:	Karla Campbell, BPA, Senior Manager, Salt Spring Island Electoral Area
Concurrence:	Glenn Harris, Senior Manager, Environmental Protection
Concurrence:	Rianna Lachance, BCom, CPA, CA, Senior Manager Financial Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

AX:ts