

Meeting Minutes

Saanich Peninsula Wastewater Commission

Tuesday, October 21, 2025

9:35 AM

Sidney Community Safety Building
2245 Oakville Ave., Sidney, BC

Special Meeting - Budget

PRESENT:

Commissioners: D. Kelbert (Chair), M. Doehnel (Vice Chair), E. Diller, D. Halldorson, Z. King (EP), C. McNeil-Smith, R. Novek, S. Shrivastava (EP)

STAFF: A. Fraser, General Manager, Infrastructure and Water Services; G. Harris, General Manager, Parks Recreation and Environmental Services; J. Dales, Senior Manager, Wastewater Infrastructure Operations; J. Marr, Senior Manager, Infrastructure Planning and Engineering; P. Kickham, Manager, Environmental Regulations; J. Kelly, Manager, Capital Projects; Y. Li, Senior Financial Advisor, Financial Planning; M. Lagoa, Manager, Legislative Services and Deputy Corporate Officer; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: Commissioners P. Jones, R. Windsor

The meeting was called to order at 10:14 am.

1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

2. Approval of Agenda

MOVED by Commissioner King, **SECONDED** by Commissioner Diller,
That the agenda for the Saanich Peninsula Wastewater Commission meeting of
October 21, 2025 be amended to add Notice of Motion as Item 5., and that the
agenda be approved as amended.
CARRIED

3. Presentations/Delegations

There were no presentations or delegations.

4. Special Meeting Matters

4.1. [25-1037](#) General Manager's Verbal Update - October

There were no updates.

4.2. [25-1030](#) Saanich Peninsula Wastewater Service 2026 Capital and Operating Budget

A. Fraser presented Item 4.2.

Discussion ensued regarding:

- cost difference between tipping sludge and processing biosolids
- approximate timeline for finalization of biosolids contract

MOVED by Commissioner Novek, SECONDED by Commissioner McNeil-Smith, The Saanich Peninsula Wastewater Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

- 1. Approve the 2026 Saanich Peninsula trunk sewers, treatment and disposal operating and capital budget and the 2026 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget and the Saanich Peninsula Stormwater Source Control budget;**
- 2. Direct staff to update carry forward balances in the 2026 Capital Budget for changes after year end; and**
- 3. Direct staff to balance the 2025 actual revenue and expense on the transfer to capital reserve fund.**

CARRIED

Opposed: Shrivastava

5. Notice of Motion

5.1. [25-1212](#) Notice of Motion: Staff Investigation into Expansion of Waste Heat District Energy System (Commissioners Kelbert/King/Diller)

Chair Kelbert provided the following Notice of Motion for consideration at the next Saanich Peninsula Wastewater Commission meeting:

WHEREAS the Saanich Peninsula Wastewater Treatment Plant currently supplies recovered heat to the Panorama Recreation Centre through an established District Energy System (DES);

AND WHEREAS there is a potential opportunity to expand the current DES beyond institutional use to include residential properties located along the corridor between the treatment plant and the recreation centre;

AND WHEREAS expanding the DES to nearby residential properties may offer significant energy savings by replacing less efficient electric baseboard heating with a centralized, renewable thermal energy source;

THEREFORE BE IT RESOLVED THAT the Commission direct staff to investigate and report back on the steps required to develop a pilot project to convert residential household heating to waste heat, utilizing the existing DES infrastructure;

AND BE IT FURTHER RESOLVED THAT the staff report should include feasibility considerations such as a subsidized fixed per-month household cost model for participating homes, under an estimated 20-year term.

6. Adjournment

Chair Kelbert noted that this would be his last meeting as he is resigning from the Commission.

**MOVED by Commissioner Diller, SECONDED by Commissioner Halldorson,
That the Saanich Peninsula Wastewater Commission meeting of October 21, 2025
be adjourned at 10:30 am.
CARRIED**

Chair

Recorder