

TECHNICAL ADVISORY COMMITTEE
SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN
Meeting Minutes

Wednesday, June 12, 2024	1:30 pm	In-person & Online (MS Teams)
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PRESENT: A. Penner, A. Nyland, B. Martin, B. Irving (EP), D. Puskas (EP), J. Clary, O. Cruz

STAFF: C. Lowe, J. McAloon, M. Cowley (Vice-Chair) (EP), P. Kickham (Chair)

EP=Electronic Participation

Chair Kickham called the meeting to order at 1:33 pm.

1. Territorial Acknowledgement

P. Kickham provided a Territorial Acknowledgement.

2. Introduction

P. Kickham led introductions of committee members and briefed the committee on a couple of housekeeping items.

3. Approval of Agenda

Agenda for the June 12, 2024 Technical Advisory Committee (TAC) meeting:

MOVED by B. Martin and SECONDED by J. Clary
That the agenda be approved as circulated.
CARRIED

4. Chair's Introduction

P. Kickham informed the group that the Saanich Peninsula Wastewater Commission, which oversees the Regional Wastewater Service, directed the Capital Regional District (CRD) to convene the TAC in response to an audit that the CRD carried out of our Saanich Peninsula Liquid Waste Management Plan (SPLWMP) in 2019.

The audit came forward with a number of recommendations and directed the CRD to convene the Technical Advisory Committee and seek recommendations from this group to bring back to the Saanich Peninsula Wastewater Commission in order to determine the next steps for our wastewater or liquid waste management planning on the peninsula.

5. Saanich Peninsula Liquid Waste Management Plan Summary and Commitment Status Presentation - P. Kickham, CRD

P. Kickham presented a summary of background information which included the SPLWMP commitments, a brief description of sewage treatment and disposal on the Saanich Peninsula, operations and maintenance of sewage infrastructure including onsite (septic) system maintenance; reduction of Inflow & Infiltration (I&I); biosolids management; wastewater and marine monitoring; source control; stormwater quality and management;



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water conservation and wastewater recycling; 2009 audit findings and audit recommendations.

The presentation included input, questions, and discussion from the group.

Additionally, P. Kickham discussed rewrite vs cleanup of the plan including what a complete rewrite of the plan might constitute and noted that worthwhile projects and initiatives do not necessarily need to be included under a Liquid Waste Management Plan.

6. Inflow & Infiltration Investigation Summary – J. McAloon, CRD

J. McAloon presented on Inflow & Infiltration which discussed the background on I&I, I&I Management Plan Report and I&I Commitments in the LWMP. More specifically, the presentation included information on the infrastructure maintenance requirements, sewer defects, capacity issues, impacts, measuring I&I, I&I Management Plans, catchment stats, flow data, uses and flow data grades, I&I Analyses and recommendations, as well as SPLWMP commitments.

The presentation included input, questions, and discussion from the group.

7. Next Steps

Discussion of next meeting and tour at Saanich Peninsula Wastewater Treatment Plant.

Next meeting: date second or third week in September TBD.

P. Kickham asked committee members to review relevant sections of the existing plan and audit – review commitments and focus on those items that were not delivered on and come up with possible recommendations.

Discussion by group regarding the timing requirements for any changes to the plan, some preliminary notes for changes to the plan including ideas on planning for future storm events.

8. Other Business

There was no other business.

9. Closing Comments:

The next TAC meeting will be scheduled in September – date to be determined. Next agenda will focus on the audit, recommendations from the audit and what is currently being done in the meantime.

A copy of the audit report and SPLWMP to be shared with the group, as well as presentations from items 5 and 6.



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10. Adjournment

The meeting was adjourned at 3:23 pm.

**MOVED by J. Clary and SECONDED by Aileen Penner
That the Technical Advisory Committee meeting be adjourned.
CARRIED**

Attachments:

Appendix A: June 12, 2024 Technical Advisory Committee Meeting Agenda

Appendix B: Saanich Peninsula Liquid Waste Management Plan Summary and Commitment Status Presentation

Appendix C: Inflow & Infiltration Investigation Summary Presentation

Appendix D: Saanich Peninsula Liquid Waste Management Plan Audit report

Appendix E: Saanich Peninsula Liquid Waste Management Plan Consolidated Version October 2019

Appendix F: TAC Terms of Reference from the Saanich Peninsula Wastewater Commission



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TECHNICAL ADVISORY COMMITTEE
SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN
 Action Items

Tuesday, October 29, 2024

1:00 to 3:30 pm

In-person

Aileen Penner, Fisheries and Oceans Canada	Glenn Harris, CRD (Acting Chair)
Adrian Nyland, Victoria Airport Authority	Jenn Clary, Town of Sidney
Barri Rudolph, CRD	Malcolm Cowley, CRD (Vice-Chair)
Ben Martin, District of North Saanich	Neil Fowler, Tsawout First Nation (alternate)
Bridget Irving, Tsawout First Nation (absent)	Octavio Cruz, Pauquachin First Nation (absent)
Dale Puskas, District of Central Saanich	Peter Kickham, CRD

ACTION ITEMS

Send responses to Barri Rudolph at brudolph@crd.bc.ca.

Action Item	Assigned To	Due Date
2019 Audit Findings – Non-compliant Commitments:		
Participation in regional Onsite Program for regulation of septic systems.	Ben Martin	December 13, 2024
Establishment of design criteria for stormwater retention ponds.	CRD/Dale Puskas	December 13, 2024
Resolution of stormwater runoff problems associated with Tseycum Creek.	Ben Martin	December 13, 2024
Provision of oil/water separators for stormwater runoff.	CRD/Ben Martin	December 13, 2024
Regular inspection and maintenance of storm drainage systems.	CRD/Ben Martin	December 13, 2024
Working towards understanding the needs of agriculture and habitat in stormwater management.	CRD/Ben Martin	December 13, 2024



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Action Item	Assigned To	Due Date
Programming for reduction of Inflow & Infiltration in the sanitary sewer.	CRD/Ben Martin/ Jenn Clary/Dale Puskas	December 13, 2024
Other Business:		
Reach out to Ministry of Agriculture around agriculture inputs and education.	CRD/Ben Martin	December 13, 2024
Check whether source control inspections are done at IOS; follow up with IOS Facilities Manager.	CRD	December 13, 2024
Check whether shellfish are mentioned in the plan.	Ben Martin/CRD	December 13, 2024
Review plan for any other updates to be included.	All members	December 13, 2024
Comment on whether the plan should be rewritten or just updated.	All members	December 13, 2024

Next meeting date to be determined.

MEETING NOTES

TECHNICAL ADVISORY COMMITTEE SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN

Wednesday, September 17, 2025 from 1:30-3:30 pm

Saanich Peninsula Wastewater Treatment Plant

In-person: Meeting Room 208, 9055 Mainwaring Road, North Saanich, BC

Christine Macinnis, Fisheries & Oceans Canada	Bruce DeMaere, Town of Sidney
Adrian Nyland, Victoria Airport Authority	Chris Lowe, CRD
Barri Rudolph, CRD	Dale Puskas, District of Central Saanich (virtual)
Ben Martin, District of North Saanich	Natalie Tokgoz, CRD (Vice-Chair)
Bel Manson, STÁUTW (Tsawout) First Nation	Peter Kickham, CRD (Chair)

Meeting Notes

1. Territorial Acknowledgement
Peter Kickham gave the territorial acknowledgement.

2. Introduction/Attendance

Peter indicated that this was the third meeting of this group which was formed in response to a request from the Saanich Peninsula Wastewater Commission (the Commission) to form a Technical Advisory Committee (TAC) to investigate the level of effort that should be put into updating the current Saanich Peninsula Liquid Waste Management Plan (the Plan) and review any outstanding commitments.

The TAC members were present with the following exceptions or alternates:

- Dale Puskas from the District of Central Saanich attended virtually
- Bel Manson attended on behalf of Bridget Irving from STÁUTW First Nation
- Christine Macinnis attended on behalf of Aileen Penner from Fisheries and Oceans Canada (the Institute of Ocean Sciences)
- Bruce DeMaere attended for Jenn Clary (who has left the Town of Sidney)
- Octavio Cruz from BOKÉĆEN (Pauquachin) First Nation was unable to attend

3. The Committee Approved the Agenda

4. Chair's Comments

The TAC was formed at the direction of the Commission which is the local government decision making body for management of liquid waste on the Peninsula.

The TAC's purpose is to assist in the review of the Plan and make recommendations to the Commission regarding any recommended updates to the Plan.

In the first meeting we discussed that while the Plan is old and fragmented, it does contain commitments pertaining to all the expected planning components listed in the provincial guidance document¹. Also, the CRD and member municipalities are in compliance with the province and federal regulations, as the current system effectively handles all wastewater during dry and wet weather. The Saanich Peninsula does not have combined stormwater/sewage systems and doesn't overflow apart from once during the 100-year storm in 2021. The WWTP and conveyance system has the capacity to accommodate current and future population growth. Finally, we are not facing an imminent provincial order to renew the Plan, so an update or rewrite would be self-driven.

5. Feedback/action items from the last meeting

The last meeting ended with action items to address outstanding Plan commitments identified in the 2019 Audit. Municipalities and CRD have since addressed all outstanding commitments.

A previous action item asked each member to comment on whether the existing Plan should be updated (updating language with no change of commitments, this method would not require public or First Nation consultation) or rewritten (a multi-year process that would include rewriting the document with new commitments in collaboration with First Nations and with extensive public consultation). A rewrite would require hiring a consultant and significant funds in addition to what has already been set aside.

The summary of the response to the question of whether an update or full rewrite was preferred at this time, is as follows:

- 5 for an update,
- 1 for a rewrite,
- 1 to pause/step back, allow for more First Nation engagement (likely a rewrite).

The split was comprised of the municipal engineering staff wanting to proceed with a Plan update until they have finished in-progress Stormwater Master Plans (SWMP) and Official Community Plans (OCP), the Victoria Airport Authority and DFO staff stating an update was sufficient and STÁUTW and BOKÉCEN Nations wanting a rewrite. STÁUTW provided a thoughtful, thorough review of the Plan and a response that stated that a full rewrite was needed due to the following observations:

- Outdated content and structural issues
- Lack of First Nations engagement and issues consideration
- Environmental Considerations: Specific gaps related to 6PPD-quinone, agricultural runoff and shellfish harvesting, septic system management, combined sewage/stormwater systems, stormwater management.
- Need for a collaborative approach with First Nations

6. Further considerations for updating/ rewriting the Plan:

- The province has started a process to update their guidance on creating Liquid Waste Management Plans¹ (last updated in 2011)

¹ https://www2.gov.bc.ca/assets/gov/environment/waste-management/sewage/guide_to_preparing_liquid_waste_mgmt_plans.pdf

- The CRD is currently planning a process to develop a Strategic Wastewater Management Plan and Wastewater Master Plan (2026-2029)
- The municipalities are currently updating their OCPs and SWMPs
- The province has indicated at the staff-to-staff level that both Plans held by the CRD are aged and requiring a rewrite “soon”.
- Once a new commitment is put in a Plan, a provincial Minister signature is required to approve it. Therefore, Plan commitments should not be too granular as they may not be relevant in a few years and require Ministerial approval to remove or amend.
- Some commitments (e.g. a commitment to open shellfish beds) cannot be achieved by municipal or regional government staff, though local actions can be taken to improve conditions and provide information to the provincial or federal governments who hold the decision-making authority for related issues.

7. Round Table Discussions

It was generally agreed upon that the Plan needs to be rewritten with modern language, capital project plan inclusion, and in closer collaboration with First Nations to address their goals/needs. It was suggested that the TAC could pause this process for now and recommend that a rewrite be revisited in several years once other provincial, regional and municipal planning documents are complete. This would allow more time for First Nation engagement and collaboration.

In the meantime, we could keep the TAC going to discuss related topics, and work that could be done to satisfy some of STÁUTW’s comments. There was also discussion regarding municipalities revising their OCPs including population projections.

It was discussed that the municipal and regional staff are already exceeding the current Plan commitments and have taken further actions to protect environmental and human health including several of the items that STÁUTW has raised concerns about, shown by the following programs put in place since the Plan was written:

- The CRD Onsite Bylaw - Central Saanich and now North Saanich have signed onto this bylaw which requires onsite owners to pump out their systems and show proof of pump outs on a regular type-specific, timeframe. Further regulatory requirements can be implemented by the CRD upon request from the member municipalities.
- The CRD Stormwater Source Control Bylaw was established in 2014, with the goal to prevent the release of contamination into the municipal drainage system through education and guidance, maintenance of catch basins, appropriate business practices and proper disposal of waste. CRD staff conduct site visits with every facility on the Saanich Peninsula identified as having a business waste discharge or operating under one of the Codes of Practice (Parking Lot Operations and Outdoor Storage Operations).
- The CRD Sewer Use Bylaw (Sanitary Source Control) works to regulate what goes into the sewage system.
- CRD’s Green Stormwater Infrastructure Common Design Guidelines provide general design criteria for raingardens, bioswales and other infrastructure to slow stormwater flow and reduce contaminants discharged into aquatic environments.

- CRD stormwater and watershed monitoring program which includes monitoring of the stormdrains and watercourses, 6PPD-quinone monitoring, source tracking to locate sources of contamination from malfunctioning onsite systems and agriculture.
- CRD's agriculture education and engagement efforts. CRD has hosted "Keyline" workshops for agricultural stormwater management, with one or two peninsula farms volunteering to be demonstration farms. These workshops focused on use of natural and minimally modified terrain, modified plowing techniques, and other practices that retain and store rainwater, nutrients and bacteria on site, and facilitate water reuse onsite. CRD is willing to conduct more agricultural outreach and education.

The Stormwater Source Control program investigate and work with the farms to educate and suggest solutions when contaminant issues are noted.

Work can be done toward the goal of protecting human health and the environment without putting more detailed commitments into the Plan. Work can proceed through MOU and other requests or agreements.

We discussed the CRD's Annual Saanich Peninsula Stormwater report and how it captures many of these initiatives/projects.

8. TAC recommendation to the SP Wastewater Commission

It was generally agreed upon that the Plan needs to be rewritten with modern language, capital project plan inclusion and in collaboration with First Nations. It was suggested that we could pause for now and recommend that we revisit in several years once other provincial, regional and municipal planning documents are complete.

In the meantime, we could continue the TAC or continue to meet to discuss related topics, and work that could be done to satisfy some of Tsawout's comments and prepare for the rewrite process.

9. Next Steps/Action Items

- Summary of notes to be distributed to the TAC for review.
- The TAC will vote on the final recommendation to the Commission.
- The TAC will determine when the next meeting should happen.