

**REGIONAL DISTRICT OF NANAIMO  
LIQUID WASTE MANAGEMENT PLAN MONITORING COMMITTEE MEETING  
HELD ON TUESDAY OCTOBER 18, 2016  
COMMITTEE ROOM**

**MINUTES**

**Present:**

Ian Thorpe	Chair, Director (Nanaimo)	Rosa Telegus	City of Parksville
Bob Rogers	Director Electoral Area E	John Elliot	City of Nanaimo
Alec McPherson	Director Electoral Area A	Daniel Hooper	Public (District 68)
Bob Weir	Town of Qualicum Beach	Ted Malyk	Business Community (District 69)
Fred Spears	District of Lantzville	Glenn Gibson	Island Health

**Also in Attendance:**

Jason Clarke	Director, GreatPacific Consulting
Randy Alexander	GM, Regional and Community Utilities, RDN
Sean De Pol	Manager Wastewater Services, RDN
Shelley Norum	Wastewater Program Coordinator, RDN
Deanna McGillivray	Special Projects Coordinator, Wastewater Services, RDN
Ryan Powell	GNPCC Lab Technician, Wastewater Services, RDN

**Regrets:**

Doug Muir	Snuneymuxw First Nation	Blake Medlar	Business Community (District 68)
Marc Lefebvre	City of Parksville	Vaughn Figueira	City of Parksville
Juanita Rogers	Fisheries and Oceans Canada		

**CALL TO ORDER**

Chairperson I. Thorpe called the meeting to order at 12:30 PM and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

**ADOPT AGENDA**

MOVED Director Rogers, SECONDED T. Malyk, that the agenda be adopted.

CARRIED

**PRESENTATIONS**

J. Clarke gave a presentation on the refined Greater Nanaimo Pollution Control Centre (GNPCC) Receiving Environment Monitoring Program. This presentation was a follow-up to the draft scoping report presentation given at the March 29, 2016 LWMP Monitoring Committee meeting.

A discussion of the presentation followed and the main topics are discussed below:

- Receiving environment monitoring is a regulatory requirement associated with the GNPCC outfall replacement. The goal is to monitor the effects of the effluent at the boundary of the initial dilution zone (IDZ) and to give confidence in the treatment levels provided at the plant.
- "Trapping depth" for water quality sampling was determined through predictive modelling for both summer and winter conditions, and will be field tested during the first year of sampling.
- All monitoring stations were carefully chosen. The bioaccumulation sampling station locations chosen through modelling will be field tested and evaluated for appropriateness during the first year of sampling.

- B. Rogers asked if some substances accumulate farther down in the sediment column than others, and if so, would the proposed grab sampling methodology be at risk of missing these substances. J. Clarke replied that most parameters of interest to the monitoring program are either dissolved in water or attached to very light, fine flocculants that are suspended in the water column and unlikely to descend to the ocean floor.
- Throughout the three-year monitoring cycle of the program, preliminary sampling results and program methodology will be reevaluated to ensure that the program is informed by current industry standards and is continuing to meet the regulatory requirements and objectives. Regulatory updates which come into effect during the three-year monitoring cycle will also be reviewed.
- The program as a whole will be reviewed after the three-year monitoring cycle is complete to evaluate efficacy and identify opportunities for reducing costs associated with the monitoring program.

## **DELEGATIONS**

## **MINUTES**

MOVED Director McPherson, SECONDED Director Rogers, that the minutes from the Liquid Waste Management Plan Monitoring Committee meeting held on June 21, 2016, be adopted.

CARRIED

## **BUSINESS ARISING FROM THE MINUTES**

Director McPherson followed up on an action item which arose from discussion at the June 21<sup>st</sup> Monitoring Committee meeting and inquired about the name of the company responsible for the incineration of medications collected through the B.C. Medications Return Program. S. Norum answered that following the June meeting, RDN staff determined that the company responsible for incineration is Stericycle. She added that this information was included in the minutes from the June meeting.

## **COMMUNICATIONS/CORRESPONDENCE**

## **UNFINISHED BUSINESS**

## **REPORTS**

### **Committee Appointments**

S. Norum gave an update on the LWMP Monitoring Committee appointments. She notified the Committee that the term for two general public Committee appointments and two business community Committee appointments expires in December 2016. The deadline for applications for these positions is November 14<sup>th</sup>. New appointments for public and business community committee members and 2017 appointments for Regional Board members sitting on LWMP Committee will be announced in December 2016.

Chairperson I. Thorpe inquired if there was a limit to the number of terms at-large committee members can serve.

S. Norum answered that there is no limit set out in the Monitoring Committee's Terms of Reference.

**GNPCC Outfall Update**

S. De Pol gave an update on the GNPCC outfall project. The construction contract for the project was awarded to McNally Construction on November 3, 2015. The June 2016 replacement of the GNPCC marine outfall proceeded without issue. Aerial footage of the outfall installation was shown, and an explanation of the float & sink installation process undertaken by the contractor was given. This installation process was completed on-schedule and on-budget. While the project was substantially completed with the installation of the outfall, there are a few remaining items to be addressed, including the restoration of Morningside Park and eelgrass replanting in the outfall right-of-way. Park restoration will occur in Spring 2017. To maximize the probability of successful reestablishment, staff are waiting for sediment on and around the site of the new outfall to settle before eelgrass replanting is authorized. At completion, the entire outfall replacement project is expected come in below the project budget of \$16 million. On July 6, 2016, the RDN received a Gas Tax grant for \$6 million for the outfall replacement project. The new outfall is now online.

T. Malyk asked if there are any environmental implications associated with the old outfall pipe remaining on the ocean floor.

S. De Pol replied that there are no expected adverse effects as the old outfall pipe is steel. It will also provide an artificial reef, creating habitat for marine organisms.

I. Thorpe congratulated S. De Pol and RDN staff on the project's success.

J. Elliot added that City of Nanaimo staff were impressed with the way communications were handled throughout project. The City received very few questions or complaints from the public relating to the outfall project, and was able to maintain special events bookings in the park throughout the construction process.

**GNPCC Secondary Treatment Update**

S. De Pol provided an update on the Secondary Treatment Upgrade Project. 100% design has been completed by AECOM, and an internal review of the design documents is underway. In preparation for tendering, the RDN released a Request for Qualifications for the GNPCC Secondary Treatment Upgrade Project. A number of responses were received, and after a thorough review process, the list of Qualified General Contractors has been posted on the RDN website. The project is expected to go to tender in late 2016. It is anticipated that the contract will be awarded in Spring 2017. The total project cost is approximately \$82 million; if required, the budget will be adjusted following tendering.

Director Rogers asked if the review process for submissions to the Request for Qualifications included the applicants' past records for reliability and professionalism.

S. De Pol replied that extensive reference checks were completed for all shortlisted applicants.

G. Gibson asked what the GNPCC Secondary Treatment Upgrade Project has to do with the receiving environment monitoring.

S. De Pol answered that the receiving environment monitoring is a regulatory requirement associated with the construction of the new outfall. However, information collected via the sampling program will be evaluated to determine whether a UV disinfection upgrade will be needed at the GNPCC in future.

T. Malyk asked where the budget for the Receiving Environment Monitoring Program comes from.

S. De Pol explained that capital projects are funded by Development Cost Charges, while ongoing operation and maintenance expenses are funded by property taxes. Year one of the program will

be funded through the capital projects budget. Beyond that, the sampling program will be included in the operations and maintenance budget.

### **Update on the Sewer Servicing Studies**

S. De Pol provided an update on the sewer servicing studies. Wastewater Services received \$350,000 in federal Gas Tax grant funds for sewer servicing studies. This funding was divided into two separate studies: a \$50,000 sewer servicing study in Cedar, and \$300,000 sewer servicing study in Bowser.

The Cedar study centred on the Duke Point Pollution Control Centre's available capacity, and evaluated whether a future upgrade of the facility could allow the connection of currently unserviced properties in the Cedar area. Currently, the City of Nanaimo and the RDN have an agreement in place restricting further connection of Cedar properties to the collection system. The study produced a conceptual plan for the expansion of the Duke Point treatment plant, projected costs for the project, and estimated cost per connection. The required capacity for the projected build-out of the Duke Point industrial area over the next twenty years was also considered in the plan. Next steps in this project include discussions with the City of Nanaimo regarding a possible update of the existing agreement, and the amendment of existing RDN Wastewater bylaws. It is important to note that if an update to the agreement with the City is approved and a plan for expansion is devised, there will still be much work to be done before any new connections will be authorized.

T. Malyk asked if there was an indication from the City of Nanaimo prior to the commencement of the study that the agreement can be amended.

S. De Pol answered that RDN staff did consult with City staff prior to commencing the study, and that there was support in principle to move forward with the study. The results of the study will inform further discussion about updating the agreement.

J. Elliot commented that City is concerned with ensuring that properties in the Duke Point industrial area retain access to their allotted service if there are new connections to the system. The Cedar servicing study is a necessary step towards understanding the upgrades to the treatment plant that would be necessary to allow for the expansion of sewer servicing in the Cedar area without impacting existing customers, or any build-out of the industrial park, and the costs associated with the upgrades.

The Sewer Servicing Study for Bowser Village Centre includes predesign and detail design on collection and treatment, and predesign on disposal options. A public meeting was held in Area H on July 11, 2016, when predesign on the project was 60% complete. The most significant update shared at that meeting was the cost for the project. The ground disposal and outfall options have very similar cost estimates. The outfall is estimated to cost \$1.3 million, while ground disposal is estimated to cost \$1.8 million. Costs to construct a treatment plant are estimated at \$3.4 million, while the collection system is estimated to cost \$4.9 million. The estimated total for the project, whether ground or marine disposal is chosen, is estimated at approximately \$10 million. If the project receives support from residents, the RDN will pursue two-thirds funding (\$6.6 million), leaving \$3.3 million to be collected from residents. Funding options and estimates of cost per household are to be determined.

T. Malyk asked if the RDN had already applied for grant funding, or if RDN staff were aware if any grant funding was available for a Bowser sewer servicing project.

S. De Pol replied that a new federal-provincial grant program was recently announced, and that staff are currently evaluating whether this project meets the grant criteria.

G. Gibson asked what the justification for choosing the Bowser area for this servicing study was.

S. De Pol answered that the Regional Growth Strategy and Area H Official Community Plan identify Bowser as a “village centre”, an area of growth and densification in years to come. Sewer servicing is required before densification can occur.

### **Biosolids Update**

S. Norum gave an update on the Biosolids program. For the last several years, the RDN has had a partnership agreement with Vancouver Island University (VIU) and SYLVIS Environmental for the beneficial use of biosolids through land application at the VIU Woodlot. The RDN has received notification that VIU will not be renewing their woodlot lease, and therefore the RDN will not be able to renew the partnership agreement that allows the woodlot to be used for land application. The current contract will come to term in March 2017. The RDN can send biosolids to the Regional Landfill if the VIU woodlot is not available; however, Wastewater Services has hired SYLVIS to explore other potential beneficial use options including other land application and landfill closure opportunities.

S. De Pol added that VIU has chosen not to renew their woodlot lease due to requirements imposed by TimberWest to address liability concerns associated with recreational use in the area. Over the last several years, the biosolids program and the partnership with VIU and SYLVIS has been very successful, and has even been recognized with a national award.

Director McPherson asked how many tonnes of biosolids are produced at RDN Wastewater facilities each year.

S. De Pol answered that between the four treatment plants, 4,000 tonnes of biosolids are produced annually. This quantity is expected to increase when the GNPCC secondary treatment upgrades are completed.

Director McPherson noted that long term disposal of biosolids at the Region Landfill may have implications for solid waste management planning.

T. Malyk asked about the possibility of using an existing parcel of RDN land to dispose of biosolids or of purchasing a parcel for this purpose. He also mentioned the possible use of agricultural land for land application.

S. De Pol replied that the RDN is not considering at purchasing new land for land application as an option at this time, as there are many other opportunities for land application to be explored. The RDN is not exploring options for farmland application at this time as there are several other viable options for beneficial use.

### **SepticSmart and Septic Maintenance Rebate Program**

S. Norum gave an update on the SepticSmart and Septic Maintenance Rebate program. A total of four SepticSmart workshops were held in 2016: two in spring and two in September. G. Gibson attended this year’s workshops as part of the expert panel, and his knowledge has been a great asset to the program. 2016 was the best attended year since the first year of the program, which may be in part due to the popularity of the Septic Maintenance Rebate Program. A rebate top-up bonus of up to \$100 is offered to rebate program participants who attend a SepticSmart workshop; however, not all workshop attendees participate in the rebate program.

The Septic Maintenance Rebate program is in its third year. Funds are fully allocated for 2016, and a waitlist is being taken for new applicants. Wastewater Services anticipates offering the rebate program again in 2017, with minor improvements. The program has been very well received, in part because it is the only program of its kind in the province. Areas E, B and A have the highest number

of rebate program participants this year. The RDN has invested approximately \$74,000 in the Septic Maintenance Rebate. Funding for this program comes from a portion of the RDN's septage receiving revenue. In addition, the program received \$17,000 in grant funding from WCOWMA BC in its first two years. In total this equals about \$91,000 in rebate funding over the three years of the program, with the program's 209 participating households to date spending a total of \$500,000 on septic upgrades. This year, the rebate program budget was increased due to an increase in funds from septage revenue.

T. Malyk asked if there were any plans to increase the rebate program budget next year.

S. Norum explained that the funding for the program is directly tied to septage receiving fees, and that funding cannot increase unless the funding model is changed. However, there is the opportunity to reallocate additional funds to the rebate program mid-year, if more septage fees are collected than projected.

S. De Pol added that septage revenues are increasing, in part due to the SepticSmart program.

Chairperson Thorpe called upon G. Gibson to comment on his experience attending the workshops.

G. Gibson replied that the workshops were well organized and offer valuable information. Attendance in 2016 was good. There are always more people who could attend the program..

### **2017 Work Plan**

S. Norum presented the key LWMP action items in the 2017 Wastewater Services work plan. At least two meetings of the LWMP Monitoring Committee will be held next year, and are expected to be scheduled in close proximity to the annual LWMP reporting deadline and GNPCC Secondary Treatment Upgrade Project milestones. In addition, staff will host two Wastewater & Water Collaborative (W3C) meetings, and three W3C working groups will meet to address source control, inflow & infiltration, and rainwater management. Four SepticSmart workshops will be offered in 2017: two in the spring and two in the fall. The Septic Maintenance Rebates will be offered again; \$35,000 has been allocated for that program in the preliminary 2017 budget. In addition, the implementation of the Trucked Liquid Waste Rates and Regulations Bylaw (Bylaw 1732) will require industry outreach to familiarize local businesses with the changes that will affect them. Public communication regarding the GNPCC Secondary Treatment Upgrade and other major capital projects remains a priority for 2017. The Bowser Village Sewer Servicing Study will be completed, as per the Gas Tax funding agreement. The Wastewater Services website content will also be reviewed to align with the look and feel of the new 2017 RDN Website.

Director Rogers asked if there were any items in the work plan regarding consultation of, and/or opportunities for partnership with, First Nations on matters related to liquid waste.

R. Alexander replied that the RDN has ongoing communications with First Nations about the LWMP and all related projects. He added that Wastewater Services will undertake communications about new initiatives or opportunities through the RDN's Intergovernmental Liaison as warranted.

Director McPherson inquired as to whether completion of remaining tasks relating to the Cedar Village Sewer Servicing Study would be included in the 2017 work plan.

S. De Pol replied that these tasks would be included in the work plan for 2017.

### **Next LWMP MC Meetings**

The next LWMP Monitoring Committee meetings are tentatively scheduled March, May/June, and October 2017.

**ADDENDUM**

**BUSINESS ARISING FROM COMMUNICATIONS/CORRESPONDENCE**

**NEW BUSINESS**

**ADJOURNMENT**

MOVED G. Gibson, SECONDED T. Malyk that this meeting be adjourned.

TIME: 2:37 PM

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CHAIRPERSON