

**REGIONAL DISTRICT OF NANAIMO
LIQUID WASTE MANAGEMENT PLAN MONITORING COMMITTEE MEETING
HELD ON FRIDAY MARCH 17, 2017
COMMITTEE ROOM**

MINUTES

Present:

Ian Thorpe	Chair, Director (Nanaimo)	Daniel Hooper	Public (District 68)
Bob Rogers	Director, Electoral Area E	Blake Medlar	Business Community (Dist. 68)
Alec McPherson	Director, Electoral Area A	Peter Law	Public (District 69)
Rosa Telegus	City of Parksville	Fred Spears	District of Lantzville
Bob Weir	Town of Qualicum Beach	Doris Fournier	City of Nanaimo

Also in Attendance:

Randy Alexander	GM, Regional and Community Utilities, RDN
Sean De Pol	Manager, Wastewater Services, RDN
Shelley Norum	Wastewater Program Coordinator, RDN
Deanna McGillivray	Wastewater Special Projects Coordinator, RDN

Regrets:

Marc Lefebvre	Director (Parksville)	Juanita Rogers	Fisheries and Oceans Canada
John Elliot	City of Nanaimo	Vaughn Figueira	City of Parksville
Doug Muir	Snuneymuxw First Nation	Glenn Gibson	Island Health

CALL TO ORDER

The Chairperson 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 F. Spears, SECONDED Director A. McPherson, that the agenda be adopted.

CARRIED

DELEGATIONS

MINUTES

MOVED Director B. Rogers, SECONDED F. Spears, that the minutes from the Liquid Waste Management Plan Monitoring Committee meeting held on October 18, 2016 be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Director A. McPherson referenced a discussion from the October 2016 LWMP Monitoring Committee, noting that not all pharmacies that accept returned medication participate in the Medications Return Program. One local pharmacy coats returned medications in a plaster-like substance and sends them to a landfill in Oregon.

COMMUNICATIONS/CORRESPONDENCE**UNFINISHED BUSINESS****REPORTS****GNPCC Secondary Treatment Update**

S. De Pol gave an update on the Greater Nanaimo Pollution Control Centre (GNPCC) Treatment Plant Upgrade Project. The Secondary Treatment Upgrade Project is the largest project ever undertaken by the RDN and is required to accommodate growth in the community, meet new federal and provincial regulatory requirements and a commitment in the Liquid Waste Management Plan (LWMP). The approved budget of \$82 million includes engineering, permitting, environmental and archaeological studies, construction, and contingency. A report will be taken to the Board in April to award the construction contract. RDN staff are committed to keeping the public informed of all major work. GNPCC neighbours will soon receive a notice regarding planned tree clearing activities. The public are invited to attend an open house at GNPCC on April 19, 2017.

Chairperson I. Thorpe commented that the commitment to communication with the public is one of the strengths of the GNPCC outfall replacement and secondary upgrade projects.

FCPCC Expansion – Preliminary Design

S. De Pol presented on the French Creek Pollution Control Centre (FCPCC) Expansion Project. The project will accommodate growth and ensure that the RDN can meet provincial and federal wastewater regulations, including monthly average requirements. The total budget for engineering, permitting, and construction is \$32,960,000. As this project mainly for expansion, 85% of the cost will be covered by DCCs and 15% will be covered by the Northern Communities Sewer Service Area. The RDN recently awarded the contract for pre-design to AECOM.

Update on Sewer Servicing Studies

S. De Pol gave updates on the Cedar and Bowser Sewer Servicing Studies. The RDN received \$350,000 in federal Gas Tax grant funds in 2014 for two sewer servicing studies: \$50,000 for a sewer servicing study in Cedar, and \$300,000 sewer servicing study in Bowser.

Cedar Sewer Servicing

The Duke Point Pollution Control Centre (DPPCC) Sewer Servicing Study has three parts: a bylaw review, a capacity and cost review, and an update of agreements with the City of Nanaimo. The \$50,000 grant funded the capacity and cost review to determine if it is possible to leverage available capacity to service additional properties in Cedar Village. Associated Engineering conducted the capacity and cost review. Staff are currently reviewing existing sewer use agreements between the City of Nanaimo and RDN. An amended agreement needed to leverage available capacity at the plant.

Bowser Sewer Servicing

S. De Pol provided an update on the Bowser Sewer Servicing Study. The \$300,000 grant funded the detailed design of a collection system and treatment plant and pre-design on two disposal options: ground disposal and outfall disposal. Stantec was awarded the contract for the study. S. De Pol explained that the next steps for the project include obtaining grant funding, establishing a service area, completing disposal design, preparing for tendering, obtaining permitting and approvals, developing bylaws, and developing a capital charge program.

Bay Avenue Pump Station

S. De Pol presented an update on the Bay Avenue Pump Station (BAPS) Project. The location of the BAPS presents access and operational issues and the station's aging genset is due for replacement. An earlier feasibility study determined that the pump station should be relocated to a higher elevation at the end of Bay Avenue because it is the least expensive option with the lowest environmental impact. The existing public beach access at the BAPS will be maintained or improved as part of project. It is anticipated that an RFP for predesign will be issued in April 2017. Staff will work closely with neighbouring property owners throughout the project. A public meeting will be held following detailed design. Construction is scheduled for 2019, with completion in 2020.

P. Law asked if the existing BAPS station is vulnerable to sea level rise and if any mitigation measure to address effects of sea level rise have been required in the past.

S. De Pol replied that the site is vulnerable to sea level rise as it is below the recommended minimum elevation, but that no mitigation measures to protect the existing station have been required up to this point. Vulnerability to sea level rise was a key concern that was considered in the feasibility study.

DCC Review

S. De Pol gave an update on the Wastewater Services DCC Review. DCCs are used by local governments in long term asset management and capital project planning and affect the development community, as costs are related to subdivision. The FCPC and GNPCC require capital expansion projects and DCCs help fund these projects. The Province's *DCC Best Practices Guide* recommends that DCC program reviews be conducted every 5 years to ensure that they reflect the schedule of capital projects.

The current DCC review was started in 2015. A consulting engineer was hired through an RFP process to conduct the review according to the best practices set out in the province's *Development Cost Charge Best Practices Guide*. RDN met with staff from member municipalities to review municipal DCC programs, growth projections, etc. Presentations were then made to the four municipal councils. The amended bylaws received first and second reading on November 22, 2016. Public consultation proceeded in March 2017.

The proposed Northern Communities DCC rate increase represents a reasonable 4% per year since 2009. The Southern Communities DCC rates increase is slightly lower because GNPCC was oversized when it was originally constructed and there is an economy of scale in the Southern Communities because of the larger population.

Receiving Environment Monitoring

S. Norum updated the Committee on the receiving environment monitoring program for the GNPCC outfall. Staff submitted a report to the March Committee of the Whole recommending that the contract for 2017-2019 GNPCC receiving environment monitoring services be awarded to G3.

Biosolids Update

S. Norum gave an update on the Biosolids Program. RDN biosolids are currently managed, in partnership with Vancouver Island University (VIU) and SYLVIS, through land application at a woodlot that VIU leases from Timber West. The RDN understands that VIU does not intend to lease the woodlot beyond May 31, 2017 and RDN staff are pursuing alternatives for biosolids management.

B. Medlar asked if the Committee could be updated when a new management strategy is in place and expressed concern that biosolids could potentially end up at the Regional Landfill.

Chairperson I. Thorpe agreed with the importance of the principle of beneficial reuse in the RDN's biosolids management program into the future.

SepticSmart and Septic Maintenance Rebate Program Update

S. Norum gave an update on SepticSmart and the Septic Maintenance Rebate Program. A SepticSmart newsletter, mailed to electoral area residents in February 2017, has generated positive feedback. Along with general information about septic system care and maintenance, the newsletter provided information on the 2017 Septic Maintenance Rebate Program and spring SepticSmart workshops. The 2017 rebate program is similar to previous years' programs. A number of applicants have already applied to the 2017 rebate program. Two SepticSmart Workshops will be held this spring, one on April 6th in Extension and one on April 10th in Parksville.

Trucked Liquid Waste Bylaw 1732

S. Norum gave an update on the Trucked Liquid Waste Bylaw 1732. The new bylaw is easier to administer than the old trucked liquid waste bylaw, it improves source control (to meet an LWMP commitment), and introduces tools to make the bylaw enforceable. The user rate of \$0.23/gallon for regular users and \$0.01/gallon for pump and haul users has not changed under the Bylaw 1732. However, the new bylaw contains language to ensure that users are being charged the rate set by the RDN. Rollout of the new bylaw is going well.

W3C meeting – September 30, 2016

MOVED Director A. McPherson, SECONDED Director B. Rogers, that the Water & Wastewater Collaborative meeting minutes from September 30, 2016 be received by the Committee.

CARRIED

Next LWMP MC Meeting

S. Norum suggested that the next meeting be held in late May or early June, 2017.

S. De Pol added that staff will provide an update on the biosolids program at the next meeting.

MOVED B. Medlar, SECONDED Director A. McPherson, that the Liquid Waste Management Plan Monitoring Committee supports the continued beneficial reuse of biosolids over long term disposal at the Regional Landfill.

CARRIED

ADDENDUM**BUSINESS ARISING FROM COMMUNICATIONS/CORRESPONDENCE****NEW BUSINESS**

D. Fournier gave an update that the City of Nanaimo and RDN have been working on colour-coded maps of the City's sewer catchment areas to be able to react quickly to source control related incidents. This project should be completed by the end of May 2017.

S. De Pol added that he appreciated the good working relationship between RDN Wastewater Services and the Municipalities' public works departments.

ADJOURNMENT

MOVED Director B. Rogers, SECONDED B. Medlar that this meeting of the LWMP Monitoring Committee be adjourned.

CARRIED

TIME: 2:36 PM

CHAIRPERSON