



LIQUID WASTE MANAGEMENT PLAN MONITORING COMMITTEE

Wednesday, February 3, 2016; 12:30 pm – 3:00 pm
6300 Hammond Bay Road – RDN Committee Room

AGENDA

PAGES

CALL TO ORDER

Introductions (new committee member)

DELEGATIONS

MINUTES

3-6 Adopt minutes of meeting held October 16, 2015

BUSINESS ARISING FROM THE MINUTES

Information further to B. Medlar's question re: shellfish closures

COMMUNICATIONS / CORRESPONDENCE

UNFINISHED BUSINESS

REPORTS

Report on W3C Activities (S. Norum – Verbal)

- I&I Subcommittee Meeting
- Rainwater Subcommittee Meeting
- Upcoming meetings

SepticSmart Update (S. Norum – Verbal)

- 2015 Rebate Program
- 2016 Rebate Program (February Newsletter)
- 2016 SepticSmart Workshops

GNPCC Outfall (S. De Pol – Verbal)

GNPCC Secondary Treatment (S. De Pol – Verbal)

Receiving Environment Monitoring RFP (S. Norum – Verbal)

Bowser Village Wastewater Servicing Study (J. Jackson – Verbal)

DPPCC – Cost and Capacity Review / Cedar Sewer Servicing (J. Jackson – Verbal)

Next LWMP MC Meetings (S. Norum – Verbal)

- April 1, 2016 – Receiving Environment Monitoring Program Scoping Workshop
- May 10, 2016 – Review of the LWMP Annual Report
- September 9, 2016 (tentative) – Review Final Receiving Environment Monitoring Program
- November/December – Review of 2016 LWMP Implementation

ADDENDUM

BUSINESS ARISING FROM COMMUNICATIONS / CORRESPONDENCE

NEW BUSINESS

ADJOURNMENT

Distribution:

Alec McPherson.....Director Electoral Area ‘A’	Glenn Gibson.....Island Health
Ian Thorpe.....Director (Nanaimo)	Doug MuirSnuneymuxw First Nation
Bob Rogers.....Director Electoral Area ‘E’	Juanita Rogers.....Fisheries and Oceans Canada
Marc Lefebvre.....Director (Parksville)	Daniel HooperPublic (District 68)
Vaughn FigueiraCity of Parksville	Frank Van EyndePublic (District 69)
Bob WeirTown of Qualicum Beach	Blake MedlarBusiness Community (District 68)
Fred SpearsDistrict of Lantzville	Ted MalykBusiness Community (District 69)
John ElliotCity of Nanaimo	

Randy Alexander, General Manager, Regional and Community Utilities, RDN
Sean De Pol, Manager, Wastewater Services, RDN
Shelley Norum, Wastewater Program Coordinator, RDN
Julie Pisani, Drinking Water and Watershed Protection Coordinator, RDN
Jolene Jackson, Special Projects Coordinator, RDN
Rebecca Graves, Recording Secretary, RDN
Matt O’Halloran, Legislative Coordinator, RDN

For Information Only: Chief & Council (Qualicum First Nation); Chief & Council (Nanoose First Nation); Kirsten White (Ministry of Environment); James Arnott (Environment Canada); Janelle Erwin (Ministry of Transportation and Infrastructure)

**REGIONAL DISTRICT OF NANAIMO
LIQUID WASTE MANAGEMENT PLAN MONITORING COMMITTEE MEETING
HELD ON FRIDAY, OCTOBER 16, 2015
COMMITTEE ROOM**

MINUTES

Present:

Bob Rogers	Chair, Director Electoral Area E	John Elliot	City of Nanaimo
Ian Thorpe	Director (Nanaimo)	Blake Medlar	Business Community (District 68)
Bob Weir	Town of Qualicum Beach	Ted Malyk	Business Community (District 69)
		Glenn Gibson	Island Health

Also in Attendance:

Randy Alexander	GM, Regional and Community Utilities, RDN
Rebecca Graves	Recording Secretary, RDN
Sean De Pol	Manager Wastewater Services, RDN
Shelley Norum	Wastewater Program Coordinator, RDN
Julie Pisani	Drinking Water and Watershed Protection Coordinator, RDN
Jolene Jackson	Special Projects Coordinator, RDN

Regrets:

Doug Muir	Snuneymuxw First Nation	Fred Spears	District of Lantzville
Alec McPherson	Director Electoral Area A	Daniel Hooper	Public (District 68)
Marc Lefebvre	Director (Parksville)	Frank Van Eynde	Public (District 69)
Vaughn Figueira	City of Parksville		

CALL TO ORDER

Chairperson B. Rogers called the meeting to order at 12:34 PM.

DELEGATES

MINUTES

MOVED I. Thorpe, SECONDED B. Medlar, that the minutes from the Liquid Waste Management Plan Monitoring Committee meeting held on June 1, 2015, be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

UNFINISHED BUSINESS

REPORTS

Report on W3C Activities (S. Norum)

S. Norum introduced the W3C: Wastewater and Water Collaborative Meeting. The W3C is a biannual meeting of staff from RDN and member municipalities. The W3C was created to achieve the commitments within the LWMP and advance regional programs and policies. Topics addressed by the W3C include:

- source control and pollution prevention
- water conservation and volume reduction
- inflow and infiltration
- rainwater management and watershed protection
- climate change
- public education.

One of the activities noted in the Terms of Reference is to report W3C progress to the LWMP Monitoring Committee. S. Norum reviewed the 2015 W3C progress report.

2015 LWMP Implementation (S. Norum, J. Pisani, J. Jackson)

S. Norum updated the Committee with information on the LWMP implementation. Included in the implementation is W3C, one of our key tools for implementing the plan. The SepticSmart program held four workshops in 2015. 60% of the available Septic Maintenance Rebate funds have been allocated. There will likely be enough funds to carry through to year end.

Septage monitoring was done at the French Creek and Chase River trucked waste receiving facilities to get a better understanding of the quality and strength of the septage received. Monitoring revealed that haulers are still discharging oil and grease and a lot of foreign material in the septage. The current Trucked Liquid Waste Bylaw has prohibited wastes but no restricted wastes. Monitoring results will help us determine appropriate levels of restricted waste in a new Trucked Liquid Waste Bylaw.

RDN biosolids are managed through a three-way partnership between RDN, SYLVIS, and VIU. RDN is the biosolids producer, SYLVIS is the qualified professional and VIU undertakes the research through the woodlot and university program. An open house, catered to the Nanaimo Mountain Bike Association, was held at the woodlot on October 6, 2015.

J. Pisani gave an overview of the Community Water Quality Monitoring Program. The monitoring program is a partnership between the RDN, MOE and community stewardship groups. Together, we track water quality at 51 sites in 23 creeks and streams across the region. Monitoring will continue over 5 weeks in the fall to capture the fall flush.

Glenn Gibson commented that he was still waiting for one of the stewardship groups to follow up with him regarding a concern they had on McGarrigle Creek.

Rainwater Harvesting Incentive is complete for 2015; 50 rebates of \$750 were provided to residents installing rainwater collection systems with a minimum of 1000 imperial gallons storage. The RDN will consider increasing the number of available rebates next year to keep up with demand. It was suggested that staff look into options for a "stepped" rebate program, to offer a sliding scale of rebates to include smaller rain tanks as an option for smaller properties.

Through a partnership with the Province (MOE, MFLNRO), VIU, Arrowsmith Water Service and Island Timberlands, a snow pillow/weather station is being installed on Mt. Arrowsmith in

November. This was prompted by the recommendation coming from the DWWP Scoping Study on Regional Hydrometric and Climate Monitoring (2013) that identified Mt. Arrowsmith as the highest priority data gap with regards to precipitation/snow data.

Sean De Pol noted that this is a great example of partnership to improve regional data and water management.

J. Jackson presented an update of the Bylaw Review. Commitments in the LWMP require the revision of bylaws and as a result four significant bylaw projects have come up.

- 1) The Source Control Sewer Use bylaw is the tool to keep restricted and prohibited waste out of the sewer systems. It regulates everything that isn't sanitary sewage. The new bylaw introduces permit fees (polluter-pay-principle) and a surcharge for higher strength waste. These are standard practice outside of the RDN.
- 2) The revised Sanitary Sewer Rates and Regulations bylaws would allow properties with failing systems that run adjacent to an RDN sewer system to connect to sewer even if it is outside of the Urban Growth boundary.
- 3) The revised trucked Liquid Waste bylaw allows the RDN to identify what types of trucked waste it will accept at its receiving facilities. Currently the draft bylaw is under legal review.
- 4) Development Cost Charge bylaws impose DCCs on subdivisions or building permits over \$50,000. Fees support capital costs to expand the systems. A DCC review will be prepared by AECOM.

J. Jackson spoke about the Cedar and Bowser Sewer Servicing studies which are being completed with a grant for \$350,000. \$50,000 is allocated to the Capacity and Cost Review of the DPPCC and the bylaw review. The remaining \$300,000 is allocated to the detailed engineering design for potential wastewater servicing in Bowser, Electoral 'H'.

GNPCC Secondary Treatment (S. De Pol)

S. De Pol informed the Committee on the secondary treatment upgrade project. This is the largest capital project to date for the RDN. An external Value Engineering team was retained to review the 30% design specifications and provide recommendations to optimize life cycle costs (capital and operating) and major equipment selection; address geotechnical issues; make recommendations for a staffing plan; provide solutions to existing operational issues; and review power requirements, constructability and schedule. We are currently identifying critical path issues (i.e. blasting, material delivery, ground improvements) which will affect the construction schedule. Detail engineering design will be complete in 2016.

B. Medlar asked if secondary treatment would open up more areas for shellfish harvesting. To follow up to this question, Fisheries and Oceans Canada imposes a permanent 300 m shellfish closure around all municipal and sewage treatment plant outfall discharges. [Sanitary closure 17.41](#) appears to be linked to the GNPCC outfall. We do not anticipate any changes to this closure with the completion of secondary treatment.

S. Norum gave an update on the draft communications plan and its purpose to inform audiences on the GNPCC secondary treatment upgrade. Communications are targeted to audiences both internally and externally including RDN departments, the Board, residents living within 1 km of the project boundary, and other levels of governments. Some of the communication tools that are being used are notices to residents, public information meetings and open houses, signage, website, media and social media. The committee expressed that communications should target the region at large, not just those living within 1 km, because the project is a benefit to the entire service area and receiving environment. Additionally, the committee expressed that they would like to receive advance copies of all communications linked to this plan.

I. Thorpe mentioned that he has received positive comments from Nanaimo residents complimenting the smooth communication on the project so far.

GNPCC Secondary Treatment (R. Alexander)

R. Alexander discussed the Secondary Treatment environmental impact study. The study identifies the potential effects of secondary treatment project on the site and its surroundings and mitigation measures to reduce potential negative effects. RDN staff would like to receive any comments on the draft from LWMPMC members. The final version will also include a completed archaeology section and a section on the potential effects and mitigation for lighting. The final document will be forwarded to the Ministry as part of our commitments.

GNPCC Outfall (S. De Pol)

S. De Pol gave an update on the progress of the GNPCC outfall project. Engineering is complete on marine section. Some of the significant project challenges include outfall routing, shoreline trenching, pipe fabrication, permitting and installation. Three contractors were prequalified to bid on the construction project. On October 13, 2015, the CoW moved to award the construction contract to Vancouver Pile Driving Ltd. for a value of \$8,829,000. A final decision is scheduled for the Board meeting on October 27, 2015. Some grant funding opportunities are expected may be announced this fall from the *Gas Tax Strategic Priorities Fund*.

The RDN will apply for a disposal at sea permit for material displaced during outfall construction.

LWMP Planning 2016 (S. Norum)

S. Norum gave an overview for 2016 which will include LMWP Monitoring Committee meetings, W3C meetings, and working group meetings. SepticSmart workshops and the rebate program will also continue. The sustainability group develops a Green Building Series guidebook and we will partner with them to contribute information on rainwater reuse. The Planning Department is going to create a climate change vulnerability working group and we would like to work with them.

Future Meetings of the LWMPMC (S. Norum)

S. Norum indicated that the next LWMPMC meeting will take place February / March. This is before the LWMP annual report is due in June.

B. Rogers commented that more than two LWMPMC meetings per year should be held.

ADDENDUM

NEW BUSINESS

ADJOURNMENT

MOVED I. Thorpe, SECONDED B. Medlar that this meeting be adjourned.

TIME: 3:10 PM

CHAIRPERSON