



Notice of Meeting and Meeting Agenda Saanich Peninsula Wastewater Commission

Thursday, July 17, 2025

9:35 AM

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

Members of the public can view the live meeting via MS Teams link: [Click here](#)

D. Kelbert (Chair), M. Doehnel (Vice Chair), E. Diller, D. Halldorson, P. Jones, Z. King,
C. McNeil-Smith, R. Novek, S. Shrivastava, R. Windsor

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

- 3.1. [25-0849](#) Minutes of the Saanich Peninsula Wastewater Commission Meeting of May 15, 2025

Recommendation: That the minutes of the Saanich Peninsula Wastewater Commission meeting of May 15, 2025 be adopted as circulated.

Attachments: [Minutes - May 15, 2025](#)

4. Chair's Remarks

5. Presentations/Delegations

The public are welcome to attend CRD meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the Commission at legserv@crd.bc.ca.

6. Commission Business

- 6.1. [25-0787](#) General Manager's Verbal Update - July

Recommendation: There is no recommendation. This verbal update is for information only.

6.2. [25-0795](#) Saanich Peninsula Wastewater Service 2025 Mid-Year Capital Projects
and Operations Update

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: SPWW 2025 Mid-Year Capital Projects and Operations Update](#)
[Appendix A: SPWW Capital Program – Current Status of Active Projects](#)
[Appendix B: SPWW - Significant Project Locations](#)

7. Notice(s) of Motion

8. New Business

9. Adjournment

The next meeting is Tuesday, October 21, 2025 (Special).

To ensure quorum, please advise Megan MacDonald (mmmacdonald@crd.bc.ca) if you or your alternate cannot attend.

Meeting Minutes

Saanich Peninsula Wastewater Commission

Thursday, May 15, 2025

9:35 AM

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

PRESENT:

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

STAFF: A. Fraser, General Manager, Infrastructure and Water Services (IWS); L. Jones, General Manager, Parks, Recreation and Environmental Services (EP); J. Dales, Senior Manager, Wastewater Infrastructure Operations; R. Tooke, Senior Manager, Environmental Innovation (EP); P. Kickham, Manager, Environmental Regulations; A. Wardle, Project Engineer, IWS Capital Projects; M. Lagoa, Deputy Corporate Officer; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: Commissioners C. McNeil-Smith, P. Jones

The meeting was called to order at 10:05 am.

1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

2. Approval of Agenda

**MOVED by Commissioner Novek, SECONDED by Commissioner Diller,
That the agenda for the Saanich Peninsula Wastewater Commission meeting of
May 15, 2025 be approved.
CARRIED**

3. Adoption of Minutes

- 3.1. [25-0524](#) Minutes of the Saanich Peninsula Wastewater Commission Meeting of March 20, 2025

**MOVED by Commissioner Novek, SECONDED by Commissioner Doehnel,
That the minutes of the Saanich Peninsula Wastewater Commission meeting of
March 20, 2025 be adopted as circulated.
CARRIED**

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations

There were no presentations or delegations.

6. Commission Business

6.1. [25-0453](#) General Manager's Verbal Update - May

A. Fraser presented Item 6.1. and spoke to the work on biosolids in the region.

6.2. [25-0503](#) Residual Treatment Facility Saanich Peninsula Solids Processing

P. Kickham presented Item 6.2. for information.

Discussion ensued regarding:

- potential concerns related to forest application of biosolids
- proposed operation of Residual Treatment Facility
- First Nations involvement and consultation

6.3. [25-0504](#) Core Area Biosolids Beneficial Use Strategy

R. Tooke presented Item 6.3. for information.

Discussion ensued regarding:

- concerns regarding land application, including forest and agricultural uses
- risk management guided by precautionary principles
- advanced thermal treatment to produce biochar and activated charcoal
- ongoing procurement efforts for alternative uses and disposal methods

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

**MOVED by Commissioner Novek, SECONDED by Commissioner Diller,
That the Saanich Peninsula Wastewater Commission meeting of May 15, 2025 be
adjourned at 10:54 am.
CARRIED**

Chair

Recorder

**REPORT TO SAANICH PENINSULA WASTEWATER COMMISSION
MEETING OF THURSDAY, JULY 17, 2025**

SUBJECT **Saanich Peninsula Wastewater Service 2025 Mid-Year Capital Projects and Operations Update**

ISSUE SUMMARY

To provide a mid-year update on the Saanich Peninsula Wastewater capital program and operations.

BACKGROUND

Capital Program

The Saanich Peninsula Wastewater (SPWW) capital program reflects the planned capital spending for the next five years and forms part of the annual service budget that is approved in March each year by the Capital Regional District (CRD) Board. In 2025, there are 16 capital projects identified with an expenditure estimated at \$5.6 million. The status of some of the more significant projects is detailed in Appendix A and their locations are shown in Appendix B. Additional smaller projects will also progress based on criticality and resourcing.

Operations Update

The Saanich Peninsula and Gulf Islands Operations team operates and maintains the Saanich Peninsula Wastewater Treatment Plant, Collection System and District Energy (Wastewater Heat Recovery) System, which includes a routine operational and preventative maintenance program. The 2025 annual operating budget is \$4.125 million and is on target for year-end.

Wastewater Treatment Plant

The wastewater system typically treats and discharges approximately 3,600 megaliters (ML) of wastewater annually. At mid-year, 1,819 ML have been treated and discharged. There have been no exceedances of the facility's operating permit to date.

Wastewater Collection System

The wastewater collection system includes the operations of the Sidney, Keating, and Turgoose Pumping Stations (primary sites) and the collection system piping. The Variable Frequency Drive (VFD) capacitor was replaced at Sidney Pump Station this year and Keating and Turgoose Pump Stations had new fall protection equipment installed.

Sludge Management

Dewatered untreated sludge is hauled and disposed of at the Hartland Landfill site. This will be resolved once the Residual Treatment Facility is ready to accept other municipal solids. On average, the treatment facility produces approximately 4,000 metric tons of biosolids per year. To date, 1,610 metric tons of biosolids have been disposed of at the landfill site.

District Energy System

The District Energy System (DES) provides heat energy for the Panorama Recreation Center

(PRC). The annual operating budget for the DES is approximately \$81,160 and is expected to be under budget by \$25,000 year-end due to a rate decrease in line with the cost of natural gas.

Operational Annual Provisional Items

The annual provisional account is in the Service's five-year capital plan and was established to provide funding for unplanned repairs/replacements that are outside of the operating budget contingencies. Unplanned repairs and replacements at mid-year are identified in the following table.

Project Title	Project Budget	Status
2025 Equipment Replacement – Annual Provisional	\$200,000	Project 1: Keating Pump Station standby power alternator replacement (\$80,000) Project 2: Conveyor belt replacement (\$20,000) Project 3: SPWW sludge pump refurbishment (\$15,000) Project 4: Sidney PS VFD capacitor replacement (\$11,000) Project 5: Oxidation Ditch DO Probe (\$10,000)

CONCLUSION

This report provides operational and capital program updates for the Saanich Peninsula Wastewater Service.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Joseph Marr, P. Eng., Senior Manager, Infrastructure Engineering
Submitted by:	Jason Dales, B. SC., WD IV, Senior Manager, Wastewater Infrastructure Operations
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

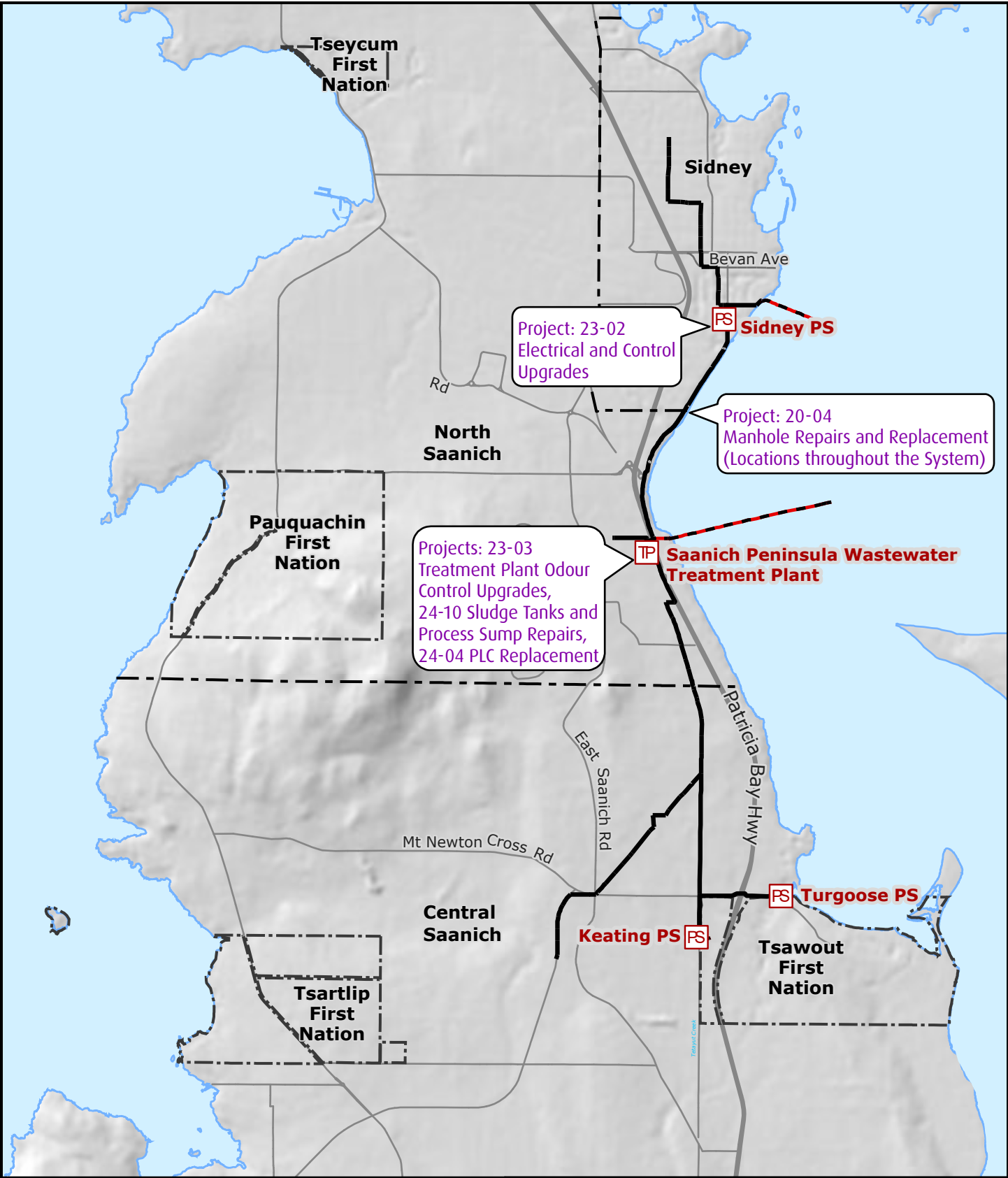
Appendix A: SPWW Capital Program – Current Status of Active Projects

Appendix B: SPWW – Significant Project Locations

Saanich Peninsula Wastewater Capital Program – Current Status of Active Projects

Project Number	Project Title	Total Budget	Status
23-03	Odour Control Upgrade Construction	\$3,500,000	<p>The Design is complete (per project 19-06) and this project is ready to be tendered in the second half of 2025.</p> <p>This project is at risk of cost escalation due to tariffs.</p>
24-10	Sludge Tanks and Process Sump Cleaning and Repairs	\$500,000	Preliminary engineering investigation was conducted in Q2 of 2025 to inform remediation planning and future budgeting.
23-02	Electrical and Control Upgrades	\$120,000	<p>Replacement of Sidney Pumpstation Programmable Logic Controller (PLC) and Remote Terminal Unit's (RTU) that are no longer supported.</p> <p>Design work is underway. A Process Control Narrative was completed in 2023 and programming and Human Machine Interface (HMI) display are complete and ready for installation.</p>
24-04	SPWWTP PLC Replacement	\$500,000	<p>A portion of this funding is being allocated toward the PLC components that will benefit the OCU improvements (per project 23-03).</p> <p>The remaining scope will be deferred until after OCU improvement project is complete.</p>
20-04	Manhole Repairs and Replacement	\$900,000	Preliminary engineering investigations are underway in 2025 to inform future year rehabilitation planning and budgeting.

- Project Numbers refer to project numbers from the 2025 Capital Plan.
- The projects listed above are not inclusive of all capital projects currently underway. Smaller scale projects have been omitted from this list for clarity.



0 250 500 1,000 1,500 Metres

UTM Zone 10N NAD 1983



Saanich Peninsula Wastewater Significant Project Locations



Figure 1

DISCLAIMER

This map is for general information only and may contain inaccuracies.

July 2025 | 2025_SPWW_SignificantProjectLocations_AppendixA.mxd | helpdesk@crd.bc.ca