



## Notice of Meeting and Meeting Agenda Saanich Peninsula Wastewater Commission

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Thursday, November 20, 2025

9:30 AM

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

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

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. [25-1121](#) Minutes of the Saanich Peninsula Wastewater Commission Meetings of July 17, 2025 and October 21, 2025

**Recommendation:** That the minutes of the Saanich Peninsula Wastewater Commission meetings of July 17, 2025 and October 21, 2025 be adopted as circulated.

**Attachments:** [Minutes - July 17, 2025](#)  
[Minutes - October 21, 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](http://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](mailto:LegServ@crd.bc.ca).*

### 6. Commission Business

#### 6.1. [25-1185](#) General Manager's Verbal Update - November

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

**6.2.**      [25-1166](#)      Saanich Peninsula Liquid Waste Management Plan - Programs  
Summary and Update

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

**Attachments:**      [Staff Report: SPLW Management Plan - Programs Summary & Update](#)

**7. Notice(s) of Motion**

**7.1.**      [25-1235](#)      Motion with Notice: Staff Investigation into Expansion of Waste Heat  
District Energy System (Commissioners Kelbert/King/Diller)

**Recommendation:**      [At the October 21, 2025 Saanich Peninsula Wastewater Commission meeting, the  
following notice was read by Chair Kelbert into record to be discussed at the next  
meeting:]

WHEREAS the Saanich Peninsula Wastewater Treatment Plant currently supplies  
recovered heat to the Panorama Recreation Centre through an established District  
Energy System (DES);

AND WHEREAS there is a potential opportunity to expand the current DES beyond  
institutional use to include residential properties located along the corridor between the  
treatment plant and the recreation centre;

AND WHEREAS expanding the DES to nearby residential properties may offer  
significant energy savings by replacing less efficient electric baseboard heating with a  
centralized, renewable thermal energy source;

THEREFORE BE IT RESOLVED THAT the Commission direct staff to investigate and  
report back on the steps required to develop a pilot project to convert residential  
household heating to waste heat, utilizing the existing DES infrastructure;

AND BE IT FURTHER RESOLVED THAT the staff report should include feasibility  
considerations such as a subsidized fixed per month household cost model for  
participating homes, under an estimated 20-year term.

**8. New Business**

**9. Adjournment**

The next meeting will be held in 2026.

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

## Meeting Minutes

### Saanich Peninsula Wastewater Commission

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Thursday, July 17, 2025

9:35 AM

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

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**PRESENT:**

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

STAFF: A. Fraser, General Manager, Infrastructure and Water Services; A. Constabel, Senior Manager, Watershed Protection; J. Dales, Senior Manager, Wastewater Infrastructure Operations; S. Irg, Senior Manager, Water Infrastructure Operations (EP); J. Marr, Senior Manager, Infrastructure Planning and Engineering; J. Kelly, Manager, Capital Projects; M. Lagoa, Manager, Legislative Services and Deputy Corporate Officer; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: Commissioner P. Jones

The meeting was called to order at 11:19 am.

#### 1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. Approval of Agenda

**MOVED** by Commissioner Shrivastava, **SECONDED** by Commissioner Halldorson,  
That the agenda for the Saanich Peninsula Wastewater Commission meeting of  
July 17, 2025 be approved.  
**CARRIED**

#### 3. Adoption of Minutes

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

**MOVED** by Commissioner King, **SECONDED** by Commissioner Shrivastava,  
That the minutes of the Saanich Peninsula Wastewater Commission meeting of  
May 15, 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. [25-0787](#) General Manager's Verbal Update - July

There was no verbal update.

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

J. Dales and J. Marr presented Item 6.2. for information.

Discussion ensued regarding:

- rate adjustment for the heat supplied to Panorama Recreation Centre
- lower natural gas rates led to a price change to stay competitive
- impact on the current year budget is unknown at this time

## 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 Halldorson, SECONDED by Commissioner Shrivastava,  
That the Saanich Peninsula Wastewater Commission meeting of July 17, 2025 be  
adjourned at 11:28 am.  
CARRIED**

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Chair

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Recorder

## Meeting Minutes

### Saanich Peninsula Wastewater Commission

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Tuesday, October 21, 2025

9:35 AM

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

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#### Special Meeting - Budget

##### PRESENT:

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

STAFF: A. Fraser, General Manager, Infrastructure and Water Services; G. Harris, General Manager, Parks Recreation and Environmental Services; J. Dales, Senior Manager, Wastewater Infrastructure Operations; J. Marr, Senior Manager, Infrastructure Planning and Engineering; P. Kickham, Manager, Environmental Regulations; J. Kelly, Manager, Capital Projects; Y. Li, Senior Financial Advisor, Financial Planning; M. Lagoa, Manager, Legislative Services and Deputy Corporate Officer; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: Commissioners P. Jones, R. Windsor

The meeting was called to order at 10:14 am.

#### 1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. Approval of Agenda

**MOVED** by Commissioner King, **SECONDED** by Commissioner Diller,  
That the agenda for the Saanich Peninsula Wastewater Commission meeting of  
October 21, 2025 be amended to add Notice of Motion as Item 5., and that the  
agenda be approved as amended.  
**CARRIED**

#### 3. Presentations/Delegations

There were no presentations or delegations.

#### 4. Special Meeting Matters

##### 4.1. [25-1037](#) General Manager's Verbal Update - October

There were no updates.

4.2. [25-1030](#) Saanich Peninsula Wastewater Service 2026 Capital and Operating Budget

A. Fraser presented Item 4.2.

Discussion ensued regarding:

- cost difference between tipping sludge and processing biosolids
- approximate timeline for finalization of biosolids contract

**MOVED by Commissioner Novek, SECONDED by Commissioner McNeil-Smith, The Saanich Peninsula Wastewater Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:**

1. Approve the 2026 Saanich Peninsula trunk sewers, treatment and disposal operating and capital budget and the 2026 Saanich Peninsula Liquid Waste Management Plan (LWMP) program budgets including the LWMP administration budget, the Saanich Peninsula Stormwater Quality Management Program budget and the Saanich Peninsula Stormwater Source Control budget;
2. Direct staff to update carry forward balances in the 2026 Capital Budget for changes after year end; and
3. Direct staff to balance the 2025 actual revenue and expense on the transfer to capital reserve fund.

**CARRIED**

**Opposed: Shrivastava**

5. Notice of Motion

5.1. [25-1212](#) Notice of Motion: Staff Investigation into Expansion of Waste Heat District Energy System (Commissioners Kelbert/King/Diller)

Chair Kelbert provided the following Notice of Motion for consideration at the next Saanich Peninsula Wastewater Commission meeting:

WHEREAS the Saanich Peninsula Wastewater Treatment Plant currently supplies recovered heat to the Panorama Recreation Centre through an established District Energy System (DES);

AND WHEREAS there is a potential opportunity to expand the current DES beyond institutional use to include residential properties located along the corridor between the treatment plant and the recreation centre;

AND WHEREAS expanding the DES to nearby residential properties may offer significant energy savings by replacing less efficient electric baseboard heating with a centralized, renewable thermal energy source;

**THEREFORE BE IT RESOLVED THAT the Commission direct staff to investigate and report back on the steps required to develop a pilot project to convert residential household heating to waste heat, utilizing the existing DES infrastructure;**

**AND BE IT FURTHER RESOLVED THAT the staff report should include feasibility considerations such as a subsidized fixed per-month household cost model for participating homes, under an estimated 20-year term.**

## 6. Adjournment

Chair Kelbert noted that this would be his last meeting as he is resigning from the Commission.

**MOVED by Commissioner Diller, SECONDED by Commissioner Halldorson,  
That the Saanich Peninsula Wastewater Commission meeting of October 21, 2025  
be adjourned at 10:30 am.  
CARRIED**

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Chair

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Recorder



## **REPORT TO SAANICH PENINSULA WASTEWATER COMMISSION MEETING OF THURSDAY, NOVEMBER 20, 2025**

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**SUBJECT**     **Saanich Peninsula Liquid Waste Management Plan – Programs Summary and Update**

### **ISSUE SUMMARY**

To provide a summary and update on the Saanich Peninsula Liquid Waste Management Plan and related programs.

### **BACKGROUND**

The Capital Regional District's (CRD) liquid waste services on the Saanich Peninsula represent a comprehensive framework for managing wastewater from private homes and businesses through municipal conveyance networks, into regional sewer mains and finally the wastewater treatment plant; where treated effluent is discharged into Bazan Bay, and solids are separated for further treatment or disposal. The service also includes supporting stormwater, source-control, and septic regulatory programs as well as outreach and educational programming. These programs ensure that liquid waste generated on the peninsula is managed responsibly, and in accordance with environmental legislation.

On behalf of Saanich Peninsula municipalities and First Nations, the CRD manages wastewater and stormwater according to strategies and commitments outlined in the Saanich Peninsula Liquid Waste Management Plan (LWMP). There are five general objectives of the LWMP:

- to ensure efficient, and optimal operation and maintenance of liquid waste infrastructure;
- to reduce contaminants entering the stormwater and sanitary systems and ultimately discharging to the environment;
- to monitor and assess risks associated with storm and sanitary effluent to ensure protection of human health, the environment and infrastructure;
- to report out on provincial and federal regulatory requirements and inform parties of interest and the public; and
- to plan and implement liquid waste infrastructure upgrades.

The various reports generated by these programs can be found on the CRD's public <https://www.crd.ca/programs-services>.

### **Operations and Maintenance**

The CRD, municipalities, and First Nations are each responsible for operation, maintenance and asset management planning for their own infrastructure (conveyance pipes and pump stations). The CRD's Infrastructure and Water Services (IWS) Department is responsible for the operation and maintenance of sewage collection mains and pump stations collecting wastewater from municipal systems, and treatment at the Saanich Peninsula Treatment Plant. Treatment plant screenings and sludge are currently both being disposed of at the Hartland Landfill.



The treatment plant has been operating reliably and has maintained compliance with all provincial and federal regulatory requirements since commissioning, with very few compliance issues in the 25 years of operation. Current treatment plant maintenance projects include repairs and relining of major tanks and a comprehensive review of the odour control systems.

### **Biosolids Management**

Wastewater residual solids produced at the treatment plant are dewatered and then disposed of at the Hartland Landfill as controlled waste, a practice that does not meet the beneficial use requirements and expectations of the provincial and federal governments. Residuals generated at the Saanich Peninsula Wastewater Treatment Plant (SPWWTP) had a temporary exemption from beneficial reuse from the Province during development of the Core Area Wastewater Treatment Project. The Core Area Residuals Treatment Facility (RTF) was constructed with the ability to receive and process sludges from non-Core Area facilities. Treatment of SPWWTP residual solids has been delayed due to an ongoing contractual dispute with the company operating the RTF. Once the dispute is settled, residual solids from the peninsula will be incorporated into the core area biosolids management program.

### **Inflow and Infiltration Management**

Inflow and infiltration (I&I) management is an important component of the LWMP to ensure proper operation and longevity of the sewage conveyance system. I&I management on the Saanich Peninsula is currently facilitated primarily by the municipalities, with CRD support. The CRD presented findings of the most recent comprehensive I&I assessment, done as due diligence with respect to the overall age of the system, at the July 18, 2024 Commission meeting.

### **Corrosion and Odour Control**

The Corrosion and Odour Program undertakes routine monitoring from approximately May through September each year. The objective of the program is to identify locations where sewer corrosion is a concern and where odours may cause a public nuisance. The CRD also provides guidance to municipalities in the operation of their odour and corrosion control systems. Finally, staff also respond to, and investigate, odour nuisance complaints submitted by the public. Since May 2024, three complaints have been received, all associated with CRD or municipal wastewater conveyance infrastructure. All three issues were investigated and addressed by staff.

### **Wastewater and Marine Environment Monitoring**

The Wastewater and Marine Environment Program monitors and assesses wastewater quality and quantity, and the potential effects of the Bazan Bay outfall to the marine environment. Effluent quality monitoring for compliance with the treatment plant's Operational Certificate is also required. Monitoring is undertaken over a four-year cycle, and data and other information are routinely submitted in various forms (e.g., annual reports, compliance reports, etc.) to satisfy provincial and federal regulatory reporting requirements.

### **Source Control**

The Regional Source Control Program protects Saanich Peninsula sewage collection and treatment facilities, public health and safety, and the marine receiving environment by reducing

the quantity of contaminants that industries, businesses, institutions and households discharge into the district's sanitary sewer systems. In 2017, the program was expanded on the Saanich Peninsula to also regulate and reduce contaminants that are discharged into municipal stormwater systems. The program generates annual reports summarizing their activities.

### **Stormwater Quality**

The Stormwater Quality Program monitors stormwater quality at the point of discharge and reports back to municipalities and First Nations. The program helps to identify issues and assess the operation of municipal stormwater infrastructure and impacts to freshwater and marine aquatic environments. Program staff work closely with municipal staff through regular meetings and annual reporting.

Stormwater staff have also been working with the Pauquachin First Nation as it investigates opportunities to restore shellfish harvesting in Coles Bay. It is anticipated that other First Nations will be interested in starting similar efforts elsewhere on the Peninsula.

Staff have also been providing support to the Raincoast Conservation Foundation (RCF) Healthy Waters Program, WJOLELP (Tsartlip) First Nation, and the WSÁNEĆ Leadership Council to undertake a two-year water quality sampling program in Tod Creek. Final results from this program are expected in early 2026.

Finally, the CRD provides Island Health with summer recreational beach sampling support. This support is ultimately provided on behalf of municipalities and other beach owners (e.g., CRD Regional Parks) through the stormwater service.

### **Trucked Liquid Waste Management**

The Trucked Liquid Waste (TLW) Program objectives are to ensure domestic and non-domestic trucked liquid waste (such as, residential and commercial septage, portable toilet waste, road and parking lot catch basin waste, restaurant oil and grease, and high-strength business wastes) is handled and disposed of in an appropriate and responsible manner, and to prevent adverse impacts to human health and the environment.

To achieve these objectives, education and outreach to trucked liquid waste haulers are regularly provided as part of the program. Currently, trucked liquid waste is treated at a private facility contracted by the CRD. Staff work with the contractor to ensure efficient operation for the region's TLW haulers.

### **Onsite Wastewater Management**

The Onsite Wastewater Management Program is a pollution prevention program for septic systems that aims to protect public health and safety, local surface and groundwater resources, and the environment. The program endeavors to reduce the number of malfunctioning onsite wastewater systems by promoting proper care and maintenance through educational and voluntary maintenance assessment programs, and with regulatory requirements for system pump-outs.

On September 25, 2023 the District of North Saanich council passed a resolution to join this program which now makes North Saanich compliant with Section 4.4 of the LWMP. The CRD Onsite Bylaw became effective for 2,465 properties in North Saanich on January 1, 2025 and will, in part, support efforts to address potential contamination concerns in Coles Bay.

## **Planning**

The LWMP was originally approved by the BC Ministry of Environment in October 1996, and has had four amendments, most recently consolidated in October 2009 (with minor corrections in 2011).

In 2019, following an audit, the Commission approved formation of a Technical Advisory Committee (TAC), consisting of staff, municipal engineers, First Nations, and other parties in the LWMP (i.e., VAA and IOS), to review the LWMP and any outstanding commitments, and bring recommendations to the commission. First Nations were also given an option to participate independently in a forum of their choice. Staff anticipate that several liquid waste planning related exercises at various levels of government will occur in the near future, including development a regional strategic plan for wastewater, updates to municipal stormwater plans, and updated provincial guidance on LWMP development.

Staff anticipate bringing recommendations from the TAC for the timing and scope of a LWMP update or re-write for the Commission's consideration in early 2026.

## **CONCLUSION**

The Capital Regional District, on behalf of municipal, First Nations and other parties of interest, ensures Saanich Peninsula liquid waste systems are well planned and managed to minimize potential impacts to human health and the environment and ensure compliance with provincial and federal regulatory requirements. These services are guided by commitments made in the Saanich Peninsula Liquid Waste Management Plan, and most are summarized in publicly available annual reports.

## **RECOMMENDATION**

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

Submitted by:	Glenn Harris, Ph.D., R.P.Bio., Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Alicia Fraser, P.Eng., General Manager, Infrastructure and Water Services
Concurrence	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer