



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

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Thursday, April 2, 2026

9:35 AM

Town of Sidney Municipal Hall - Arbutus Room  
2440 Sidney Ave., Sidney, BC

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

R. Novek (Chair), D. Halldorson (Vice Chair), C. Graham, E. Diller, M. Doehnel, P. Jones,  
J. Martin, C. McNeil-Smith, 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. [26-0387](#) Minutes of the Saanich Peninsula Wastewater Commission Meeting of February 5, 2026

**Recommendation:** That the minutes of the Saanich Peninsula Wastewater Commission meeting of February 5, 2026 be adopted as circulated.

**Attachments:** [Minutes - February 5, 2026](#)

### 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. [26-0383](#) General Manager's Verbal Update - April

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

**6.2.**      [26-0370](#)      District Energy System Efficiencies, Operations, and Potential for Future Expansion

**Recommendation:** That the Saanich Peninsula Wastewater Commission direct staff to:

1. Undertake a condition assessment of the District Energy System (DES) to identify capital renewal requirements and amend the Capital Plan, subject to CRD Board approval, to reallocate \$100,000 from the decarbonization improvements project to support this work;
2. Undertake a root-cause analysis of the DES winter shutdowns, with recommended mitigation measures;
3. Report back on changes to the heating demand of the Panorama Recreation Centre following commissioning of the internal heat recovery project and the implications to the DES; and
4. Report back on expansion options for the DES following engineering assessments of condition and capacity.

**Attachments:**      [Staff Report: District Energy System Efficiencies & Expansion \(Referral\)](#)

**6.3.**      [26-0308](#)      2025 Annual Compliance Report for the Saanich Peninsula Wastewater Treatment Plant

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

**Attachments:**      [Staff Report: 2025 Annual Compliance Report for the SPWWTP](#)  
                                 [Appendix A: 2025 SPWWTP Compliance Summary](#)

**6.4.**      [26-0340](#)      Saanich Peninsula Liquid Waste Management Plan - Technical Advisory Committee and Review Update

**Recommendation:** The Saanich Peninsula Wastewater Commission recommends to the Capital Regional District Board:

1. That staff defer review and renewal of the Saanich Peninsula Liquid Waste Management Plan pending completion of provincial, regional and municipal planning documents; and
2. That staff include financial planning for the Saanich Peninsula Liquid Waste Management Plan Update in the 2027 business planning process for consideration in the 2027-2031 Financial Plan.

**Attachments:**      [Staff Report: SPLWMP – TAC and Review Update](#)  
                                 [Appendix A: Technical Advisory Committee 2024 TOR](#)  
                                 [Appendix B: Minutes of the Technical Advisory Committee](#)  
                                 [Appendix C: Status of Plan Commitments, December 2025](#)

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

**8. New Business**

**9. Adjournment**

The next meeting is June 4, 2026.

## Meeting Minutes

### Saanich Peninsula Wastewater Commission

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Thursday, February 5, 2026

9:35 AM

Mary Winspear Centre - Room 3  
2243 Beacon Ave, Sidney, BC

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**PRESENT:**

Commissioners: E. Diller, M. Doehnel, R. Thompson (on behalf of C. Graham), D. Halldorson, C. McNeil-Smith, R. Novek, S. Shrivastava

STAFF: A. Fraser, General Manager, Infrastructure and Water Services; G.Harris, Senior Manager, Environmental Protection (EP); D. Robson, Manager, Saanich Peninsula Gulf Island Operations; J. Kelly, Manager, IWS Capital Projects; D. Dionne, Manager, IWS Business Support Services; J. Dorman, Committee Clerk; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: Commissioners C. Graham, P. Jones, R. Windsor

The meeting was called to order at 9:53 am.

#### 1. Territorial Acknowledgement

A Territorial Acknowledgement was provided in the preceding meeting.

#### 2. Election of Chair

A. Fraser called for nominations for the position of Chair of the Saanich Peninsula Wastewater Commission for 2026.

Commissioner Doehnel nominated Commissioner Novek. Commissioner Novek accepted the nomination.

A. Fraser called for nominations a second time.

A. Fraser called for nominations a third and final time.

Hearing no further nominations, A. Fraser declared Commissioner Novek the Chair of the Saanich Peninsula Wastewater Commission for 2026 by acclamation.

### 3. Election of Vice Chair

A. Fraser called for nominations for the position of Vice Chair of the Saanich Peninsula Wastewater Commission for 2026.

Commissioner Diller nominated Commissioner Halldorson. Commissioner Halldorson accepted the nomination.

A. Fraser called for nominations a second time.

A. Fraser called for nominations a third and final time.

Hearing no further nominations, A. Fraser declared Commissioner Halldorson the Vice Chair of the Saanich Peninsula Wastewater Commission for 2026 by acclamation.

### 4. Approval of Agenda

**MOVED by Commissioner Shrivastava, SECONDED by Commissioner Diller,  
That the agenda for the Saanich Peninsula Wastewater Commission meeting of  
February 5, 2026 be approved.**

**CARRIED**

### 5. Adoption of Minutes

- 5.1. [26-0028](#) Minutes of the Saanich Peninsula Wastewater Commission Meeting of November 20, 2025

**MOVED by Commissioner Diller, SECONDED by Commissioner Halldorson,  
That the minutes of the Saanich Peninsula Wastewater Commission meetings of  
July 17 and October 21, 2025 be adopted as circulated.**

**CARRIED**

### 6. Chair's Remarks

Chair Novek noted he hoped to do good work with the Commission.

### 7. Presentations/Delegations

There were no presentations or delegations.

### 8. Commission Business

8.1. [26-0031](#) General Manager's Verbal Update - February

A. Fraser spoke to Item 8.1. and noted that a report will be presented at the next commission meeting regarding the request to present information about potential efficiencies and future expansion of the District Energy System.

Discussion ensued regarding the annual wastewater treatment plant compliance report, which will be presented to the commission in future.

8.2. [26-0032](#) Saanich Peninsula Wastewater Service Capital Plan Update

J. Kelly presented Item 8.2.

Discussion ensued regarding:

- higher than expected cost for upgrades of the wastewater treatment plant
- deferral of some projects will help to reduce the next rate increase
- prioritization of projects is imperative given escalation of prices
- risk will be mitigated by ongoing repairs within the existing budget

**MOVED by Commissioner Halldorson, SECONDED by Commissioner Shirvastava,  
The Saanich Peninsula Wastewater Commission recommends to the Capital  
Regional District Board:**

**That the 2026 Saanich Peninsula Wastewater Service Capital Plan be updated to  
reflect the changes outlined in Appendix B.**

**CARRIED**

9. Notice(s) of Motion

There were no notice(s) of motion.

10. New Business

There was no new business.

11. Adjournment

**MOVED by Commissioner Diller, SECONDED by Commissioner Halldorson,  
That the Saanich Peninsula Wastewater Commission meeting of February 5, 2026  
be adjourned at 10:19 am.**

**CARRIED**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recorder

## REPORT TO SAANICH PENINSULA WASTEWATER COMMISSION MEETING OF THURSDAY, APRIL 2, 2026

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**SUBJECT** District Energy System Efficiencies, Operations, and Potential for Future Expansion

### **ISSUE SUMMARY**

To respond to the Saanich Peninsula Wastewater Commission (SPWWC) referral motion directing staff to investigate the potential expansion of the District Energy System (DES) using recovered wastewater heat from the Saanich Peninsula Wastewater Treatment Plant (SPWWTP).

### **BACKGROUND**

The Saanich Peninsula DES was introduced in 2011 to recover heat from treated effluent at the SPWWTP and supply it to the Panorama Recreation Centre primarily for pool heating. The existing DES reduces the Capital Regional District's (CRD) corporate greenhouse gas emissions by approximately 320 tCO<sub>2</sub>e per year by displacing natural gas.

Following discussion at the October 21, 2025 SPWWC meeting on the opportunities for connecting the DES to neighbouring residential properties, the Commission directed that "the request be referred to staff for more information and to ask staff to bring back a report on existing system efficiencies, operations and potential for future expansions."

This report describes relevant operational and performance considerations of the current DES and presents staff recommendations to maintain the existing service and evaluate future expansion options.

### **ANALYSIS**

#### **Performance and Capacity**

The DES has successfully reduced emissions at the Panorama Recreation Centre by approximately 320 tCO<sub>2</sub>e per year since it has been in operation. However, heat recovery performance varies seasonally, with winter shutdowns being a frequent occurrence when low temperatures trigger freeze-protection measures. Between 2020 and 2025, the heat pump used for heat recovery was offline approximately 10% of winter operating time, requiring the Panorama Recreation Centre to revert to natural gas heating.

Winter performance is the main operational constraint limiting expansion of the DES to new customers, as the current system is unable to reliably meet seasonal heating demands. However, there is a project currently underway at the Panorama Recreation Centre that is expected to significantly reduce the need for external heating supply and provide capacity within the existing DES that could serve additional demands beyond the recreation centre.

#### **Asset Condition**

The DES is now 15 years old, and it is expected that certain equipment and system components are approaching the end of their original design life. As these assets age, the likelihood of reduced performance, increased maintenance requirements, and unplanned outages typically increases.

To date, a comprehensive condition assessment of the DES has not been completed. Undertaking a formal condition assessment would provide staff with a clearer understanding of the current state of critical assets and the timing of renewal or replacement needs. This information would support capital planning and help forecast the timing of investments required to maintain the DES as a reliable, low-carbon heating source for the CRD.

In addition, a detailed understanding of asset condition would establish a foundation for further engineering evaluations for potential service expansion. Identifying components that are nearing renewal or replacement would enable the SPWWC to assess opportunities to improve overall system reliability and explore options to optimize or potentially increase system capacity. This information is important to understanding the potential of expanding the system to serve new loads.

### **Potential Expansion Opportunities**

#### *Panorama Recreation Centre*

Panorama may be able to accept limited additional energy (e.g., building heating or domestic hot water) from the DES if winter reliability improves. The feasibility of this option will be better known once the Panorama Energy Recovery Project is commissioned and operational data are available. Commissioning is currently scheduled to be completed in Summer 2026.

#### *Saanich Peninsula Wastewater Treatment Plant Administration Building*

The administration building at the SPWWTP is used as the primary office, lab and workspace for the operations team. A preliminary review suggests that the existing natural gas-fired air handling units at the administration building could be retrofitted to hydronic heating compatible with the DES. Distribution piping is also already in place. Initial estimates of the climate impacts indicate that connecting the administration building to the DES could reduce emissions by approximately 170 tCO<sub>2</sub>e annually, representing roughly 6% of the CRD's total corporate emissions. Connection of the administration building to the DES is identified in the CRD Climate Action Strategy as a measure supporting corporate 2030 greenhouse gas (GHG) reduction targets.

#### *KELSET Elementary School*

Staff engaged with School District 63 regarding the potential to connect the DES to KELSET Elementary School which is near existing infrastructure. The School District indicated interest in receiving additional information about a potential connection. The school's existing heating, ventilation, and air conditioning (HVAC) system consists of a hydronic heating loop served by boilers, which is compatible with district energy systems; however, further technical review would be required to confirm feasibility.

#### *McTavish Road – East Saanich Road Development*

The 2025 District of North Saanich Official Community Plan identifies a Development Permit Area for commercial development at the intersection of McTavish Road and East Saanich Road. This location is approximately 600 m from the existing DES distribution piping and could represent a potential future connection opportunity. Detailed development information is not available at this time.

### *Centre for Plant Health*

Staff contacted the Canadian Food Inspection Agency regarding potential future heating demand at the adjacent Centre for Plant Health. The agency confirmed there are currently no expansion plans in the next decade and that the facility's recently installed geothermal system meets program redundancy requirements. As such, no foreseeable demand for DES service currently exists at this location.

### *Neighbouring Residential Properties*

Assessment of the SPWWC's original consideration of connecting the DES to nearby residential properties concluded that this option is not currently feasible as most nearby homes use electric baseboard heating or forced-air natural gas systems, which are not directly compatible with district energy and would require significant equipment and infrastructure investments by both the homeowner and the CRD to connect. Further discussions with industry utilities and experts confirmed that residential retrofits are currently not considered viable customers for district energy systems.

## **ALTERNATIVES**

Engineering assessments are needed to better understand the current reliability of the DES, available capacity, and overall asset condition, before considering expansion. The recommendations proposed by staff identify the assessments required to inform subsequent actions to sustain the climate benefits of the current system and provide the necessary foundation on which to base future expansion opportunities.

### *Alternative 1*

That the Saanich Peninsula Wastewater Commission direct staff to:

1. Undertake a condition assessment of the District Energy System (DES) to identify capital renewal requirements and amend the Capital Plan, subject to CRD Board approval, to reallocate \$100,000 from the decarbonization improvements project to support this work;
2. Undertake a root-cause analysis of the DES winter shutdowns, with recommended mitigation measures;
3. Report back on changes to the heating demand of the Panorama Recreation Centre following commissioning of the internal heat recovery project and the implications to the DES; and
4. Report back on expansion options for the DES following engineering assessments of condition and capacity.

### *Alternative 2*

That this report be referred back to staff for additional information.

## **IMPLICATIONS**

### *Alignment with Existing Plans & Strategies*

Connection of the SPWWTP administration building to the DES is identified as a critical action in the 2021 CRD Climate Action Strategy and supports achievement of corporate GHG reduction targets.

### *Climate Implications*

Continued operation of the DES reduces fossil fuel consumption at the Panorama Recreation Centre and contributes 320 tCO<sub>2</sub>e towards the CRD corporate emissions target. Connection of the SPWWTP administration building is estimated to further reduce corporate emissions by approximately 170 tCO<sub>2</sub>e annually. Expansion to other customers could provide additional community-wide emissions reductions; however, these reductions would depend on participation levels, system reliability, and lifecycle energy performance and have not yet been assessed.

### *Environmental Implications*

The DES recovers thermal energy from treated effluent that would otherwise be discharged to the marine environment. Maintaining reliable operation improves overall resource recovery efficiency. Any system expansion would require review of environmental protection measures, including fluid containment and pipe routing.

### *Financial Implications*

Capital funding of up to \$100,000 is anticipated to undertake a comprehensive condition assessment of the DES and a root-cause analysis of winter capacity constraints. The current five-year Capital Plan (Service 3.718, Project 26-03) includes \$120,000 in 2026 for detailed design of the DES connection to the SPWWTP administration building. Should the SPWWC direct staff to proceed with the work proposed in this report, subject to CRD Board approval, these funds will be reallocated to complete the proposed condition assessment and root-cause analysis, and the capital plan will be amended as part of the 2027 budget to ensure funds are available for any necessary design work to inform connection of the administration building to the DES.

The five-year Capital Plan also currently includes implementation of the administration building decarbonization project, as identified in the 2024 Low Carbon Electrification Study. However, while this project is currently assumed to be grant-funded, no external funding has been secured to date. Staff will continue to identify and pursue external funding opportunities where available.

Future expansion of the DES beyond CRD facilities is likely to require significant capital investment and would introduce long-term operating, maintenance, and asset replacement obligations. These details would be reviewed at a future date should expansion options arise following initial engineering assessment work contemplated as a recommendation in this report.

### *Service Delivery Implications*

Continued delivery of the existing DES service will be supported by proactively assessing system condition, identifying capital renewal requirements, and addressing the root cause(s) of recent winter shutdowns to improve system reliability and reduce operational risk. This information is required before service expansion options can be understood.

## **CONCLUSION**

Following a referral from the Saanich Peninsula Wastewater Commission to examine the District Energy System's (DES) operations, efficiencies and expansion potential, staff identified seasonal reliability challenges, aging infrastructure and uncertainty regarding available system capacity as key considerations before expansion can be evaluated. Staff recommend that the Commission direct staff to undertake a condition assessment and root-cause analysis of winter performance constraints and report back on updated heating demand at the Panorama Recreation Centre and

addition expansion options. This sequence of activities will help ensure information is available to maintain the existing service and determine the feasibility of future expansion. Collectively, these steps support the Capital Regional District’s climate objectives, reduce operational risk, and position the Commission to make informed decisions regarding the long-term role of the DES.

**RECOMMENDATION**

That the Saanich Peninsula Wastewater Commission direct staff to:

1. Undertake a condition assessment of the District Energy System (DES) to identify capital renewal requirements and amend the Capital Plan, subject to CRD Board approval, to reallocate \$100,000 from the decarbonization improvements project to support this work;
2. Undertake a root-cause analysis of the DES winter shutdowns, with recommended mitigation measures;
3. Report back on changes to the heating demand of the Panorama Recreation Centre following commissioning of the internal heat recovery project and the implications to the DES; and
4. Report back on expansion options for the DES following engineering assessments of condition and capacity.

Submitted by:	Rory Tooke, PhD, Senior Manager, Environment Innovation
Concurrence:	Joseph Marr, P. Eng., Acting General Manager, Infrastructure and Water Services
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer



**REPORT TO SAANICH PENINSULA WASTEWATER COMMISSION  
MEETING OF THURSDAY, APRIL 2, 2026**

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**SUBJECT 2025 Annual Compliance Report for the Saanich Peninsula Wastewater Treatment Plant**

**ISSUE SUMMARY**

The Capital Regional District's (CRD) Saanich Peninsula Wastewater Treatment Plant (WWTP) is authorized to discharge under provincial and federal regulations. This report summarizes regulatory compliance status for 2025.

**BACKGROUND**

The Saanich Peninsula WWTP is authorized to discharge under the Provincial *Municipal Wastewater Regulation* (MWR) Operational Certificate ME-15445 (under the *Environmental Management Act [EMA]*), which was originally issued in January 1999. The facility must also meet all requirements of the Federal *Wastewater Systems Effluent Regulation* (WSER) under the *Fisheries Act*. The CRD treats Saanich Peninsula wastewater at the Saanich Peninsula WWTP. It was commissioned in February 2000 to replace a number of smaller end-of-life treatment plants and pump stations. The treatment plant receives wastewater from three municipalities, three First Nations, as well as the Victoria International Airport, Institute of Ocean Sciences and BC Ferries. Wastewater is treated to a secondary level before being discharged through a 1,580 metre (m) long outfall into Bazan Bay (Salish Sea).

The Saanich Peninsula Liquid Waste Management Plan (LWMP) contains the CRD's commitments to build and operate the facility, and work with the other municipal and First Nations plan members to manage wastewater and other liquid wastes in a manner that ensures protection of human health and the environment.

Regulatory requirements, in part, include comprehensive monitoring of effluent and the receiving environment to ensure final effluent quality limits are not exceeded and potential risks to human health and the environment are minimized. Any abnormal operational conditions, including non-compliant effluent quality, must also be reported immediately. The facility was last inspected by provincial regulators in 2023. It has been many years since federal regulators have visited the facility. A summary of 2025 regulatory compliance can be found in Appendix A.

**IMPLICATIONS**

*Intergovernmental Implications*

From an administrative perspective, the CRD has a good working relationship with our provincial and federal wastewater regulators. Staff are working to address the mostly administrative non-compliant conditions (described below and in Appendix A).

*Regulatory Implications*

The facility met all provincial and federal effluent quality limits in 2025 (Appendix A), with one exception (described below), affirming that the plant was continuously operated as designed.

The one exception was a plant upset that occurred in November. This event was caused by BC Ferries unexpectedly releasing a large volume of high strength effluent into the system from their Swartz Bay terminal, outside of CRD’s control. During the upset, plant effluent quality did not meet provincial or federal effluent quality limits. It was reported immediately to the regulators, as per reporting requirements. Regional Source Control Program staff, under the authority of the CRD Sewer Use Bylaw No. 2922, have since met with BC Ferries to ensure they implement stricter system controls to prevent similar uncontrolled releases in the future.

*Environmental Implications*

Throughout 2025, the facility routinely produced effluent quality that met the regulatory expectations for secondary treatment plants and marine discharges, thereby ensuring protection of human health and the environment. Through follow-up sampling, the human health and environmental significance of the November plant upset was confirmed to be low due to the high assimilative capacity of the marine receiving environment around the outfall.

*First Nations Implications*

Three of the four Saanich Peninsula First Nations are connected to the wastewater service. Staff will distribute this compliance summary, and associated annual reports, to the Nations for information.

**CONCLUSION**

In 2025, the Saanich Peninsula WWTP met the vast majority of provincial and federal regulatory requirements. The most significant exception was due to the short plant upset caused by an unexpected BC Ferries discharge that resulted in a temporary exceedance of provincial and federal effluent quality limits. The facility will continue to be operated in a manner that meets requirements for marine discharges.

**RECOMMENDATION**

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

Submitted by:	Glenn Harris, PhD, Senior Manager, Environmental Protection
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

**ATTACHMENT**

Appendix A: 2025 Saanich Peninsula Wastewater Treatment Plant Compliance Summary

## **2025 Saanich Peninsula Wastewater Treatment Plant Compliance Summary**

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The Saanich Peninsula Wastewater Treatment Plant (SPWWTP) is authorized to discharge under Municipal Wastewater Regulation (MWR) Operational Certificate ME-15445, under the Environmental Management Act (EMA) which was originally issued in January 1999. The Saanich Peninsula Liquid Waste Management Plan (SPLWMP), a higher-level plan also under the EMA, contains the CRD's commitments to build and operate the facility, and work with the other municipal and First Nations plan members to manage wastewater and other liquid wastes in a manner that ensures protection of human health and the environment. Finally, the facility must also meet all requirements of the Wastewater Systems Effluent Regulation (WSER) under the federal Fisheries Act.

Under the above legislation, the facility must meet various regulatory compliance conditions, the most significant being ensuring effluent quality limits are not exceeded and the facility does not adversely impact human health or the environment.

Regulatory conditions, in part, include ensuring:

1. The plant is operated as designed, and adverse operational events (e.g., bypasses, overflows, system malfunctions or failures, non-compliant effluent quality, missed sampling, or spills) are reported immediately.
2. All required monitoring, both for compliance and to assess risks to human health and the environment, is completed on an annual basis.
  - a. Final effluent quality and total daily flow volumes do not exceed regulatory limits.

The facility was last inspected by the provincial regulators in 2023. It has been many years since federal regulators have visited the site.

### **Operating Compliance**

The facility operated as designed for the majority of 2025 and routinely produced high quality effluent that exceeded provincial and federal expectations for secondary treatment plants and marine discharges. The only exception was a plant upset outside of CRD control that occurred in November and resulted in temporary non-compliance with provincial and federal effluent quality limits (more information below). The plant upset was caused by BC Ferries who unexpectedly released a large volume of high strength effluent from their Swartz Bay terminal into the collection system. Regional Source Control Program staff have since visited BC Ferries to ensure additional system controls are installed to prevent similar events in the future.

### **Monitoring Compliance**

Wastewater and receiving environment monitoring are required to ensure that the facility is performing as expected, effluent quality limits are achieved, and to ensure that adverse impacts to human health and the environment are minimized. Samples must be collected at frequencies prescribed in the MWR and WSER, the facility's provincial Operational Certificate, and the approved comprehensive receiving environment monitoring program design document.

Overall, the vast majority of monitoring requirements were met in 2025. This included operational and compliance effluent quality sampling, comprehensive effluent contaminant characterization sampling, and water column monitoring around the Saanich Peninsula WWTP outfall (both during routine operation and the November plant upset).

There were a few situations where monitoring requirements were not met in 2025 including:

1. one event where sampling equipment failed and the required effluent sampling frequency could not be met (e.g. sampling of many effluent quality parameters require three samples per week, and there was one instance where the sampling equipment failed towards the end of a week, thereby missing one of the required samples)
2. one event where adverse weather conditions made it unsafe to sample the marine receiving environment (e.g. sampling the water column around the outfall is typically required five days in the winter and five days in the summer. During the winter sampling period, only four days could be sampled due to adverse weather, and the sampling vessel was subsequently no longer available due to a mechanical breakdown).

A summary of the provincial and federal effluent quality limits that the facility must meet are summarized in Table 1, along with required sampling frequency. Compliance with these limits during routine operation and the unexpected November plant upset is summarized in Tables 2 through 9.

While the facility reliably met all effluent quality limits during routine operation, it was temporarily out of compliance with the federal and provincial limits for total suspended solids (TSS) during the plant upset (Table 2). Receiving environment sampling during the plant upset confirmed that human health and environment risk was low due to the high assimilative capacity of the marine receiving environment around the outfall.

**Table 1 Current Saanich Peninsula WWTP Provincial and Federal Effluent Quality Limits and Typical Regulatory Requirements Under the MWR and WSER**

Parameter (Sampling Frequency)	Effluent Regulatory Limit
Carbonaceous Biochemical Oxygen Demand (CBOD) (3 samples/week)	provincial – 45 mg/L (daily maximum) federal – 25 mg/L (monthly average)
Total Suspended Solids (TSS) (3 samples/week)	provincial – 45 mg/L (daily maximum) federal – 25 mg/L (monthly average)
Effluent Flow (daily)	provincial – 56,000 m <sup>3</sup> /day (daily maximum) 27,394 m <sup>3</sup> /day (monthly average) <sup>1</sup>
Rainbow Trout Toxicity (quarterly)	provincial & federal - pass
pH (3 samples/week)	provincial – 6-9
Unionized Ammonia, pH @ 15°C (3 samples/week)	provincial – required, but no limit federal – 1.25 mg/L (daily maximum)
Fecal coliforms (every two weeks)	provincial – required, but no limit
Total Residual Chlorine (as needed)	federal – 0.02 mg/L (monthly average)

<sup>1</sup> Limit determined on an annual basis = [12,200 m<sup>3</sup>/d \* (1.0316 calendar year – 1999)]

**Table 2 Summary of 2025 Saanich Peninsula Total Suspended Solids Effluent Quality Limit Compliance**

Effluent Parameter	Effluent Quality Limits	Compliance Monitoring Results <sup>1</sup>		
		Daily Maximum (mg/L)	Monthly Average (mg/L)	Pass/Fail
Total Suspended Solids (TSS)	<b>Provincial:</b> 45 mg/L (daily maximum)  <b>Federal:</b> 25 mg/L (monthly average)	Jan – 10.2 Feb – 16.0 Mar – 5.6 Apr – 16.8 May – 20.4 Jun – 16.8 Jul – 12.0 Aug – 30.4 Sep – 14.4 Oct – 12.6 Nov – 109.0 Dec – 13.8	Jan – 7.6 Feb – 8.4 Mar – 3.9 Apr – 8.2 May – 14.8 Jun – 9.1 Jul – 7.6 Aug – 9.8 Sep – 8.5 Oct – 8.7 Nov – 39.3 Dec – 9.2	Not applicable

<sup>1</sup> The highlighted values are those that exceeded provincial and/or federal effluent quality limits.

**Table 3 Summary of 2025 Saanich Peninsula Carbonaceous Biochemical Oxygen Demand (CBOD) Effluent Quality Limit Compliance**

Effluent Parameter	Effluent Quality Limits	Compliance Monitoring Results <sup>1</sup>		
		Daily Maximum (mg/L)	Monthly Average (mg/L)	Pass/Fail
Carbonaceous Biochemical Oxygen Demand (CBOD)	<b>Provincial:</b> 45 mg/L (daily maximum)  <b>Federal:</b> 25 mg/L (monthly average)	Jan – 7.0 Feb – >34.0 Mar – <3.0 Apr – 5.5 May – 7.8 Jun – 7.3 Jul – 4.2 Aug – 9.9 Sep – 4.4 Oct – 5.7 Nov – 12.4 Dec – 5.6	Jan – 3.8 Feb – 10.6 Mar – <3.0 Apr – 3.6 May – 6.1 Jun – 4.9 Jul – 3.5 Aug – 4.9 Sep – 3.4 Oct – 4.3 Nov – 7.8 Dec – 4.1	Not applicable

<sup>1</sup> The highlighted values are those that exceeded provincial and/or federal effluent quality limits.

**Table 4 Summary of 2025 Saanich Peninsula Total Daily Flow Limit Compliance**

Effluent Parameter	Effluent Quality Limits	Compliance Monitoring Results <sup>1</sup>		
		Daily Maximum (mg/L)	Monthly Average (mg/L)	Pass/Fail
Effluent Flow	<b>Provincial &amp; Federal:</b> 56,000 m <sup>3</sup> /day (daily maximum)  <b>Provincial:</b> 27,394 m <sup>3</sup> /day <sup>2</sup> (monthly average)	Jan – 14,187 Feb – 16,863 Mar – 18,450 Apr – 10,777 May – 11,138 Jun – 10,276 Jul – 9,968 Aug – 10,561 Sep – 9,226 Oct – 10,756 Nov – 15,351 Dec – 22,678	Jan – 9,992 Feb – 11,530 Mar – 11,706 Apr – 9,357 May – 8,978 Jun – 9,018 Jul – 8,876 Aug – 8,728 Sep – 8,062 Oct – 8,590 Nov – 10,141 Dec – 13,496	Not applicable

<sup>1</sup> The highlighted values are those that exceeded provincial and/or federal effluent quality limits.

<sup>2</sup> Limit determined on an annual basis = [12,200 m<sup>3</sup>/day \* (1.0316calendar year-1999)]

**Table 5 Summary of 2025 Saanich Peninsula Total Rainbow Trout Toxicity Compliance**

Effluent Parameter	Effluent Quality Limits	Compliance Monitoring Results <sup>1</sup>		
		Daily Maximum (mg/L)	Monthly Average (mg/L)	Pass/Fail
Rainbow Trout Toxicity <sup>2</sup>	<b>Provincial &amp; Federal:</b> pass			Jan-Mar – Pass Apr-Jun – Pass Jul-Sep – Pass Oct-Dec – Pass

<sup>1</sup> The highlighted values are those that exceeded provincial and/or federal effluent quality limits.

<sup>2</sup> Toxicity tests are undertaken on a quarterly basis.

**Table 6 Summary of 2025 Saanich Peninsula pH Effluent Quality Limit Compliance**

Effluent Parameter	Effluent Quality Limits	Compliance Monitoring Results <sup>1</sup>		
		Daily Maximum (mg/L)	Monthly Average (mg/L)	Pass/Fail
pH	<b>Provincial:</b> Between 6 and 9			Jan – in range Feb – in range Mar – in range Apr – in range May – in range Jun – in range Jul – in range Aug – in range Sep – in range Oct – in range Nov – in range Dec – in range

<sup>1</sup> The highlighted values are those that exceeded provincial and/or federal effluent quality limits.

**Table 7 Summary of 2025 Saanich Peninsula Unionized Ammonia Effluent Quality Limit Compliance**

Effluent Parameter	Effluent Quality Limits	Compliance Monitoring Results <sup>1</sup>		
		Daily Maximum (mg/L)	Monthly Average (mg/L)	Pass/Fail
Unionized Ammonia	<b>Federal:</b> 1.25 mg/L (daily maximum)	Jan – <0.1 Feb – <0.1 Mar – <0.1 Apr – <0.1 May – <0.1 Jun – 0.132 Jul – <0.1 Aug – <0.1 Sep – <0.1 Oct – <0.1 Nov – <0.1 Dec – <0.1		Not applicable

<sup>1</sup> The highlighted values are those that exceeded provincial and/or federal effluent quality limits monitored.

**Table 8 Summary of 2025 Saanich Peninsula Fecal Coliforms Effluent Quality**

Effluent Parameter	Effluent Quality Limits	Compliance Monitoring Results		
		Daily Maximum (mg/L)	Monthly Average (mg/L)	Pass/Fail
Fecal coliforms	<b>Provincial:</b> Monitoring required, but no effluent quality limits	Jan – 61,000 Feb – 59,000 Mar – 13,000 Apr – 65,000 May – 290,000 Jun – 39,000 Jul – 290,000 Aug – 27,000 Sep – 90,000 Oct – 1,300,000 Nov – 47,000 Dec – 110,000	Jan – 33,750 Feb – 34,450 Mar – 9,000 Apr – 41,000 May – 191,000 Jun – 39,000 Jul – 220,000 Aug – 14,950 Sep – 86,500 Oct – 654,250 Nov – 38,000 Dec – 67,333	Not applicable

**Table 9 Summary of 2025 Saanich Peninsula Total Residual Chlorine Effluent Quality Limit Compliance**

Effluent Parameter	Effluent Quality Limits	Compliance Monitoring Results <sup>1</sup>		
		Daily Maximum (mg/L)	Monthly Average (mg/L)	Pass/Fail
Total Residual Chlorine <sup>2</sup>	<b>Federal:</b> 0.02 mg/L (monthly average)		N/A <sup>2</sup>	Not applicable

<sup>1</sup> The highlighted values are those that exceeded provincial and/or federal effluent quality limits.

<sup>2</sup> Chlorine was not used as part of the Saanich Peninsula WWTP treatment process in 2025. As such, total residual chlorine was not monitored.

## REPORT TO SAANICH PENINSULA WASTEWATER COMMISSION MEETING OF THURSDAY, APRIL 2, 2026

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**SUBJECT**     **Saanich Peninsula Liquid Waste Management Plan – Technical Advisory Committee and Review Update**

### **ISSUE SUMMARY**

To provide an update of the Saanich Peninsula Liquid Waste Management Plan (LWMP) review, and the Technical Advisory Committee (TAC) activities, findings and recommendations.

### **BACKGROUND**

Liquid waste management plans allow the Capital Regional District (CRD) and local governments to develop community specific solutions for the management of liquid waste, stormwater and environmental protection in accordance with the *BC Environmental Management Act*. The Capital Regional District (CRD), on behalf of the Saanich Peninsula participant communities (Central Saanich, North Saanich, Sidney), and Peninsula First Nations (W̱SIKEM (Tseycum), BOKÉĆEN (Pauquachin), STÁUTW (Tsawout) and W̱JOLELP (Tsartlip)), oversees liquid waste management according to the strategies and commitments outlined in the LWMP. The LWMP was approved by the BC Minister of Environment in 1996, has been amended four times, and was most recently consolidated in 2009 (with minor corrections in 2011).

An external consultant completed an audit of the LWMP in late 2019. The audit provided a detailed review of the commitments listed in the LWMP and included an evaluation of whether commitments were met. Details from the audit can be found in a June 18, 2020 report to the Saanich Peninsula Wastewater Commission (SPWWC.)

The audit findings were used as a platform for TAC to evaluate and discuss liquid waste management planning on the Saanich Peninsula, and to determine a proposed direction to revise or update the LWMP.

Recognizing the LWMP is dated, and may benefit from renewal, the SPWWC directed staff to create TAC to review the LWMP at their October 17, 2019 meeting. The TAC's purpose was to evaluate the technical and regulatory components of the Saanich Peninsula LWMP and provide advice and recommendations to the SPWWC and the respective participating jurisdictions regarding planning and priority setting for liquid waste management on the Saanich Peninsula in the coming years.

The TAC Terms of Reference (which were updated in 2024) are attached as Appendix A. First Nations were invited to participate directly in the TAC or independently in a forum of their choice.

Staff have held three meetings; minutes and actions can be found in Appendix B. Broad discussions included current and potential LWMP scope, and deficiencies identified in the audit. Staff confirmed that several commitments identified as “In Progress Non-Compliant” or “Non-Compliant” in the 2019 audit have since come into compliance, including the District of North Saanich joining the CRD Onsite Program bylaw, recent work to assess inflow and infiltration, and various municipal stormwater initiatives. A full summary of current commitment status can be found in Appendix C.

The TAC process also determined that several liquid waste planning related exercises at various levels of government will occur in the near future, including updates to municipal stormwater management plans, and provincial guidance on LWMP development. The TAC generally agreed upon that the Plan needs to be rewritten with modern language, capital project plan inclusion and in collaboration with First Nations. It was suggested that we pause for now and recommend that we revisit in several years once other provincial, regional and municipal planning documents are complete.

## **ALTERNATIVES**

### *Alternative 1*

The Saanich Peninsula Wastewater Commission recommends to the Capital Regional District Board:

1. That staff defer review and renewal of the Saanich Peninsula Liquid Waste Management Plan pending completion of provincial, regional and municipal planning documents; and
2. That staff include financial planning for the Saanich Peninsula Liquid Waste Management Plan Update in the 2027 business planning process for consideration in the 2027-2031 Financial Plan.

### *Alternative 2*

The Saanich Peninsula Wastewater Commission recommends to the Capital Regional District Board:

That staff proceed immediately with the Liquid Waste Management Plan review and renewal.

### *Alternative 3*

That this report be referred back to staff for more information.

## **IMPLICATIONS**

### *Alignment with Existing Plans & Strategies*

Updating the Saanich Peninsula LWMP is an initiative included in the CRD 2023-2026 Corporate Plan. The delivery of master plans, capital plans, and operational plans for wastewater treatment and conveyance to service current and future population, and address infrastructure deficiencies are also initiatives in the Corporate Plan.

### *Environmental Implications*

While the current LWMP is generally protective of human health and the environment, some First Nations participants have indicated a desire for stronger commitments related to nearshore water quality with the goal of restoring access to shellfish harvesting. There are several other specific environmental concerns that First Nations have raised that could be considered by either local or regional governments in any future LWMP update.

### *Financial Implications*

The LWMP review and renewal would require additional resources. Based on experience with the most recent updates to the CRD's Solid Waste Management Plan, and forecasted staffing and consultant support for technical review, as well as facilitation and public and First Nations engagement, it is estimated that a comprehensive review and rewrite of the LWMP would cost

between \$500,000 and \$700,000 over a three-year period. Current Saanich Peninsula liquid waste related budgets are insufficient to cover these projected costs. For reference, the Saanich Peninsula Wastewater Service budget, including a planning function, has a 2026 requisition of \$32,894. The end-of-year operating reserve balance is projected to be \$214,000. Given the current fiscal constraints and concerns, deferring the update will allow staff and the Commission to consider budget implications within the larger service and budget planning process.

#### *First Nations Implications*

Two of the TAC First Nations participants provided comments on the shortcomings in the current LWMP and requesting more fulsome foundational engagement with their and other First Nations prior to a comprehensive rewrite.

#### *Intergovernmental Implications*

Based on regular meetings staff have had with provincial colleagues, there are indications that the Province is concerned with the age and current relevance of the LWMP, and that the CRD should consider a comprehensive LWMP review and associated public and First Nations engagement.

After completing three TAC meetings, there was a general consensus that a comprehensive review and renewal of the LWMP is required but that the service is not facing an imminent provincial order to renew the Plan. Any update or rewrite would be self-driven at this time. It was also recommended that the TAC continue to meet to discuss liquid waste related topics and work that could be done to address First Nations concerns in preparation for the LWMP renewal process.

### **CONCLUSION**

The Saanich Peninsula Liquid Waste Management Plan has not been updated since 2009 and is due for a comprehensive review. Input will be required from technical experts, local governments, First Nations, and the general public as part of a process that is expected to take three years. While the process can likely wait until the completion of both regional and municipal planning processes, interim discussions can be had in the meantime to support the regional Strategic Plan, and address known technical challenges as well as First Nations concerns.

### **RECOMMENDATION**

The Saanich Peninsula Wastewater Commission recommends to the Capital Regional District Board:

1. That staff defer review and renewal of the Saanich Peninsula Liquid Waste Management Plan pending completion of provincial, regional and municipal planning documents; and
2. That staff include financial planning for the Saanich Peninsula Liquid Waste Management Plan Update in the 2027 business planning process for consideration in the 2027-2031 Financial Plan.

Submitted by:	Glenn Harris, PhD, R.P.Bio., Senior Manager, Environmental Protection
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services
Concurrence:	Luisa Jones, MBA, General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

**ATTACHMENTS**

- Appendix A: Technical Advisory Committee 2024 Terms of Reference
- Appendix B: Minutes of the Technical Advisory Committee
- Appendix C: Status of Plan Commitments, December 2025

# Terms of Reference

CRD

## SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN TECHNICAL ADVISORY COMMITTEE

### PREAMBLE

The BC Environmental Management Act (EMA) provides a regulatory framework and enables modern environmental management tools to ensure human health and environmental protection in British Columbia.

The EMA allows local/regional governments to develop a Liquid Waste Management Plan (LWMP) for approval by the Minister of Environment & Climate Change Strategy. An approved LWMP authorizes a local/regional government to proceed with measures to accommodate existing and future development under a strategy that ensures the management, resource recovery and disposal of treated waste is sufficiently protective of public health and the environment. A LWMP allows the local/regional governments to develop community-specific solutions for wastewater management that meet or exceed existing regulations found in the Municipal Wastewater Regulation.

The original Saanich Peninsula Liquid Waste Management Plan (SPLWMP) was approved in 1999 to address public health and environmental issues. The SPLWMP was later amended and consolidated in 2009 and 2011 and included a number of amendments to reflect the current commitments under this plan.

The CRD is responsible for reviewing and overseeing the SPLWMP on behalf of the CRD and the local governments. SPLWMP governance is overseen by the Saanich Peninsula Wastewater Commission (SPWWC) and both the Capital Regional District (CRD) and local governments have responsibility for service delivery under the plan. The SPWWC requested that a Technical Advisory Committee (TAC) be established to review the commitments, identified in the SPLWMP consolidated version dated December 2011.

The Committee's official name is to be:

### Technical Advisory Committee

#### 1.0 PURPOSE

- a) The mandate of the Committee is to assist in the review and make recommendations to the SPWWC regarding the SPLWMP.
- b) The Committee will evaluate the technical and regulatory components of the SPLWMP and provide advice and recommendations to the SPWWC and the respective participating jurisdictions regarding planning and priority setting for liquid waste management on the Saanich Peninsula in the coming years. Technical and regulatory review will include the following subjects:

- sanitary and stormwater source control program
- reduction of inflow and infiltration to sanitary sewers
- wastewater and marine human health and environment assessment program
- wastewater treatment and disposal
- water conservation and wastewater recycling
- stormwater quality and surface water resources program
- onsite sewage disposal
- performance audits commitments

In addition, the Committee will:

- review the results of the performance audit of the SPLWMP
- identify the gaps or new trends/changes required for the SPLWMP
- develop an action plan to address the current and proposed commitments of the SPLWMP
- coordinate activities of participants
- report findings and provide advice and recommendations to the SPWWC and participating jurisdictions regarding liquid waste management planning on the Saanich Peninsula

## **2.0 ESTABLISHMENT AND AUTHORITY**

- a) The Committee will provide advice and make recommendations to the SPWWC for review, comment and decision.
- b) The term of the Committee will be for the period required to address the matters, as determined by the SPWWC.

## **3.0 COMPOSITION**

- a) The Committee members shall consist of members representing:
  - Manager, Regulatory Services, CRD (chair)
  - Manager, Wastewater Engineering and Planning, CRD (vice chair)
  - Supervisor, Environmental Monitoring Programs, CRD
  - Director of Infrastructure Engineering, District of North Saanich
  - Municipal Engineer, District of Central Saanich
  - Director of Engineering and Public Works, Town of Sidney
  - At the discretion of the Chair/Vice Chair, involve additional staff as required to support the Committee
  - Other plan participants (Tseycum, Pauquachin, Tsawout, and Tsartlip First Nations, Victoria Airport Authority and Institute of Ocean Sciences).
- b) The CRD will provide staff responsible for the commitments and oversight of the SPLWMP.
- c) Each local government will nominate a representative to the Committee. Individual members act as a liaison from their respective local governments and provide knowledge and expertise on an ongoing basis.

- d) Invitations to sit as TAC members will also be forwarded to representatives of other plan participants (Tseycum, Pauquachin, Tsawout, and Tsartlip First Nations, Victoria Airport Authority and Institute of Ocean Sciences).
- e) All TAC member nominations will be forwarded to the Capital Regional District Board for appointment.

#### **4.0 PROCEDURES**

- a) The Committee will meet upon request by the Chair/Vice Chair.
- b) The agenda will be finalized by the Committee Chair and any Committee member may make a request to the Chair to place a matter on the agenda; and
- c) A quorum is a majority of the Committee membership and is required to conduct Committee business.

#### **5.0 RESOURCES AND SUPPORT**

- a) The Senior Manager, Environmental Protection (CRD) will act as a liaison to the committee;
- b) Action items and agendas are prepared and distributed by the CRD Environmental Protection division.

Approved by \_\_\_\_\_ on \_\_\_\_\_

**TECHNICAL ADVISORY COMMITTEE  
SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN  
Meeting Minutes**

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<b>Wednesday, June 12, 2024</b>	<b>1:30 pm</b>	<b>In-person &amp; Online (MS Teams)</b>
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PRESENT: A. Penner, A. Nyland, B. Martin, B. Irving (EP), D. Puskas (EP), J. Clary, O. Cruz

STAFF: C. Lowe, J. McAloon, M. Cowley (Vice-Chair) (EP), P. Kickham (Chair)

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EP=Electronic Participation

Chair Kickham called the meeting to order at 1:33 pm.

**1. Territorial Acknowledgement**

P. Kickham provided a Territorial Acknowledgement.

**2. Introduction**

P. Kickham led introductions of committee members and briefed the committee on a couple of housekeeping items.

**3. Approval of Agenda**

Agenda for the June 12, 2024 Technical Advisory Committee (TAC) meeting:

**MOVED by B. Martin and SECONDED by J. Clary  
That the agenda be approved as circulated.  
CARRIED**

**4. Chair's Introduction**

P. Kickham informed the group that the Saanich Peninsula Wastewater Commission, which oversees the Regional Wastewater Service, directed the Capital Regional District (CRD) to convene the TAC in response to an audit that the CRD carried out of our Saanich Peninsula Liquid Waste Management Plan (SPLWMP) in 2019.

The audit came forward with a number of recommendations and directed the CRD to convene the Technical Advisory Committee and seek recommendations from this group to bring back to the Saanich Peninsula Wastewater Commission in order to determine the next steps for our wastewater or liquid waste management planning on the peninsula.

**5. Saanich Peninsula Liquid Waste Management Plan Summary and Commitment Status Presentation - P. Kickham, CRD**

P. Kickham presented a summary of background information which included the SPLWMP commitments, a brief description of sewage treatment and disposal on the Saanich Peninsula, operations and maintenance of sewage infrastructure including onsite (septic) system maintenance; reduction of Inflow & Infiltration (I&I); biosolids management; wastewater and marine monitoring; source control; stormwater quality and management;



water conservation and wastewater recycling; 2009 audit findings and audit recommendations.

The presentation included input, questions, and discussion from the group.

Additionally, P. Kickham discussed rewrite vs cleanup of the plan including what a complete rewrite of the plan might constitute and noted that worthwhile projects and initiatives do not necessarily need to be included under a Liquid Waste Management Plan.

## **6. Inflow & Infiltration Investigation Summary – J. McAloon, CRD**

J. McAloon presented on Inflow & Infiltration which discussed the background on I&I, I&I Management Plan Report and I&I Commitments in the LWMP. More specifically, the presentation included information on the infrastructure maintenance requirements, sewer defects, capacity issues, impacts, measuring I&I, I&I Management Plans, catchment stats, flow data, uses and flow data grades, I&I Analyses and recommendations, as well as SPLWMP commitments.

The presentation included input, questions, and discussion from the group.

## **7. Next Steps**

Discussion of next meeting and tour at Saanich Peninsula Wastewater Treatment Plant.

Next meeting: date second or third week in September TBD.

P. Kickham asked committee members to review relevant sections of the existing plan and audit – review commitments and focus on those items that were not delivered on and come up with possible recommendations.

Discussion by group regarding the timing requirements for any changes to the plan, some preliminary notes for changes to the plan including ideas on planning for future storm events.

## **8. Other Business**

There was no other business.

## **9. Closing Comments:**

The next TAC meeting will be scheduled in September – date to be determined. Next agenda will focus on the audit, recommendations from the audit and what is currently being done in the meantime.

A copy of the audit report and SPLWMP to be shared with the group, as well as presentations from items 5 and 6.



## 10. Adjournment

The meeting was adjourned at 3:23 pm.

**MOVED by J. Clary and SECONDED by Aileen Penner  
That the Technical Advisory Committee meeting be adjourned.  
CARRIED**

### **Attachments:**

Appendix A: June 12, 2024 Technical Advisory Committee Meeting Agenda

Appendix B: Saanich Peninsula Liquid Waste Management Plan Summary and Commitment Status Presentation

Appendix C: Inflow & Infiltration Investigation Summary Presentation

Appendix D: Saanich Peninsula Liquid Waste Management Plan Audit report

Appendix E: Saanich Peninsula Liquid Waste Management Plan Consolidated Version October 2019

Appendix F: TAC Terms of Reference from the Saanich Peninsula Wastewater Commission



Making a difference...together

**TECHNICAL ADVISORY COMMITTEE**  
**SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN**  
 Action Items

Tuesday, October 29, 2024

1:00 to 3:30 pm

In-person

Aileen Penner, Fisheries and Oceans Canada	Glenn Harris, CRD (Acting Chair)
Adrian Nyland, Victoria Airport Authority	Jenn Clary, Town of Sidney
Barri Rudolph, CRD	Malcolm Cowley, CRD (Vice-Chair)
Ben Martin, District of North Saanich	Neil Fowler, Tsawout First Nation ( <b>alternate</b> )
Bridget Irving, Tsawout First Nation ( <b>absent</b> )	Octavio Cruz, Pauquachin First Nation ( <b>absent</b> )
Dale Puskas, District of Central Saanich	Peter Kickham, CRD

**ACTION ITEMS**

Send responses to Barri Rudolph at [brudolph@crd.bc.ca](mailto:brudolph@crd.bc.ca).

Action Item	Assigned To	Due Date
<b>2019 Audit Findings – Non-compliant Commitments:</b>		
Participation in regional Onsite Program for regulation of septic systems.	Ben Martin	December 13, 2024
Establishment of design criteria for stormwater retention ponds.	CRD/Dale Puskas	December 13, 2024
Resolution of stormwater runoff problems associated with Tseycum Creek.	Ben Martin	December 13, 2024
Provision of oil/water separators for stormwater runoff.	CRD/Ben Martin	December 13, 2024
Regular inspection and maintenance of storm drainage systems.	CRD/Ben Martin	December 13, 2024
Working towards understanding the needs of agriculture and habitat in stormwater management.	CRD/Ben Martin	December 13, 2024



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Action Item	Assigned To	Due Date
Programming for reduction of Inflow & Infiltration in the sanitary sewer.	CRD/Ben Martin/ Jenn Clary/Dale Puskas	December 13, 2024
<b>Other Business:</b>		
Reach out to Ministry of Agriculture around agriculture inputs and education.	CRD/Ben Martin	December 13, 2024
Check whether source control inspections are done at IOS; follow up with IOS Facilities Manager.	CRD	December 13, 2024
Check whether shellfish are mentioned in the plan.	Ben Martin/CRD	December 13, 2024
Review plan for any other updates to be included.	All members	December 13, 2024
Comment on whether the plan should be rewritten or just updated.	All members	December 13, 2024

***Next meeting date to be determined.***

## MEETING NOTES

### TECHNICAL ADVISORY COMMITTEE SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN

Wednesday, September 17, 2025 from 1:30-3:30 pm

Saanich Peninsula Wastewater Treatment Plant

In-person: Meeting Room 208, 9055 Mainwaring Road, North Saanich, BC

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Christine Macinnis, Fisheries & Oceans Canada	Bruce DeMaere, Town of Sidney
Adrian Nyland, Victoria Airport Authority	Chris Lowe, CRD
Barri Rudolph, CRD	Dale Puskas, District of Central Saanich (virtual)
Ben Martin, District of North Saanich	Natalie Tokgoz, CRD (Vice-Chair)
Bel Manson, STÁUTW (Tsawout) First Nation	Peter Kickham, CRD (Chair)

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### Meeting Notes

1. Territorial Acknowledgement  
Peter Kickham gave the territorial acknowledgement.

2. Introduction/Attendance

Peter indicated that this was the third meeting of this group which was formed in response to a request from the Saanich Peninsula Wastewater Commission (the Commission) to form a Technical Advisory Committee (TAC) to investigate the level of effort that should be put into updating the current Saanich Peninsula Liquid Waste Management Plan (the Plan) and review any outstanding commitments.

The TAC members were present with the following exceptions or alternates:

- Dale Puskas from the District of Central Saanich attended virtually
- Bel Manson attended on behalf of Bridget Irving from STÁUTW First Nation
- Christine Macinnis attended on behalf of Aileen Penner from Fisheries and Oceans Canada (the Institute of Ocean Sciences)
- Bruce DeMaere attended for Jenn Clary (who has left the Town of Sidney)
- Octavio Cruz from BOKÉĆEN (Pauquachin) First Nation was unable to attend

3. The Committee Approved the Agenda

4. Chair's Comments

The TAC was formed at the direction of the Commission which is the local government decision making body for management of liquid waste on the Peninsula.

The TAC's purpose is to assist in the review of the Plan and make recommendations to the Commission regarding any recommended updates to the Plan.

In the first meeting we discussed that while the Plan is old and fragmented, it does contain commitments pertaining to all the expected planning components listed in the provincial guidance document<sup>1</sup>. Also, the CRD and member municipalities are in compliance with the province and federal regulations, as the current system effectively handles all wastewater during dry and wet weather. The Saanich Peninsula does not have combined stormwater/sewage systems and doesn't overflow apart from once during the 100-year storm in 2021. The WWTP and conveyance system has the capacity to accommodate current and future population growth. Finally, we are not facing an imminent provincial order to renew the Plan, so an update or rewrite would be self-driven.

## 5. Feedback/action items from the last meeting

The last meeting ended with action items to address outstanding Plan commitments identified in the 2019 Audit. Municipalities and CRD have since addressed all outstanding commitments.

A previous action item asked each member to comment on whether the existing Plan should be updated (updating language with no change of commitments, this method would not require public or First Nation consultation) or rewritten (a multi-year process that would include rewriting the document with new commitments in collaboration with First Nations and with extensive public consultation). A rewrite would require hiring a consultant and significant funds in addition to what has already been set aside.

The summary of the response to the question of whether an update or full rewrite was preferred at this time, is as follows:

- 5 for an update,
- 1 for a rewrite,
- 1 to pause/step back, allow for more First Nation engagement (likely a rewrite).

The split was comprised of the municipal engineering staff wanting to proceed with a Plan update until they have finished in-progress Stormwater Master Plans (SWMP) and Official Community Plans (OCP), the Victoria Airport Authority and DFO staff stating an update was sufficient and STÁUTW and BOKÉCEN Nations wanting a rewrite. STÁUTW provided a thoughtful, thorough review of the Plan and a response that stated that a full rewrite was needed due to the following observations:

- Outdated content and structural issues
- Lack of First Nations engagement and issues consideration
- Environmental Considerations: Specific gaps related to 6PPD-quinone, agricultural runoff and shellfish harvesting, septic system management, combined sewage/stormwater systems, stormwater management.
- Need for a collaborative approach with First Nations

## 6. Further considerations for updating/ rewriting the Plan:

- The province has started a process to update their guidance on creating Liquid Waste Management Plans<sup>1</sup> (last updated in 2011)

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<sup>1</sup> [https://www2.gov.bc.ca/assets/gov/environment/waste-management/sewage/guide\\_to\\_preparing\\_liquid\\_waste\\_mgmt\\_plans.pdf](https://www2.gov.bc.ca/assets/gov/environment/waste-management/sewage/guide_to_preparing_liquid_waste_mgmt_plans.pdf)

- The CRD is currently planning a process to develop a Strategic Wastewater Management Plan and Wastewater Master Plan (2026-2029)
- The municipalities are currently updating their OCPs and SWMPs
- The province has indicated at the staff-to-staff level that both Plans held by the CRD are aged and requiring a rewrite “soon”.
- Once a new commitment is put in a Plan, a provincial Minister signature is required to approve it. Therefore, Plan commitments should not be too granular as they may not be relevant in a few years and require Ministerial approval to remove or amend.
- Some commitments (e.g. a commitment to open shellfish beds) cannot be achieved by municipal or regional government staff, though local actions can be taken to improve conditions and provide information to the provincial or federal governments who hold the decision-making authority for related issues.

## 7. Round Table Discussions

It was generally agreed upon that the Plan needs to be rewritten with modern language, capital project plan inclusion, and in closer collaboration with First Nations to address their goals/needs. It was suggested that the TAC could pause this process for now and recommend that a rewrite be revisited in several years once other provincial, regional and municipal planning documents are complete. This would allow more time for First Nation engagement and collaboration.

In the meantime, we could keep the TAC going to discuss related topics, and work that could be done to satisfy some of STAUTW’s comments. There was also discussion regarding municipalities revising their OCPs including population projections.

It was discussed that the municipal and regional staff are already exceeding the current Plan commitments and have taken further actions to protect environmental and human health including several of the items that STAUTW has raised concerns about, shown by the following programs put in place since the Plan was written:

- The CRD Onsite Bylaw - Central Saanich and now North Saanich have signed onto this bylaw which requires onsite owners to pump out their systems and show proof of pump outs on a regular type-specific, timeframe. Further regulatory requirements can be implemented by the CRD upon request from the member municipalities.
- The CRD Stormwater Source Control Bylaw was established in 2014, with the goal to prevent the release of contamination into the municipal drainage system through education and guidance, maintenance of catch basins, appropriate business practices and proper disposal of waste. CRD staff conduct site visits with every facility on the Saanich Peninsula identified as having a business waste discharge or operating under one of the Codes of Practice (Parking Lot Operations and Outdoor Storage Operations).
- The CRD Sewer Use Bylaw (Sanitary Source Control) works to regulate what goes into the sewage system.
- CRD’s Green Stormwater Infrastructure Common Design Guidelines provide general design criteria for raingardens, bioswales and other infrastructure to slow stormwater flow and reduce contaminants discharged into aquatic environments.

- CRD stormwater and watershed monitoring program which includes monitoring of the stormdrains and watercourses, 6PPD-quinone monitoring, source tracking to locate sources of contamination from malfunctioning onsite systems and agriculture.
- CRD's agriculture education and engagement efforts. CRD has hosted "Keyline" workshops for agricultural stormwater management, with one or two peninsula farms volunteering to be demonstration farms. These workshops focused on use of natural and minimally modified terrain, modified plowing techniques, and other practices that retain and store rainwater, nutrients and bacteria on site, and facilitate water reuse onsite. CRD is willing to conduct more agricultural outreach and education.

The Stormwater Source Control program investigate and work with the farms to educate and suggest solutions when contaminant issues are noted.

Work can be done toward the goal of protecting human health and the environment without putting more detailed commitments into the Plan. Work can proceed through MOU and other requests or agreements.

We discussed the CRD's Annual Saanich Peninsula Stormwater report and how it captures many of these initiatives/projects.

#### 8. TAC recommendation to the SP Wastewater Commission

It was generally agreed upon that the Plan needs to be rewritten with modern language, capital project plan inclusion and in collaboration with First Nations. It was suggested that we could pause for now and recommend that we revisit in several years once other provincial, regional and municipal planning documents are complete.

In the meantime, we could continue the TAC or continue to meet to discuss related topics, and work that could be done to satisfy some of Tsawout's comments and prepare for the rewrite process.

#### 9. Next Steps/Action Items

- Summary of notes to be distributed to the TAC for review.
- The TAC will vote on the final recommendation to the Commission.
- The TAC will determine when the next meeting should happen.

**Saanich Peninsula Liquid Waste Management Plan Status of Plan Commitments**

**Table 1: Current Status of Commitments in the Saanich Peninsula LWMP Compared to 2019 Audit Findings**

Year	Complete	Compliant	In Progress Non-compliant	Non-compliant	Not Applicable
Current 2026 Status	37	77	0	0	7
2019 Audit Status	37	67	5	7	5

**Table 2: Details of commitment status changes 2019 to 2026**

2019 Audit Findings – Non-compliant Commitments	Status	Response
4.4 (4b) Participation in regional Onsite Program for regulation of septic systems – North Saanich	Compliant	North Saanich joined the CRD Onsite Program bylaw in 2025.
4.4 (4a) The District of North Saanich commits to requiring that all new subdivisions which will not be connected to a community sewer system shall be designed such that the cumulative hydraulic loading from onsite sewage disposal systems can be safely handled by the overall soils environment and, to meet this requirement, all such subdivisions shall comply with the requirements of the most current version of the Subdivision Assessment Standards prepared by the Vancouver Island Health Authority (VIHA) – North Saanich	Not applicable - commitment needs to be updated	North Saanich defers to qualified professionals to ensure developments meet provincial regulations. Island Health's role has changed, and the language of this commitment needs to be updated.
4.6 Establishment of design criteria for stormwater retention ponds – CRD / Central Saanich	Compliant	This is standard practice in Central Saanich. The CRD has established model design criteria for adoption by the municipalities.
4.6 (26) Working cooperatively with the Tseycum First Nation to resolve stormwater runoff problems associated with Tseycum Creek and its tributaries – North Saanich	Compliant - ongoing	North Saanich completed an Integrated Storm Water Management Plan for the Tseycum Watershed in 2022 and is working towards implementation. First Nations were engaged in this process and North Saanich have stated that continuing to work with First Nations is an important part of implementation.

2019 Audit Findings – Non-compliant Commitments	Status	Response
4.6 (29) Provision of oil/water separators for stormwater runoff –North Saanich / CRD	Compliant	The District of North Saanich is part of the CRD’s Saanich Peninsula Stormwater Source Control Bylaw. The bylaw requires stormwater rehabilitation units for parking lots and outdoor storage businesses for the treatment of stormwater before discharge to the municipal drainage system.
4.6 (31) Regular inspection and maintenance of storm drainage systems – North Saanich	Compliant	North Saanich completed a Storm Water Master Plan in 2022 which identified requirement for further condition assessments.
4.6 (32) Working towards understanding the needs of agriculture and habitat in stormwater management –North Saanich	Compliant	The CRD (for the Saanich Peninsula municipalities) has hosted “Keyline” workshops for agricultural stormwater management on peninsula farms. Workshops focused on use of natural and modified terrain, modified plowing techniques, and other practices that retain and store nutrients and bacteria on site and reuse of the water onsite. CRD is willing to conduct more agricultural education as needed. The Stormwater Source Control program for the Saanich Peninsula municipalities, investigates and works with farms to educate and suggest solutions when contaminant issues are noted. The District of North Saanich completed a Storm Water Master Plan in 2022 which helps satisfy this commitment.
<p>4.2 Programming for reduction of Inflow &amp; Infiltration in the sanitary sewer - CRD and member municipalities</p> <ul style="list-style-type: none"> <li>• 4.2.1 To develop and carry out a detailed program for identification and sources and quantity of inflow and infiltration (I &amp; I) by the end of 1999.</li> <li>• 4.2.1 To provide additional funds for I &amp; I reduction that are either economically or environmentally justified by avoidance of future costs to convey, treat and dispose of I &amp; I, or by protecting effluent quality.</li> </ul>	Compliant on all 4 related commitments below	Central Saanich has had and is reinstating a sanitary sewer inspection program for I&I identification and is in the process of aiding the Tsartlip FN with inflow into their sewer system. Upon completion of the Brentwood Bay Forcemain replacement project, Central Saanich, through its Asset Management Plan, is committed to annual capital expenditure in pipe replacement and analysis as illustrated in the five-year plan and 2024 and 2025 Financial Plans.

2019 Audit Findings – Non-compliant Commitments	Status	Response
<ul style="list-style-type: none"> <li>• 4.2.4 Where rehabilitation works for I &amp; I reduction are undertaken, to measure flows before and after carrying out such works, to document I &amp; I expenditures and achievements, and to use this information to refine cost benefit curves developed to optimize expenditures</li> <li>• 4.2.6 That in areas of high infiltration, to address concerns of exfiltration from the systems to groundwater</li> </ul>		<p>Central Saanich is updating their Water &amp; Sewer Master Plans.</p> <p>The Saanich Peninsula Inflow &amp; Infiltration Management Plan (CRD) was finalized in 2024 and included flow data and I&amp;I analyses from 50 sewer catchments. The next update will be in five years (2029).</p> <p>Saanich Peninsula municipalities are meeting their regional sewer flow allocations and there are no I&amp;I related sewer overflows on for sub five-year storms.</p>
4.6.38 Provision of "sur traps" in catch basins in sensitive areas to reduce the discharge of petroleum oils to surface waters. -Town of Sidney	Not applicable	Sidney has requested that this commitment be removed as it is no longer applicable.