

**CONDITIONAL MANAGEMENT PLAN (CMP)**

**BETWEEN THE:**

Canadian Food Inspection Agency (CFIA),  
Fisheries and Oceans Canada (DFO),  
Environment and Climate Change Canada (ECCC),  
British Columbia Ministry of Environment and Climate Change Strategy, Environmental  
Protection Division (ENV), and  
The Regional District of Nanaimo (RDN)

(the “Participants”)

**FOR THE MANAGEMENT OF SHELLFISH HARVESTING IN  
CONDITIONALLY CLASSIFIED HARVEST AREAS ADJACENT TO THE  
WASTEWATER TREATMENT PLANT LOCATED AT:**

**957 Lee Road, Parksville, British Columbia**  
**(the “French Creek Pollution Control Centre”)**

## INTRODUCTION

The Canadian Shellfish Sanitation Program (CSSP) is delivered by three federal institutions, Fisheries and Oceans Canada (DFO), Environment and Climate Change Canada (ECCC) and the Canadian Food Inspection Agency (CFIA) (hereinafter collectively referred to as the “CSSP partners”). The CSSP provides reasonable assurance that molluscan shellfish are safe for consumption, thus supporting the industry and providing confidence for Canadians and export markets. This Conditional Management Plan (CMP) between CSSP partners, the Province of British Columbia Ministry of Environment and Climate Change Strategy, Environmental Protection Division (ENV), and the Regional District of Nanaimo (RDN) outlines the roles and responsibilities of the Participants in the event of a trigger event (described in Appendix E of this CMP) at the collection system pump stations that carry wastewater to the wastewater treatment plant (WWTP) in the City of Parksville, British Columbia, known as the French Creek Pollution Control Centre (FCPCC).

The present CMP does not affect legal requirements existing under Federal or Provincial statutes. For greater certainty, where there occurs a deposit of a deleterious substance out of the normal course of events in water frequented by fish, or a serious and imminent danger thereof, the person that causes or contributes to the deposit (or danger thereof) has a legal obligation to report such occurrences to an inspector designated pursuant to subsection 38(1) of the *Fisheries Act*, to a fishery officer, or to any authority as is prescribed by regulations under subsection 38(4) of the *Fisheries Act*.

This CMP does not affect the legal rights and responsibilities of the RDN, as a local government under the Community Charter and the *Local Government Act*, or as a WWTP operator subject to all applicable regulatory licences and permits, but reflects the RDN’s commitment to assist CSSP partners in providing reasonable assurance that bivalve shellfish harvested adjacent to the pump stations conveying wastewater to the FCPCC are safe for human consumption.

## DURATION OF THE CONDITIONAL MANAGEMENT PLAN

This Conditional Management Plan (CMP) shall be renewed on the date of signing by each of the Participants and expire on January 31, 2022 and is subject to each participant signing this CMP prior to coming into force.

### 1. PURPOSE AND SCOPE

Full cooperation of the Participants is required to achieve timely detection and notification of any FCPCC trigger events, along with the necessary response actions to ensure continued food safety of harvested bivalves. This initiative stems from the CSSP and the requirements related to Conditional Area Management (refer to *CSSP Manual*, a copy of which is located at <http://www.inspection.gc.ca/food/sfcr/food-specific-requirements-and-guidance/fish/canadian-shellfish-sanitation-program/eng/1527251566006/1527251566942> Conditional Area Management will be supplemented by Hazard Analysis Critical Control Points (HACCP) controls implemented by registered fish processing establishments.

This CMP provides enhanced management of the bivalve molluscan shellfish harvest waters adjacent to the FCPCC and its collection system, and more specifically, stipulates actions to be taken immediately to close conditionally classified areas in the event of a discharge of wastewater into the marine environment from the collection system pump stations located on Hall Road in the Town of Qualicum Beach and on Bay Avenue in the City of Parksville as described in Section 4.

This CMP does not address discharges of treated or untreated wastewater directly from the FCPCC. Any such discharges outside the normal operation of the FCPCC, including rare events such as catastrophic failures at the treatment facility or ruptures in the collection system that result in wastewater discharges to the marine environment that are not specifically listed under the trigger event definition in this CMP, remain subject to reporting under subsection 38(4) of the *Fisheries Act*, with any subsequent closures of shellfish harvesting areas addressed under Section B, 6.2 of the *CSSP Manual*.

The area described in Section 4 of this CMP has been classified based upon the area hydrographical data and the performance characteristics of the FCPCC and its collection system. Classification maps of the two harvest areas are provided in Appendix A.

### 2. BACKGROUND

#### 2.1 Conditional Management

The *CSSP Manual* outlines the authorities (statutes and regulations), policies, procedures and activities governing the control of shellfish growing areas, and the harvesting, processing and distribution of shellfish.

Shellfish harvest areas outlined in this CMP that are subject to intermittent microbiological contamination may be classified as conditionally approved or conditionally restricted Areas. If the conditions set out in this CMP cannot be met, the *CSSP* partners will determine whether the area will be reclassified as prohibited.

## 2.2 WWTP description

The FCPCC operates under provincial authorization (PE-4200) issued by the ENV. The FCPCC facility provides secondary treatment with no disinfection stage prior to discharge to the marine environment. The plant consists of a headworks, three primary sedimentation tanks, a trickling filter, a solids contact tank, followed by secondary clarifiers and an outfall. Solids wasted from the clarifiers are digested in Autothermal Thermophilic Aerobic Digesters (ATAD) and dewatered through a centrifuge.

The main outfall is located at 957 Lee Road, Parksville (49°22.07' north latitude and 124°21.24' west longitude) at a depth of approximately 60 m. The maximum rate at which effluent may be discharged via the outfall under PE-4200 is 16,000 m<sup>3</sup>/day. The plant is designed with an overflow bypass, but in order to activate, a manual bypass valve must be opened.

The FCPCC's collection system consists of a RDN owned and operated main sanitary sewer line, running for the most part along the foreshore, which is used to convey wastewater to the treatment facility. The collection system, also referred to as the Interceptor by RDN staff, includes three pump stations.

Two of the pump stations in the FCPCC's collection system are equipped with bypass pipes that could discharge wastewater into the marine foreshore. The first one is located at 300 Hall Road (49° 21.55' north longitude and 124° 25.49' west longitude) in the Town of Qualicum Beach (Appendix A, Figure 1), and the second one is located at 385 Bay Avenue (49° 19.54' north latitude and 124° 19.41' west longitude) in the City of Parksville (Appendix A, Figure 2).

The FCPCC and the pump stations are monitored via a Supervisory Control and Data Acquisition (SCADA) system. In addition, the RDN also has an after-hours toll-free number available for the public.

The RDN's Wastewater Services Department has had an ISO 14001 certified Environmental Management System in place since 2005 to assist in meeting regulations, to demonstrate due diligence in the event of non-compliance, to improve environmental performance, and to assure the public of the RDN's commitment to demonstrable environmental management. A copy of Wastewater Services Environmental Policy is available at [www.rdn.bc.ca](http://www.rdn.bc.ca).

## 2.3 Description of the Shellfish Fisheries (including aquaculture) within the CMP Area

Significant harvesting of bivalve shellfish takes place within the conditionally approved areas adjacent to the Hall Road and Bay Avenue pump stations that carry wastewater to the FCPCC. For all types of potential use, fishing and aquaculture license conditions prohibit harvest where notice is given of biotoxin or other contamination such as trigger events from the FCPCC. Where not closed by Prohibition Order, Variation Orders open commercial bivalve fisheries in non-contaminated areas for specific areas and times.

First Nations may harvest for food, social and ceremonial purposes (FSC), and recreational fishing may occur year-round within the conditionally approved area when in open status.

Wild commercial clam and commercial geoduck fisheries are periodically open in the area. There are currently no fisheries operating under the *Management of Contaminated Fisheries Regulations* (MCFR) within any of the adjacent restricted areas.

### **3. ROLES AND RESPONSIBILITIES**

The roles and responsibilities of each of the Participants are specified in Section 3 and Sections 5 to 8 of this CMP. Additional responsibilities for the CSSP partners can be found in Section E, 13 of the CSSP Manual.

The roles and responsibilities of the British Columbia Ministry of Environment and Climate Change Strategy, Environmental Protection Division (ENV), and the RDN are as follows:

The ENV is responsible for the regulation of municipal WWTP's, including the FCPCC. The ENV will:

- a) verify through annual report reviews, and any other communications with the RDN staff, that trigger events are reported by the methods described in this CMP, as they occur; and
- b) provide an annual summary report of the results of compliance with provincial authorization requirements and confirmed trigger event reporting as defined in Sections 5.1 and 5.2 of this CMP by February 15<sup>th</sup> for the previous calendar year, including recommendations for changes to this CMP.

The RDN is responsible for the operation of the FCPCC located at 957 Lee Road, Parksville, BC and its wastewater collection system. The RDN will:

- a) where feasible, maintain a continuous monitoring system by which trigger events described in Section 5.1 can be detected in a timely manner, and improve upon that monitoring system if necessary (where feasible, continuous monitoring systems will be put in place);
- b) immediately notify the DFO Radio Room and Emergency Management BC (EMBC) verbally by telephone of any planned or unplanned changes in operations of the FCPCC's wastewater collection system which may or has resulted in a trigger event condition as per Section 5.1;
- c) advise CFIA, ECCC and DFO in writing (by email or fax) when the trigger event conditions identified have terminated, using the Discharge of Wastewater Notice (Appendix C). Alternatively, advise the DFO Radio Room by telephone as per Section 5.2. This notification is the initial step in the re-opening criteria process;
- d) maintain up-to-date records of the operations and maintenance of the wastewater collection system and treatment facilities, as per the requirements of the operating permit (PE-4200) issued by ENV;
- e) provide a copy of the results of routine final effluent analysis to ENV and ECCC, as described in the operating permit issued by ENV;

- f) provide an annual report of the results of activities listed above to ENV and ECCC for the 12 month period starting January 1<sup>st</sup> and finishing December 31<sup>st</sup> of each year. The report must contain at minimum the occurrence trigger event types, dates, estimates of discharges and records of the notifications given to DFO and EMBC, and notifications give to DFO when the event ceased. The report must be submitted by January 15<sup>th</sup> of the following year and may contain recommendations for changes to this CMP if any are necessary.

#### **4. DESCRIPTION OF THE SANITARY CLOSURES, CONDITIONALLY CLASSIFIED AREAS**

This CMP deals specifically with the harvesting of shellfish in the conditionally approved Areas adjacent to the Hall Road and Bay Avenue pump stations which carry wastewater to the FCPCC, described as:

##### **4.1 Conditionally Approved Area 1 – Emergency Sanitary Closure 14.ih: Hall Road, Town of Qualicum Beach:**

The waters and intertidal foreshore inside a circular arc with a radius of 6500 m, and excluding the areas already included in Annual Closures, 14.10, 14.16 and 14.31 centered at a point on land at 49° 21.55' north latitude and 124° 25.49' west longitude, which intersects the shoreline at 49° 22.04' north latitude and 124° 30.81' west longitude and again at 49° 20.43' north latitude and 124° 20.43' west longitude, near Hall Road in the Town of Qualicum Beach [NAD 83] (Appendix A, Figure 1).

##### **4.2 Conditionally Approved Area 2 – Emergency Sanitary Closure 14.ii: Bay Avenue, City of Parksville:**

The waters and intertidal foreshore inside a circular arc with a radius of 6500 m, and excluding the area already included in Annual Closure 14.10, centered at a point on land at 49° 19.54' north latitude and 124° 19.41' west longitude, which intersects the shoreline at 49° 21.46' north latitude and 124° 23.88' west longitude and again at 49° 18.64' and 124° 14.20, near Bay Avenue in the City of Parksville [NAD 83] (Appendix A, Figure 2).

##### **4.3 Boundaries and Orders may Change**

*Classification boundaries and Prohibition Orders may be amended during the term of this CMP as required according to on-going sampling data and advice from ECCC and/or CFIA and are also subject to any overlapping prohibited areas such as 125 m radius around floating living accommodations and 300 m around outfalls, as per the MCFR. See Appendix A.*

#### **5. DETECTION / NOTIFICATION / RESPONSE TO A TRIGGER EVENT**

As defined in the CSSP Manual, an effective regime for the detection, notification and response to disruptions in the normal operation of the FCPCC or the FCPCC's collection system is a prerequisite to the harvest of shellfish in the conditionally classified areas described in Section 4 of this CMP.

## 5.1 Detection

The RDN must have in place and maintain a continuous monitoring system by which trigger events set forth in this Conditional Management Plan can be detected in a timely manner.

The conditionally approved areas described in Section 4 of this CMP may be closed to the harvesting of molluscan shellfish in response to any trigger event that results in a discharge to the marine environment that has the potential to pose a contamination risk to shellfish beyond the existing sanitary closure boundary, as defined in further detail in Section 5.1.3.

Rare events, such as catastrophic failures (e.g. collection system ruptures) that result in sewage discharges to the marine environment and are not specifically listed under the trigger event definition in this CMP, remain subject to reporting under subsection 38(4) of the *Fisheries Act* as well as the CSSP Emergency Events Section B, 6.5 of the CSSP Manual.

### ***5.1.1 Description of the normal operating requirements (performance standards or values permitted by provincial regulators)***

The FCPCC operates under ENV authorization PE-4200. The maximum rate at which effluent may be discharged via the main outfall is 16,000 m<sup>3</sup>/day. The plant is fed by a collection system that includes the Hall Road and Bay Avenue pump stations which carry wastewater from the Town of Qualicum Beach and City of Parksville to the plant for treatment and discharge. Under normal operating conditions there is no discharge to the marine environment through the Hall Road and Bay Avenue pump station bypasses.

### ***5.1.2 Description of scenarios that are reasonably likely to occur resulting in a trigger event (lack of disinfection, bypass, power failure, overflow of lift stations that could impact the area, presence of a hazardous substance such as oil or gas, others)***

Trigger events include, but are not limited to, the following conditions:

- Any discharge of sewage from the FCPCC collection system pump station bypasses at Hall Road or Bay Avenue into the marine environment caused by conditions such as (but not limited to) a power failure, pump equipment failure, or very high rainfall intensity.

*Note: A bypass may be initiated by the RDN due to planned maintenance or due to an unplanned emergency response. A bypass of the system will result in some volume of raw sewage discharged to receiving waters. Efforts will be made to limit the occurrence of bypass events to times when the least impact will occur to shellfish harvesting. Where possible, advance notice of such events will be provided.*

### ***5.1.3 Description of how each of the trigger event types are detected (Supervisory Control and Data Acquisition (SCADA), visual, others)***

The Hall Road and Bay Avenue pump stations are monitored via SCADA. The pump stations are configured to immediately notify an alarm service contractor when a high level alarm is triggered, in advance of a trigger event occurring. The high level alarm is triggered when the wet well level reaches 2 metres. If the wet well level reaches 7 metres, wastewater will discharge via the bypass.



The alarm service contractor uses a pager system to send a message to RDN Operations Staff if an alarm is triggered. If the alarm service contractor does not receive a response to the page within 10 minutes, the alarm service contractor will initiate an escalation protocol to notify additional RDN staff.

RDN Operations Staff are responsible for responding to pages from the alarm service contractor.

Alarms are communicated by the alarm service contractor to RDN Operations Staff by a pager system. Following receipt of the page RDN Operations Staff will proceed to the site and will monitor the wet well levels. Once the wet well reaches the maximum levels listed above, RDN Operations Staff will complete a visual check of the bypass to confirm that wastewater is actually discharging to the marine environment, constituting a trigger event as described in Section 5.1.3.

The RDN also has an after-hours toll-free number available for the public. This is monitored by a telephone answering service provider who uses a pager system to send a message if an urgent call is received. Generally, wastewater events reported by the public would be rare events such as catastrophic failures at the treatment facility or ruptures in the collection system that result in wastewater discharges to the marine environment that are not specifically listed under the trigger event definition in this CMP, and thus are outside the scope of this CMP. Such events remain subject to reporting under subsection 38(4) of the Fisheries Act, with any necessary closures of harvesting areas enacted under the CSSP Emergency Events Section B, 6.5 of the CSSP Manual.

**5.1.4 *Time lines for detection of each trigger event type, in hours, taking into account best and worst case scenarios (during and after working hours including weekends)***

1. Detection of a trigger event as described in Section 5.1.3 by RDN Operations Staff takes up to 1.0 hours as a worst case scenario.

**5.2 Notification**

Any trigger event as described in Section 5.1 requires a notification of the event by the RDN as follows.

2. The RDN Operations Staff immediately notifies both the EMBC and the DFO Radio Room verbally at the phone numbers noted in Appendix C when trigger events are detected as per Section 5.1 noting the event type, the estimated start time and name of the caller as well as when the event has ceased (Appendix C). (0.50 hours)

Note: A notification under the current CMP does not replace or otherwise affect the requirements, pursuant to subsection 38(4) of the *Fisheries Act*, to report to a *Fisheries Act* inspector or to any other person or authority as is prescribed by regulations, when there occurs a deposit of a deleterious substance out of the normal course of events in water frequented by fish, or a serious and imminent danger thereof. A notification does not replace the emergency procedures and bypass requirements as defined under the provincial authorization PE-4200.



3. The RDN Operations Staff emails the CSSP partners (DFO, CFIA and ECCC) (listed in Appendix D), when a trigger event is detected or has ceased (Appendix C). (0.50 hours)

Also notify of any planned or unplanned changes in operations at the FCPCC (e.g. untreated sewage discharge, proposed maintenance work, etc.) which are likely to alter the normal effluent loading or location of discharge in or in proximity of the conditionally classified areas herein described.

#### **5.2.1 Description of how notification is provided to all CSSP partners and other Participants (phone/fax/email)**

4. The EMBC completes and sends a Dangerous Goods Incident Report (DGIR) immediately and notifies other agencies including ECCC, ENV and DFO/CCG Marine Communications and Traffic Services (MCTS) by sending the incident report by email (Appendix C and D). (0.25 hours)
5. The DFO/CCG MCTS notifies the DFO Radio Room by also sending the DGIR report (built in redundancy). (0.25 hours)
6. The DFO Radio Room notifies the CSSP Coordinator (business hours) and/or DFO Conservation and Protection (C & P, afterhours). (0.25 hours)

### **5.3 Response**

Upon receiving notification as outlined in Section 5.2, each Participant will respond in accordance with their respective authorities as follows:

7. The DFO CSSP Coordinator and or C & P, contact the CFIA Pacific Shellfish Desk by email at [cfia.pacificshellfish-mollusquespacifique.acia@canada.ca](mailto:cfia.pacificshellfish-mollusquespacifique.acia@canada.ca) with the **subject line: URGENT - WWTP OVERFLOW EMERGENCY NOTIFICATION**. (0.25 hours)<sup>1</sup>
8. Once the email from the DFO CSSP Coordinator and/or C&P reaches the Pacific Shellfish Desk, a CFIA pre-established email fan out list notifies all registered molluscan shellfish processing plants immediately. (0.25 hours)<sup>1</sup>
9. DFO (CSSP Coordinator or C & P) are responsible for (1.0 hours);
  - a. DFO will initiate their internal procedures regarding the activation of a change in area status through SHELLI (Shellfish Harvest Extent, Latitude, Longitude Information) which will invoke a Prohibition Order to place the area in Closed status under the *Management of Contaminated Fisheries Regulations* (notification that provides DFO Regional Director General with reason to believe that fish of any species are contaminated), C&P Regs will accept the recommendation and a Prohibition Order will be sent to the RDG to be signed.
  - b. Inform affected harvesters (First Nations, commercial harvesters and stakeholders) (Appendix D) via email,
  - c. Inform CSSP partners of overflow or termination of an overflow,
  - d. Post Fishery Notice via Automatic Fishery Notice System,

- e. Update public communication material (<http://www.pac.dfo-mpo.gc.ca/fm-gp/contamination/index-eng.html>) with a map and the legal description of the area affected through FRIS,
- f. Initiate patrols of affected area.

<sup>1</sup> Steps 7-8, the DFO CSSP Coordinator and or C&P contacting the CFIA Pacific Shellfish Desk, and the fan out email to all registered molluscan shellfish processing establishments occur simultaneously. The maximum time allotted to each step is 0.25 hour and are not additive.

The total detection, notification and response time is **4.0 hours<sup>1</sup>**.

<sup>1</sup> **Note:** The total detection, notification and response time is calculated by adding together the total time allotted for steps 1 to 9 above (4.0 hours) (Sections 5.1.4, 5.2 and 5.3).

## **6. RE-OPENING CRITERIA**

The harvest areas described in this CMP will remain in closed status to harvesting until the re-opening criteria are met. Commencement of re-opening criteria does not begin until after the RDN has provided notification that the trigger event(s) have ceased as outlined in Section 3 and Section 5.

Areas will be returned to their classification status when conditions outlined in Section B, 4 of the CSSP Manual have been met as advised by ECCC and CFIA.

The sampling methodology must comply with the established procedures outlined in Section B, 7 of the CSSP Manual and the Sampling Policy and Procedures found in the CFIA's Fish Products Standards and Methods Manual. The sample locations are identified in Figure 3 and Figure 4 in Appendix A.

The samples must be submitted to an ISO/IEC 17025 "General Requirements for the Competence of Testing and Calibration Laboratories" by a recognized Canadian accrediting body. The methods used for testing the water and shellstock must be on the laboratory's scope of accreditation.

### **6.1 In addition to the conditions above, the following arrangement has been reached between the signatories to this CMP as to the process and responsibilities for collecting samples, sample locations, and where they are analyzed.**

- The area must remain in closed status for a minimum of 7 days after the latest trigger event has ceased.
- In order to re-open sooner than 21 days after the latest trigger event, ECCC and CFIA trained samplers may collect water and shellstock samples from established verification

locations outlined in Appendix A. Water and shellstock should be collected no earlier than 5 days after the most recent trigger event has ceased.

- The sampling methodology must comply with the established procedures outlined in Section B, 7 of the CSSP Manual and the Sampling Policy and Procedures found in the CFIA's Fish Products Standards and Methods Manual

<http://www.inspection.gc.ca/food/sfcr/general-food-requirements-and-guidance/preventive-controls-food-businesses/sampling-procedures/eng/1518033335104/1528203403149>

- . The sample locations are identified in Figure 3 and Figure 4 in Appendix A.
- Only those samplers operating under a current and valid sampler agreement with ECCC may perform water verification sampling.

ECCC and CFIA will make a recommendation to DFO to revoke the closure and the harvesting prohibition:

- When a minimum of 21 days have elapsed following the termination of the most recent trigger event, or
- When marine water and shellstock samples from the conditional area are confirmed to meet the standards for harvest set forth in the CSSP, and a minimum of 7 days have elapsed following the termination of the most recent trigger event.

## **7. ANNUAL REPORTING**

All Participants will provide input into an annual report on the management of the area as outlined in Appendix IX of the CSSP. The report will then be provided to the Pacific Region Interdepartmental Shellfish Committee (PRISC) each spring for review. This report shall include, as a minimum, the information outlined in Appendix B.

### **7.1 Procedures to be followed at the local level in order to complete the report:**

DFO will lead the development of an Annual Report for French Creek.

A summary of activities will include detailed information about each failure detection, notification and response, including timelines, action and delays during the chain of events leading to closure and notification to First Nations, stakeholders and the public and subsequent openings together with all supporting documentation. DFO will provide details on the timelines from detection to closure; as well as a summary of surveillance, enforcement, and control activities: number of patrols, number of incidents, violations.

The CMP annual report shall be completed for review and accepted by a PRISC working group by May 1<sup>st</sup> of the following year.

CFIA and ECCC will provide input to the Annual Report with water and shellstock microbiological data used to re-open the area (dates, results). Summary data is required by Feb 1<sup>st</sup> of the following year.

ENV will provide an annual report of the results of activities listed under the ENV in

Section 3 in relationship to the CMP by Feb 15<sup>th</sup> of the following year including but not limited to any recommendations for changes to the CMP.

A report from the RDN will include a summary of the occurrence trigger event types, dates, estimates of discharges and records of the notifications made during the duration of this management plan. The report shall be submitted to ENV by January 15th of the following year.

Concerns and recommendations may be provided by all Participants and included in the French Creek CMP Annual Report.

## **8. AMENDMENT AND TERMINATION**

Any Participant may, upon providing written notice to the other Participants, withdraw from this voluntary CMP.

If at any time any Participants to the CMP fails to fulfill the requirements as set forth in the CMP, or gives notice of withdrawal, the Pacific Region Interdepartmental Shellfish Committee (PRISC) will determine whether the area classification or status will be changed.

This CMP may be amended at any time subject to the written approval of all the Participants.

## **9. APPENDICES**

The Appendices herein form part of this CMP.

Appendix A – Maps:

Figure 1. Conditionally approved area adjacent to the Hall Road Pump Station in the Town of Qualicum Beach (French Creek Pollution Control Center)

Figure 2. Conditionally approved area adjacent to the Bay Avenue Pump Station in the City of Parksville (French Creek Pollution Control Center)

Figure 3. Water and shellstock sample locations for Closure 14.hh.

Figure 4. Water and shellstock sample locations for Closure 14.ii.

Appendix B – Sample Annual Report – Information for the Report

Appendix C – Example of a “Discharge of Wastewater Notice and Fax Cover Sheet”

Appendix D – Contact List

Appendix E – CSSP and Conditional Management Plan Definitions

**10. APPROVALS**

Approved at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 2018/2019.

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Rebecca Reid  
Regional Director General  
Fisheries and Oceans Canada  
Pacific Region

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Kelvin Mathuik  
Director General  
Western Operations  
Canadian Food Inspection Agency

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Joanne Volk  
Executive Director, Water Quality Monitoring and Surveillance Division  
Environment and Climate Change Canada

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David Morel  
Assistant Deputy Minister, the Province of British Columbia Ministry of Environment and  
Climate Change Strategy, Environmental Protection Division (ENV)

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Ian Thorpe  
Board Chair, Regional District of Nanaimo

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Jacque Hill  
Manager of Administrative Services, Regional District of Nanaimo



Appendix A –Maps

Shellfish harvesting will become prohibited in conditionally approved areas (Figures 1 and 2) when an effluent discharge meeting the criteria of a trigger event is reported. Further guidance of how registered fish processing establishments maintain control of shellfish harvested from areas situated between the prohibited area and the response line is contained in CFIA policy documents found at <http://www.inspection.gc.ca/food/sfcr/general-food-requirements-and-guidance/preventive-controls-food-businesses/fish/live-shellfish/eng/1515437226516/1515437308440>

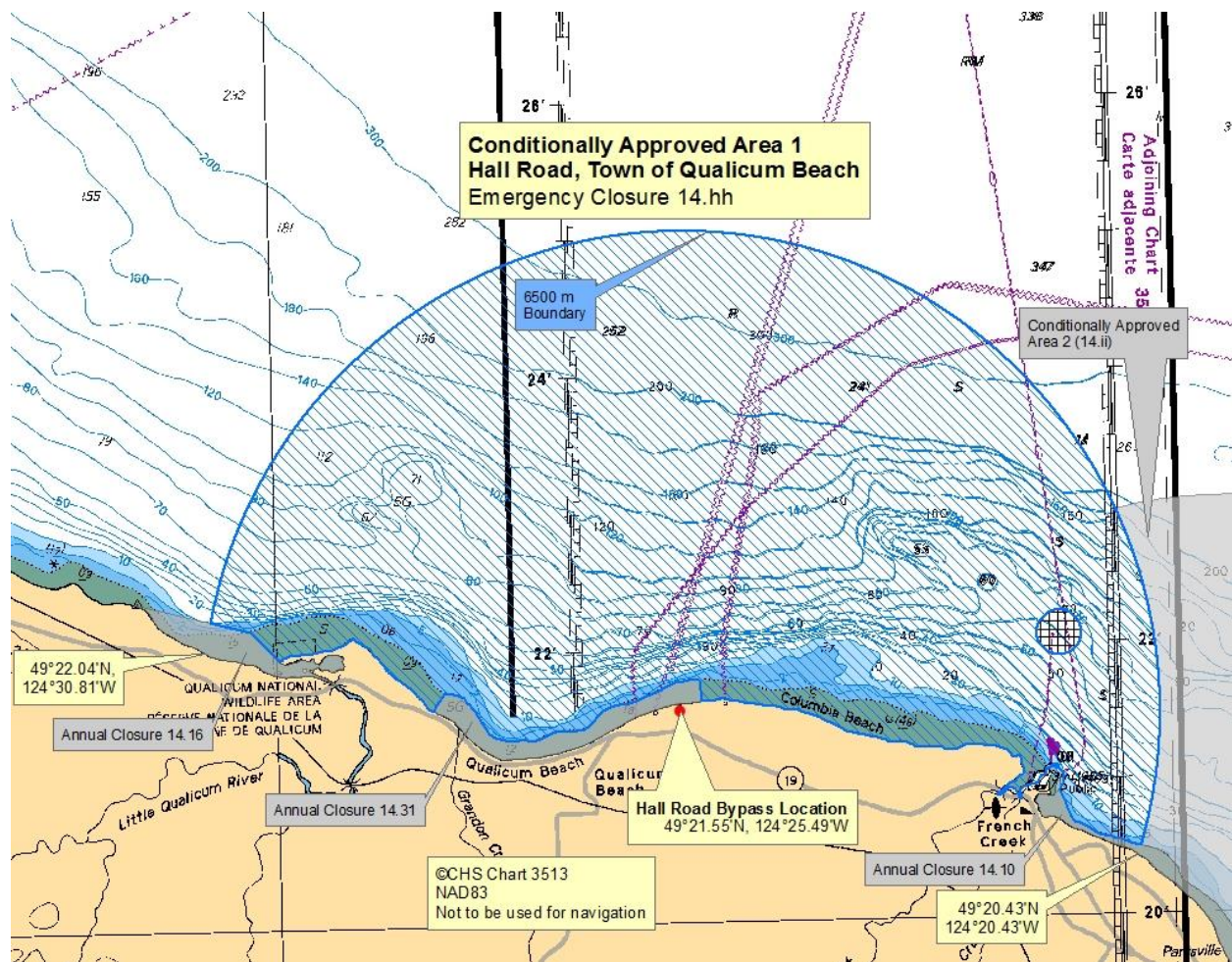
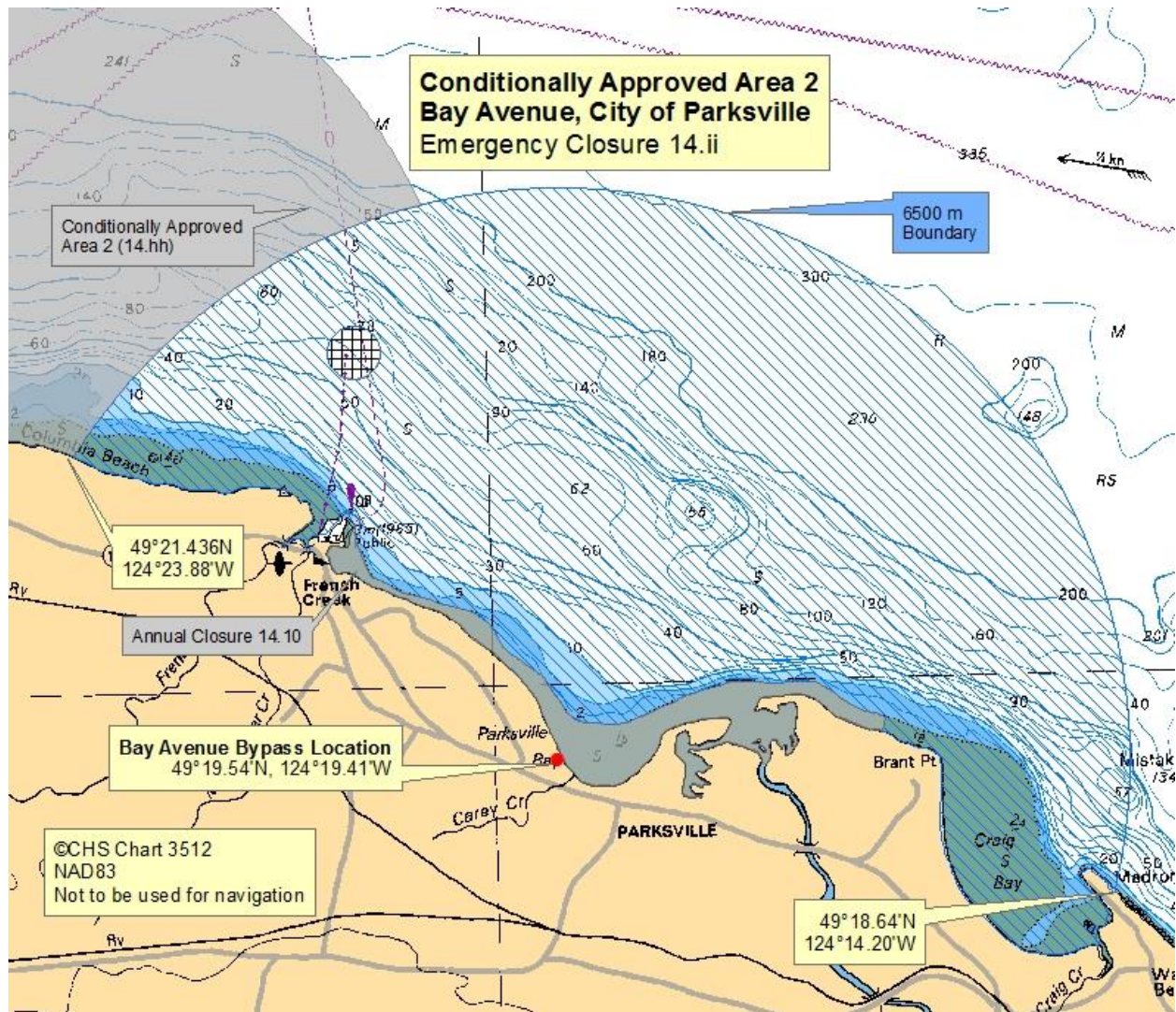


Figure 1. Conditionally approved area adjacent to the Hall Road Pump Station in the Town of Qualicum Beach (French Creek Pollution Control Center) which can be closed with Emergency Closure 14.hh.



**Figure 2. Conditionally approved area adjacent to the Bay Avenue Pump Station in the City of Parkville (French Creek Pollution Control Center) which can be closed with Emergency Closure 14.ii.**



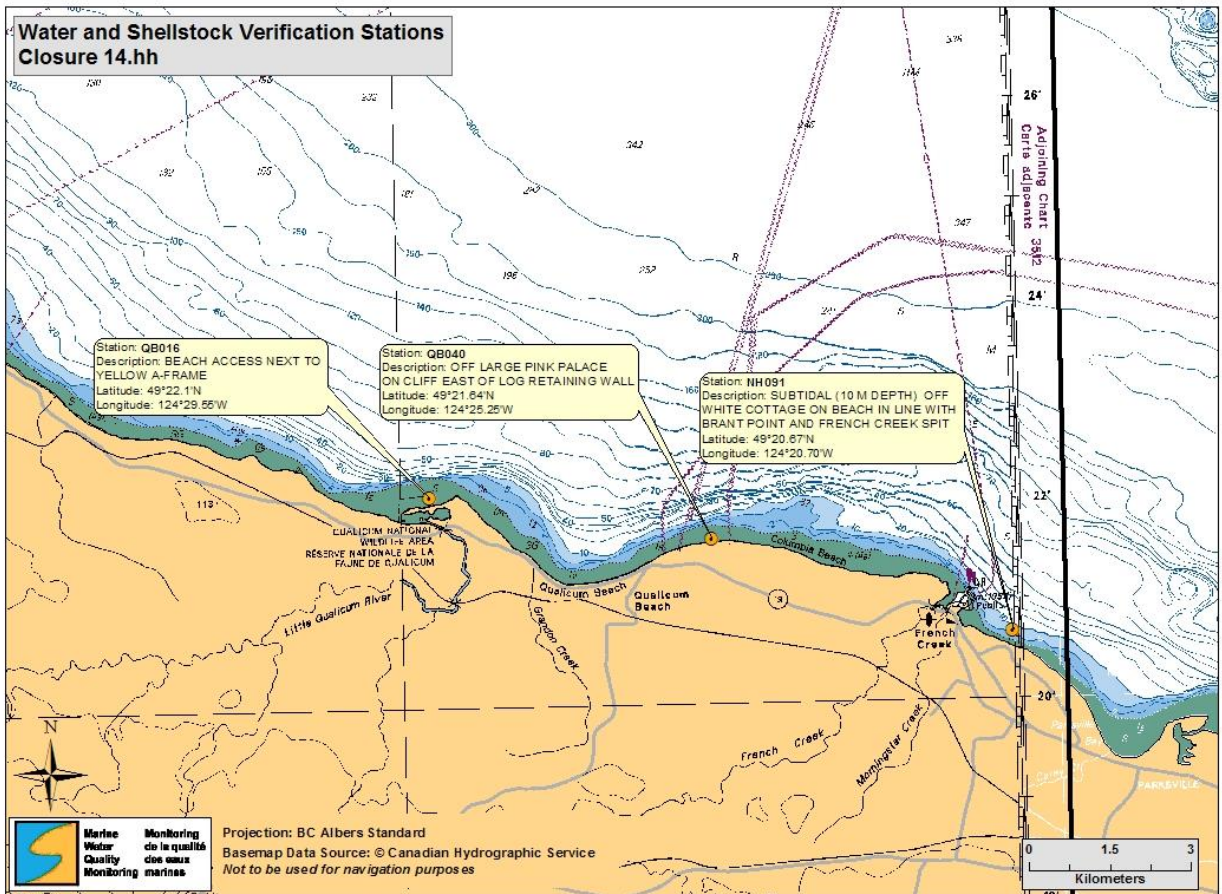


Figure 3. Water and shellstock sample locations for Closure 14.hh.

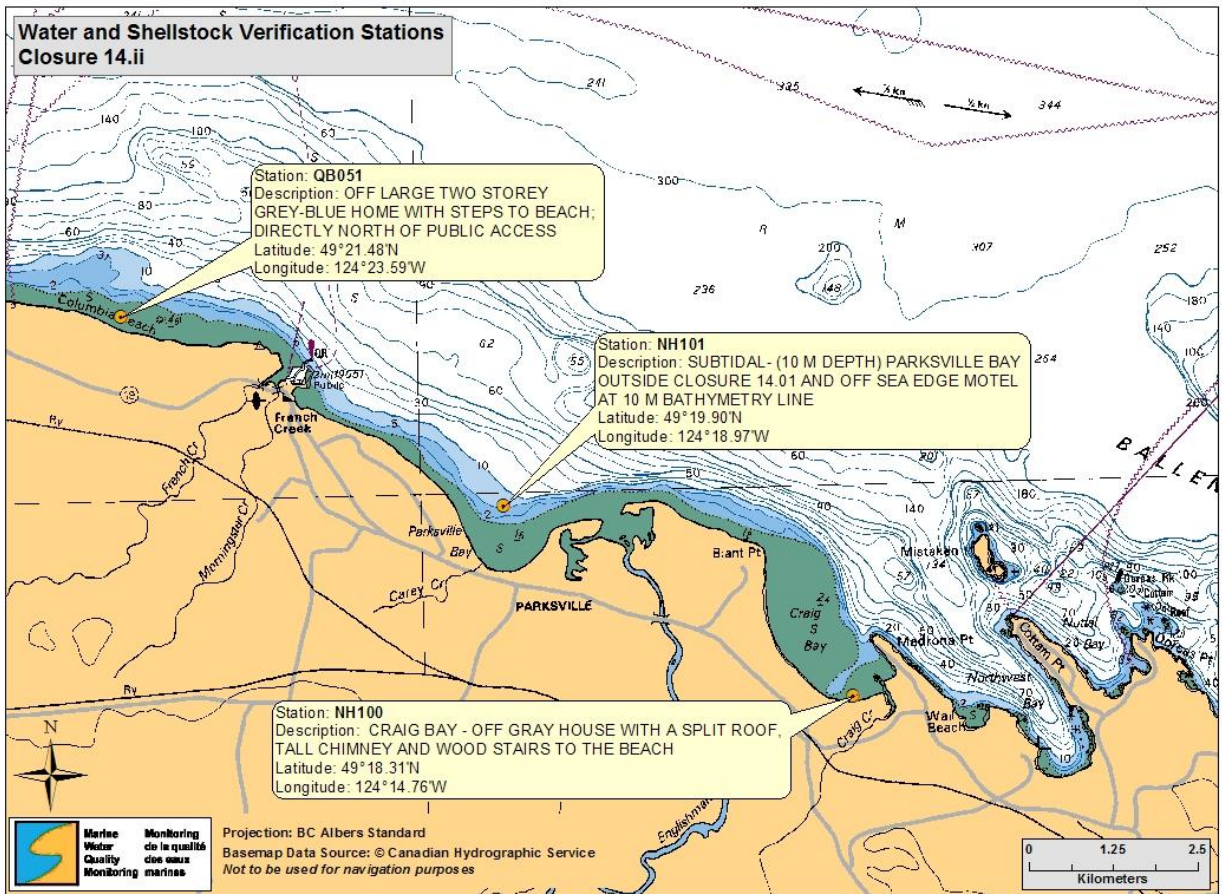


Figure 4. Water and shellstock sample locations for Closure 14.ii.

Appendix B – Sample Annual Report – Information for the Report

Name of Area  
**Conditional Shellfish Area Annual Report for (insert year)**

**Area**

**Description/location with boundaries**

**Map (with classification and sampling sites for water quality and shellstock)**

**Closure criteria**

**Potential time period for opening (if applicable)**

**Species managed and harvesting restrictions/season (if applicable)**

**Summary of Activities**

**Number of openings/closures during the year**

**Prohibition order numbers and dates**

**Supporting documentation used to make decision about closing**

Notices from RDN, FCPCC Chief Operator or designate (Event, dates, duration)

**Supporting documentation used to make decision about opening**

Water and shellstock microbiological data to re-open the area (dates, results)

**Surveillance, enforcement, control activities: number of patrols, number of incidents, violations**

**Reference to Management Plan**

<http://www.pac.dfo-mpo.gc.ca/fm-gp/ifmp-eng.html>

**Report from Province**

Comments on the WWTP annual report, as a compliance review to confirm that trigger event were detected and responded to as described in the CMP.

**Report from RDN/FCPCC Chief Operator or designate**

Summary report of discharges and notifications

Concerns/Recommendations (all Participants)

Appendix C – Example of a “Discharge of Wastewater Notice and Fax Cover Sheet”

<b>From: French Creek Pollution Control Center Collection System</b>			
<b>Location:</b> Hall Road, Town of Qualicum – DFO Subarea 14-3		<input type="checkbox"/> Map attached	
Bay Avenue, City of Parksville - DFO Subarea 14-3, 14-2, 14-1		<input type="checkbox"/> Map attached	
<b>Instructions:</b>			
<p>1. Report all trigger events as per Section 5.1 by phone to Emergency Management BC (EMBC) at 1-800-663-3456 and the DFO radio room at 1-800-465-4336.</p> <p>2. Send this completed notice by email or fax to all persons on contact list below.</p>			
<b>Discharge Location (check one):</b>			
<input type="checkbox"/> Hall Road Pump Station, Town of Qualicum Beach (Emergency Closure 14.hh)			
<input type="checkbox"/> Bay Avenue Pump Station, City of Parksville (Emergency Closure 14.ii)			
<input type="checkbox"/> Other (please specify):			
<b>Current Status of WWTP collection system (check one):</b>		<input type="checkbox"/> currently undergoing trigger event	
		<input type="checkbox"/> functioning normally (trigger event terminated)	
		<input type="checkbox"/> discharge planned for: _____	
<b>Classification of Trigger Event (check one):</b>			
<input type="checkbox"/> Discharge of wastewater from the pump station bypasses into the marine environment.			
<input type="checkbox"/> Other (please specify):			
Name of RDN Operations Staff member:			
Trigger event Start Date:		Termination Date:	
Start Time:		Stop Time:	
Cause of trigger event if different than above:			
Estimated faecal coliform :	[units]	hrs	Estimated flow rate: [units]
Comments:		Total Estimated Discharge:	

## Fax Cover Sheet: Contact List for Discharge of Wastewater Notice

To:	Representatives	E-mail completed notice to	Phone and Fax Numbers
Environment and Climate Change Canada (ECCC)	Elizabeth Graca	elizabeth.graca@canada.ca	Tel: (604) 903-4475 Cell: (778) 209-5810 Fax: (604) 903-4423
	Sarah Bartnik (1 <sup>st</sup> alternate)	sarah.bartnik@canada.ca	Tel: (604) 903-4424 Fax: (604) 903-4423
	Tim Wenman (2 <sup>nd</sup> alternate)	tim.wenman@canada.ca	Tel: (604) 903-4415 Fax: (604) 903-4423
Canadian Food Inspection Agency (CFIA)	Kristen Kirby	kristen.kirby@canada.ca	Tel: (250) 363-3850 Fax: (250) 363-0144
	Gerry Morello (1 <sup>st</sup> alternate)	gerry.morello@canada.ca	Tel: (250) 363-3714 Fax: (250) 363-0144
	Pacific Shellfish Desk (2 <sup>nd</sup> alternate)	cfia.pacificshellfish-mollusquespacifique.acia@canada.ca	Tel: (604) 666-3737 Tel: (604) 666-0572
Fisheries and Oceans Canada (DFO)	Elysha Gordon	elysha.gordon@dfo-mpo.gc.ca	Tel: (250) 756-7192 Cell: (250) 713-5867 Fax: (250) 756-7162
	Neil Jensen (1 <sup>st</sup> alternate)	neil.jensen@dfo-mpo.gc.ca	Tel: (250) 754-0386 Cell: (250) 618-5231 Fax: (250) 754-0391
	Tom Pawloski (2 <sup>nd</sup> alternate)	tom.pawloski@dfo-mpo.gc.ca	Tel: (250) 754-0205 Fax: (250) 754-0309



## Appendix D – Contact List

ORGANIZATION	NAME	POSITION	TELEPHONE/ FAX	EMAIL
Fisheries and Oceans Canada	Elysha Gordon	CSSP Resource Manager	Tel: (250) 756-7192 Fax: (250) 756-7162	elysha.gordon@dfo-mpo.gc.ca
	Neil Jensen	Conservation and Protection	Tel: (250) 754-0386 Cell: (250) 618-5231 Fax: (250) 754-0391	neil.jensen@dfo-mpo.gc.ca
Canadian Food Inspection Agency	Kristen Kirby	Inspection Specialist	Tel: (250) 363-3850 Fax: (250) 363-0144	kristen.kirby@canada.ca
	Gerry Morello	Senior Compliance Officer	Tel: (250)363-3714 Fax: (250) 363-0144	gerry.morello@canada.ca
	Pacific Shellfish Desk		Tel: (604) 666-3737 Tel: (604) 666-0572	cfia.pacificshellfish- mollusquespacifique.acia@canada.ca
Environment and Climate Change Canada	Elizabeth Graca	Shellfish Water Classification Program - Pacific	Tel: (604) 903-4475 Cell: (604)-209-5810	Elizabeth.graca@canada.ca
	Sarah Bartnik	Physical Science Officer	Tel: (604) 903-4424 Fax: (604) 903-4423	sarah.bartnik@canada.ca
	Tim Wenman	Area Coordinator	Tel: (250) 903-4415 Cell: (250) 714-8942 Fax: (250) 903-4423	tim.wenman@canada.ca
BC Ministry of Environment and Climate Change Strategy	Stephanie Little	Section Head Compliance	Tel: (250) 490-8258 Cell: (250) 462-2056	stephanie.little@gov.bc.ca
	AJ Downie	Regional Director, South Authorizations	Tel: (250) 751-3176 Fax: (250) 751-3103	aj.downie@gov.bc.ca
Regional District of Nanaimo	Chris Kerman	Chief Operator	Tel: (250) 248-5794 Cell: (250) 927-1040 Fax: (250) 248-0147	ckerman@rdn.bc.ca
	Ian Lundman	Operations Superintendent	Tel: (250) 758-1157 Cell: (250) 713-5580 Fax: (250) 758-8628	ilundman@rdn.bc.ca
	Sean De Pol	Director, Water & Wastewater Services	Tel: (250) 390-6560 Cell: (250) 713-5896 Fax: (250) 390-1542	sdepol@rdn.bc.ca
Qualicum First Nations	Michael Recalma	Chief and Council	Tel: (250) 757-9337 Fax: (250) 757-9898	Council.qualicum@shaw.ca
Underwater Harvesters Association	Michelle James	Executive Director	Tel: (604) 734-5929 Fax: (604) 734-5919	geoduck@telus.net
Underwater Harvesters Association	James Austin	President	Tel: (250) 752-7205 Fax: (250)752-6892	jeaustin@shaw.ca
<b>Emergency Management BC</b>				<b>1-800-663-3456</b>
<b>DFO Radio Room</b>				<b>1-800-465-4336</b>

## Appendix E – CSSP and Conditional Management Plan Definitions

**Approved Area** - The classification assigned to a shellfish harvest area as determined by the shellfish control authority from which shellfish can be harvested for direct consumption.

**Bypass** – Effluent flow at a wastewater treatment plant or lift station that bypasses the treatment plant and is discharged to the marine environment. Also the system that directs the effluent flow to bypass the treatment plant.

**Canadian Shellfish Sanitation Program** - A program to classify and monitor shellfish harvest areas to determine whether shellfish are safe for human consumption and to regulate harvesting from those areas.

**Conditionally Approved Area** - The classification assigned to a shellfish harvest area which has been determined by the shellfish control authority to meet approved area criteria for a predictable period. The period is conditional upon meeting established requirements and/or performance standards specified in a conditional management plan.

**Conditional Management Plan (CMP)** - An agreement signed by relevant Participants for the management of shellfish harvest in conditionally classified areas.

**Conditionally Restricted Area** – The classification assigned to a shellfish harvest area which has been determined by the shellfish control authority to meet, at a minimum, the restricted classification criteria for a predictable period. The period is conditional upon meeting established requirements and/or performance standards specified in a conditional management plan.

**Controlled Purification or Depuration** - The process of using a controlled, aquatic environment to reduce the level of bacteria and viruses in live shellfish.

**Detection:** The point in time at which a wastewater treatment or collection system release / discharge incident (as defined in the relevant CMP) is first detected by a wastewater treatment plant operator or collection system operator (or delegate).

**Emergency Closure** - A shellfish harvesting area in the open status may be placed in the closed status via an emergency closure when it is suspected that shellfish may become contaminated as a result of a temporary emergency situation. Emergency situations may include natural or operational events such as severe storms, flooding, and spills of oil, toxic chemicals or significant sewage discharges.

**Lift Station** – Part of a wastewater treatment plant collection system.

**Notification** – The point in time at which one of the federal CSSP partners receives notice from a wastewater treatment or collection system operator (or delegate) of a release / discharge incident (as defined in the relevant CMP).

**Prohibited Area** - The classification assigned to a shellfish harvest area as determined by the shellfish control authority where shellfish harvesting is not permitted.

**Prohibition Order** – A regulatory mechanism used by Fisheries and Oceans Canada to close and open shellfish harvesting areas for fishing bivalve shellfish.

**Response** - A series of actions taken by the federal shellfish control authorities as defined in the relevant CMP based on the classification of the area that will serve to ensure that product does not reach market and the implicated area is placed in closed status.



**Response Line** - The boundary at which the sewage effluent plume is predicted to lie during a wastewater treatment plant or collection system release/ discharge incident before the competent shellfish control authority will respond.

**Restricted Area** - The classification assigned to a shellfish harvest area as determined by the shellfish control authority where harvesting shall be by licence under the Management of Contaminated Fisheries Regulations and the shellfish, following harvest, is subjected to a suitable and effective treatment process through relaying or depuration.

**Shellfish Control Authority** – The departments or agencies of the Government of Canada that are signatories to the interdepartmental [Memorandum of understanding between the CFIA and DFO and ECCC concerning the CSSP](#) or provincial shellfish leasing bodies.

**Shellstock** – Live shellfish in the shell.

**Status** - Describes whether shellfish harvest is permitted and is independent of the classification of the area

- **Open** - Any classified area where shellfish harvest is authorized.

**Closed** - Any classified area where shellfish harvest is not authorized.

There may be circumstances under which areas in closed status can be harvested for depuration or relay under MCFR (Management of Contaminated Fisheries Regulations) licence provided that the requirements for such a licence are met.

**Trigger Event** – Any event or disruption that results in untreated effluent or effluent with insufficient or inadequate disinfection being released from the WWTP that causes action to commence closure of an area to shellfish harvest.