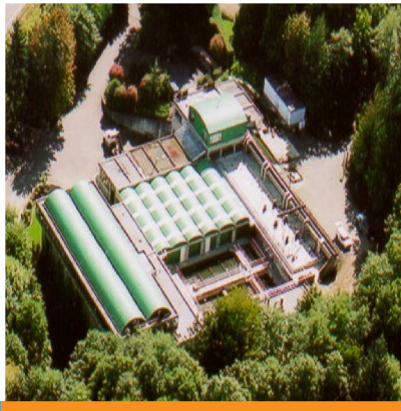




REGIONAL
DISTRICT
OF NANAIMO



Wastewater Treatment Plant

Tour Request Package

Wastewater Services
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

Email: rcu@rdn.bc.ca
Phone: 250-390-6560

WWS-COM-12.1
March 18, 2026

www.rdn.bc.ca

1) General Information

The Regional District of Nanaimo (RDN) operates four wastewater treatment facilities:

- Greater Nanaimo Pollution Control Centre (GNPCC)
- French Creek Pollution Control Centre (FCPCC)
- Duke Point Pollution Control Centre (DPPCC)
- Nanoose Bay Pollution Control Centre (NBPCC).

Periodically, tours are available at GNPCC and FCPCC.

1.1 Guidelines and Limitations

- Tour availability is at the discretion of the Chief Operator.
- Tour groups should have no more than 15 people. If your group is larger than 15, please state this in advance so that proper staffing can be arranged.
- Tour start times are between 9:00 a.m. and 2:00 p.m., Monday to Friday. Please arrive 15 minutes early. Tours are generally one hour.
- Parking is limited. Groups bringing more than four vehicles are asked to park outside of the gates and walk to the facility.
- All participants must wear closed-toed, sturdy shoes.

1.2 Visitors Under the Age of 19

A parent or adult supervisor must accompany individuals under the age of 19.

For school tours, students must be in Grade 3 or higher to attend. Groups must provide at least one adult supervisor for every five participants under the age of 19. No minor is allowed to tour the facility without the prior approval of their parent or legal guardian.

1.3 Waivers

A **Waiver Form** must be completed before a visitor enters operational areas of the treatment facility.

2) General Hazards

This is an operating wastewater treatment facility with these general hazards and precautions.

Physical Exertion – All tours are guided walking tours.

Tripping, Slipping, and Falling – The property has uneven terrain and short staircases. Closed-toed, sturdy shoes must be worn.

Unhygienic Surfaces and Touchpoints – Unhygienic surfaces and touchpoints are present. Tour participants should wash their hands or use hand sanitizer after the tour.

Gas – Biogas is produced on site. No matches, lighters, open flames, smoking, strikers, or any ignition or spark source are allowed.

Hazardous Chemicals – Storage rooms are designed to contain spills.

Mobile Equipment – Tours may pass by traffic and mobile equipment. Stay with your tour guide and wear the high-vis vest provided.

Operating Equipment – Do not touch equipment, controls, buttons, etc., during your tour.

Noise – There are areas on site that require hearing protection. Tours will not enter these areas. If you have other hearing concerns, you must inform the tour guide before participating in the tour.

Electrocution – There are areas of high voltage on site. These areas have restricted access and are identified with signs. Tours will not enter these areas.

First Aid – There are a number of first aid stations on site. The first aid attendant can attend to minor first aid; however, in the event that someone is injured, the attendant will call 9-1-1.

3) Tour Requests

A completed **Tour Request Form** must be submitted to the RDN at least two weeks before your requested tour date. Tour Request Forms may be emailed to rcu@rdn.bc.ca with the subject Pollution Control Centre Tour Request.

The RDN does its best to accommodate requests based on plant operations and staff availability. Tours are not available for:

- Areas under construction.
- Areas with high voltage.
- Areas where hearing protection is required.
- Confined spaces, restricted areas and areas where respirators or gas monitors are required.

4) Forms

Forms are provided on the following pages:

- Tour Request Form
- Waiver Form – Adult
- Waiver Form – Minor

Tour Group Information

Contact Name

Group Name
(e.g. School Name)

Phone Number(s)

Email Address

Tour Date
Requested

Please allow at least 2 weeks notice

Start Time
Requested

Estimated Group
Size

People
Under 19

Brief Description
of Tour Group
Interests

Tour Request

Greater Nanaimo Pollution Control Centre, 4600 Hammond Bay Road, Nanaimo, BC

French Creek Pollution Control Centre, 957 Lee Road, Parksville, BC

Submit Request

- 1) Email Tour Request Form to rcu@rdn.bc.ca with the subject Pollution Control Centre Tour Request.
- 2) RDN Staff will contact you to confirm your tour.
- 3) A waiver form must be completed before a visitor enters operational areas of the treatment facility.
- 4) School groups must submit a certificate of insurance naming the Regional District of Nanaimo as additional insured for the event.



Acknowledgement and Waiver of Liability – Adult

Wastewater Treatment Plant Tours

WWS-COM-12.3, REV. 10

January 13, 2025

For Adults that are 19 years of age or older at the date of signing

Wastewater Treatment Facility

The French Creek Pollution Control Centre (FCPCC) and Greater Nanaimo Pollution Control Centre (GNPCC) are wastewater treatment facilities owned by the Regional District of Nanaimo (the “Regional District”), and may be managed by its directors, officers, employees, volunteers, contractors, representatives, officials, and agents (collectively called the “Agents”).

This waiver is for a tour of the _____ (the “Centre”).

Activity, Hazards and Risk

The activity at the Centre may include a guided walking tour of the property (the “Activity”). The property has uneven terrain, staircases, unhygienic surfaces and touchpoints, and tanks of untreated or partially treated wastewater. Additionally, the tour may pass by traffic and mobile equipment.

Risks associated with the Activity include slipping, tripping, and physical exertion; contact with unhygienic surfaces; and contact with mobile equipment or vehicles.

Declaration and Waiver

BY SIGNING BELOW, YOU AGREE TO ASSUME ALL RISKS OF PARTICIPATING IN THE ACTIVITY AND WAIVE CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE THE REGIONAL DISTRICT. PLEASE READ CAREFULLY.

I, the undersigned, acknowledge that the Centre is an operational sewage treatment plant and that I am responsible for taking reasonable care for my own safety while I visit the Centre. I understand, acknowledge, and voluntarily accept any risks associated with my participation in the Activity including those inherent in activities of this nature and those specifically listed above.

By signing below, I declare that I am in good physical and mental health and capable of participating in the Activity. If I experience a medical emergency during the Activity, I give permission to the Regional District including any of its Agents to arrange for my medical care including hospitalization and related transportation (the “Medical Care”).

I assume all liability for any loss or losses that I incur or suffer as a participant, and for loss or losses caused by me, that are known or unknown, including without limitation property damage (including damage, destruction, or theft) and bodily injury (including permanent disability and death).

In consideration of the permission to enter the Centre, I hereby expressly waive any and all claims of any nature that I may have now or in the future, and release and discharge from all liability and agree not to sue or make claims, including subrogated claims, against the Regional District for any costs, losses, expenses (including legal fees), damages, or bodily injury whatsoever, or death, which I may sustain or suffer arising out of or connected

with my presence at the Centre including without limitation the condition or operation of the facility by the Regional District; or resulting from any act, omission, or negligence of the Regional District; or in any way related to or arising from the Activity, including receipt of Medical Care.

I agree to indemnify, save harmless, and defend the Regional District, and its insurer, from and against all claims, demands, costs, expenses (including legal fees), actions, or suits of any nature or kind howsoever caused and whatsoever attributable to, which in any way relate to or arise from my participation in the Activity or receiving of Medical Care, including those actions or claims that may have been contributed to or occasioned by the actions or negligence of the Regional District, including all allegations and liabilities based upon contract, tort, or statute.

I, the undersigned, hereby affirm that I have carefully read, understand, and agree to the above waiver, release, and indemnity, and that I am nineteen (19) years of age or older. I agree this document shall be effective and binding upon me and my next of kin, administrators, successors, or assigns.

Signature:

Signature

Date

Printed Name

Information on this form is collected under the general authority of the *Freedom of Information and Protection of Privacy Act* (FOIPPA) and is protected in accordance with FOIPPA. Personal information will only be used by authorized staff to process wastewater treatment plant tour waivers for the Regional District of Nanaimo, or a use consistent with that purpose. The named participant consents to the collection of the information on this form as evidenced by its signature on this form. For more information, please contact the Regional District of Nanaimo at 6300 Hammond Bay Road, Nanaimo, British Columbia V9T 6N2, call 250-390-4111, or email inquiries@rdn.bc.ca.



Acknowledgement and Waiver of Liability – Minor

Wastewater Pollution Control Centre Tour

WWS-COM-12.4, REV. 7

January 13, 2025

For Minors under the age of 19 years of age at the date of signing

Wastewater Treatment Facility

The French Creek Pollution Control Centre (FCPCC) and Greater Nanaimo Pollution Control Centre (GNPCC) are wastewater treatment facilities owned by the Regional District of Nanaimo (the “Regional District”), and may be managed by its directors, officers, employees, volunteers, contractors, representatives, officials, and agents (collectively called the “Agents”).

This waiver is for a tour of the _____ (the “Centre”).

Activity, Hazards and Risk

The activity at the Centre may include a guided walking tour of the property (the “Activity”). The property has uneven terrain, staircases, unhygienic surfaces and touchpoints, and tanks of untreated or partially treated wastewater. Additionally, the tour may pass by traffic and mobile equipment.

Risks associated with the Activity include slipping, tripping, and physical exertion; contact with unhygienic surfaces; and contact with mobile equipment or vehicles.

BY SIGNING BELOW, YOU AGREE TO ASSUME ALL RISKS OF THE MINOR PARTICIPATING IN THE ACTIVITY AND WAIVE CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE THE REGIONAL DISTRICT. PLEASE READ CAREFULLY.

I, the undersigned parent or legal guardian of the below named child (the “Minor”), hereby consent to my Minor having access to the Centre and agree that the Minor must obey all rules and directions imposed by the Regional District including any their Agents, or by any other person having authority to give directions.

By signing below, I declare the Minor to be in good physical and mental health and capable of participating in the Activity. If the Minor experiences a medical emergency during the Activity, as the parent or legal guardian of the Minor I give permission to the Regional District to arrange for the Minor’s medical care including hospitalization and related transportation (the “Medical Care”).

I understand, acknowledge, and voluntarily accept any risks associated with the Minor’s participation in the Activity including those inherent in activities of this nature and those specifically listed above. As the parent or legal guardian of the Minor, I assume all liability for any loss or losses that the Minor incurs or suffers as a participant, and for loss or losses caused by the Minor, that are known or unknown, including without limitation property damage (including damage, destruction, or theft) and bodily injury (including permanent disability and death).

In consideration of the permission to enter the Centre, on behalf of the Minor I hereby expressly waive any and all claims of any nature that the Minor or I may have now or in the future, and release and discharge from all liability and agree not to sue or make claims, including subrogated claims, against the Regional District for any costs, losses, expenses (including legal fees), damages, or bodily injury whatsoever, or death, which the Minor may sustain or suffer arising out of or connected with the Minor's presence at the Centre including without limitation the condition of operation of the facility by the Regional District; or resulting from any act, omission, or negligence of the Regional District; or in any way related to or arising from the Activity, including receipt of Medical Care.

On behalf of the Minor, I agree to indemnify, save harmless, and defend the Regional District, and its insurer, from and against all claims, demands, costs, expenses (including legal fees), actions, or suits of any nature or kind howsoever caused and whatsoever attributable to, which in any way relate to or arise from the Minor's participation in the Activity or receiving of Medical Care, including those actions or claims that may have been contributed to or occasioned by the actions or negligence of the Regional District, including all allegations and liabilities based upon contract, tort, or statute.


I, the undersigned, hereby affirm that I have carefully read, understand, and agree to the above waiver, release, and indemnity, and that I am nineteen (19) years of age or older. I confirm that I am the parent or legal guardian of the Minor and that I have executed this Acknowledgement and Waiver of Liability on behalf of the Minor. I agree this document shall be effective and binding upon me as the parent or legal guardian of the Minor and my next of kin, administrators, successors, or assigns.

Signature:

| | |
|--|--|
| _____ Name of Child | _____ Age |
| _____ Group Name (e.g., school) | _____ Supervisor's Name (e.g., teacher) |
| _____ Parent or Legal Guardian Signature | _____ Date |
| _____ Parent or Legal Guardian Printed Name | |

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