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**Minutes of a Meeting of the Core Area Liquid Waste Management Committee
Held Wednesday, May 08, 2013, in the Board Room, 625 Fisgard St., Victoria, BC**

Present: Directors: D. Blackwell (Chair), J. Brownoff (Vice-Chair), M. Alto, J. Cullington (for C. Hamilton), V. Derman, B. Desjardins, D. Fortin (9:36), J. Herbert (10:15, for N. Jensen), B. Isitt (9:35), D. Murdock (for S. Brice), V. Sanders (for F. Leonard) D. Screech (for G. Hill), L. Seaton, L. Wergeland, G. Young

Staff: R. Lapham, Chief Administrative Officer; J. Hull, Interim Program Director, Core Area Wastewater Treatment Program; D. Lokken, General Manager, Corporate Services; T. Robbins, General Manager, Integrated Water Services; T. Brcic, Deputy Program Director, Core Area Wastewater Treatment Program; S. Santarossa, Corporate Officer; N. More, Committee Clerk (recorder)

Also Present: A. Bryson (Board Chair, ex officio); Deane Strongitharm, City Spaces

The meeting was called to order at 9:30 a.m.

1. Approval of Agenda

On the supplementary agenda, it was noted that delegation 5) could not be present and had withdrawn from the speaking order.

MOVED by Director Seaton, **SECONDED** by Alternate Director Cullington,
That the agenda be approved with the addition of the supplementary agenda.

CARRIED

2. Adoption of Minutes

MOVED by Director Brownoff, **SECONDED** by Alternate Director Screech,
That the minutes of the March 13, 2013, meeting be adopted as previously circulated.

CARRIED

3. Chair's Remarks: There were none.

4. Presentations/Delegations

1) K. Bellefontaine, re agenda item 6: spoke against the design guidelines process as she felt the process was premature and that other sites might be available. The delegate submitted speaking notes which are filed at Legislative Services.

Director Isitt arrived at 9:35 am.

Director Fortin arrived at 9:36 am.

2) B. Burton-Krahn, re agenda item 6: spoke against the design guidelines process as she felt the process was premature in that it was ahead of the treatment process design. She expressed concern about the suitability of the McLoughlin Point site and about splitting the wastewater treatment plant apart from the sludge processing plant.

- 3) R. Atwell, re agenda item 5: spoke to the Core Area Liquid Waste Management Committee (CALWMC) terms of reference and showed slides illustrating his main points. He expressed concern over the political representation on the CALWMC. The delegate submitted speaking notes and a PowerPoint presentation which are filed at Legislative Services.
- 4) J. Newcomb, re agenda items 5 and 6: spoke to the design guidelines and expressed concern over the size of the site, the likelihood of enclosed treatment processes and many potential safety hazards related to treatment processes.

5. 2013 Terms of Reference for the Core Area Liquid Waste Management Committee

R. Lapham spoke to the report. The Committee discussed management of the overlap between the service areas of the CALWMC and the Environmental Services Committee and the upcoming Committee of the Whole discussion on dealing with services that affect multiple committees. Discussion points also included the following:

- Awareness of liquid and solid waste
- The need for multiple checkpoints related to strategic goals like climate change and resource recovery

MOVED by Director Isitt, **SECONDED** by Director Brownoff,
That the 2013 committee terms of reference as attached in Appendix A be approved.

On the motion to amend, the Committee discussed the project at the Oak Bay High School property as an example of resource recovery already being carried out by the Capital Regional District.

MOVED by Director Isitt, **SECONDED** by Alternate Director Cullington,
That the main motion be amended to show that Appendix A of the 2013 committee terms of reference be revised to include a third bullet in Section 1.0 to read "Opportunities for resource recovery".

CARRIED

On the amended motion, the Committee discussed the following points:

- CALWM Plan changes affect other liquid waste management plans in the region
- The public needs to be better informed about how representation on the Committee is determined
- The Governance Select Committee will examine the issue of region-wide services
- The value of assessing how the work of each committee fits into larger regional plans

MOVED by Director Isitt, **SECONDED** by Director Brownoff,
That the 2013 committee terms of reference as attached in Appendix A and as amended to include a third bullet in Section 1.0 to read "Opportunities for resource recovery", be approved.

CARRIED

6. McLoughlin Point Design Guidelines Ideas Workshop and Open House (CAL 13-13)

Design drawings based on the design guidelines and Committee and public comments were on display in the Board Room during the meeting.

J. Hull introduced the report on the design charette. Some respondents were of the opinion that the facility should blend into the background, while others felt that it should be an iconic structure.

D. Strongitharm from City Spaces Consulting Ltd., the company that facilitated the charette, spoke to the report. There were three days of workshop and a public open house. Comments received from the public and the Committee were incorporated as applicable into the Design Guidelines for the project. For example, the reduction of noise and smell has architectural implications and has been included in the design guidelines, as well as sustainability concepts such as LEEDS certification and green roof.

The Committee discussed public access on the foreshore and the constraints of the site

Alternate Director Herbert entered the meeting at 10:15 am.

The Committee discussed the following topics:

- The consultation process
- The design guidelines as part of the anticipated Request for Proposal (RFP)
- The development permit process in relation to municipal zoning and the authority of the Core Area Liquid Waste Management Plan
- Community benefits as a topic for the Committee of the Whole
- Active engagement between the Core Area Wastewater Treatment Program Commission, the CALWMC, the Regional Board, the municipality and the proponent of the Design-Build project during any re-zoning process
- Wording to capture the potential for a future walkway
- Limits to access through Department of National Defence (DND) property

On the motion, the Committee discussed the following points and topics:

- Initial work of the Committee included public engagement.
- The RFP proponents will bring forward designs.
- The creativity and variety shown in the design drawings provided by City Spaces show the potential for a functional structure to look striking or disappear into the landscape.
- The final decision on choosing a site has not yet been made.
- The cap on the budget in relation to design attractiveness, functionality, proponent bids and the consultation process

The Committee asked that the RFP include a request for the estimated cost of a walk way.

MOVED by Director Brownoff, **SECONDED** by Director Alto,
That the Core Area Liquid Waste Management Committee review the design guidelines and refer the design guidelines with any amendments to the Esquimalt Design Review Committee.

On the motion, the Committee discussed the following topics:

- The official request made to the federal government for access through DND property
- The extent of the consultations with the public that have already been done over the years regarding the wastewater treatment project
- The actual project budget compared to inflated figures mentioned in the ongoing public debate of the project

Alternate Director Murdock left the meeting at 10:54 a.m.

The Committee discussed that the design guidelines are just the beginning of the process and are meant to provide general direction to RFP respondents.

MOVED by Director Isitt, **SECONDED** by Director Derman,
That on page 6 of the design guidelines, the word “future” be removed from the final bulleted paragraph.

CARRIED

The Committee discussed the constraints on access to the walkway relative to DND property and the value of including the estimated cost for a walkway in the original planning process.

MOVED by Director Brownoff, **SECONDED** by Director Alto,
1) That the Core Area Liquid Waste Management Committee review the design guidelines and refer the design guidelines with any amendments to the Esquimalt Design Review Committee; and
2) That on page 6 of the design guidelines, the word “future” be removed from the final bulleted paragraph.

CARRIED

7. New Business There was no new business.

8. Motion to Close the Meeting

MOVED by Alternate Director Sanders, **SECONDED** by Alternate Director Herbert,
That the Committee close the meeting in accordance with the *Community Charter* Part 4, Division 3, Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the Board considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED

The Committee moved to the closed session at 11:09 a.m.

The Committee rose from the closed session at 1 p.m. without report.

9. Adjournment

MOVED by Director Brownoff, **SECONDED** by Director Wergeland,
That the meeting be adjourned at 1 p.m.

CARRIED

CHAIR

COMMITTEE CLERK