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**Minutes of a Meeting of the Core Area Liquid Waste Management Committee
Held Wednesday, October 08, 2014, in the Board Room, 625 Fisgard St., Victoria, BC**

Present: Directors: G. Young (Chair), M. Alto, S. Brice, J. Brownoff, C. Coleman (for D. Fortin), V. Derman, B. Desjardins, C. Hamilton, J. Herbert (for N. Jensen), G. Hill (9:20), B. Isitt (9:02), V. Sanders (for F. Leonard), L. Seaton, L. Wergeland (9:02)
Staff: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; T. Robbins, General Manager, Integrated Water Services; A. Sweetnam, Program Director, Seaterra Program; H. Gibson, Senior Manager, Environmental Partnerships; G. Harris, Senior Manager, Environmental Protection; A. Orr, Senior Manager, Corporate Communications; R. Sharma, Senior Manager, Financial Services; D. Telford, Senior Manager, Environmental Engineering; S. Santarossa, Corporate Officer; N. More, Committee Clerk (recorder)

Also Present: Alternate Directors L. Hundleby and D. Screech; B. Eaton, Chair, Seaterra Commission

Absent: D. Blackwell (Vice-Chair)

The meeting was called to order at 9:00 a.m.

1. Approval of Agenda

MOVED by Director Brice, **SECONDED** by Director Desjardins,
That the agenda be approved with the supplementary agenda.

CARRIED

2. Adoption of Minutes

MOVED by Director Brownoff, **SECONDED** by Alternate Director Herbert,
That the minutes of the September 10, 2014, meeting be adopted as previously circulated.

CARRIED

3. Chair's Remarks: There were none.

4. Presentations/Delegations

Directors Isitt and Wergeland entered the meeting at 9:02 a.m.

- 1) David Langley, re: agenda item 8: was concerned about the terms of reference and the role of the independent manager for the options study and for the proposed subcommittee for the Westside participants. The delegation provided a written submission, on file at Legislative and Information Services.
- 2) Ray Mau, re: agenda item 8: spoke of democracy, respect for the environment, climate change, stewardship, governance and making the right decisions. The delegation provided a written submission, on file at Legislative and Information Services.
- 3) Geoff Stokes, re: agenda item 8: spoke in favour of a sub-regional planning approach, engagement with the public and First Nations, and the participation of the municipality of Saanich. The delegation provided a written submission, on file at Legislative and Information Services.

- 4) Irwin Henderson, re: agenda item 8: spoke of consensus, collaboration, planning for public engagement, and accountability. The delegation provided a written submission, on file at Legislative and Information Services.

5. Core Area Liquid Waste Management Plan 2013 Annual Programs Report (EEP 14-44)

Director Hill entered the meeting at 9:20 a.m.

L. Hutcheson provided an overview of the report. The Committee discussed the Regional Source Control Program, the Inflow and Infiltration program, the stormwater monitoring program and creek and watershed health.

Alternate Director Herbert left the meeting at 9:50 a.m.

MOVED by Director Derman, **SECONDED** by Director Desjardins,
That it be recommended to the Capital Regional District Board:

- 1) Forward the *Core Area Liquid Waste Management Plan 2013 Annual Programs Report* to the Capital Regional District (CRD) Board for approval; and
- 2) Request that the CRD Board direct staff to forward copies of the final annual reports to the Ministry of Environment and all participating stakeholders as applicable, and post them on the CRD website.

CARRIED

6. Service Plans Review Process

Alternate Director Herbert returned to the meeting at 9:52 am.

T. Robbins provided an overview of the report. The Committee discussed the value of including the service plans in the orientation for the Committee after the November General Local Elections. The Committee also discussed the Craigflower pump station.

On the motion, the Committee discussed the utility operator program.

MOVED by Director Derman, **SECONDED** by Director Hill,
That the service plans be approved.

CARRIED

7. 2015–2019 Draft Financial Plan for the Core Area Liquid Waste Management Program

D. Lokken provided an overview of the report.

MOVED by Director Hill, **SECONDED** by Director Brice,
That the 2015–2019 draft Financial Plan for the Core Area liquid waste management program be received for information.

CARRIED

8. Liquid Waste Management Planning for Core Area – Next Steps (EHQ 14-45)

L. Hutcheson provided an overview of the report. On the motion, the Committee discussed the participants in the Westside subcommittee, the role of the Committee and the subcommittee, public engagement, and governance.

MOVED by Director Isitt, **SECONDED** by Director Desjardins,
That it be recommended to the Capital Regional District Board:

- 1) That the principles and approaches for all participants moving forward found in Appendix B be endorsed;
- 2) That the formation of a subcommittee for the Westside be approved and staff be directed to develop terms of reference for a Westside Liquid Waste subcommittee for approval;
- 3) That immediate engagement and consultation with Westside residents be approved;
- 4) That an update to the Core Area Technical and Community Advisory Committee be provided; and
- 5) That funding for community engagement and the evaluation of options for each participant be drawn from the annual capital funding requisition on a participant basis.

CARRIED

9. Seaterra Program and Budget Update No. 16 (including program reports 15 and 16)

R. Lapham provided an overview of the report.

MOVED by Director Derman, **SECONDED** by Director Wergeland,
That Seaterra Program and Budget Update No. 16 be received for information.

CARRIED

10. Seaterra Commission Recruitment Process Update

Chair Young provided an overview of the report. On the motion, the Committee discussed criteria for membership and the skills already represented by current members.

MOVED by Director Brice, **SECONDED** by Director Hill,
That it be recommended to the Capital Regional District Board:
That the letter to the Inspector of Municipalities dated October 8, 2014, providing an update on the Seaterra Commission recruitment process, be approved.

CARRIED

11. Motions with Notice

a) Options for Wastewater Treatment: Director Hamilton

MOVED by Director Hamilton, **SECONDED** by Director Isitt,
That the motion on Options for Wastewater Treatment be postponed to the November meeting.

CARRIED

b) Implementing a Process for Investigating Best Practices: Director Derman

MOVED by Director Derman, **SECONDED** by Director Coleman,
That the motion on Implementing a Process for Investigating Best Practices be postponed to the November meeting, with revisions by Director Derman.

CARRIED

12. New Business

a) Correspondence from Chief Ron Sam, Songhees Nation, 2 October 2014, regarding Proposed Next Steps for Liquid Waste Management Planning for the Core Area and the Core Area Liquid Waste Management Committee

MOVED by Director Desjardins, **SECONDED** by Director Derman,
That it be recommended to the Capital Regional District Board:
That the correspondence from Chief Ron Sam, Songhees Nation, of 2 October 2014 regarding Proposed Next Steps for Liquid Waste Management Planning for the Core Area and the Core Area Liquid Waste Management Committee be received for information.

CARRIED

The Committee discussed that the terms of reference for the subcommittee would come forward to the Committee and the Regional Board on November 12.

13. Motion to Close the Meeting

MOVED by Director Derman, **SECONDED** by Director Brownoff,
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 council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED

The Committee moved to the closed session at 11:04 a.m.
The Committee rose from the closed session at 11:20 a.m. without report.

14. Adjournment

MOVED by Director Alto, **SECONDED** by Director Derman,
That the meeting be adjourned at 11:20 a.m.

CARRIED

CHAIR

RECORDER