

Meeting Minutes
Core Area Liquid Waste Management
Committee

Wednesday, August 12, 2015

9:00 AM

6th Floor Boardroom

PRESENT:

DIRECTORS: L. Helps (Chair), S. Brice (Vice-Chair), M. Alto, R. Atwell, L. Szpak (for D. Blackwell), J. Brownoff, V. Derman, B. Desjardins, C. Hamilton, B. Isitt, N. Jensen, C. Plant, L. Seaton, J. Rogers (for D. Screech), G. Young.

STAFF: R. Lapham, Chief Administrative Officer; T. Robbins, General Manager, Integrated Water Services, D. Telford, Senior Manager Environmental Engineering; R. Sharma, Senior Manager, Finance Services; S. Santarossa, Corporate Officer; A. Orr, Senior Manager, Corporate Communications; A. Sweetnam, Program Director, Core Area Wastewater Treatment Program; A. Boyd, Committee Clerk (recorder)

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

1. Approval of Agenda

MOVED by Director Alto, **SECONDED** by Director Isitt,
That the agenda and supplementary agenda be approved.
CARRIED

2. Adoption of Minutes

2.1. 15-852 Adoption of the Minutes of July 29, 2015

MOVED by Director Derman, **SECONDED** by Director Alto,
That that the Minutes of July 29, 2015 be adopted.
CARRIED

3. Chair's Remarks

Chair Helps remarked that we have reached a milestone and is proposing that the Core Area Liquid Waste Management Committee begin meeting every two weeks until November.

4. Presentations/Delegations

4.1. 15-861 Mr. David Langley, Re: Agenda Item 5.1 Technical Oversight Panel - Terms of Reference

Mr. Langley spoke to item 5.1 on the Agenda, with his notes provided and on file at Legislative and Information Services. He commented that the Terms of Reference for the Technical Oversight Panel should be expanded to include responsibilities of how to best canvass the private sector. It was also noted that the Technical Oversight Panel

Terms of Reference should include immediate review and report duties on:

- *the Independent Consultant Terms of Reference,*
- *available solution set technical information, and*
- *the Independent consultant work and review schedule up to the final report.*

4.2. 15-862 Mr. John Farquharson re: Agenda Item 5.1 Technical Oversight Panel - Terms of Reference

Mr. Farquharson spoke to item 5.1 on the Agenda, with his notes provided and on file at Legislative and Information Services. He commented on the site selection process, and late entry pump stations and recommended an amendment to the Terms of Reference for the Technial Oversight Panel. He concluded that Committee not limit the site selection but rather, without limitation, create the most innovative and environmentally advanced system in the world.

4.3. 15-864 Ms. Janet Riddell, Re: Agenda Item 5.1 Technical Oversight Panel - Terms of Reference

Ms. Riddell spoke to item 5.1 on the Agenda, with her notes provided and on file at Legislative and Information Services. She spoke to the rush of the decision of sites without the Technical Oversight Panel commencing work. She requested the Committee proceed with due diligence and caution, and consider a site-specific risk assessment of geotechnical hazards prior to making the final decision.

4.4. 15-865 Dr. Shaun Peck, re: Agenda Item(s) 5.1 Technical Oversight Panel, 5.2 Seaterra Program and Budget Update No. 26, 5.3 Core Area Wastewater Treatment Program 'Lessons Learned' Report

Dr. Peck spoke to item 5.1 on the Agenda, with his notes provided and on file at Legislative and Information Services. He suggested the Committee not build a 'Cadillac' system, but rather choose an economic system that is the best solution for the taxpayer. He also suggested to challenge the "Federal Wastewater Systems Effluent Regulations".

5. Committee Business

5.1. 15-859 Technical Oversight Panel - Terms of Reference

MOVED by Director Alto, SECONDED by Director Brownoff,

That the Terms of Reference be amended as follows:

1. Will be comprised of "six" members.

3. Will commence work in "August 2015" and end no later than March 2016 "or be extended according to need as determined by the CALWMC and with the willingness of the panel members to continue to serve."

4. Will provide independent oversight to the work of the engineering, business case, lifecycle costing and other project analysis done "post August 2015. The panel must be proactive, jointly preparing a work plan with the consultant, vetting the options in conjunction with the consultant, identifying items that should be taken to the CALWMC and the public early in the process. The TOP in conjunction with experienced consultants, must undertake a "rapid assessment" to assess if a concept or configuration is feasible or not, and whether it should be taken to the next level of analysis or not."

5. "After the initial settling in period and approval of the consultants work plan, the TOP chair will report biweekly to the CALWMC until November 2015 to keep the CALWMC apprised of the project costing and solutions analysis." The Chair of the Panel will have the primary responsibility for presenting updates and answering questions of the committee and speaking on behalf of the Panel at public sessions.

"6. Will advise as to how to best canvas the private sector broadly to see what solutions they have to best meet the goals of this project."

*Based on "Core Area Wastewater Program Commission"

MOVED by Director Brice, SECONDED by Director Derman,
That the main motion be amended to include a new Item 7. "that the team will begin its work with the option sets provided, but it will also seek out additional sites that will ensure the best business case scenario that maximizes benefit to the best value for taxpayers. Once identified, the respective council(s) will be asked to put forward the sites for further analysis."

MOVED by Director Plant, SECONDED by Director Atwell,
That the amendment be amended to replace "seek out additional sites", with "consider previously identified sites".

DEFEATED

OPPOSED Alto, Atwell, Brice, Brownoff, Derman, Desjardins, Helps, Isitt, Seaton

MOVED by Director Isitt, SECONDED by Director Derman,
That the amendment be amended to replace "seek out" with "consider"

CARRIED

OPPOSED Desjardins

MOVED by Director Isitt, SECONDED by Director Brice,
That the amendment be amended to change "will" to "may"

CARRIED

MOVED by Director Young, SECONDED by Director Brice,
That the amendment be amended to read, "Once identified, the Technical Oversight Panel will recommend to the Core Area Liquid Waste Management Committee that the budget be amended and ...".

CARRIED

Question was then called on the main motion, as amended.

CARRIED

Director Szpak left the meeting at 10:02 a.m.

MOVED by Director Young, SECONDED by Director Brice,
That Item 4. of the main motion be amended to add the phrase "to be proposed to the Core Area Liquid Waste Management Committee" after the word "consultant"

CARRIED

Director Szpak returned to the meeting at 10:04 a.m.

Question was then called on the main motion as amended:

1. Will be comprised of six members
3. Will commence work in August 2015 and end no later than March 2016 or be extended according to need as determined by the CALWMC and with the willingness of the panel members to continue to serve.
4. Will provide independent oversight to the work of the engineering, business case, lifecycle costing and other project analysis done post August 2015. The panel must be proactive, jointly preparing a work plan with the consultant to be proposed to the Core Area Liquid Waste Management Committee, vetting the options in conjunction with the consultant, identifying items that should be taken to the CALWMC and the public early in the process. The TOP in conjunction with experienced consultants, must undertake a "rapid assessment" to assess if a concept or configuration is feasible or not, and whether it should be taken to the next level of analysis or not.
5. After the initial settling in period and approval of the consultants work plan, the TOP chair will report biweekly to the CALWMC until November 2015 to keep the CALWMC apprised of the project costing and solutions analysis. The Chair of the Panel will have the primary responsibility for presenting updates and answering questions of the committee and speaking on behalf of the Panel at public sessions.
6. Will advise as to how to best canvas the private sector broadly to see what solutions they have to best meet the goals of this project.
7. The team will begin its work with the option sets provided. But it may consider additional sites that will ensure the best business case scenario that maximizes benefit to the best value for taxpayers. Once identified, the Technical Oversight Panel will recommend to the Core Area Liquid Waste Management Committee that the budget be amended and the respective councils will be asked to put forward the sites for further analysis.

CARRIED

5.2. 15-804 Seaterra Program and Budget Update No. 26

R. Sharma provided a overview of the Budget Update No. 26, noting it is up to date as of July 22nd.

MOVED by Director Derman, **SECONDED** by Alternate Director Rogers,
That the Core Area Liquid Waste Management Committee receives this report and recommends to the Capital Regional District Board:

That Seaterra Program and Budget Update No. 26 be received for information.

CARRIED

5.3. 15-857 Core Area Wastewater Treatment Program 'Lessons Learned' Report

MOVED by Director Plant, **SECONDED** by Director Atwell,
That the CALWMC recommend to the Core Area Wastewater Program Commission that the Commission prepare a 'lessons learned' report for the CALWMC to be considered at the CALWMC September meeting.

CARRIED

5.4. 15-853 Eastside Wastewater Treatment and Resource Recovery Select Committee Agenda Package July 28, 2015 for information

MOVED by Director Derman, **SECONDED** by Director Plant,
That the Eastside Wastewater Treatment and Resource Recovery Select Committee Agenda Package of July 28, 2015 be received for information.

CARRIED

- 5.5. 15-854** Westside Wastewater Treatment and Resource Recovery Select Committee Agenda Package July 28, 2015 for information

Director Desjardins provided a brief update from the Westside Select Committee, noting that Westside is now moving to a comprehensive analysis. Clarity was requested on how to include the Saanich and Victoria 15 megalitres in their design.

MOVED by Director Seaton, **SECONDED** by Alternate Director Rogers,
That the Westside Wastewater Treatment and Resource Recovery Select Committee Agenda Package of July 28, 2015 be received for information.
CARRIED

6. Notice of Motion

- 6.1. 15-311** Motion for Which Notice Has Been Given: Options for Wastewater Treatment (Director Hamilton)

MOVED by Director Hamilton, **SECONDED** by Director Derman,
That consideration of the following motion be postponed to the next meeting:
"WHEREAS: It is critical that there be positive action taken to meet funding deadlines and regulatory requirements for waste water treatment for the Capital Regional District;
BE IT RESOLVED that: Capital Regional District (CRD) staff be directed to support municipalities and First Nations who want to explore options for waste water treatment that are economically responsible, technically feasible, environmentally sound and meet current provincial and federal deadlines;
AND THAT funding be provided from the sewage treatment budget to support an independent assessment of alternative locations to McLoughlin and Hartland, with full and regular engagement of staff and elected representatives from participating municipalities, First Nations and the public;
AND THAT any decisions taken to amend the Liquid Waste Management Plan be done in an open and transparent public process;
AND THAT any further money spent be recoverable under the funding arrangement with the Provincial and Federal Governments and that clarity be sought that the funding arrangement with Provincial and Federal governments be able to support the communities to the extent it supported the CRD driven process."
CARRIED

7. New Business

- 7.1 15-885** Project Charter

MOVED by Director Atwell, **SECONDED** by Director Seaton,
That the Core Area Liquid Waste Management Committee direct staff to create a project charter for the Core Area Wastewater Treatment Program.

MOVED by Director Atwell, **SECONDED** by Director Derman,
That the motion be amended to include after "staff", the phrase "to work with the Chair".
CARRIED

The question was called on the main motion as amended:
That the Core Area Liquid Waste Management Committee direct staff to work with the Chair, to create a project charter for the Core Area Wastewater Treatment Program.
CARRIED

8. Motion to Close the Meeting

8.1. 15-856 Motion to Close

MOVED by Director Derman, SECONDED by Director Brice,
That the meeting be closed in accordance with the Community Charter Part 4, Division 3, 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district (g) litigation or potential litigation affecting the regional district (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose (m) a matter that, under another enactment, is such that the public may be excluded from the meeting.
CARRIED

9. Adjournment

The meeting adjourned at 10:18 a.m.

The meeting rose without report at 1:07 p.m.

CHAIR

RECORDER