

**Meeting Minutes**  
**Core Area Liquid Waste Management**  
**Committee**

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**Wednesday, December 2, 2015**

**9:00 AM**

**6th Floor Boardroom**

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**PRESENT**

**DIRECTORS:** L. Helps (Chair), L. Wergeland (for S. Brice), M. Alto (9:03), R. Atwell, D. Blackwell, V. Derman, B. Desjardins, C. Hamilton, B. Isitt (9:06), N. Jensen, C. Plant, L. Seaton, D. Screech, G. Young

**ABSENT:** J. Brownoff, Chief R. Sam, Chief A. Thomas

**ALSO PRESENT:** C. Day, Alternate Director; C. Smith, Vice Chair, Core Area Wastewater Treatment Plant Commission; R. Atkins, Technical Oversight Panel; C. Houghton, Westside Solutions; A. Gibbs, Public Assembly; E. Lee, Urban Systems

**STAFF:** R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Finance and Technology; T. Robbins, General Manager, Integrated Water Services; S. Santarossa, Corporate Officer; A. Genero, Manager, Accounting Services; A. Orr, Senior Manager Corporate Communications; S. Hallatt, Manager, Aboriginal Initiatives; A. Boyd, Committee Clerk (recorder)

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

**1. Approval of the Agenda**

On the motion, Director Derman noted because this is a continued agenda from the previous meeting, this agenda should reflect consideration of his notice of motion (item 7.4), after 5.11, as previously amended.

**MOVED by Director Atwell, SECONDED by Director Young,  
That the agenda be approved.**

**MOVED by Director Derman, SECONDED by Director Atwell,  
That item 7.4 be considered after item 5.11 and the agenda be approved as amended.**

**CARRIED**

## 2. Chair's Remarks

Chair Helps noted that she had just returned from Ottawa where she met with the funders, both the CEO of 3P Canada and Minister Sohi, Minister of Infrastructure and Communities. The feeling in Ottawa is that of optimism that the deadlines can be met.

Director Alto entered the meeting at 9:03 a.m.

## 5. Committee Business

### 5.2. 15-1274 Final Technical Memo No 2 - Urban Systems and Carollo Engineers - Review and Refine Option Sets - Wastewater Treatment

L Hutcheson noted that Technical Memo #2 was presented by Urban Systems last month. The Technical Oversight Panel (T.O.P.) has reviewed it and has recommended that Technical Memo #2 be adopted as presented.

Director Isitt arrived at 9:06 a.m.

Discussion ensued regarding:

- technology with the current site options sets
- regular meetings with the regulators, the Ministry of Environment and Technical Community Advisory Committee to share the options as they are developed.
- preliminary information from the Ministry indicates a full environmental study is required to determine if an outfall in the inner harbour is feasible
- pros and cons of a centralized solids facility at Rock Bay or Harland outlined in Technical Memo #3
- timeframe for a new outfall location is two years
- TCAC recommends adding a tertiary option

Staff was requested to clarify the decrease in 10 megalitres as noted in table 5.1 of Technical Memo #2.

**MOVED by Director Alto, SECONDED by Director Screech,  
That the Core Area Liquid Waste Management Committee recommend to the  
Capital Regional District Board:  
That Technical Memorandum #2, Wastewater Treatment System Feasibility and  
Costing Analysis - Review and Refine Option Sets, be approved.  
CARRIED**

### 5.3. 15-1276 Urban Systems - Presentation on Solids Recovery Feasibility

**MOVED by Director Blackwell, SECONDED by Director Screech,  
That the presentation be received for information.  
CARRIED  
OPPOSED Atwell**

The postponed motion from November 25th meeting was now before the Committee for consideration. On the main motion, discussion ensued regarding expanding the scope to include residual municipal solid waste, to reduce the costs to taxpayers. L. Hutcheson noted that broadening the scope would necessitate another phase, but that it could be part of the Request for Statements of Interest (RFSI).

**MOVED by Director Atwell, SECONDED by Director Seaton,  
That the consultants be directed to provide information regarding solids recovery feasibility that includes capital and lifecycle costs for anaerobic digestion and gasification that also includes residual municipal solid waste.**

**MOVED by Director Derman, SECONDED by Director Seaton,  
That the motion be amended to delete "that the consultants be directed to provide information regarding solids", and add the phrase "That the Request for Statements of Interest that goes to the private market include" before the words "solids recovery" and by adding the following phrase at the end "including opportunities for a pilot project."**

**CARRIED**

**OPPOSED Atwell**

L. Hutcheson noted that this addition is something that could be incorporated in the next phase of planning, after March 2016.

Discussion continued regarding:

- the complexity of the additional scope and impact on deadlines
- as more processes get added, the public consultation process will become more complicated
- RFSI workplan will be in the next phase, spring of 2016
- a conditional change to the Liquid Waste Management Plan will be submitted to the Ministry early 2016, after this committee has approved the technical work

**Question was called on the main motion as amended,  
That the Request for Statements of Interest that goes to the private market include solids recovery feasibility that includes capital and lifecycle costs for anaerobic digestion and gasification that also includes residual municipal solid waste, including opportunities for a pilot project.**

**CARRIED**

**OPPOSED Jensen, Young**

**5.4. 15-1265**

Core Area Sewage and Resource Recovery System 2.0 - Budget Update No. 2

L. Hutcheson noted that this is a monthly Budget Update for the work of Core Area Liquid Waste Management Committee supported by the Project Charter, and includes commitments to date. She also noted that the Eastside and Westside Select Committee budgets are also included.

**MOVED by Director Dejardins, SECONDED by Director Derman  
That the Core Area Liquid Waste Management Committee receive this budget update for information.**

**CARRIED**

- 5.5. 15-1269** Full-Time Project Scheduler
- MOVED** by Director Blackwell, **SECONDED** by Director Screech,  
That the Core Area Liquid Waste Management Committee receive this report for information.  
**CARRIED**
- 5.6. 15-1270** Core Area Wastewater Treatment Program and Budget Update No. 30
- MOVED** by Director Derman, **SECONDED** by Director Alto,  
That the Core Area Liquid Waste Management Committee receives this report and recommends to the Capital Regional District Board:  
That Core Area Wastewater Treatment Program and Budget Update No. 30 be received for information.  
**CARRIED**
- 5.7. 15-1217** Westside Wastewater Treatment and Resource recovery Select Committee Agenda Packages and Minutes of October 27 and November 2, 2015 for information.
- MOVED** by Director Desjardins, **SECONDED** by Director Seaton,  
That the Westside Wastewater Treatment and Resource recovery Select Committee Agenda Packages and Minutes of October 27 and November 2, 2015 be received for information.  
**CARRIED**
- 5.8. 15-1218** Eastside Wastewater Treatment and Resource recovery Select Committee Agenda Package and Draft Minutes of October 21, 2015 for information.
- MOVED** by Director Derman, **SECONDED** by Director Alto,  
That the Eastside Wastewater Treatment and Resource recovery Select Committee Agenda Package and Draft Minutes of October 21, 2015 be received for information.  
**CARRIED**

**5.9. 15-1263** Core Area Liquid Waste Management Plan - 2014 Annual Programs Report

L. Hutcheson provided an overview noting that the capital projects and operating components of the Core Area Liquid Waste Management Plan have been compiled into one annual report.

**MOVED by Director Desjardins, SECONDED by Director Blackwell,  
That the Core Area Liquid Waste Management Committee recommend to the  
Capital Regional District Board:**

**1. That the following draft annual reports be approved:**

- a) Core Area Liquid Waste Management Plan 2014 Annual Programs Report;**
- b) Macaulay and Clover Points Wastewater and Marine Environmental Program 2014 Annual Report;**
- c) Regional Source Control Program 2014 Annual Report;**
- d) Esquimalt Lagoon Stewardship Initiative 2014 Annual Report;**
- e) Gorge Waterway Initiative 2014 Annual Report;**
- f) Core Area Stormwater Quality Program 2014 Annual Report;**
- g) Inflow and Infiltration Program 2014 Annual Report;**
- h) Trucked Liquid Waste Program 2014 Annual Report;**
- i) Onsite Wastewater Management Program 2014 Annual Summary; and**

**2. That staff be directed to forward the final annual reports to the BC Ministry of Environment and all participating stakeholders as applicable, and post all reports on the Capital Regional District website.**

**CARRIED**

**5.10. 15-1271** Westside Select Technical Analysis for Further Comprehensive Evaluation of Potential Sites, Scenarios and Technologies

Director Desjardins noted that this information is coming at the request of the Westside Wastewater Treatment and Resource Recovery Select Committee to highlight the involvement of the technical staff in the process. Technical Staff expressed concern about the short timeline to comment.

**MOVED by Director Desjardins, SECONDED by Director Seaton,  
That this report be received for information.**

**CARRIED**

5.11. 15-1282 Framework for Costing Assumptions

D. Lokken provided an overview of the report.

Discussion ensued regarding:

- how the costing allocations were arrived at
- significant increase for some communities depending on the option
- costs broken into treatment and conveyance
- application of grants to certain sites
- figures need validation and confirmation

**MOVED by Director Atwell, SECONDED by Director Desjardins,  
That the Core Area Liquid Waste Management Committee postpone  
consideration of this report until further costing information can be provided.  
CARRIED**

L. Hutcherson noted that the draft Technical Memo #3, to be available on the public agenda Friday, will include preliminary costing information.

7.4. 15-1255 Motion for Which Notice Has Been Given (Director Derman)

Director Derman noted that his motion recommends a Request for Expressions of Interest for the entire project, including where things are located as well and technology for liquids and solids.

Discussion ensued regarding:

- Technical and Community Advisory Committee recommends supporting the motion
- effect on the timelines
- this addition can be achieved in the procurement stage

Board Chair Jensen left the meeting at 10:34 a.m.

**MOVED by Director Derman, SECONDED by Director Atwell,  
a. That the Core Area Liquid Waste Committee initiate a high level Request for  
Expressions of Interest designed to fully canvas the private sector and allow  
integrated waste approaches and other innovative solution sets to come forward.  
b. That the Core Area Liquid Waste Committee insure means are established to  
fully and independently evaluate the viability of integrated waste approaches  
and other innovative solution sets in a manner that does not compromise the  
interests of applicants.**

**DEFEATED**

**OPPOSED Alto, Atwell, Blackwell, Hamilton, Helps, Isitt, Plant, Screech, Seaton,  
Wergeland, Young**

6. Correspondence

- 6.1. 15-1210 Correspondence: Township of Esquimalt, October 15, 2015 re: Potential Sites for Wastewater Treatment Plants in Township of Esquimalt

**MOVED** by Director Desjardins, **SECONDED** by Director Screech,  
That the correspondence be received for information.  
**CARRIED**

**7. Motion with Notice**

- 7.1. 15-311 Motion with Notice: Options for Wastewater Treatment (Director Hamilton)

**MOVED** by Director Hamilton, **SECONDED** by Director Desjardins,  
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**

- 7.2. 15-1208 Notice of Motion: Accountability and representation in governance of components of Eastside and Westside sub-systems (Director Brice, Director Brownoff, Director Isitt, Director Young)

Discussion ensued regarding:

- is the motion still relevant
- not all the Directors are present for discussion
- the motion allows process to move forward

**MOVED** by Director Young, **SECONDED** by Director Isitt,  
**BE IT RESOLVED THAT** the Core Area Liquid Waste Management Committee directs staff to report back at the next meeting on procedural changes and/or governance enhancements that will ensure that each participant who is anticipated to use and pay for a component of the eastside or westside wastewater treatment sub-systems is included in the governance for the design and eventual operation of that component of the system.

**MOVED** by Director Isitt, **SECONDED** by Director Plant,  
That consideration of the motion be postponed pending any change to the option sets that would contemplate any Victoria, Saanich and Oak Bay flows going to Westside.

**CARRIED**

**OPPOSED** Wergeland

- 7.3. 15-1219 Motion from CRD Committee of the Whole Meeting (October 23, 2015)

Director Desjardins noted that this motion came through the Committee of the Whole with regards to water, and that Committee consider postponing the motion until an understanding of water reclamation within the Core Area has been determined.

**MOVED** by Director Desjardins, **SECONDED** by Director Hamilton,  
That the Core Area Liquid Waste Management Committee postpone the motion until an understanding of water reclamation within the Core Area has been determined.

**CARRIED**

## 8. New Business

No new business.

## 9. Adjournment

**MOVED** by Director Seaton, **SECONDED** by Director Atwell,  
That the meeting adjourn at 10:59 a.m.

**CARRIED**



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**CHAIR**

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**RECORDER**