

Meeting Minutes
Core Area Liquid Waste Management
Committee

Wednesday, June 8, 2016

9:30 AM

6th Floor Boardroom

PRESENT

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

STAFF: L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Technology and Initiatives; R. Sharma, A/Chief Financial Officer; B. Reems, Corporate Officer, and N. More, Committee Clerk (Recorder)

ALSO PRESENT: K. Cholette, Fairness and Transparency Advisor; Alternate Director L. Hundleby

ABSENT: Director V. Derman, Chief R. Sam, Chief A. Thomas

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

1. Approval of Agenda

**MOVED by Director Brice, SECONDED by Director Alto,
That the agenda be approved as circulated.
CARRIED**

2. Adoption of Minutes

- 2.1. [16-562](#) Approval of the Minutes of the April 13, 2016, Meeting of the Core Area Liquid Waste Management Committee

**MOVED by Desjardins, SECONDED by Alternate Director Day,
That the minutes of the April 13, 2016, meeting of the Core Area Liquid Waste Management Committee be adopted as circulated.
CARRIED**

3. Chair's Remarks

Chair Helps remarked on the short agenda due to the wastewater treatment project having been moved to the Board and the Project Board.

4. Presentations/Delegations

- 4.1. [16-717](#) Delegation: David Langley, re: agenda items 5.1 and 6.1

D. Langley spoke to complaint No. 2 in the Fairness and Transparency Advisor report, regarding Technical Memo #1 and Class B and Class D costing analyses. He felt the CRD had ongoing responsibilities that would require the Committee to advise the Project Board on issues such as public consultation requirements and securing zoning permits for sewage system sites, and related those requirements to the correspondence in item 6.1. The delegation provided a written submission, on file at Legislative and Information Services.

5. Committee Business

- 5.1. [16-503](#) Fairness and Transparency Advisor - Final Report

K. Cholette commented on the scope of her role as Fairness and Transparency Advisor. She summarized her overall opinion of the fairness and transparency of the process, as provided in her report.

**MOVED by Director Alto, SECONDED by Director Brownoff,
That it be recommended to the Capital Regional District Board:
That the staff report and the final report of the Fairness and Transparency Advisor
be received for information.
CARRIED**

- 5.2. [16-701](#) Core Area Sewage and Resource Recovery System 2.0 - Budget Update No. 6 (Final)

L. Hutcheson provided highlights of the report.

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

- 5.3. [16-702](#) Core Area Wastewater Treatment Program Year End Budget Update No. 32

R. Sharma provided highlights of the report, with attention to Schedule B in distinguishing between how much was spent on the project to date from the project budget and how much was spent from the Core Area Liquid Waste Management Plan service budget.

The Committee discussed the expenditure and revenue concerning the purchase and lease of the property at Viewfield Road.

**MOVED by Director Plant, SECONDED by Director Brice,
The it be recommended to the Capital Regional District Board:
That Core Area Wastewater Treatment Program Budget Update No. 32 be
received for information.
CARRIED**

5.4. [16-710](#) Winter Shoreline Bacterial Levels Update (from Environmental Services Committee)

L. Hutcheson provided highlights of the report and clarified that it was an update to a more comprehensive report the Committee had received in April.

**MOVED by Director Plant, SECONDED by Director Brice,
That the report be received for information.
CARRIED**

6. Correspondence

6.1. [16-707](#) Correspondence: Mayor Desjardins, Township of Esquimalt, to R. Lapham, CRD, 18 Apr. 2016, re: Land Use Approvals - Wastewater Treatment

The Committee discussed that the letter had been sent from the Township of Esquimalt prior to the establishment of the Project Board terms of reference. L. Hutcheson clarified that government-to-government correspondence is provided on the agenda as a rule, but that since the May meeting of the Committee had been cancelled, the correspondence had thus been delayed as an agenda item.

**MOVED by Desjardins, SECONDED by Director Plant,
That this item of correspondence be received for information.
CARRIED**

7. New Business

The Committee sought clarification on when the membership of the Project Board might be announced.

8. Adjournment

**MOVED by Director Brice, SECONDED by Alternate Director Day,
That the meeting be adjourned at 9:57 a.m.
CARRIED**

CHAIR

RECORDER