

**Meeting Minutes**  
**Committee of the Whole**

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Wednesday, October 7, 2015

1:30 PM

6th Floor Boardroom

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**Special Meeting: orientation workshop on Integrated Resource Management**

PRESENT

DIRECTORS: N. Jensen (Chair, 2:45), R. Atwell, D. Blackwell, S. Brice, J. Brownoff, V. Derman, C. Hamilton, L. Helps, L. Hundleby (for B. Desjardins), B. Isitt, R. Kasper (for M. Tait), J. Loveday (for M. Alto), W. McIntyre, C. Plant, S. Price, J. Ranns, D. Screech, L. Seaton, K. Williams, R. Windsor, G. Young

STAFF: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; T. Robbins, General Manager, Integrated Water Services; G. Harris, Senior Manager, Environmental Protection; R. Smith, Senior Manager, Environmental Resource Management; T. Watkins, Manager, Solid Waste Operations, Environmental Resource Management; S. Santarossa, Corporate Officer; N. More, Committee Clerk (recorder)

ALSO PRESENT: Alternate Director C. Day; J. Thornburgh, Saanich Peninsula Wastewater Commission; Michelle Colussi, workshop facilitator; discussion group facilitators: Sheila Beauchemin, Linda Geggie, James Pratt, Aaren Topley

ABSENT: Directors D. Howe (Vice Chair), A. Finall, M. Hicks

Director Brownoff acted as Chair and called the meeting to order at 1:30 p.m.

**1. Approval of Agenda**

**MOVED by Director Helps, SECONDED by Director Brice,  
That the agenda be approved.  
CARRIED**

**2. Chair's Remarks**

*Director Brownoff as Chair of the meeting remarked on the proceedings. Members of the Saanich Peninsula Wastewater Commission were present to participate in the workshop breakout sessions. The workshop was an information meeting and the first phase of orientation for the Board on solid and liquid waste. She introduced Michelle Colussi, the workshop facilitator.*

### 3. Integrated Resource Management Workshop

*M. Colussi initiated the workshop, beginning with introductions. She clarified that CRD staff were not participating in the workshop. There were four additional facilitators to lead the group discussions in the breakout sessions and to report highlights from each group to the plenary session. The workshop was provided to create a space for members to have a conversation about integrated resource management in order to form a basis for subsequent discussion and decisions.*

**3.1. 15-1070** Workshop Objectives, Agenda and Process

*M. Colussi gave an overview of the workshop agenda, objectives and process.*

**3.2. 15-1071** Presentation on Liquid and Solid Waste Management and Integration

*L. Hutcheson spoke to the presentation slides.*

*The Committee sought clarification on the differences and integration points related to defined solid waste and the residual solids arising from treated wastewater.*

**This Presentation was received for information.**

**15-1099** Questions and Comments (facilitated plenary discussion)

*M. Colussi received comments from the Committee on integrated waste management challenges and opportunities.*

**3.3. 15-1072** Break

*The Committee took a recess at 2:30 p.m. and reconvened at 2:44 p.m.*

**3.4. 15-1073** Purpose of Integrated Resource Management (IRM)

*The Committee divided into four groups for a facilitated discussion on the purpose and hoped-for outcomes of integrated resource management.*

*Chair Jensen entered the meeting at 2:45 p.m.*

**15-1097** Group Discussion 3.4 Summary

*The four group facilitators reported on the highlights of the discussions.*

*M. Colussi summarized the points and generated discussion by suggesting they could be used as a lens for decision-making.*

**3.5. 15-1074 Strategic Plan IRM Priority Goal**

*The Committee discussed the question on the workshop agenda, "How can we establish a systemic process of evaluation for all liquid and solid waste decisions?"*

*Director Screech left the meeting at 3:30 p.m.*

*The Committee discussed different approaches to the integration question.*

*M. Colussi presented a question for the next breakout session on the accountability structure for integrated resource management.*

*The Committee separated into the four, facilitator-led discussion groups at 4:00 p.m.*

*Director Hamilton and Alternate Director Day left the meeting at 4:00 p.m.*

*Alternate Director Kasper left the meeting at 4:22 p.m.*

**15-1098 Group Discussion 3.5 Summary**

*The four group facilitators reported on the highlights of the discussions.*

**3.6. 15-1075 Closing**

*M. Colussi informed the Committee that a full report of the workshop proceedings would be prepared.*

**4. Motion to Report to CRD Board**

**4.1. 15-1069 Motion to CRD Board**

**MOVED** by Director Price, **SECONDED** by Alternate Director Hundleby,

**1. That the workshop information be received for information and that the consultant be requested to prepare a report to the Board; and**

**2. That the Committee of the Whole report to the Capital Regional District Board at the special meeting immediately following this meeting on Item 3.**

**CARRIED**

**5. Adjournment**

**MOVED** by Director Seaton, **SECONDED** by Director Brice,

**That the meeting be adjourned at 4:27 p.m.**

**CARRIED**

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER