



Making a difference...together

**Minutes of a Meeting of the Eastside Public Advisory Committee
Held Wednesday, May 13, 2015, in Room 333, 625 Fisgard St., Victoria, BC**

Present: D. Dickson, B. Gilbert, G. Klima, J.Knock, S. Marks, B. Mumford, D. Sutton, N. Thambirajah (4:10 p.m.)

Staff: A. Boyd, Committee Clerk; N. More, Committee Clerk (recorder)

Consultant: A. Gibbs, Public Assembly

Absent: Director V. Derman (Vice Chair), T. Davies, R. Travers

The meeting was called to order at 4:00 p.m. by N. More. The Committee elected D. Sutton to chair the meeting.

1. Approval of Agenda

MOVED by D. Dickson, **SECONDED** by S. Marks,

That the agenda be approved with the addition of "General Discussion" after New Business..

CARRIED

2. Adoption of Minutes

The minutes of April 1, 2015, were not available for adoption

MOVED by D. Dickson, **SECONDED** by B. Mumford,

That the minutes of April 22 and May 6, 2015, be adopted.

CARRIED

3. Chair's Remarks: There were none.

4. Review of Charrette Methodology

A. Gibbs described the charrette methodology and distributed the following documents to the Committee:

- Draft Agenda: Siting Workshops May 30/31, including information on what happens at a charrette, who is on the team, goals, methodology and outputs.
- Draft Agenda, including the list of scheduled items
- Comms Memo – Eastside Process May 12–June 11, including points on communication outputs, promotions, and channels
- Eastside Wastewater Treatment map: Technically Feasible Sites for Wastewater Treatment

N. Thambirajah entered the meeting at 4:10 p.m.

Discussion ensued and A. Gibbs provided clarification. Information from the survey and the workshops will be analyzed and ranked, and integrated with the Eastside Wastewater Treatment and Resource Recovery Select Committee statement of core principles to develop criteria.

- A. Gibbs to provide the Committee with the core principles established by the Select committee.

5. Discussion of Decision Making Matrix

MOVED by N. Thambirajah, **SECONDED** by D. Dickson,
That pending submission of the qualitative and quantitative data from Amanda's team, the Eastside Public Advisory Committee will convene to complete the decision-making matrix by May 22, 2015, with participation by email allowed if unable to attend.

CARRIED

The Committee decided to include a workshop on the decision-making matrix on the May 20, 2015, agenda and have consultants from Urban Systems available at the workshop.

The Committee discussed the Comms Memo, including estimated costs of carrying out advertising and promotional tasks.

MOVED by S. Marks, **SECONDED** by D. Dickson,
That the options in the *Comms Memo – Eastside Process May 12–June 11* be recommended and funded appropriately.

CARRIED

A. Gibbs is to provide the Committee with the full communications plan.

6. **New Business:** There was no new business.

7. General Discussion

- committee membership and absence

8. Adjournment

MOVED by B. Gilbert, **SECONDED** by D. Dickson,
That the meeting be adjourned at 5:41 p.m.

CARRIED

CHAIR

RECORDER