

## Meeting Minutes

### Environmental Services Committee

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Wednesday, September 13, 2017

11:00 AM

6th Floor Boardroom  
625 Fisgard St.  
Victoria, BC V8W 1R7

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**PRESENT:**

Directors: C. Hamilton (Chair), R. Atwell (Vice Chair), D. Blackwell, M. Hicks (11:07), R. Kasper (for M. Tait), J. Loveday (for L. Helps), W. McIntyre, D. Murdock, J. Ranns, K. Williams, R. Windsor, B. Desjardins (Board Chair, ex-officio)  
Staff: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; R. Smith, Senior Manager, Environmental Resource Management; G. Harris, Senior Manager, Environmental Protection; B. Reems, Corporate Officer; P. Perna, Committee Clerk (Recorder)

The meeting was called to order at 11:06 am.

#### 1. Approval of Agenda

**MOVED by Director Blackwell, SECONDED by Director Williams,  
That the agenda for the September 13, 2017 Environmental Services Committee meeting be approved as circulated.  
CARRIED**

#### 2. Adoption of Minutes

- 2.1. [17-607](#) Minutes of the July 26, 2017 Environmental Services Committee Meeting

**MOVED by Board Chair Desjardins, SECONDED by Director Blackwell,  
That the minutes of the July 26, 2017 Environmental Services Committee meeting be adopted as circulated.  
CARRIED**

#### 3. Chair's Remarks - None.

#### 4. Presentations/Delegations - None.

#### 5. Motion to Close the Meeting

- 5.1. [17-657](#) Motion to Close the Meeting

**MOVED by Director Windsor, SECONDED by Director Williams,  
That the meeting be closed in accordance with the Community Charter Part 4, Division 3, 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.  
CARRIED**

The Committee moved to the closed session at 11:07 am.  
The Committee rose from the closed session at 11:14 am without report.

## 6. Committee Business

### 6.1. [17-647](#) Single Use Plastic Bag Ban - Draft Model Bylaw

L. Hutcheson provided an overview of the report.

Discussion ensued on the following:

- incorporating a single use plastic bag ban in the electoral areas and making it specific to the electoral area.
- piloting a program in partnership with Recycle BC
- providing the information to municipalities
- support from other organizations.

**MOVED by Board Chair Desjardins, SECONDED by Alternate Director Loveday,  
That the Environmental Services Committee recommend to the Capital Regional  
District Board:**

**That the Single Use Plastic Bag Ban Draft Model Bylaw be received for  
information and distributed to municipalities in the Capital Region.**

**Recycle BC be invited to speak to an Environmental Services Committee meeting  
regarding the single use plastic bag ban.**

**CARRIED**

**MOVED by Director Murdock, SECONDED by Board Chair Desjardins**

**That Recycle BC be invited to speak to an Environmental Services Committee  
meeting regarding the single use plastic bag ban.**

**CARRIED**

### 6.2. [17-615](#) Regional Invasive Species Coordinator

L. Hutcheson provided an overview of the report.

Discussion ensued on the following:

- the difference in duties between the new service staff position and the Capital Region Invasive Species Partnership (CRISP) position
- sharing the service with another Capital Regional District service or department
- forwarding to municipalities for review
- the definition of invasive species
- costs and work involved to remove fire ants
- cost sharing allocation if other municipalities withdraw
- pursuing this through parks in order to protect and prevent invasion of species in parks

**MOVED by Director Williams, SECONDED by Alternate Director Loveday**

**That the Environmental Services Committee recommend to the Capital Regional  
District Board:**

1. **That staff be directed to bring forward an establishing bylaw for a new  
Regional Invasive Species service for the purposes of coordinating Invasive  
Species management and education in the Capital Region; and**

2. That the new service be supported by a half-time coordinator and provincial funding for 2018, and that staff propose service level changes, if necessary, for 2019 and beyond.

**MOVED** by Board Chair Desjardins, **SECONDED** by Director Murdock,  
That the staff report regarding Regional Invasive Species Coordinator be postponed until staff can provide a report on alternative solutions.  
**CARRIED**

**MOVED** by Director Hicks, **SECONDED** by Director Blackwell,  
That the Environmental Services Committee recommend to the Capital Regional District Board:  
That staff bring back a report on alternative solutions to service establish such as adding the Regional Invasive Species Coordinator function to an existing service such as Parks.  
**CARRIED**

**6.3.**     [17-618](#)     Adjustment of Hartland General Refuse Tipping Fee Rate

R. Smith provided an overview of the report.

Discussion ensued on the following:

- keeping the fees to assist with capital costs and capital projects
- excess reserves left even if lowering the costs
- engaging the public sector
- someone from the industry to speak to this
- industry liaison group in place, which meets quarterly and have discussed what was being brought forward
- current rate encourages recycling

**MOVED** by Director Blackwell, **SECONDED** by Director Windsor,  
That the Environmental Services Committee recommend to the Capital Regional District Board:  
That the Solid Waste Advisory Committee be revived and, until then, no further changes be made to the Hartland general refuse tipping fee rate.  
**CARRIED**

**6.4.**     [17-631](#)     Advanced Integrated Resource Management - Facilities Tour Plan

Discussion ensued on the following:

- focusing on the process to confirm criteria
- public clarity and consideration
- waste streams criteria
- the project board's view of the Integrated Resource Management Advisory Committee's project and whether talking about biosolids or sludge
- Project Board's mandate to produce Class A biosolids
- definition and beneficial use of Class A biosolids
- the ability to safely use biosolids on land

D. Blackwell left the meeting at 12:28

**MOVED by Board Chair Desjardins, SECONDED by Director Ranns,  
That the Environmental Services Committee recommend to the Capital Regional  
District Board:**

**That staff be directed to consolidate the technical reports and work of the IRM  
Committee and Task Force and work with the consultant to report back on  
development of the criteria to move the IRM project forward.**

**MOVED by Director Murdock, SECONDED by Board Chair Desjardins,  
That the main motion be amended to add "and to confirm that the project will  
move forward without any travel expense at this time".**

**CARRIED**

**MOVED by Director Murdock, SECONDED by Board Chair Desjardins,  
That the Environmental Services Committee recommend to the Capital Regional  
District Board:**

**That staff be directed to consolidate the technical reports and work of the IRM  
Committee and Task Force and work with the consultant to report back on  
development of the criteria to move the IRM project forward and to confirm that  
the project will move forward without any travel expense at this time.**

**CARRIED**

**6.5. [17-633](#)** Advanced Integrated Resource Management - Procurement and Project  
Plan Update

L. Hutcheson advised that given the motion and discussion in Item 6.4, the  
motion for the first part of the staff recommendation should be changed to be  
referred back to staff.

**MOVED by Director Murdock, SECONDED by Board Chair Desjardins,  
That the Environmental Services Committee recommend to the Capital Regional  
District Board:**

- 1. That the Request for Qualifications Outline and Integrated Resource  
Management Project Plan be received referred back to staff; and**
- 2. That Salt Spring Island be considered as a sub-regional Integrated Resource  
Management project alternative within the procurement process.**

**CARRIED**

**6.6. [17-632](#)** Integrated Resource Management Technology Gap Analysis - Biosolids  
Jurisdictional Review

L. Hutcheson provided an overview of the report.

**MOVED by Director McIntyre, SECONDED by Alternate Director Kasper,  
That the Environmental Services Committee recommend to the Capital Regional  
District Board:**

- 1. That the Integrated Resource Management Technology Gap Analysis and the  
Biosolids Jurisdictional Review be received for information;**
- 2. That the Biosolids Jurisdictional Review and Technology Gap Analysis be  
submitted to the Minister of Environment and Climate Strategy; and**
- 3. That these reports be forwarded to the Saanich Peninsula and Gulf Islands  
Wastewater Commissions and the District of Sooke for information.**

**CARRIED**

6.7. [17-630](#) Waste Flow Management Policy Backgrounder

L. Hutcheson advised provided an overview of the report.

**MOVED by Board Chair Desjardins, SECONDED by Director Williams,  
That the Environmental Services Committee recommend to the Capital Regional  
District Board:**

**That this report be received for information and forward the report to the Solid  
Waste Advisory Committee.**

**CARRIED**

**7. Correspondence**

**MOVED by Director Williams, SECONDED by Director Windsor,  
That correspondence items 7.1 through 7.3 be received for information.**

**CARRIED**

7.1. [17-617](#) Correspondence: Letter from City of Victoria re Regional Coordination on Invasive Species Removal (July 28, 2017)

7.2. [17-628](#) Correspondence: Letter from District of Central Saanich to Larisa Hutcheson re Phasing Out Plastic Bags (August 23, 2017)

7.3. [17-673](#) Correspondence: Letter from City of Colwood re Regional Coordination on Invasive Species Removal (August 31, 2017)

**8. New Business - None.**

**9. Adjournment**

**MOVED by Director Windsor, SECONDED by Director Blackwell,  
That the September 13, 2017 Environmental Services Committee meeting be  
adjourned at 12:39 pm.**

**CARRIED**

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Chair

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Recorder