



Making a difference...together

**Minutes of a Meeting of the Special Task Force on Integrated Resource Management  
Held January 15, 2016 in the Board Room, 625 Fisgard St., Victoria, BC**

---

**PRESENT:** **Directors:** B. Desjardins (Board Chair, 8:36), R. Atwell, V. Derman, A. Finall, C. Plant, J. Ranns, K. Williams  
**Staff:** L. Hutcheson, General Manager, Parks & Environmental Services, D. Dionne, Recording Secretary  
**ABSENT:** **Director:** C. Hamilton, L. Helps, G. Young

The meeting was called to order at 8:33 a.m. Agenda Item 1, Board Chair's Remarks, was delayed and the meeting moved to Agenda Item 2, Election of Chair.

**1. Election of Chair**

Nominations were called for election of chair for the Special Task Force on Integrated Resource Management for 2016. Director Derman was nominated and agreed to stand. There were no further nominations. Director Derman was proclaimed as chair.

**2. Election of Vice Chair**

Nominations were called for election of vice chair for the Special Task Force on Integrated Resource Management for 2016. Director Williams was nominated and agreed to stand. There were no further nominations. Director Williams was proclaimed as vice chair.

**3. Approval of Agenda**

**MOVED** by Director Finall, **SECONDED** by Director Williams,  
That the agenda be approved as circulated.

**CARRIED**

**4. Chair's Remarks**

Chair Derman noted that the Capital Regional District (CRD) is looking at making major investments in resource management and this task force is well positioned to facilitate recommendations to move forward.

He also noted that:

- The CRD Board is looking more closely at climate change and this committee will need to ensure that this is taken into consideration.
- The CRD Board is seeking a report from this committee by the end of February.

***8:36 a.m. B. Desjardins joined the meeting***

**5. Board Chair's Remarks**

Board Chair Desjardins thanked the group for meeting and noted the following:

- This task force established to provide recommendations to the CRD Board for moving forward with integrated resource management (IRM) for the region.

- The Board is seeking input on the following:
  - What does IRM mean to the CRD?
  - Governance is a concern in decision making; a combined decision is needed in order to move forward, and therefore a review of the governance structure may be required.
  - Recommendations for proceeding.

## 6. Terms of Reference

It was noted that the Board had determined the end of February as a deadline, and it was recognized that this is a tight timeline.

Discussion ensued with the following points raised:

- Engaging a consultant will extend the timeline beyond the end of February.
- There is a need to develop solutions prior to engaging a consultant.
- The committee would like to hear from expert groups, such as the Pivotal, to help form its recommendations.
- The committee could recommend the RFP process, but designing it is administrative and could result in a delay to the timeline.
- The group asked staff to provide them with a copy of the 2008 Fidelis report on IRM to review for its next meeting – noting that there are provincial recommendations within that report that need to be reviewed and addressed
- There is a need to define scope and parameters before making recommendations to the Board
- It was noted that there is also the ability to conduct a pilot

**MOVED** by Director Finall, **SECONDED** by Director Williams,  
That the Terms of Reference be amended as follows:'

**CARRIED**

Page 1, Item 1.0 Purpose, bullet two under Committee to, rewrite as:

*Recommend to the Board to develop and recommend a process for broadly seeking submissions from the private sector and to implement the recommended initiative.*

Page 1, Item 1.0 Purpose, bullet three under Committee to, strike “top 3-6”.

Page 1, Item 1.0 Purpose, bullet four under Committee to, strike entirely.

Page 1, Item 2.0 Establishment and Authority, replace bullet three with:

*Recommend to the Board a process for implementing the recommendations of the Committee.*

The discussion moved to Agenda Item 10, Next Meeting.

## 7. Next Meeting

The committee agreed to meet weekly on Fridays at 8:30 a.m. The next meeting will be January 22. It was also agreed that due to the short timelines between meetings, materials could be received by email as soon as they are available instead of waiting to receive them at the next meeting.

**9:23 a.m. B. Desjardins left the meeting**

## 8. Committee Business

### 8.1 Integrated Resource Management Workshop Report – October 7, 2015

L. Hutcheson spoke to the report noting that it was included in the agenda package as background and reference for the committee.

**MOVED** by Director Ranns, **SECONDED** by Director Williams,  
That the Integrated Resource Management Workshop Report – October 7, 2015, be received for information.

**CARRIED**

Discussion ensued with the following points noted:

- The committee agreed that pages 2 to 6 of the report are useful for framing decisions and recommendations.
- It was noted that there is a motion from the Environmental Services Committee for a pilot to be conducted. This motion will be on the next agenda for discussion.

## 9. New Business

Chair Derman put forward items for the next agenda and asked members to email any other agenda recommendations prior to Tuesday, January 19, 2016.

Items identified:

- 2008 Integrated Resource Management report
- Motions from the Environmental Services Committee and Saanich Peninsula Wastewater Commission regarding the kitchen scraps and biosolids pilots
- Invite groups to speak at upcoming meetings. Groups that have spoken to the Westside Wastewater Treatment and Resource Recovery Select Committee and the Technical Oversight Panel
- The committee requested an information report that identifies the region's feedstock, including material from Sooke, municipal solid waste and other potential sources.

10. Adjournment

**MOVED** by Director Plant, **SECONDED** by Director Atwell,  
That the meeting be adjourned at 9:48 a.m.

**CARRIED**

---

**CHAIR**

---

**RECORDER**