



Making a difference...together

MINUTES OF A MEETING OF THE WESTSIDE WASTEWATER TREATMENT AND RESOURCE RECOVERY SELECT COMMITTEE

Held Thursday, October 23, 2014, Goldstream Conference Room, 479 Island Highway

PRESENT: Mayor B. Desjardins, Township of Esquimalt (Co-Chair); Mayor C. Hamilton, City of Colwood (Co-Chair); Mayor S. Young, City of Langford (2:30 pm); Councillor L. Seaton, City of Langford; Mayor G. Hill, Town of View Royal; K. Cossey, Songhees Nation (for Chief R. Sam)

Staff: L. Hutcheson, General Manager, Parks and Environmental Services; S. Santarossa, Corporate Officer; K. Quayle, Corporate Communications, M. Montague, Integrated Water Services (Recorder)

Also Present: L. Hurst, Township of Esquimalt; M. Baxter, City of Colwood (2:22); J. Cullington, City of Colwood (2:22); C. Houghton, Aurora Consulting

L. Hutcheson, General Manager, CRD Parks and Environmental Services, called the meeting to order at 2:05 pm.

1. Approval of the Agenda

MOVED by Mayor Desjardins, **SECONDED** by Mayor G. Hill,
That the agenda be approved the agenda as circulated.

CARRIED

2. Election of Co-Chairs

L. Hutcheson advised that the next order of business is to elect the Chair for the committee and called for nominations for the position of Chair of the Westside Wastewater Treatment and Resource Recovery Select Committee.

Mayor B. Desjardins stated that the co-chair model may be best for this committee as opposed to the election of chair and vice-chair and the Committee agreed.

L. Hutcheson called for nominations for the position of Co-Chair of the Westside Wastewater Treatment and Resource Recovery Select Committee.

Mayor Hill nominated Mayor Desjardins

Mayor Desjardins accepted the nomination.

L. Hutcheson called for nominations a second time and third time and, hearing none, declared nominations closed. Mayor Desjardins was proclaimed as acclaimed to the position of Co-Chair of the Westside Wastewater Treatment and Resource Recovery Select Committee.

Mayor Desjardins assumed the Chair.

Mayor Desjardins called for nominations for Co-Chair of the Westside Wastewater Treatment and Resource Recovery Select Committee.

Mayor Hill nominated Mayor Hamilton.

Mayor Hamilton accepted the nomination.

Mayor Desjardins called for nominations a second and third time and, hearing none, declared nominations closed. Mayor Hamilton was proclaimed as acclaimed to the position of Co-Chair of the Westside Wastewater Treatment and Resource Recovery Select Committee.

3. Delegations/Presentations

There were no delegations or presentations.

4. Westside Wastewater Treatment and Resource Recovery Select Committee – Terms of Reference

Mayor Desjardins opened the floor for discussion or questions on the Terms of Reference for the Westside Wastewater Treatment and Resource Recovery Select Committee.

K. Cossey noted that Songhees Nation had a Council meeting last night and the Chief asked him to be his alternate when he is unable to attend.

MOVED by Mayor Hill, **SECONDED** by Mayor Hamilton,
That the alternate Songhees Nation representative on the Westside Wastewater Treatment and Resource Recovery Select Committee be K. Cossey.

CARRIED

MOVED by Mayor Hamilton, **SECONDED** by Councillor Seaton,
That the Terms of Reference be amended to allow for alternate representatives to participate at all open and closed meetings with voting rights limited to when the designated representative is absent.

CARRIED

J. Cullington entered the meeting at 2:22 pm.

MOVED by Mayor Hamilton, **SECONDED** by Councillor Seaton,
That an additional bullet be added to Section 1.0 of the Terms of Reference as follows:
“the process will be efficient and cost effective”.

CARRIED

Mayor Young entered the meeting at 2:30 pm.

Following discussion, changes were made to the Terms of Reference as follows:

- Section 1.0
 - replace 4th bullet point with “decisions will be based on the best business case scenario that maximizes benefit to the best value for taxpayers
 - additional bullet to read “the process will be efficient and cost effective”
- Section 2.0
 - Reflect change to Co-Chair model
 - Replace third bullet to read “the committee will continue until it has made its final report to the Board
- Section 3.0
 - Composition to reflect two members from Langford
 - Alternate representatives are invited to participate at open and closed meetings. May only vote when designated representative is absent.

- Section 4.0 – add reference that CRD Board Procedures Bylaw applies
- Section 5.0 – add reference that a Technical Working Group Implications Section will form part of the report to the CALWMC and the Board

MOVED by Mayor Hill and **SECONDED** by Mayor Young,
That the Terms of Reference for the Westside Wastewater Treatment and Resource Recovery Select Committee be adopted as amended.

CARRIED

5. Project Charter – Verbal Update And Discussion

C. Houghton noted that the purpose of the Project Charter is to fulfill the mandate of the Select Committee and delve into specific actions for moving forward. A Technical Working Group has been formed to work on developing the Project Charter, which will include a high-level roles and responsibilities document and a membership list. This group is supported by the Technical Subcommittee and the Communications Subcommittee.

M. Baxter reported that story boards and a draft questionnaire have been prepared. He advised that the first round of public engagement will begin in November and will determine whether what parameters the public would require in regards to wastewater treatment (appearance, cost, etc.). The Technical Committee will use the public criteria, existing technologies, and costs and benefits to form the second round of public engagement.

Other items discussed included the pumping of sludge to Hartland and land application of biosolids.

6. New Business

Councillor Cullington requested that the contract with Aurora be shared with the Committee members so that the deliverables and expectations are clear.

MOVED by Mayor Hill, **SECONDED** by Mayor Hamilton,
That the proposed contract with Aurora be approved.

CARRIED

The process for getting information out to the public regarding times and dates of meetings and decisions made by this Committee was discussed.

7. Adjournment

MOVED by Mayor Hamilton, **SECONDED** by Mayor Hill,
That the meeting of the Westside Wastewater Treatment and Resource Recovery Select Committee be adjourned at 3:17 pm.

CARRIED

Chair

Recorder