

Notice of Meeting and Meeting Agenda

Westside Wastewater Treatment and Resource Recovery Select Committee

Tuesday, June 9, 2015

11:30 AM

6th Floor Boardroom

B. Desjardins (Co-Chair), C. Hamilton (Co-Chair), R. Sam,
D. Screech, L. Seaton, S. Young

1. Approval of Agenda

2. Adoption of Minutes

- 2.1. 15-606 Adoption of the Minutes of May 26, 2015 (to be circulated separately)

Recommendation: That the minutes of May 26, 2015, be adopted.

3. Chair's Remarks

4. Presentations/Delegations

5. Committee Business

- 5.1. 15-614 Westside Solutions - Public Consultation Next Steps and Budget Update

Recommendation: That the Westside Select Committee approve the additional funding and the use of a public survey on the prioritized sites and flow scenarios.

Attachments: [Staff Report: Westside Solutions - Public Consultation Next Steps and Budget Update](#)

- 5.2. 15-624 Westside Eastside Public Engagement Event, June 24th, 2015

- 5.3. 15-618 Process for Additional Sites

- 5.4. 15-616 Eastside Select Committee - Verbal Update

6. New Business

7. Motion to Close the Meeting

- 7.1. 15-607 Motion to Close the Meeting

Recommendation: That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district.

8. Adjournment

Next Meeting: TBD

To ensure quorum, please advise Allison Boyd 250-360-3129 if you or your alternate cannot attend.



**REPORT TO WESTSIDE WASTEWATER TREATMENT AND RESOURCE RECOVERY
SELECT COMMITTEE
MEETING OF TUESDAY, JUNE 9, 2015**

SUBJECT Westside Solutions – Public Consultation Next Steps and Budget Update

ISSUE

To present the Westside Wastewater Treatment and Resource Recovery Select Committee (Westside Select Committee) with information on how the Westside Solutions team is planning to continue its public consultation and engagement efforts and the additional budget resources that are required to accommodate promotional activities and outputs.

BACKGROUND

In order to come up with wastewater treatment and resource recovery options, the Westside Solutions team has been working on two tracks: a technical assessment track and a public engagement track. The combined efforts of these two tracks have resulted in the identification and prioritization of potential wastewater treatment sites and flow scenarios on the Westside.

It is now time to publicly release this information and inform the community how their input has assisted in prioritizing the sites.

On the week of June 15, the Westside solutions team will be hosting a media event where the prioritized list of sites will be released.

To continue the ongoing public engagement, the Westside Solutions team is planning to initiate an online public survey. This survey will be available for roughly one month and will allow the public to share their opinions about the prioritized site options and inform them of the various flow scenarios. It will also act as a check point to confirm that public priorities that have been identified to date are properly assessed and captured in the site prioritizations and receive additional feedback from those that may not have already participated in the public dialogue.

On June 24, staff from Westside Solutions and the Eastside Select Committee are collaborating to host an open house. The open house will provide the public with an overview of prioritized sites for both Westside and Eastside and give the public information about continued public engagement opportunities.

The summer is not the best time to engage the public. However, the Westside Solutions team wants to make sure that the public continues to be informed at this important stage in our process. One way to address this is to take part at community events and summer markets in the Westside as well as keeping the Westside Solution website up to date. The team is also developing a brochure for use at events and for distribution through municipal facilities.

In order to reach a larger proportion of the public, additional funding is required. This additional funding will allow us to better promote events and support the survey and other public input opportunities. The outputs to be developed include:

- an advertising presence in radio, print, and online
- Event costs (room bookings, refreshments, summer booth bookings)
- Printing costs

Outputs	Budget
Advertising	\$35,000
Event and printing costs	\$15,000
Miscellaneous	\$10,000
Total	\$60,000

As well, the Westside team will look at the viability to do a mail drop to Westside residents to increase public awareness of options and further input opportunities.

ALTERNATIVES

Alternative 1

That the Westside Select Committee approve the additional funding and the development of an online public survey on the prioritized sites.

Alternative 2

That the Westside Select Committee not approve the additional funding and the use of a public survey on the prioritized sites and flow scenarios.

FINANCIAL IMPLICATIONS

Under the Core Area Wastewater Treatment Program budget, requisitioned funds can only be apportioned on the cost sharing basis on which they were raised. The cost sharing of the Program budget is currently apportioned based on 2030 design capacity, 70% average dry weather flow and 30% average annual flow, as previously declared by each participant. This cost sharing may be revisited by the participants in the service. The Westside collectively accounts for 26.76% of the requisition funds raised. The funds raised will be shared between the four Westside municipal participants, as follows:

Colwood	15.92%
Esquimalt	24.85%
Langford	47.31%
View Royal	11.92%

Any combined promotional materials that are developed for both Westside and Eastside outputs will be funded through the Liquid Waste Management Plan core operating budget.

WESTSIDE STAFF WORKING GROUP

The Westside staff working group is in agreement with this report.

CONCLUSION

Additional promotional funding will allow Westside Solutions to broaden its reach and ensure stakeholders have an opportunity to provide feedback. Significant promotion of the online public feedback survey and the upcoming event on June 24 should help to increase participation from the public. The results of the public feedback will offer additional support to the Westside Select Committee when choosing which options to move forward to a detailed technical review that will take place over the summer.

RECOMMENDATION

That the Westside Select Committee approve the additional funding and the use of a public survey on the prioritized sites and flow scenarios.

Submitted by:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
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