

## Meeting Minutes

### Environmental Services Committee

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Wednesday, April 16, 2025

9:30 AM

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

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#### PRESENT

Directors: S. Tobias (Vice Chair), J. Bateman (for M. Tait) (EP), J. Brownoff (EP), J. Caradonna, D. Cavens (for B. Desjardins), G. Holman (EP), D. Kobayashi, D. Thompson, M. Westhaver (for C. Plant), A. Wickheim, C. McNeil-Smith (Board Chair, ex-officio)

Staff: T. Robbins, Chief Administrative Officer; L. Jones, General Manager, Parks, Recreation and Environmental Services; R. Tooke, Senior Manager, Environmental Innovation; N. Elliott, Manager, Climate Action Programs; T. Watkins, Manager, Environmental Resource Management, Policy and Planning; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director(s) B. Desjardins (Chair), C. Plant, M. Tait

The meeting was called to order at 9:31 am.

#### 1. Territorial Acknowledgement

Alternate Director Cavens provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Director Kobayashi, **SECONDED** by Director Wickheim,  
That the agenda of the Environmental Services Committee meeting of April 16,  
2025 be approved.  
**CARRIED**

#### 3. Adoption of Minutes

- 3.1. [25-0452](#) Minutes of the Environmental Services Committee Meeting of March 19, 2025

**MOVED** by Director Kobayashi, **SECONDED** by Director Caradonna,  
That the minutes of the Environmental Services Committee meeting of March 19,  
2025 be adopted as circulated.  
**CARRIED**

#### 4. Chair's Remarks

Acting Chair Tobias reminded committee members that Earth Day is on April 22 and provided acknowledgement to environmental volunteer groups in the regional district.

#### 5. Presentations/Delegations

##### 5.1. Presentations

5.1.1. [25-0462](#) Presentation: Martin Segger; Urban Biosphere Region Project, Re: Biosphere Proposal Presentation

M. Segger presented Item 5.1.1.

Discussion ensued on the following:

- adjudication process and timeframe to receive designation
- natural and cultural resources
- Victoria region establishment and definition
- marine and regional boundaries
- collaboration with educational institutions

##### 5.2. Delegations

There were no delegations.

#### 6. Committee Business

6.1. [25-0442](#) Hartland Public Drop-off - Extension of Expanded Hours Pilot

T. Watkins spoke to Item 6.1.

Discussion ensued on the following:

- service adjustments and extensions
- scale data analysis and reporting
- preliminary data findings

**MOVED by Director Kobayashi, SECONDED by Alternate Director Cavens,  
The Environmental Services Committee recommends to the Capital Regional  
District Board:**

**That the Hartland Landfill and Public Drop-off Depot expanded hours pilot be  
extended until October 31, 2025.**

**CARRIED**

**6.2.     [25-0441](#)     Solid Waste Management Plan - 2024 Progress Report**

T. Watkins presented Item 6.2. for information.

Discussion ensued on the following:

- wood waste ban, processing and data analysis
- methane gas collection and provincial standards
- material shredding and space utilization
- carpet & underlay processing and aftermarket
- traffic safety study and intersection improvements for Willis Point Road
- waste composition study results and expected impacts
- commercial vehicle entrance
- electric trucks or alternative fuel sources
- blue box program containers and adverse weather conditions
- per capita disposal rates pre and post pandemic analysis
- residential versus commercial reduction rates

**6.3.     [25-0440](#)     Climate Action Strategy – 2024 Progress Report**

N. Elliott presented Item 6.3. for information.

Discussion ensued on the following:

- alignment with provincial and federal initiatives
- individual municipality initiatives overview
- regional versus corporate initiatives and targets
- regional growth strategies documentation
- climate action survey review process
- cost effectiveness of climate change

**6.4.     [25-0445](#)     Climate Action Strategy Renewal - Vision, Principles, Goals and Targets**

R. Tooke presented Item 6.4. for information.

**MOVED by Director Caradonna, SECONDED by Director McNeil-Smith,  
That this item be postponed until the next Environmental Services Committee  
meeting in June.  
CARRIED**

**6.5.     [25-0444](#)     Previous Minutes of Other CRD Committees and Commissions for Information**

The following minutes were received for information:

- a) Climate Action Inter-Municipal Task Force - March 14, 2025

**7. Notice(s) of Motion**

7.1. [25-0486](#)

Notice of Motion: Potential UNESCO Biosphere Reserve (Director Brownoff)

Director Brownoff provided the following Notice of Motion for consideration at the next meeting of the Environmental Services Committee meeting:

"Direct staff to report on a potential UNESCO Biosphere Reserve application and outline related implications."

**8. New Business**

There was no new business.

**9. Adjournment**

**MOVED** by Director Caradonna, **SECONDED** by Director McNeil-Smith,  
That the Environmental Services Committee meeting of April 16, 2025 be  
adjourned at 11:27 am.

**CARRIED**

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CHAIR

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RECORDER