

Meeting Minutes

Core Area Liquid Waste Management Committee

Wednesday, July 23, 2025

11:30 AM

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

PRESENT

Directors: C. Coleman (Chair), D. Kobayashi (Vice Chair) (EP), M. Alto (11:36 am), S. Brice, J. Brownoff (EP), J. Caradonna, B. Desjardins, K. Murdoch (EP), D. Murdock (EP), D. Thompson (EP), L. Szpak, M. Wagner (for S. Goodmanson) (EP), M. Westhaver (for C. Plant) (EP), C. McNeil-Smith (Board Chair, ex-officio)

Staff: T. Robbins, Chief Administrative Officer; A. Fraser, General Manager, Infrastructure and Water Services; J. Dales, Senior Manager, Wastewater Infrastructure Operations; G. Harris, Senior Manager, Environmental Protection; J. Marr, Senior Manager, Infrastructure Engineering; J. Kelly, Manager, Integrated Water Services Capital Projects; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director(s) Z. de Vries, S. Goodmanson, C. Plant, S. Tobias,

The meeting was called to order at 11:30 am.

1. Territorial Acknowledgement

Director Brice provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Director Desjardins, **SECONDED** by Director Brice,
That the agenda for the Core Area Liquid Waste Management Committee of July 23, 2025 be approved.
CARRIED

3. Adoption of Minutes

3.1. [25-0837](#) Minutes of the Core Area Liquid Waste Management Committee of March 26, 2025

MOVED by Director Brice, **SECONDED** by Director Caradonna,
That the minutes of the Core Area Liquid Waste Management Committee of March 26, 2025 be adopted as circulated.
CARRIED

4. Chair's Remarks

Chair Coleman spoke about the June 26th, 2025 media release that named Pyrocal as the preferred proponent in the conversion of biosolids to biochar.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [25-0577](#) Liquid Waste Management Plan – Amendment No. 13 Inflow and Infiltration

G. Harris spoke to Item 6.1.

Director Alto joined the meeting in person at 11:36 am.

MOVED by Director Desjardins, **SECONDED** by Director Szpak,
The Core Area Liquid Waste Management Committee recommends to the Capital
Regional District Board:

**That Amendment No. 13 to the Core Area Liquid Waste Management Plan be
submitted to the Province of British Columbia Ministry of Environment and Parks
for approval.**

CARRIED

6.2. [25-0792](#) Kosapsun Nation Capacity Transfer - Service Agreement Update

A. Fraser presented Item 6.2. for information.

Discussion ensued on the following:

- how requests are initiated and collaboration to undertake requests
- capacity transfer meaning and transfers between jurisdictions
- annual tracking and capacity memorandums

6.3. [25-0793](#) Core Area Liquid Waste Management Committee 2025 Mid-Year Capital
Projects and Operations Update

J. Marr and J. Dales presented Item 6.3. for information.

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business

9. Adjournment

MOVED by Director Desjardins, **SECONDED** by Director Caradonna,
That the July 23, 2025 Core Area Liquid Waste Management Committee meeting
be adjourned
at 11:51 am.
CARRIED

CHAIR

RECORDER