

## **Meeting Minutes**

### **Environmental Services Committee**

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**Wednesday, November 19, 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), J. Brownoff (EP), J. Caradonna, G. Holman (9:33 am), C. Plant (9:32 am), D. Thompson, A. Wickheim (EP)(9:35 am), C. McNeil-Smith (Board Chair, ex-officio)

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer/General Manager, Finance and Technology; L. Jones, General Manager, Parks, Recreation and Environmental Services; K. Morley, Corporate Officer/General Manager, Corporate Services; G. Harris, Senior Manager, Environmental Protection; R. Smith, Senior Manager, Environmental Resource Management; R. Tooke, Senior Manager, Environmental Innovation; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors B. Desjardins (Chair), D. Kobayashi, M. Tait

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

#### **1. Territorial Acknowledgement**

Alternate Director Bateman provided a Territorial Acknowledgement.

#### **2. Approval of Agenda**

Director Plant joined the meeting in person at 9:32 am.

**MOVED** by Director Thompson, **SECONDED** by Director Caradonna,  
That the agenda for the Environmental Services Committee meeting of  
November 19, 2025 be approved.  
**CARRIED**

#### **3. Adoption of Minutes**

- 3.1. [25-1237](#) Minutes of the Environmental Services Committee meeting of October 15, 2025

Director Holman joined the meeting in person at 9:33 am.

**MOVED** by Alternate Director Bateman, **SECONDED** by Director Plant,  
That the minutes of the Environmental Services Committee meeting of October 15, 2025 be adopted as circulated.  
**CARRIED**

#### 4. Chair's Remarks

There were no Chair's remarks.

#### 5. Presentations/Delegations

There were no presentations.

- 5.1. [25-1249](#) Delegation - Martin Segger; Representing The Greater Victoria UNESCO Biosphere Project Working Group: Re: Agenda Item 6.2. Potential UNESCO Urban Biosphere Reserve Nomination Process

M. Segger spoke to Item 6.2.

**Director Wickheim joined the meeting electronically at 9:35 am.**

- 5.2. [25-1250](#) Delegation - Jacques Sirois; Representing Greater Victoria NatureHood & Comמושung Urban Biosphere Project: Re: Agenda Item 6.2. Potential UNESCO Urban Biosphere Reserve Nomination Process

J. Sirois spoke to Item 6.2.

- 5.3. [25-1251](#) Delegation - Patricia Dijak; Representing Friends of Bowker Creek Society, Garry Oak Meadow Preservation Society, and Community Association of Oak Bay: Re: Agenda Item 6.2. Potential UNESCO Urban Biosphere Reserve Nomination Process

P. Dijak spoke to Item 6.2.

#### 6. Committee Business

**6.1.**     [25-1188](#)     2024 Regional Greenhouse Gas Emissions Inventory

R. Tooke presented Item 6.1. for information.

Discussion ensued on the following:

- climate action strategy and regional emission reductions
- realistic targets and strategic impact
- regional growth strategy and official community plans
- sewage effluent and greenhouse gas reductions
- pyrolysis, processing of biosolids and biochar
- interactive dashboard and public release plan
- bluebox household collection and vehicle electrification
- data collection and reliable inventories
- return on investments

**6.2.**     [25-1192](#)     Potential UNESCO Urban Biosphere Reserve Nomination Process

G. Harris spoke to Item 6.2.

Discussion ensued on the following:

- realistic timelines and process reviews
- strategic priorities check-ins and identification for progressing to next board

**MOVED by Director Plant, SECONDED by Director Thompson,  
The Environmental Services Committee recommends to the Capital Regional  
District Board:**

**That the matter of a nomination for a UNESCO Urban Biosphere Reserve  
designation for the Capital Regional District be referred to the 2027-2031 Board  
strategic planning process for consideration and potential inclusion in the 2028  
service planning process.**

**CARRIED**

**6.3.**     [25-1199](#)     Service Contracts for Salt Spring and Southern Gulf Islands Recycling Depots

R. Smith spoke to item 6.3.

Discussion ensued on the following:

- alignment with CRD procurement practices
- provincial requirements for recycling service
- cost of operations and usage statistics

**Director Plant left the meeting at 10:46 am.**

**MOVED by Director Holman, SECONDED by Director Plant,  
The Environmental Services Committee recommends to the Capital Regional District Board:  
That the Chief Administrative Officer be authorized to approve new Galiano, Pender and Salt Spring Island recycling service agreements as prepared by staff for continued service until December 31, 2029.  
CARRIED**

**Director Plant returned to the meeting at 10:51 am.**

**6.4.**     [25-1190](#)     Previous Minutes of Other CRD Committees and Commissions for Information

Discussion ensued on the quality of the Climate Action minutes.

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

There were no notice(s) of motion.

**8. New Business**

There was no new business.

**9. Motion to Close the Meeting**

**9.1.     [25-1243](#)     Motion to Close the Meeting**

**MOVED** by Director Thompson, **SECONDED** by Alternate Director Bateman,  
That the meeting be closed for contract negotiations in accordance with Section  
90(1)(k) of the Community Charter.

**CARRIED**

**MOVED** by Director Thompson, **SECONDED** by Alternate Director Bateman,  
That such disclosures could reasonably be expected to harm the interest of the  
Regional District.

**CARRIED**

**MOVED** by Director Thompson, **SECONDED** by Director Plant,  
That the meeting be closed for intergovernmental negotiations in accordance  
with Section 90(2)(b) of the Community Charter.

The Environmental Services Committee went into closed session at 10:53 am.

The Environmental Services Committee rose from closed session at 12:02 pm  
without report.

**10. Adjournment**

**MOVED** by Director Plant, **SECONDED** by Director McNeil-Smith,  
That the Environmental Services Committee meeting of November 19, 2025 be  
adjourned at 12:02 pm.

**CARRIED**

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CHAIR

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RECORDER