

Meeting Minutes

Core Area Liquid Waste Management Committee

Wednesday, September 13, 2017

9:30 AM

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

PRESENT:

Directors: S. Brice (Vice-Chair), M. Alto, R. Atwell, D. Blackwell, B. Desjardins (Board Chair, ex-officio), C. Hamilton, B. Isitt (9:39), N. Jensen, D. Murdock, C. Plant, V. Sanders (for J. Brownoff), D. Screech, L. Seaton, G. Young
Staff: R. Lapham, Chief Administrative Officer; N. Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; T. Robbins, General Manager, Integrated Water Services; C. Nielson, Senior Manager, Human Resources; S. May, Senior Manager, Facilities Management and Engineering Services; B. Reems, Corporate Officer; P. Perna, Committee Clerk (Recorder)
Others: J. Bird, Chair, Core Area Wastewater Treatment Project Board; Don Fairbairn, Vice Chair, Core Area Wastewater Treatment Project Board; Alternate Director L. Hundleby; C. Johnson, Kerr, Wood Leidal

REGRETS: Director Helps (Chair), Chief R. Sam, and Chief A. Thomas

The meeting was called to order at 9:30 am.

1. Approval of Agenda

MOVED by Board Chair Desjardins, **SECONDED** by Director Blackwell,
That the agenda for the September 13, 2017 Core Area Liquid Waste
Management Committee meeting be approved as amended to move item 5.5.
after item 5.3.
CARRIED

2. Adoption of Minutes

2.1. [17-608](#) Minutes of the Core Area Liquid Waste Management Committee Meeting

MOVED by Director Seaton, **SECONDED** by Director Blackwell,
That the Minutes of the June 14, 2017 Core Area Liquid Waste Management
Committee meeting be adopted as circulated.
CARRIED

3. Chair's Remarks - None.

4. Presentations/Delegations - None.

5. Committee Business

5.1. [17-549](#) Wastewater Treatment Project Monthly Report - May 2017

J. Bird spoke to the report highlighting the most recent activities. She advised of Jim Burke's resignation from his position on the Project Board effective August 31, 2017, which, by bylaw, needs to be replaced within 90 days.

Director Isitt arrived at 9:39 am.

Discussion ensued on the following:

- members on the hiring committee
- response time for comments, complaints or concerns and how they are received and addressed

**MOVED by Director Blackwell, SECONDED by Director Screech,
That the Core Area Liquid Waste Management Committee receive this report for
information and forward to the CRD Board.**

CARRIED

OPPOSED: Director Atwell

5.2. [17-609](#) Wastewater Treatment Project Quarterly Report - April to June 2017

**MOVED by Director Blackwell, SECONDED by Director Jensen,
That the Core Area Liquid Waste Management Committee receive this report for
information and forward to the CRD Board.**

CARRIED

OPPOSED: Director Atwell

5.3. [17-610](#) Monthly Wastewater Treatment Project Report - July 2017

**MOVED by Director Blackwell, SECONDED by Director Jensen,
That the Core Area Liquid Waste Management Committee receive this report for
information and forward to the CRD Board.**

CARRIED

OPPOSED: Director Atwell

5.5. [17-648](#) Replacement of Core Area Wastewater Treatment Project Board Member

C. Nielson spoke to the highlights of the hiring and recruitment process for the replacement of the Core Area Wastewater Treatment Project Board Member. He advised that they are on target to meet the 90-day deadline.

N. Jensen left at 9:59 am

**MOVED by Director Seaton, SECONDED by Director Jensen,
That this report be received for information.**

CARRIED

5.4. [17-616](#) Core Area Inflow and Infiltration Management Plan - 2017 Update
(Five-Year Update)

L. Hutcheson spoke to a presentation on the Core Area Inflow and Infiltration Management Plan: 5-Year Update.

Discussion ensued on the following:

- showing future projections, further information, and a technical analysis of inflow and infiltration
- the installation of a continuation tank to avoid future projected overflows and to preserve capacities
- growth affecting inflow and infiltration
- challenges with old infrastructure
- education and support to target upgrading
- inflow and infiltration on private property

MOVED by Director Blackwell, **SECONDED** by Director Atwell,

That the Core Area Liquid Waste Management Committee recommend to the Capital Regional District Board:

1. That the Core Area Inflow and Infiltration Management Plan 2017 Update be received for information; and
2. That staff be directed to submit the plan update to the Ministry of Environment and Climate Change Strategy.

CARRIED

MOVED by Director Atwell, **SECONDED** by Director Isitt,

That staff provide a report on options for incentive programs to encourage the installation of low-flow household appliances.

MOVED by Director Atwell, **SECONDED** by Director Isitt,

That the motion be amended to remove the word "incentive" and replace it with the word "mandatory".

DEFEATED

OPPOSED: Directors Young, Isitt, Blackwell, Brice, Alto, Hamilton, Seaton, Screech, Murdock, Alternate Director Sanders, and Board Chair Desjardins

MOVED by Director Isitt, **SECONDED** by Director Atwell,

That the motion be amended to strike the word "incentive".

CARRIED

OPPOSED: Director Young and Alternate Director Sanders

MOVED by Director Atwell, **SECONDED** by Director Isitt,

That staff provide a report on options for programs to encourage the installation of low-flow household appliances.

CARRIED

6. New Business - None.

7. Adjournment

MOVED by Director Plant, **SECONDED** by Director Screech,

That the September 13, 2017 Core Area Liquid Waste Management Committee meeting be adjourned at 11:00 am.

CARRIED

Chair

Recorder