

Meeting Minutes

Environmental Services Committee

Wednesday, October 25, 2017

9:30 AM

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

PRESENT:

Directors: C. Hamilton (Chair), R. Atwell (Vice Chair), D. Blackwell, L. Helps, M. Hicks, D. Martin (for W. McIntyre (9:42)), V. Sanders (for D. Murdock), J. Ranns (9:34), M. Tait (9:33), K. Williams, R. Windsor
Staff: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; R. Smith, Senior Manager, Environmental Resource Management; G. Harris, Senior Manager, Environmental Protection; S. May, Senior Manager, Facilities Management and Engineering Services; K. Morley, Acting Senior Manager of Corporate Services; E. Gorman, Acting Corporate Officer; P. Perna, Committee Clerk (Recorder)
Others: Alternate Director L. Hundleby

REGRETS: Board Chair Desjardins

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

1. Approval of Agenda

**MOVED by Director Helps, SECONDED by Director Windsor,
That the agenda for the October 25, 2017 Environmental Services Committee
meeting be approved as circulated.
CARRIED**

2. Adoption of Minutes

- 2.1. [17-778](#) Minutes of the September 13, 2017 Environmental Services Committee Meeting**

**MOVED by Director Blackwell, SECONDED by Director Williams,
That the minutes of the September 13, 2017 Environmental Services Committee
meeting be adopted as circulated.
CARRIED**

3. Chair's Remarks - None.

4. Presentations/Delegations - None.

5. Committee Business

- 5.1. [17-760](#) 2018 Service Plans Review Process**

L. Hutcheson provided an overview of the report, R. Smith spoke to the service plan summaries for Environmental Resource Management, G. Harris spoke to

the service plan summaries for Environmental Protection, and S. May provided an overview of the service plan summaries for Facilities Management and Engineering Services.

Discussion ensued on the following:

- the increase in tonnage affecting waste per capita
- timelines for consultation and procurement process for integrated resource management at Willis Point
- proposed hiring timelines
- the concern of adding positions before knowing what is needed
- job duties of the two new IRM positions over the next two years
- clarification on internal funding, in-house funding, core budget funding, and requisition funding
- sharing of resources between services and where funding is obtained
- rates for charging out staff performing maintenance within buildings in the Juan de Fuca Electoral Area

[The original staff recommendation was changed at the meeting as follows:]

That the Environmental Services Committee recommend to the Capital Regional District Board:

That the attached service plans be used as a basis to inform the creation of the budget.

5.2. [17-761](#)

Revision 3 of the Solid Waste Management Plan - Planning Timeline Update

The committee moved to Item 5.2. before concluding Item 5.1. in order to address questions that arose from the services plan review process.

R. Smith provided an overview of the report.

Discussion ensued on the following:

- full-time employees for integrated resource management and how much is allocated for each of labour and operating expenses
- how labour rates are decided upon
- timelines between the consultation process and the procurement process
- the need for gaining information before knowing what to request in the proposal
- the need for a valid plan to address 90% of solid waste
- disposal of kitchen scraps and bylaws that may need to be amended

MOVED by Director Helps, SECONDED by Director Tait,

That the Environmental Services Committee recommend to the Capital Regional District Board:

That staff be directed to resume work on the development of Revision 3 of the Solid Waste Management Plan, as outlined in the proposed planning timeline.

CARRIED

OPPOSED: Directors Hicks, Ranns, Williams, and Alternate Director Martin

5.1. [17-760](#)

2018 Service Plans Review Process

MOVED by Director Helps, SECONDED by Director Tait,

That the Environmental Services Committee recommend to the Capital Regional

District Board:

That the attached service plans be approved as presented.

MOVED by Director Blackwell, **SECONDED** by Director Hicks,
That the attached service plans be postponed until the budget can be received
with the service plans.

DEFEATED

OPPOSED: Directors: Atwell, Blackwell, Hamilton, Helps, Hicks, Ranns, Tait,
Williams, Windsor, and Alternate Directors Martin and Sanders

MOVED by Director Blackwell, **SECONDED** by Director Windsor,
That the main motion be amended to change the wording from "be approved as
presented" to "be used as a basis to inform the creation of the budget".

CARRIED

MOVED by Director Helps, **SECONDED** by Director Tait,
That the Environmental Services Committee recommend to the Capital Regional
District Board:

That the attached service plans be used as a basis to inform the creation of the
budget.

CARRIED

5.3. [17-766](#)

Solid Waste Advisory Committees - Revised Approach

MOVED by Director Blackwell, **SECONDED** by Alternate Director Sanders,
That the Environmental Services Committee recommend to the Capital Regional
District Board:

1. That the Terms of Reference for the Public and Technical Solid Waste Advisory
Committee be approved;
2. That staff be directed to initiate the process of recruiting members for
appointment by the Environmental Services Committee; and
3. That the existing Public and Technical Advisory Committee and Solid Waste
Advisory Committee structure be dissolved.

MOVED by Director Hicks, **SECONDED** by Director Helps,
That the main motion be amended under item 2. to add after "recruiting
members" ", including a representative from Willis Point".

MOVED by Director Williams, **SECONDED** by Director Tait
That the amendment to the main motion be further amended to add after "Willis
Point" "and the District of Highlands,".

CARRIED

MOVED by Director Blackwell, **SECONDED** by Alternate Director Sanders,
That the Environmental Services Committee recommend to the Capital Regional
District Board:

1. That the Terms of Reference for the Public and Technical Solid Waste Advisory
Committee be approved;
2. That staff be directed to initiate the process of recruiting members, including a
representative from Willis Point and the District of Highlands, for
recommendation to the Capital Regional District Board from the Environmental
Services Committee; and
3. That the existing Public and Technical Advisory Committee and Solid Waste
Advisory Committee structure be dissolved.

CARRIED

5.4. [17-591](#) Kitchen Scraps Hauling and Processing

R. Smith provided an overview of the report.

Discussion ensued on the following:

- the opportunities and possibilities of regional composting
- what is covered under the integrated resource management process currently in place
- other facilities on-island to send kitchen scraps and compost
- Salt Spring Island retaining its own transfer station
- voluntary participation

**MOVED by Director Hicks, SECONDED by Director Helps,
That the Environmental Services Committee recommend to the Capital Regional District Board:**

That staff be directed to issue a 3-year tender for kitchen scraps hauling and processing that begins March 1, 2018 and expires February 28, 2021.

CARRIED

5.5. [17-750](#) Environmental Resource Management - 2016 Annual Report

R. Smith provided an overview of the report.

Discussion ensued on the following:

- the plan for providing handouts of solid waste information
- monitoring ground water at Willis Point
- organics still going into the landfill and ongoing work and education on reducing the amount
- programs for addressing plastic
- dumping of unsorted garbage at the landfill and in public or private garbage containers

**MOVED by Director Windsor, SECONDED by Director Helps,
That the Environmental Services Committee recommend to the Capital Regional District Board:**

1. That the following reports be approved:

- a) Environmental Resource Management 2016 Annual Report**
- b) Hartland Landfill Operating & Environmental Monitoring 2016 Annual Report;**
- and**

2. That the annual report fulfilling regulatory requirements be forwarded to the BC Ministry of Environment.

CARRIED

**MOVED by Director Hicks, SECONDED by Director Blackwell,
That the Environmental Services Committee recommend to the Capital Regional District Board:**

That the Capital Regional District Hartland landfill monitor two wells in Willis Point.

CARRIED

5.6. [17-741](#) Abandoned Boats Program Funding Update

G. Harris provided an overview of the report.

Discussion ensued on the following:

- concern that \$100,000 is not enough coverage
- the possibility for a process that targets the worst projects should there not be enough to cover all
- waiving tipping fees by priority rather than first come first serve method
- working with community partners and ensuring there is an awareness
- budget does not allow for waiving all tipping fees

MOVED by Director Windsor, SECONDED by Director Tait,
That the Environmental Services Committee recommend to the Capital Regional District Board:

That an additional \$100,000 be made available on a first-come, first-serve basis from the Environmental Resource Management Division Sustainability Reserve to pay the tipping fee costs for municipally- and electoral area-endorsed boating-related marine debris within the region not covered by the CRD's Transport Canada Abandoned Boats Program funding application.

CARRIED

MOVED by Director Hicks, SECONDED by Director Ranns,
That all tipping fees be waived for bonafide derelict boats taken to the Hartland landfill by approved organizations.

MOVED by Director Windsor, SECONDED by Director Blackwell,
That the motion be amended to add "effective for the 2019 budget cycle".

MOVED by Director Windsor, SECONDED by Director Tait,
That the motion be further amended to add:
That staff provide a report on tipping fees at the January 2018 Environmental Services Committee meeting.

CARRIED

MOVED by Director Windsor, SECONDED by Director Tait,
That staff provide a report on tipping fees at the January 2018 Environmental Services Committee meeting.

CARRIED

MOVED by Director Hicks, SECONDED by Director Ranns,
That all tipping fees be waived for bonafide derelict boats taken to the Hartland landfill by approved organizations.

MOVED by Director Windsor, SECONDED by Director Blackwell,
That the motion be amended to add "effective for the 2019 budget cycle".

MOVED by Director Windsor, SECONDED by Director Tait,
That the motion be further amended to add:
That staff provide a report on tipping fees at the January 2018 Environmental Services Committee meeting.

MOVED by Director Windsor, SECONDED by Director Tait,
That all tipping fees be waived for bonafide derelict boats taken to the Hartland landfill by approved organizations effective for the 2019 budget cycle; and
That staff provide a report on tipping fees at the January 2018 Environmental Services Committee meeting.

CARRIED

5.7. [17-740](#) Regional Invasive Species Coordinator - Alternative Service Options

**MOVED by Director Windsor, SECONDED by Director Tait,
That Item 5.7. Regional Invasive Species Coordinator - Alternative Service
Options be deferred to the November 29, 2017 Committee of the Whole meeting
under budget discussions.
CARRIED**

5.8. [17-592](#) Millstream Meadows Remediation Update

**MOVED by Director Windsor, SECONDED by Director Tait,
That Item 5.8. Millstream Meadows Remediation Update be postponed to the
November 22, 2017 Environmental Services Committee meeting.
CARRIED**

6. New Business - None.

7. Adjournment

**MOVED by Director Windsor, SECONDED by Director Hicks,
That the October 25, 2017 Environmental Services Committee meeting be
adjourned at 11:38 am.
CARRIED**

Chair

Recorder