

Meeting Minutes

Core Area Liquid Waste Management Committee

Wednesday, October 13, 2021

9:30 AM

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

Special

PRESENT

Directors: D. Blackwell (Chair), L. Seaton (Vice-Chair) (EP), M. Alto (for L. Helps) (EP), S. Brice, B. Desjardins (EP), J. Brownoff (for F. Haynes) (EP), B. Isitt (EP), D. Kobayashi (for R. Martin) (EP), J. Loveday, R. Mersereau, K. Murdoch (EP), C. Plant, D. Screech (EP), N. Taylor (9:37 am), G. Young

Staff: R. Lapham, Chief Administrative Officer; Nelson Chan, Chief Financial Officer; L. Hutcheson, General Manager, Parks and Environmental Services; T. Robbins, General Manager, Integrated Water Services; G. Harris, Senior Manager, Environment Protection; S. May, Senior Manager, Senior Manager Environmental Engineering (EP); M. McCrank, Senior Manager, Wastewater Infrastructure Operations; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: F. Haynes, L. Helps, R. Martin

The meeting was called to order at 9:31 am

1. Territorial Acknowledgement

Director Loveday provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Director Brice, SECONDED by Director Loveday,
That the agenda for the October 13, 2021 Core Area Liquid Waste Management
Committee meeting be approved.
CARRIED**

3. Presentations/Delegations

There were no presentations or delegations.

4. Special Meeting Matters

4.1. [21-772](#) 2022 Service Planning - Wastewater

T. Robbins spoke to Item 4.1.

Discussion ensued regarding:

- Staffing
- Operating and maintenance costs

**MOVED by Alternate Director Alto, SECONDED by Director Brice,
That the Core Area Liquid Waste Management Committee recommends the
Committee of the Whole recommend to the Capital Regional District Board:
That Appendix A, Community Need Summary - Wastewater be approved as
presented and form the basis of the 2022-2026 Financial Plan.
CARRIED**

4.2. [21-763](#) Core Area Liquid Waste Management Service - 2022 Operating and
Capital Budget

T. Robbins spoke to Item 4.2.

Discussion ensued regarding:

- Operating costs compared to other facilities
- Regulatory requirements for disinfection
- Reserve fund contributions
- Long term indexing
- Capacity usage of the Saanich Peninsula Wastewater service

**MOVED by Director Plant, SECONDED by Director Loveday,
That the Core Area Liquid Waste Management Committee recommends that the
Committee of the Whole recommends that Capital Regional District Board:
1. Review and approve the 2022 Core Area Liquid Waste Management Service
operating and capital budgets as presented; and
2. Direct staff to balance the 2021 actual revenue and expenses on the transfer to
the operating, equipment, and capital replacement reserves.
CARRIED**

4.3. [21-773](#) Core Area Inflow & Infiltration Program - 2021 Summary

S. May spoke to Item 4.3.

Discussion ensued regarding:

- Clarity regarding storm events
- Inflow and infiltration monitoring and enforcement
- Future reporting on calculation of return period for wet weather events

**MOVED by Director Brice, SECONDED by Director Loveday,
That the Core Area Liquid Waste Management Committee recommends to the
Capital Regional District Board:
That this report be received for information
CARRIED**

4.4. [21-783](#) Core Area Wastewater Treatment Project Closeout

T. Robbins spoke to Item 4.4.

Discussion ensued regarding:

- Program fund reserve benefits
- Staffing costs

**MOVED by Director Mersereau, SECONDED by Director Brice,
The Core Area Liquid Waste Management Committee recommends to the Capital
Regional District Board:
That Core Area Wastewater Treatment Project Closeout Report be received for
information.
CARRIED**

5. Adjournment

**MOVED by Director Brice, SECONDED by Director Mersereau,
That the October 13, 2021 Core Area Liquid Waste Management Committee
meeting be adjourned at 10:17 am.
CARRIED**

CHAIR

RECORDER