

## Meeting Minutes

### Core Area Liquid Waste Management Committee

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Wednesday, October 9, 2024

9:00 AM

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

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#### Special

#### PRESENT

Directors: C. Coleman (Chair), D. Kobayashi (Vice Chair), S. Brice, J. Brownoff (EP), J. Caradonna, Z. de Vries (EP), B. Desjardins, S. Goodmanson (9:03 am) (EP), S. Kim (for M. Alto) (EP), K. Murdoch (EP), D. Murdock (EP), C. Plant, J. Rogers (for S. Tobias) (EP), L. Szpak, D. Thompson

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Integrated 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; P. Kickham, Manager, Environmental Regulations; Y. Li, Senior Financial Advisor; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Director(s) M. Alto, S. Tobias

The meeting was called to order at 9:02 am.

#### 1. Territorial Acknowledgement

Vice Chair Kobayashi provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED by Director Desjardins, SECONDED by Director Brice,  
That the agenda for the October 9, 2024 Core Area Liquid Waste Management  
Committee be approved.  
CARRIED**

#### 3. Presentations/Delegations

There were no presentations or delegations.

#### 4. Special Meeting Matters

4.1. [24-941](#)

Core Area Wastewater Service 2025 Operating and Capital Budget

A. Fraser spoke to Item 4.1.

Discussion ensued on the following:

- 5-year projections and forecasting
- chemical cost, procurement, alternatives and competitive rates
- Lafarge biosolids processing capacity
- contributions to reserves and change in assumptions to actuals
- debt retirement strategy analysis
- average annual increase from previous years

**MOVED** by Director Szpak, **SECONDED** by Director Caradonna,

The Core Area Liquid Waste Management Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:

1. Approve the 2025 Core Area Wastewater Service operating and capital budgets as presented;
2. Direct staff to balance the 2024 actual revenue and expenses on the transfer to the operating reserve; and
3. Direct staff to update carry forward balances in the 2025 Capital Budget for changes after year end.

**MOVED** by Director Caradonna, **SECONDED** by Director Brice,

That the main motion be amended in 1. to add the words "subject to revised, more conservative estimates for biosolids-related costs." after the words "as presented".

**DEFEATED**

Opposed: Brownoff, Coleman, de Vries, Desjardins, Goodmanson, Murdoch, Murdock, Rogers, Szpak, Kim, Kobayashi, Plant

The question was called on the main motion.

The Core Area Liquid Waste Management Committee recommends the Committee of the Whole recommend to the Capital Regional District Board:

1. Approve the 2025 Core Area Wastewater Service operating and capital budgets as presented;
2. Direct staff to balance the 2024 actual revenue and expenses on the transfer to the operating reserve; and
3. Direct staff to update carry forward balances in the 2025 Capital Budget for changes after year end.

**CARRIED**

4.2. [24-936](#)

Liquid Waste Management Plan Engagement Plan

G. Harris presented Item 4.2. for information

4.3. [24-957](#) Core Area Wastewater Service Esquimalt Nation Capacity Allocation Request

A. Fraser presented Item 4.3. for information.

Discussion ensued on the correct name of the Nation and CRD's authority versus the process prescribed in the bylaw.

**5. Adjournment**

**MOVED** by Director Desjardins, **SECONDED** by Director Caradonna,  
That the October 9, 2024 Core Area Liquid Waste Management Committee  
meeting be adjourned at 10:40 am.

**CARRIED**

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CHAIR

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RECORDER