

**Reay Creek Technical Working Group
Meeting Minutes
Friday September 4, 2015**

Present:	Victoria Airport Authority Transport Canada CRD Environmental Division Town of Sidney	James Bogusz Ian Chatwell (by phone) Barri Rudolph, Dale Green Mike van der Linden
Regrets:	Ministry of Environment District of North Saanich	Lizzy Mos Patrick O’Rielly

CALL MEETING TO ORDER: Meeting called to order at 10:30am – Introductions were made.

BUSINESS ARISING FROM MINUTES:

No business arising from the Minutes of the April 30, 2015 meeting

DISCUSSIONS:

A discussion on the latest draft of the Terms of Reference.

Working Group Membership

The Capital Regional District should mean the Environmental division. Confirmation should be received from the Ministry of Environment that they wish to participate (confirmed September 10, 2015). It was agreed that the Terms of Reference as presented were acceptable with the above two revision/confirmation.

Meeting Frequency

It was decided that initially the meeting frequency of the working group would be quarterly with the provision that additional meetings can be called when and if necessary.

Next Steps

VAA has completed a drainage study for their lands that discharge into Reay Creek. This study looked at quantity issues only but may have a bearing on any future creek/pond remediation works that may proceed in the future. It was agreed that the services of a Qualified Environmental Professional is required to collate all existing data and to determine what additional data is required to define what actions are required to clean up the pond to an acceptable standard. VAA and ToS have committed to contribute to the funding (within limits) to this endeavor. Transport Canada will likely not have any funding available in the 2015 budget year. CRD will participate with staff time, no funding available. The District of North Saanich was not present at the meeting so it is not clear if they are able to participate with funding.

The Town of Sidney has agreed to prepare a short Terms of Reference for securing a QEP as well as develop a timeline for securing the services of such. It was agreed that once the TOR was accepted, that SLR Consulting would be approached as they have completed past testing on the pond as well as on airport lands. If favourable pricing for these services is not obtained, the working group may look to other consultants.

ADJOURNMENT: Meeting adjourned at 11:35am.