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Legislative & Information Services

PO Box 1000, 625 Fisgard Street

Victoria, BC V8W 2S6

T: 250.360.3128

F: 250.360.3130

www.crd.bc.ca

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File: 0550-20

Rob Woodland  
Director, Legislative & Regulatory Services  
City of Victoria  
1 Centennial Square  
Victoria, BC V8W 1P6

Dear Mr. Woodland:

**RE: CRD Fairness & Transparency Advisory – Scope and Application of Role**

The CRD recently appointed a Fairness and Transparency Advisor (FTA), Kim Cholette, to ensure that the process of costing options, working with host jurisdiction(s) and preparing an amendment to the Liquid Waste Management Plan is fair, transparent, impartial and objective. Part of her mandate includes receiving and investigating complaints from residents or property owners of the Core Area municipalities related to aspects of the Core Area Wastewater Treatment Project that fall within the mandate.

At the Core Area Liquid Waste Management Committee (CALWMC) meeting held yesterday, the Committee considered a report (attached) from the FTA that put forward recommendations to clarify the scope and application of her role. Included was a recommendation to ensure that the Project overall and all processes related to the Project are fair and transparent including site proposals from host jurisdictions. This recommendation is further outlined in Issue 3 of the attached report. As such, the CALWMC referred the following recommendation to the Core Area municipalities for comment and feedback by October 1, 2015:

***“Issue 3: Scope and Application of role of FTA***

1. It is recommended that the committee support objective (a) which is that the primary objective is to ensure that "the project" overall, is fair and transparent, inclusive of site proposals from host jurisdictions.
2. It is recommended that the committee approve outcome statements (a) through (c). (This implies that as it relates to Issue 3(1) -How Broad Should the Scope of Fairness be - , that the committee chose option (a) - To ensure that all processes related to the Core Area Sewage Treatment project ("the project") are fair and transparent).
3. Issue 2 above, discussed the advantages and disadvantages of the timing associated with when the FTA would become involved - ex-post or ex-ante. Given these considerations as well as the considerations proposed under Issue 3 - Scope & Application of the role of the FTA, it is recommended that the committee support objective (c) - to comment on a process after it has occurred with a view to affecting future similar processes; AND to attempt to affect/inform the process in its path.”

Thank you for your consideration of this matter and please let me know if you have any questions. I can be reached at 250-360-3128.

Yours truly,

Sonia Santarossa  
Senior Manager, Legislative & Information Services

Attachment: Report from Fairness & Transparency Advisor