



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board
Held Friday, February 23, 2018 in the Boardroom, 625 Fisgard Street, Victoria, BC**

Present: **Members:** D. Fairbairn (Chair); B. Eaton (Vice-Chair); D. Hayden; D. Howe; R. Lapham; C. Smith; T. Stanley
CRD Staff: D. Clancy, Project Director; E. Scott, Deputy Project Director; R. Mattiuz (recorder)

The meeting was called to order at 9:01 a.m.

1. Approval of Agenda and Statement of No Conflict

The members stated they had no conflict with the agenda items.

MOVED by D. Howe, **SECONDED** by D. Hayden,
That the agenda be approved as circulated.

CARRIED

2. Safety Minute

D. Clancy provided a Safety Minute regarding:

- Changing weather conditions;
- slips trips and falls in the workplace and at home;
- wearing proper footwear for the weather and working conditions; and
- don't rush, be mindful of conditions and surroundings.

3. Approval of the January 25, 2018 Meeting Minutes

MOVED by T. Stanley, **SECONDED** by D. Howe,
That the minutes of the January 25, 2018 meeting be approved.

CARRIED

4. Report of the Chair

The Chair reported the following:

- Recognition and a congratulatory note to Project Board Director, Colin Smith, for his induction as Fellow of the Engineering Institute of Canada.
- Upcoming municipal decisions: Development Permit from the Township of Esquimalt, for the Macaulay Point Pump Station; the Amendment Harbour Resource Partners (HRP) is submitting regarding the McLoughlin Wastewater Treatment Plant; ongoing process with City of Victoria for Clover Forcemain and amenities; and the need to continue to engage with Saanich.
- Acknowledgement to the Project Team, Elizabeth Scott and Dave Clancy, for closing the Residuals Treatment Facility (RTF) Agreement with Hartland Resource Management Group (HRMG) on February 6.
- Ongoing community engagements regarding Niagara Street pipe assembly and pull. A community discussion took place on Wednesday, February 21, which was well-managed with legitimate and positive engagement. Another community engagement is planned for Saturday, February 24.

5. Presentations/Delegations

There were no presentations or delegations.

6. Project Board Business

6.1. Staff Report for Information: Wastewater Treatment Project Monthly Report – January 2018

The Project Team presented the January monthly report and highlighted the following items:

- Project Dashboard
- Stakeholder Engagement Activities
- Safety
 - Two safety incidents occurred in February, investigation is ongoing and the Project Team will report out in the February Monthly Report.
 - Project Management Office (PMO) staff completed a winter driving program
- Wastewater Treatment Project (WTP) Key Permits Status
- McLoughlin Point Progress
- Undersea Forcemain Drilling
- Residuals Treatment Facility Rendering
- Macaulay Point Pump Station Rendering
 - The Design Review Committee support for this was unanimous; comments acknowledged the sensitivity of Kenaidan's design.
 - Mostly wood building/very little poured concrete.
 - Green roof is a significant amenity/design element.
 - A public space has been created between the waters' edge and the building itself by moving the pump station back from the ocean.
 - There is no perimeter fence.
 - External surfaces are wood, treated to endure the atmospheric environment.
 - The elevation of the pump station has been lowered so that the above-ground mass has been reduced.
- Clover Point Pump Station Expansion Progress
- Summary of communication engagement activities meetings in January (James Bay and Fairfield Gonzales)
 - A feedback report taken from engagement activities will be presented to Victoria City Council towards the end of March.
 - A Times Colonist Article and a CFAX radio interview were completed in January.
 - Chek News and CTV were invited to the January community information meetings.
- An engineering day/tour of the Niagara Street pipe will be arranged for schoolchildren from nearby area.
- Coordination with key services including emergency services, BC Transit routes, and garbage/recycling pickup, as well as community partners (Thrifty's) grocery delivery to doors.

MOVED by D. Howe, **SECONDED** by R. Lapham,
That the Staff Report, Wastewater Treatment Project Monthly Report – January 2018, be received for information and forwarded to the Core Area Liquid Waste Management Committee and CRD Board for information.

CARRIED

7. Business arising from other Governments, including the CRD Board, CRD Committees and member Municipalities

There was no business arising from other Governments.

8. Correspondence

The Chair noted a letter from himself on behalf of the Project Board, dated February 8, 2018, to the Core Area Liquid Waste Management Committee (CALWMC) acknowledging the RTF would have no impact on the CRD's procurement plans for the beneficial reuse of Class 'A' Biosolids and conversely the Class 'A' Biosolids procurement would have no impact on the plans for the completion and commissioning of the RTF.

9. New Business

- 9.1. Confirmation of upcoming Meeting Dates

- **Next Project Board Meeting: March 29, 2018**
- Next Core Area Liquid Waste Management Committee Meeting: May 9, 2018

10. Motion to Close the Meeting

MOVED by C. Smith, **SECONDED** by D. Hayden,
That the Core Area Wastewater Treatment Project Board meeting be closed in accordance with the Community Charter, **Part 4, Division 3, 90(1)(m)** a matter that, under another enactment, is such that the public may be excluded from the meeting.

CARRIED

11. Adjournment

The Project Board moved to closed session at **9:45** a.m.
The Project Board rose from its closed session at **12:45** p.m. without report.

On motion the meeting adjourned at 12:45 p.m.

CHAIR

RECORDER