



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board
Held Friday, April 27, 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; J. Weston, Project Manager, E. Southern, Director of Communications and Stakeholder Engagement, R. Mattiuz (recorder)

The meeting was called to order at 9:04 a.m.

1. Approval of Agenda and Statement of No Conflict

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

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

CARRIED

2. Safety Moment

J. Weston delivered the safety moment which outlined fostering a culture of safety both at work and at home, highlighting April 28, the National Day of Mourning.

On this day in 1914, Ontario established the first Workers' Compensation Act in Canada. J. Weston provided some safety statistics:

- 1,000,000 workplace injuries every year.
- Every two hours of each working day, a worker is killed in Canada, an average of 1,000 deaths every year.
- 241,500 claims per year in Canada for lost time, 12% of these are young workers between 15-24.

D. Clancy briefly introduced to the Project Board, Jacqueline Weston, Project Manager, Wastewater Treatment Plant, and Evan Southern, Director, Stakeholder Engagement and Communications, noting both as integral team members.

3. Approval of the March 29, 2018 Meeting Minutes

MOVED by B. Eaton, **SECONDED** by T. Stanley,
That the minutes of the March 29, 2018 meeting be approved.

CARRIED

4. Report of the Chair

The Chair reported the following:

- Acknowledged the overall significance of recent weeks and accomplishments related to the Niagara Street work being critical to the Project.
- Supported preparation for and delivery of the Team's appearance for the 50% design approval for the City of Victoria Council and noted Council gave unanimous approval with minimal amendments to the resolution.
- Chief Andy Thomas, the hereditary leader of Esquimalt First Nation for 47 years, passed away on April 7 – his passing was unexpected and is a great loss to the community.

5. Presentations/Delegations,

There were no presentations or delegations.

6. Project Board Business

6.1. Staff Report for Information: Wastewater Treatment Project Quarterly Report – January - March 2018

The Project Team provided a presentation on the Quarterly Report.

D. Clancy reported the following:

- March had zero recordable lost time and no reported safety issues; and
- a newly established senior safety management review team will meet monthly.

J. Weston highlighted McLoughlin Point Wastewater Treatment Plant Progress and Niagara Street/Ogden Point updates:

- Harbour Resource Partners (the Design-Build Contractor) marked one year of safe operation for their team;
- 90% design will be delivered to the CRD for review in April; and
- the completed Niagara Street pipe passed hydrostatic testing.

E. Southern provided an outline of recent public and community engagement:

- front-line service to the public included a Help-Tent and 24/7 phone line;
- HRP and Michels created active opportunities for residents in the area, including bringing on a local artist, hosting a field trip, hand painting on the pipe, a small fundraiser, and a dog treat station; and
- despite six weeks of altered parking, alternative bus routes, and diminished street access in order to accommodate the assembly and safe pulling of the pipe, residents were very supportive of the pipe-pull.

E. Scott outlined other elements of the Project during the period:

- March 13 Macaulay Point Pump Station Community Information Meeting;
- Residuals Treatment Facility site prepared in February, HRMG have completed their geotechnical investigations and put up their security fencing and now are progressing the design; and
- conveyance construction is focused at the Clover Point Pump Station –laydown area, construction fencing and descriptive signs are up. Public access around the site is being maintained for the duration of construction.

MOVED by D. Howe, **SECONDED** by T. Stanley,

That the Staff Report, Wastewater Treatment Project Quarterly Report – January March 2018, be received for information and forwarded to the Core Area Liquid Waste Management Committee and CRD Board for information.

CARRIED

6.2. Staff Report for Information: Updated Project Charter for the Wastewater Treatment Project

MOVED by D. Hayden, **SECONDED** by T. Stanley,

That the Wastewater Treatment Project Charter, in the form included in the Project Board package, be approved.

7. Correspondence

7.1. Correspondence March 26, 2018 to April 20, 2018

MOVED by B. Eaton, **SECONDED** by D. Hayden,
That correspondence dated from March 26, 2018 to April 20, 2018 be received for information.

CARRIED

8. New Business

8.1. Confirmation of upcoming Meeting Dates:

- Next Project Board Meeting: **Thursday, May 31, 2018**
- Next Core Area Liquid Waste Management Committee Meeting: May 9, 2018

9. Motion to Close the Meeting

MOVED by B. Eaton, **SECONDED** by D. Howe,
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

10. Adjournment

The Project Board moved to closed session at 9:52 a.m.
The Project Board rose from its closed session at 1:20 p.m. without report.

On motion the meeting adjourned at 1:20 p.m.

CHAIR

RECORDER