



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board
Held Thursday, October 25, 2018 in Room 488, 625 Fisgard Street, Victoria, BC**

Members: D. Fairbairn (Chair); B. Eaton Acting Chair (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 9:03 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. Hayden, **SECONDED** by D. Howe,
That the agenda be approved as circulated.

CARRIED

2. Safety Moment

D. Clancy provided the safety moment “Marijuana in the Workplace” relating to the new legislation which came into place Canada-wide on October 17, 2018.

3. Approval of the September 26, 2018 Meeting Minutes

MOVED by D. Howe, **SECONDED** by R. Lapham,
That the minutes of the September 26, 2018 meeting be approved.

CARRIED

4. Report of the Chair

The Acting Chair deferred this item for discussion following item 6.1.

5. Presentations/Delegations:

There were no presentations or delegations.

6. Project Board Business

6.1. Staff Report for Information: Wastewater Treatment Project Q3 Quarterly Report – July - September 2018

D. Clancy and E. Scott provided a summary presentation of the Q3 July – September 2018 Quarterly report including:

- safety performance;
- cost management, forecast and budget expenditures;
- changes in the status of key permits;
- construction activities; and
- communications and engagement activities.

Discussion ensued on safety reporting with key contractors, key permits, and schedule.

T. Stanley joined meeting at 9:28 AM.

D. Fairbairn joined meeting at 9:31 AM.

Discussion ensued on the possibility of adding commissioning to the high-level Project schedule and showing transition into operations.

MOVED by C. Smith, **SECONDED** by R. Lapham,

That the Staff Report, Wastewater Treatment Project Quarterly Report – Q3 – July to September 2018, be received for information and forwarded to the Core Area Liquid

Waste Management Committee and CRD Board for information with the amendments noted by Staff.

CARRIED

7. Deferred Item 4 – Report of the Chair

B. Eaton congratulated D. Howe on his re-election to the CRD Board. D. Fairbairn provided an update on various meetings he had recently attended representing the Project Board, including meetings with Mayor Helps and WSÁNEĆ Leadership Council.

8. Correspondence

9. New Business

9.1. Confirmation of upcoming Meeting Dates:

- Next Project Board Meeting: Monday, November 26, 2018
- Next Core Area Liquid Waste Management Committee Meeting: 2019 – Dates TBD

10. Motion to Close the Meeting

MOVED by C. Smith, **SECONDED** by D. Fairbairn,
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 10:01 a.m.
The Project Board rose from its closed session at 11:30 a.m. without report.
On motion the meeting adjourned at 11:30 a.m.

CHAIR

RECORDER