



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board
Held Friday, May 31, 2019 in Room 652, 6th Floor, 625 Fisgard Street, Victoria, BC**

Members: B. Eaton (Vice Chair); D. Hayden; R. Lapham; T. Stanley. D. Howe C. Smith

Regrets: D. Fairbairn (Chair);

CRD Staff: D. Clancy, Project Director, E. Scott, Deputy Project Director; E. Russell (recorder)

The meeting was called to order at 9:00 a.m.

1. Approval of Agenda and Statement of No Conflict

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

MOVED by R. Lapham, **SECONDED** by D. Howe,
That the circulated agenda be approved.

CARRIED

2. Safety Minute

D. Clancy provided the safety minute on confined spaces since, as construction progresses, there will be an increase in the number of confined spaces on the project sites.

3. Approval of the April 26, 2019 Meeting Minutes.

MOVED by T. Stanley, **SECONDED** by R. Lapham,
That the minutes of the April 26, 2019 meeting be approved.

CARRIED

4. Report of the Chair

The Chair reported on the following:

- The Project Team and Harbour Resource Partners (HRP) hosted a tour of the McLoughlin Point Wastewater Treatment Plant construction site for CRD Board members on May 10th: the Chair thanked HRP for arranging the tour and the CRD directors for attending;
- On May 8th the CRD Board approved the Project Board's requested \$10 million increase to the Project's budget, from \$765 million to \$775 million;
- The chair acknowledged that traffic management, due to multiple public works projects being done around the city is creating congestion. This is a concern for stakeholders, the project management team is aware of the traffic issues and is working with the communities to ease congestion where possible.

5. Presentations/Delegations

- No one has registered to speak.

6. Project Board Business

6.1. Staff Report for Information: Wastewater Treatment Project April 2019 Monthly Report

MOVED by D. Howe, **SECONDED** by D. Hayden,

That the Staff Report, Wastewater Treatment Project Monthly Report – April 2019, be received for information and forwarded to the Core Area Liquid Waste Management Committee and CRD Board for information.

CARRIED

D. Clancy and E Scott provided an overview of the April 2019 Monthly report including:

- Reviewed the one time-loss recordable injury and highlighted that the recommendations from the Allman safety report have been implemented;
- Reviewed expenditures over the period;
- Noted that the schedule has been updated for the scope remaining to be procured;
- Provided updates on how work is progressing on the different components of the Project.

Discussion ensued about the role of the PMO with respect to safety at all of the prime contractors' sites, and about quality control for equipment that is being installed. D. Clancy explained that the different types of contracts for the different components have different quality assurance and quality controls built into them.

E. Scott outlined how the Project Team are implementing the recommendations in Ernst and Young's report 'Independent Review of Execution of the Wastewater Treatment Project' presented to the Project Board on April 12, 2019.

6.2. Capital Regional District Audit Findings Report, Fiscal year ended December 31, 2018

MOVED by C. Smith, **SECONDED** by D. Hayden

That the Capital Regional District Audit Findings Report, Fiscal year ended December 31, 2018 be received for information.

CARRIED

7. New Business

7.1. Confirmation of upcoming Meeting Dates:

1. Next Project Board Meeting: Thursday June 27, 2019
2. Next Core Area Liquid Waste Management Committee Meeting: Wednesday, July 17, 2019

8. Motion to Close the Meeting

9. **MOVED** by R. Lapham, **SECONDED** by T. Stanley,

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 10:00

The Project Board rose from its closed session at 12:05 without report.

On motion the meeting adjourned at 12:05 pm.