



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board  
Held Thursday October 31, 2019 in Room 652, 6<sup>th</sup> Floor, 625 Fisgard Street, Victoria, BC**

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**Members:** D. Fairbairn (Chair); D. Hayden; R. Lapham; T. Stanley. D. Howe; C. Smith

Regrets: B. Eaton (Vice-Chair)

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

The meeting was called to order at 2:00pm.

1. Territorial Acknowledgement  
Chair Fairbairn provided a territorial acknowledgement
2. 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 T. Stanley,  
That the circulated agenda be approved.

**CARRIED**

3. Safety Minute  
D. Clancy provided a safety minute on halloween safety. During halloween children are more likely to be hit by a car and sustain serious injuries than on any other day of the year. Children's costumes should be properly fitted, and easily seen at night and drivers need to be vigilant while they drive down roads where children may be trick or treating.  
D. Clancy highlighted for the Project Board that the McLoughlin Point Wastewater Treatment Plant outfall won the 2019 Canadian Project of the Year from the North American Society for Trenchless Technology at their Conference on October 29, 2019.

4. Approval of the September 30, 2019 Meeting Minutes.

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

That the minutes of the September 30, 2019 meeting be approved.

**CARRIED**

5. Report of the Chair  
The Chair reported on the following:
  - D. Fairbairn along with D. Clancy and E. Scott presented the Project's progress and answered questions at the October 16<sup>th</sup> Core Area Liquid Waste Management Committee meeting.
6. Presentations/Delegations
  - No one registered to speak.
7. Project Board Business

7.1. Staff Report for Information: Wastewater Treatment Project Q3 2019 Quarterly Report

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

That the Staff Report, Wastewater Treatment Project Q3 2019 Quarterly Report, 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 Q3 2019 Quarterly Report including:

- There were no changes to the KPI's over the reporting period:
  - Over the reporting period 1 reportable safety incident occurred and the total recordable incident frequency decreased from 1.5 at the end of the last reporting period (June 2019) to 1.3.
  - There was one high potential near-miss over the period: a strike of a crane cable at the McLoughlin Point Wastewater Treatment Plant.
- An update on the progress of the Project components including: completion of structural steel at the Residuals Treatment Facility; 98% of the concrete at the McLoughlin Point Wastewater Treatment Plant has been poured; and 13 km of Residual Solids Conveyance Line have been installed with work at the McKenzie interchange in progress.

D. Hayden asked about meetings with the WŚÁNEĆ Leadership Council. E. Scott noted that the Project Team had recently participated in two meetings with WŚÁNEĆ Nation representatives:

- Over the reporting period the Project Chair, CAO and Project Team representatives met with the WŚÁNEĆ Leadership Council regarding the use of cultural monitors on the Residual Solids Conveyance Line route and CRD's use of cultural monitors; and
- After the end of the reporting period (in October) Project Team representatives, with representatives of Hartland Resource Management Group (the contractor building and operating the Residuals Treatment Facility) and the CRD's General Manager of Parks and Environmental Services met with the WŚÁNEĆ Technical Advisory Committee to review the Technical Assessment Report for the Residuals Treatment Facility and the CRD's biosolids strategy.

D. Howe requested clarification on the cost Key Performance Indicator, noting that it has remained red. E. Scott noted that the KPIs were established at the start of the Project, and that the cost KPI is to deliver the Project within the control budget of \$765M. The Project Team continue to forecast the cost to complete the Project at \$775M, or \$10M over the Project's control budget, and therefore, notwithstanding the Board's approval of a \$10 million budget increase the cost KPI is forecast to remain red.

8. Correspondence

No correspondence was received during the period.

9. New Business

9.1. Confirmation of upcoming Meeting Dates:

1. Project Board Meeting dates for 2020
2. Next Project Board Meeting: Thursday November 26, 2019
3. Next Core Area Liquid Waste Management Committee Meeting: TBC- January 2020

10. Motion to Close the Meeting

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

That the Core Area Wastewater Treatment Project Board meeting be closed in accordance with the Community Charter: Part 4, Division 3 90(1)(j) *information that is prohibited or information that if it were presented in a document would be prohibited under section 21 of the Freedom of Information and Protection of Privacy Act*

**CARRIED**

11. Adjournment

The Project Board moved to closed session at 2:28  
On motion the meeting adjourned at 3:52