



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board  
Held Tuesday July 7, 2020 CRD Boardroom, 625 Fisgard Street, Victoria, BC**

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

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

\*EP= Electronic Participation

The meeting was called to order at 9:30 am.

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 moment about the return to work by the Project Team staff. He highlighted the precautions and actions taken by the building management and the Project's Safety Manager to ensure the office was safe for staff to return to work, with a focus on enhanced cleaning and preserving the ability to social distance.

4. Approval of the May 26, 2020 Meeting Minutes.

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

That the minutes of the May 26, 2020 meeting be approved.

**CARRIED**

5. Report of the Chair

The Chair acknowledged that anxiety around the global health pandemic is just as high now as it was back in March and that the situation is still changing. The Chair acknowledged the Project's Contractors' and the Project Team's efforts, as well as their respective families for supporting everyone during this time. The Chair noted that the Project Team continues to focus on safety, and that it is more important than ever to be vigilant and thoughtful of our impact on others.

6. Presentations and Delegations

No registrations/delegations

7. Project Board Business

7.1. Staff Report for Information: Wastewater Treatment Project May 2020 Monthly Report

**MOVED** by R. Lapham, **SECONDED** by D. Howe,

That the Staff Report, Wastewater Treatment Project May 2020 Monthly 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 May 2020 Monthly Report including:

- No changes were made to the KPIs over the reporting period.
- COVID-19 is having some impacts on construction progress and will result in interim milestone dates shifting; however, as long as the current pace continues, we are confident we will meet the regulatory deadline for treatment by the end of 2020.
- Over the reporting period the safety KPI for the Project and the conveyance system remained yellow and the Total Recordable Incident Frequency increased from 1.5 in April to 1.6. There were 12 safety incidents, 2 of which were reportable incidents and were both hand related.
- Over the reporting period there were two minor environmental incidents: both occurred at the Clover Point Pump Station and involved short duration unplanned wastewater discharges through the short outfall.
- Project expenditures to date are within the control budget: total expenditures to date are \$527.3 million, comprising 68% of the budget.
- An update on construction progress (including after the reporting period of May 2020):
  - McLoughlin Point WWTP: finishing work in the Operations and Maintenance building including flooring, millwork and painting is nearing completion; the CRD lab team will be moving into the building to commence the set up and accreditation of the lab. The plant operations teams will be moving in in the fall; commissioning and startup of the large rotating elements is now underway; the green roof and landscaping on the planter walls is underway; and the last crane was demobilized in June.
  - Clover Point Pump Station: interior concrete and masonry is completed; the last major piece of equipment has been installed; commissioning of the grit separator is underway and the commissioning of the pumps are complete; the landscaping and public amenities are starting to take shape.
  - Macaulay Point Pump Station: the wood cladding is almost complete; commissioning activities of all equipment is underway; the pigging chamber tie-in to the outfall is completed; work on the inlet chamber is underway and expected to be complete by the end of July.
  - Residuals Treatment Facility: the tankage is complete with work continuing on the digesters; mechanical and electrical work in all buildings is nearing

completion; the operations team is in the process of moving into the Operations and Maintenance building; commissioning on rotating equipment is underway in preparation for introduction of residuals to the facility.

- Clover Forcemain: Windley is focusing on restoration and seawall construction; the construction of the new balustrade is underway; the City of Victoria is considering making the cycle track multi-use for an interim period.
- Residual Solids Conveyance Line: Don Mann has completed the installation of all their buried pipe; the final remaining restoration will be complete next week; demobilization and cleaning up of the laydown areas has commenced. The last remaining work is a culvert replacement at Peers Creek, which is an infrastructure improvement being conducted at the District of Saanich's request.
- Residual Solids Pump Stations and Bridge Crossings: linear pipe work is now complete; work continues on all three pump station sites and Marigold tank; commissioning is underway at each of the pumping stations as construction wraps up.
- Arbutus Attenuation Tank: secant piles and excavation in the interior of the tank is complete and rock anchor installation has commenced.
- Trent Forcemain: the forcemain along Stannard Road is complete and installation of the forcemain on Fairfield Road has commenced; approximately 450m or 23% of the pipe has been installed.
- Communications: in June, Project Update 9 was distributed to stakeholders via email, and shared on our website and via the CRD twitter feed.
- Since the last Project Board meeting, two significant authorizations were received: the Operational Certificate for the Residuals Treatment Facility; and registration of the McLoughlin Point Wastewater Treatment Plant under the Municipal Wastewater Regulation.

8. Correspondence

No correspondence received.

9. New Business

9.1. Confirmation of upcoming meeting dates:

1. Next Project Board Meeting: July 30, 2020
2. Next Core Area Liquid Waste Management Committee Meeting: July 22, 2020

10. Motion to Close the Meeting

**MOVED** by D. Howe, **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 10:10 AM  
On motion the meeting adjourned at 12:50 PM