



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board  
Held Tuesday, July 30, 2020 CRD Boardroom, 625 Fisgard Street, Victoria, BC**

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**Members:** D. Fairbairn (Chair); D. Hayden (Vice-Chair) (EP); T. Stanley(EP); 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 9:00 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 R. Lapham,

That the circulated agenda be approved.

**CARRIED**

3. Safety Minute

D. Clancy provided a safety moment about the safe use of face masks, including best practices for cleaning and handling of reusable masks, and ensuring a proper fit.

4. Approval of the July 7, 2020 Meeting Minutes.

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

That the minutes of the July 7, 2020 meeting be approved.

**CARRIED**

5. Report of the Chair

The Chair reported his attendance at the July 22<sup>nd</sup> Core Area Liquid Waste Management Committee, at which he, along with the Project Director and Deputy Project Director presented an update on the status of the Project and progress made. The Chair reported that feedback received from the committee was supportive, and noted that there is still a lot of work to be done before the Project is complete.

6. Presentations and Delegations

No registrations/delegations

7. Project Board Business

7.1. Staff Report for Information: Wastewater Treatment Project Q2 2020 Quarterly Report

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

That the Staff Report, Wastewater Treatment Project Q2 2020 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 Q2 2020 Quarterly Report including:

- No changes were made to the KPIs over the reporting period.
- Over the quarterly reporting period the safety KPI for the Project and the conveyance system remained yellow and the Total Recordable Incident Frequency remains at 1.6. In June there were 12 safety incidents, 1 of which was a reportable incident. The Project Team continues to monitor all of the Project's sites, including office and site trailers, for compliance with COVID-19 Protocols.
- Over the reporting period there were three minor environmental incidents: two occurred at the Clover Point Pump Station and involved short duration unplanned wastewater discharges through the short outfall, the third was a small gasoline release.
- The Project Team remains confident that the regulatory deadline will be met: water has successfully been conveyed from both pump stations to the treatment plant and the next step will be to introduce wastewater to the system.
- Project expenditures are within the control budget: total expenditures to date are \$539.2 million, comprising 70% of the budget.
- An update on construction progress (including after the reporting period of Q2 2020):
  - McLoughlin Point WWTP: the second shift has been discontinued, the second crane has been removed; primary tanks and residuals pumping are now complete and ready for the introduction of wastewater; the Operations building is being fitted out; and the green roof installation is nearly complete, with landscaping underway.
  - Clover Point Pump Station: the new pump station has commenced pumping out the outfall; the storm station is now on standby mode; and landscaping and work on the public realm improvements are underway.
  - Macaulay Point Pump Station: the new pump station is being used to pump wastewater out of the long outfall; the next step is the demolition of the old station, followed by landscaping.
  - Residuals Treatment Facility: mechanical and electrical work continues on all buildings; the final tie-ins to the conveyance system will be completed this week; work on the digesters continues; and commissioning of the odour control is in progress.
  - Clover Forcemain: work on the balustrade is nearly complete; removal of the old balustrade is complete, and the new railing is nearly finished.

- Residual Solids Conveyance Line: the entire line has been installed, and an infrastructure improvement for the District of Saanich at Peers Creek is underway.
- Residual Solids Pump Stations and Bridge Crossings: five crews are focusing on restoration; the pump stations and conveyance line have been tested and are ready to start conveying residual solids.
- Arbutus Attenuation Tank: drilling and installation of rock anchors is ongoing, with the forming of the concrete walls being scheduled to begin in the next few weeks.
- Trent Forcemain: one crew is working on road restoration and the other is installing the forcemain.
- Communications: the Project Team attended a meeting with the James Bay Neighbourhood Association to provide an update on Project. This will be one of the last meetings with the James Bay Neighbourhood Association as construction is concluding in that area, but there will be ongoing engagement with the Esquimalt Liaison Committee beyond the construction period of the Project.

C. Smith enquired about the Project's schedule, which shows some activities continuing beyond the regulatory deadline. E. Scott advised that the Project is on-track to provide wastewater treatment by the regulatory deadline, but some commissioning activities and potentially construction on other components of the Project may extend beyond the end of the year.

C. Smith enquired about when public access to Clover Point would be restored. E. Scott advised that the City of Victoria has asked that vehicular access to Clover Point continue to be limited in an effort to promote social distancing.

B. Eaton asked if, as remediation of the Project's construction sites is completed, there is a review or sign-off process with the relevant municipality. D. Clancy confirmed that there is a sign-off process with the relevant municipality.

D. Hayden enquired about the restoration work on Willis Point Road. E. Scott noted that the road lines on the restored portion of Willis Point Road were initially painted in the wrong location, narrowing the hard shoulder that has been used by cyclists. E. Scott noted that this was an error that was brought forward to the Project Team, and also independently discovered by the contractor, and will be corrected in the near term.

**8. Correspondence**

No correspondence received.

**9. New Business**

**9.1. Confirmation of upcoming meeting dates:**

1. Next Project Board Meeting: September 24, 2020
2. Next Core Area Liquid Waste Management Committee Meeting: October 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 9:39 AM  
On motion the meeting adjourned at 11:20 AM