



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board  
Held Thursday, September 24, 2020 in 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; 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 T. Stanley, **SECONDED** by B. Eaton,

That the circulated agenda be approved.

**CARRIED**

3. Safety Minute

D. Clancy provided a safety moment about prevention of back-up incidents. To prevent such incidents contractors and the Project Team ensure that new staff are oriented to hazards on the site, spotters are utilized for backing up and use of technology including back-up cameras, proximity detectors and audible alarms are used.

4. Approval of the July 30, 2020 Meeting Minutes.

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

That the minutes of the July 30, 2020 meeting be approved as amended to record that T. Stanley participated electronically.

**CARRIED**

5. Report of the Chair

The Chair recognized that there was a tragic, non-Project-related fatality at a construction site in Victoria this week. The Chair emphasized that we continue to work closely with our contractors, with safety as the highest value to the Project.

6. Presentations and Delegations

No registrations/delegations

7. Project Board Business

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

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

That the Staff Report, Wastewater Treatment Project July 2020 Monthly Report, be received for information and forwarded to the Core Area Liquid Waste Management Committee and CRD Board for information.

**CARRIED**

7.2. Staff Report for Information: Wastewater Treatment Project August 2020 Monthly Report

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

That the Staff Report, Wastewater Treatment Project August 2020 Monthly Report, be received for information and forwarded to the Core Area Liquid Waste Management Committee and CRD Board for information, as amended to clarify that the high potential near miss safety incident that occurred on August 17th was a result of the cover not being properly secured.

**CARRIED**

D. Clancy and E. Scott provided an overview of the July and August 2020 Monthly Reports including:

- No changes were made to the KPIs over the reporting period.
- Over the reporting periods of July and August, the safety KPI for the Project and the conveyance system remained yellow and the Total Recordable Incident Frequency decreased from 1.6 at the end of the June 2020 to 1.49 at the end of August 2020. Over the two month reporting period, there were 18 safety incidents with no reportable, but one high potential near miss. The Project Team continues to monitor all of the Project's sites, including office and site trailers, for compliance with COVID-19 protocols.
- Two significant milestones were achieved over the two month reporting period. Wastewater from the Clover and Macaulay Point Pump Stations was diverted to the McLoughlin Point Wastewater Treatment Plant and residuals are being conveyed from the McLoughlin Point Wastewater Treatment Plant to the Residuals Treatment Facility. As of September 23<sup>rd</sup> the tertiary treatment component was brought online at the McLoughlin Point Wastewater Treatment Plant. All core projects are now in commissioning with wastewater.
- There was some slippage in the construction schedules for the Trent Forcemain and Arbutus Attenuation Tank, with completion of these components now forecast for Q1 2021; however, these components are not on the Project's critical path and their completion dates do not impact compliance with the regulatory deadline.
- The Project Team remains confident that the regulatory deadline will be met.
- Project expenditures are within the control budget: total expenditures to date are \$539.4 million, comprising 72% of the budget.

- An update on construction progress (including after the reporting period of July and August 2020):
  - McLoughlin Point WWTP: minor electrical mechanical work and outdoor landscaping is underway; staff have moved into the laboratory and preparations for accreditation are underway; and CRD operators are working with the contractor, receiving enhanced training for the operation of the facility.
  - Clover Point Pump Station: pumps are conveying wastewater to McLoughlin Point WWTP; landscaping work is underway at the site.
  - Macaulay Point Pump Station: focus is on demolition of the existing station; landscaping and acceptance testing will be commencing in the next few weeks.
  - Residuals Treatment Facility: residuals are now being received from the McLoughlin Point WWTP and are going through thickening, dewatering, and lime stabilizing processes; the digester is being used to store material and will be acclimatized.
  - Clover Forcemain: new balustrade is in place, the bike path and sidewalk are completed and final paving is in progress on Dallas Road.
  - Residual Solids Conveyance Line: work on the conveyance line is complete, the contractor is working on the Peers Creek infrastructure improvements for the District of Saanich and it is anticipated they will be completed in October.
  - Residual Solids Pump Stations and Bridge Crossings: all work required for the line to be operational is complete, remaining work is fine tuning the system now that it is operational with wastewater, and the final restoration of the sites; IWS is now operating the pump stations with support from the Project Team.
  - Arbutus Attenuation Tank: major pour for the base slab is complete; major valves and chamber work is under way.
  - Trent Forcemain: 74% of the forcemain has been installed; installation has commenced of the secant and soldier piles that are needed to install the component of the Forcemain that connects into the Clover Point Pump Station.
- Communications: the focus of communications has been to advise local residents when the construction work is anticipated to be completed in their areas.

D. Hayden and B. Eaton enquired about the status for the outstanding FCM Grant and if it will be received by the end of the year. E. Scott advised that \$300,000 has been approved and there is a remaining amount under consideration that is still subject to discussions between CRD and FCM around details of the loan. The Project Team will provide a further update as to the status at the next Project Board meeting.

D. Fairbairn enquired about in-stream work that is underway. E. Scott confirmed that there is work being done in a dry bed, and the appropriate controls and permits are in place. With the increase in rain, parameters for monitoring are in place.

B. Eaton asked about the licensing agreement with Transport Canada for the Harbour Crossing and if there are any financial or operational issues with any delays receiving the

licence. E. Scott advised that the discussions are ongoing but does not foresee any issues.

C. Smith asked for clarification re whether the high potential near miss safety incident that occurred on August 17<sup>th</sup> was because the cover collapsed, or because it wasn't properly secured. D. Clancy confirmed that the incident was a result of the panel not being properly secured, and that the Monthly Report will be adjusted to clarify that.

8. Correspondence

No correspondence received.

9. New Business

9.1. Confirmation of upcoming meeting dates:

1. Next Project Board Meeting: October 27, 2020
2. Next Core Area Liquid Waste Management Committee Meeting: October 7, 2020

10. Motion to Close the Meeting

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

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 9:45 am  
On motion the meeting adjourned at 12:40 pm