



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board
Held Thursday, November 26, 2020 in CRD Boardroom, 625 Fisgard Street, Victoria, BC**

Members: D. Fairbairn (Chair) (EP); D. Hayden (Vice-Chair); T. Stanley (EP); 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 2:02 pm.

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 C. Smith, **SECONDED** by T. Stanley,

That the circulated agenda be approved.

CARRIED

3. Safety Minute

D. Clancy provided a safety minute about safety during the holiday season, and the top five reported injuries that can impact peoples' holidays and cause injuries including: fires, burns, cuts and falls.

4. Approval of the October 27, 2020 Meeting Minutes.

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

That the minutes of the October 27, 2020 meeting be approved.

CARRIED

5. Report of the Chair

The Chair recognized that this is the last meeting of 2020 and between now and the next meeting the McLoughlin Point Wastewater Treatment Plant will have completed commissioning and be fully operational. There were plans to organize an in-person celebration of the Project meeting regulatory requirements, however due to the current Provincial Health Orders this milestone will be acknowledged virtually.

The Chair recognized the leadership of the member municipalities, CRD, Provincial and federal governments and all of our partners, and recognized the Project team and CRD staff.

6. Presentations and Delegations

No registrations/delegations

7. Project Board Business

7.1. Election of Wastewater Treatment Project Board Vice-Chair

MOVED by T. Stanley, **SECONDED** by C. Smith,

That the Project Board elect Dana Hayden to serve as vice-chairperson of the Core Area Wastewater Treatment Project Board.

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

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

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

- No changes were made to the KPIs over the reporting period.
- Over the reporting period of October 2020, the safety KPI for the Project and the conveyance system remained yellow and the Total Recordable Incident Frequency increased from 1.5 at the end of the third quarter (September 2020) to 1.6 at the end of October 2020. D. Clancy highlighted that a Total Recordable Incident Frequency of 1.6 is well below the industry average. Over the reporting period there were five safety incidents, of which one was reportable. The Project Team continues to monitor all of the Project's sites, including office and site trailers, for compliance with COVID-19 protocols.
- Three environmental incidents occurred over the reporting period. Two were summarized in the October 27th Project Board meeting, and the third occurred on October 27th, when there was a small release of wastewater into the ocean at the McLoughlin Point Site. After a power outage a gate closed resulting in wastewater flowing into the site's storm system. The majority of wastewater was collected on-site but approximately five cubic meters entered a planter in the site's storm system and then into the ocean. An environmental professional assessed the potential impacts to be very low, and water samples were collected to confirm this. There is no indication of public health or long-term environmental impacts. The release was reported to Emergency Management BC, in accordance with the Spill Reporting Regulation.
- The Project Team remains confident that the regulatory deadline will be met.
- Project expenditures are within the control budget: total expenditures to date are \$576.8 million, comprising 74% of the budget.

- An update on construction progress (including after the reporting period of October 2020):
 - McLoughlin Point Wastewater Treatment Plant: currently there are 90 people working on site. Acceptance testing commenced in November with completion expected in mid-December. Minor electrical work continues with the majority of outstanding work being site grading and landscaping. CRD staff are expected to be moving into the Operations and Maintenance building in early December.
 - Clover Point Pump Station: the pump station is running with the contractor resolving deficiencies and completing exterior finishes, exterior site works and public realm improvements. Restoration of the lay down area is anticipated to be complete by mid to late December.
 - Macaulay Point Pump Station: the pump station is running, demolition of the old pump station now complete with ongoing landscaping of the site; minor mechanical and electrical work remain.
 - Residuals Treatment Facility: the facility is receiving and treating residuals from McLoughlin Point Wastewater Treatment Plant. Odour challenges have been present with measures being taken by CRD and the contractor Harbour Resource Management Group to mitigate and remedy.
 - Residual Solids Conveyance Line: Peers Creek improvement work is now complete: due to a utility conflict, a modification to the culvert was required and has now been completed.
 - Residual Solids Pump Stations and Bridge Crossings: site work including grading and paving at the pump station sites nearing completion. The Hartland reservoir and Saanich pump station work are expected to be complete by the end of the year.
 - Arbutus Attenuation Tank: Formwork and reinforcing steel installation continues for tank walls and intermediate slabs; concrete pours continue with the target of closing the tank at end of January.
 - Trent Forcemain: secant piles and East Coast Interceptor retaining structure near Clover Point Pump Station are now complete; fusing and installing of forcemain along Dallas Road continues.
 - Don Mann has started work within the Township of Esquimalt on DND land, building an access road for BC Hydro to service the tie connection for the McLoughlin Point Wastewater Treatment Plant.
- Communications: Enquiry numbers remained steady, with key themes including questions regarding scaffolding at Gorge Bridge and Admirals Bridge; and interest in restoration, landscaping along Dallas Road and at Clover Point. Last week a tour of the Residuals Treatment Facility was provided for members of the Willis Point Residents Association; two further tours were planned in the coming weeks for representatives of the Mount Work Coalition and Prospect Lake Community Association, however those tours will be rescheduled due to the current Provincial Health orders.

D. Hayden enquired about the report-only incidents that were reported in the safety table where no impacts to workers were indicated. D. Clancy reported that for our Project the decision was made to report any incident where there was the potential for a worker to be impacted.

C. Smith enquired about the two incidents involving a gate or vane opening during or after power outages – one such incident having been reported in the October 2020 monthly report and a similar incident having occurred earlier in the Project. D. Clancy clarified that the incident reported in the October 2020 monthly report was a programming issue and the program has been corrected.

R. Lapham enquired if a power outage was part of the commissioning procedure. D. Clancy confirmed that it is, for each of the facilities, including the plant.

D. Fairbairn asked about the status of the road restoration on roads impacted by the Project. D. Clancy advised that roads in which Project infrastructure have been installed have been restored either to the width of the excavated trench or to full width, depending on a number of factors including the trench width and location within the road, and that discussions are ongoing with the Township of Esquimalt about the roads that were used as truck access routes.

7.3. Confirmation of upcoming Project Board Meetings

MOVED by T. Stanley, **SECONDED** by C. Smith,

That the following Project Board meeting dates be confirmed

- Wednesday, January 20, 2021 9:00 am
- Tuesday, February 23, 2021 9:00 am
- Tuesday, March 30, 2021 1:00 pm
- Thursday, April 22, 2021 11:00 am

8. Correspondence

9. New Business

9.1. Confirmation of upcoming meeting dates:

1. Next Project Board Meeting: January 20, 2021
2. Next Core Area Liquid Waste Management Committee Meeting: January 27, 2021

10. Motion to Close the Meeting

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

That the Core Area Wastewater Treatment Project Board meeting be closed in accordance with the Community Charter: Part 4, Division 3 90(1) (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

11. Adjournment

The Project Board moved to closed session at 2:55 PM
On motion the meeting adjourned at 5:21 PM