



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board
Held Wednesday, January 20, 2021 in CRD Center for Engagement, 625 Fisgard Street,
Victoria, BC**

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

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

*EP= Electronic Participation

The meeting was called to order at 9:03 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 B. Eaton, **SECONDED** by C. Smith,

That the circulated agenda be approved.

CARRIED

3. Safety Minute

D. Clancy provided a safety minute summarizing the Project's safety statistics for 2020 compared to 2019. For 2021, the Project has less active sites however safety remains the Project Team's number one priority.

D. Fairbairn spoke about the importance that safety continues to play as we complete the Project.

4. Minutes

4.1. Approval of the November 26, 2020 Meeting Minutes.

MOVED by T. Stanley, **SECONDED** by B. Eaton,

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

CARRIED

4.2. Approval of the December 15, 2020 Meeting Minutes.

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

That the minutes of the December 15, 2020 meeting be approved.

CARRIED

5. Report of the Chair

The Chair reminded the Project Board that since they last met commissioning for McLoughlin Point Wastewater Treatment Plant has been completed. The Chair recognized the Project Leadership for their hard work to bring the Project to this point.

6. Presentations and Delegations

No registrations/delegations

7. Project Board Business

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

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

That the Staff Report, 'Wastewater Treatment Project November 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 Q4 2020 Quarterly Report

MOVED by T. Stanley, **SECONDED** by B. Eaton,

That the Staff Report, 'Wastewater Treatment Project Q4 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 November 2020 Monthly Report and the Q4 2020 Quarterly Report including:

- No changes were made to the KPIs over the reporting period.
- Over the quarterly reporting period of October-December 2020, the safety KPI for the Project and the conveyance system remained yellow and the Total Recordable Incident Frequency was 1.5 at the end of the fourth quarter. One recordable incident occurred over the quarterly reporting period; the Project now has five active sites.
- The Project Team continues to monitor all of the Project's sites, including office and site trailers, for compliance with COVID-19 protocols.
- In December due to heavy rains, there was surface run-off from the construction site at the Clover Point Pump Station into the ocean, causing a plume of silty-looking water. The incident was reported to Emergency Management BC and there were no long term impacts.
- Project expenditures are within the control budget: total expenditures to date are \$587.9 million, comprising 84% of the budget.

- The only project components for which substantive construction remains are the Arbutus Attenuation Tank and the Trent Forcemain, which we anticipate will be complete by the end of spring.
- An update on construction progress (including after the reporting period of Q4 2020):
 - McLoughlin Point Wastewater Treatment Plant: Acceptance testing is complete and the independent certifier provided a conditional certificate on January 12, 2021; one test remains for full acceptance which is a warm weather odour control test. Handover from HRP to CRD occurred on January 12, 2021 and the CRD is now in full control of the facility. Laydown areas have been restored and returned to DND.
 - Clover Point Pump Station: the pump station is running with the contractor resolving minor deficiencies; completing public realm improvements; and continuing external landscaping, Clover Point is open to pedestrian traffic only, at the City of Victoria's request. The site is being operated by Kenaidan.
 - Macaulay Point Pump Station: the pump station is running and operation of the station has been transferred to CRD. The contractor is focusing on exterior grading and landscaping.
 - Residuals Treatment Facility: the facility is treating all residuals in Digester 2; the commissioning of the dryers is still in progress and it is anticipated that they will be providing Class A Biosolids product by the end of January. With residuals now being digested, there has been a significant improvement to the odour challenges. Work on the pipe interface at Willis Point road is in progress.
 - Residual Solids Pump Stations and Conveyance Line: CRD are operating the conveyance line and pump stations: the remaining work is final restoration and landscaping at the pump stations, and wraps for equipment. The Project team is working to investigate a neighbour's vibration concerns.
 - Arbutus Attenuation Tank: the formwork and shoring for the roof slab over the tank is complete, concrete pours are anticipated to be complete in February with construction forecast to be complete in the spring.
 - Trent Forcemain: pipe installation on Dallas road seawall continues, 81% of the pipe is complete, and seawall work should be complete by mid-February
 - BC Hydro Access Road: construction has commenced on an access road on DND land and is expected to be completed in February.
- Communications: key themes of enquiries were regarding restoration, vibrations around the Trent Forcemain work, and odour at the Residuals Treatment Facility. In December, the CRD announced that the Wastewater Treatment Project is now treating wastewater and exceeding regulatory requirements. An event was tentatively planned but could not be held due to COVID-19 restrictions. A video was created for the announcement which received coverage locally, nationally and internationally.

D. Fairbairn acknowledged that DND has been a key collaborative partner throughout the planning and delivery of the Project, and expressed appreciation for their support and partnership.

B. Eaton enquired about public access to the McLoughlin Point Wastewater Treatment Facility.
D. Clancy advised that there is not public access to the site, however the facility will be available for tours and a conference room is available for public use as part of the agreement with the Township of Esquimalt.

8. Correspondence

8.1. Email received November 26, 2020 Re: Clover Point Pump Station

8.2. Email received December 18, 2020 Re: Clover Point Pump Station

D. Fairbairn noted that there are two email chains attached from a resident who has raised concerns about the Clover Point Pump Station and acknowledged that the Project Team has worked with the resident to do their best to address the resident's concerns.

9. New Business

9.1. Confirmation of upcoming meeting dates:

1. Next Project Board Meeting: February 23, 2021

2. Next Core Area Liquid Waste Management Committee Meeting: January 27, 2021

10. Motion to Close the Meeting

MOVED by D. Hayden, **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) (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 9:50 AM

On motion the meeting adjourned at 11:07 AM