



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board
Held Tuesday, February 23, 2021 in CRD Boardroom, 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;

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

*EP= Electronic Participation

The meeting was called to order at 9:01 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 C. Smith,

That the circulated agenda be approved.

CARRIED

3. Safety Minute

D. Clancy provided a safety minute highlighting how contractors have been managing safety during the inclement weather in the winter.

4. Approval of the January 20, 2021 Meeting Minutes.

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

That the minutes of the January 20, 2021 meeting be approved.

CARRIED

5. Report of the Chair

The Chair reported his attendance at the January 27, 2021 Core Area Liquid Waste Management Committee, at which he, along with the Project Director and Deputy Project Director, presented a brief update on the status of the Project and progress made to date.

6. Presentations and Delegations

No registrations/delegations

7. Project Board Business

7.1. Staff Report for Information: Wastewater Treatment Project January 2021 Monthly Report

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

That the Staff Report, 'Wastewater Treatment Project January 2021 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 January 2021 Monthly Report including:

- No changes were made to the KPIs over the reporting period.
- Over the reporting period of January 2021, 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 January. No recordable incidents occurred over the period.
- The Project Team continues to monitor all of the Project's sites, including office and site trailers, for compliance with COVID-19 protocols.
- 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 January 2021):
 - McLoughlin Point Wastewater Treatment Plant: Acceptance Testing was completed on January 12; Independent Certifier provided conditional acceptance and the facility was handed over to CRD to operate. Over the month of January the regulatory requirements for effluent quality were met.
 - Clover Point Pump Station: low flow conditions are needed to clean out historical debris in the inlet channel, and the ventilation system needs to be modified; both will be completed in the spring.
 - Macaulay Point Pump Station: remaining work is external work with minor deficiencies being resolved.
 - Residuals Treatment Facility: now producing Class A Biosolids, and disposing of those solids at Hartland landfill. The Acceptance Test has commenced.
 - Residual Solids Pump Stations and Conveyance Line: only minor deficiency and landscaping remain, and the addition of graphic wraps to be put on the three pump stations.
 - BC Hydro Access road is underway with completion expected at the end of March; BC Hydro will complete the tie connection in Q3 2021.
 - Arbutus Attenuation Tank: tank is enclosed, mechanical and electrical work is ongoing and wet testing is anticipated to be complete in spring 2021.
 - Trent Forcemain: installation of the forcemain along the seawall is nearing completion, by the end of February the pieces should be installed, and the connection is anticipated to be made in March.

- Communications: continuing to receive enquiries, with a number focused on vibrations on Dallas road (as a result of the construction on the Trent forcemain) and enquiries about employment with the Wastewater Treatment Plant.

C. Smith enquired about when shipments of biosolids to Vancouver were anticipated to commence. B. Lapham noted that the initial shipments were expected to commence in early March.

C. Smith enquired if the City of Victoria's pending decision about Clover Point would have any financial impact on the Project. D. Clancy advised that the Project Team have been coordinating with the City throughout construction and have accommodated changes where feasible, but that the costs of any changes requested by the City at this stage would have to be covered by the City.

8. Correspondence

No correspondence received.

9. New Business

9.1. Confirmation of upcoming meeting dates:

1. Next Project Board Meeting: March 30, 2021
2. Next Core Area Liquid Waste Management Committee Meeting: April 28, 2021

10. Motion to Close the Meeting

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

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 9:24 AM
On motion the meeting adjourned at 11:30 AM