



**Minutes of a Meeting of the Core Area Wastewater Treatment Project Board
Held Tuesday, March 30, 2021 in CRD Boardroom, 625 Fisgard Street, Victoria, BC**

Members: D. Fairbairn (Chair) (EP); D. Hayden (Vice-Chair)(EP); 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 1:04 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 D. Howe, **SECONDED** by C. Smith,

That the circulated agenda be approved.

CARRIED

3. Safety Minute

D. Clancy provided a safety minute that reviewed the latest restrictions that have been implemented in response to the rising cases of COVID-19 throughout the province.

D. Fairbairn supplemented the safety minute with a reminder to be mindful of your surroundings when driving: as the weather is improving there are more motorcycles on the road and drivers should be especially careful to avoid accidents with motorcycles, as such accidents can be catastrophic.

4. Approval of the February 23, 2021 Meeting Minutes.

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

That the minutes of the February 23, 2021 meeting be approved with the following amendment to the final paragraph of section 7.1: replacement of the word 'were' with the word 'where'.

CARRIED

5. Report of the Chair

The Chair highlighted the ongoing need to provide encouragement to the Project Team and the operations team, as we come to the end of the Project.

6. Presentations and Delegations

No registrations/delegations

7. Project Board Business

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

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

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

- No changes were made to the KPIs over the reporting period.
- Over the reporting period of February 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 February. No recordable incidents occurred over the period.
 - One recordable incident occurred after the reporting period, in March: a worker was injured while working with a saw; the worker received stitches and returned to work the next day.
- The Project Team remains confident that the Project can be delivered within the control budget of \$775M with approximately 86 percent of the budget now being expended.
- 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 component for which substantive construction remains is the Arbutus Attenuation Tank, which is anticipated to be complete by the end of spring 2021. The Trent Forcemain is now (subsequent to the end of the reporting period) complete with only clean up and landscaping remaining.
- An update on construction progress (including after the reporting period of February 2021):
 - McLoughlin Point Wastewater Treatment Plant: the IWS Operations Team continues to operate the facility, operations are stabilizing, and any remaining contractor work on site is warranty work.
 - Clover Point Pump Station: the landscaping is nearing completion; inlet work remains to be completed and, given its weather-dependence, could continue into Q3 2021.
 - Macaulay Point Pump Station: First Nations artwork is expected to be installed in the coming weeks.
 - Residuals Treatment Facility: construction is complete and the first phase of acceptance test is now complete; the second phase of acceptance testing is underway and is expected to be completed by early April. Rectification of Digester 1 is nearly resolved with wet testing happening shortly and

completion anticipated by mid-May. The manhole rectification plan has been approved and the work is scheduled to be undertaken in April.

- BC Hydro Access Road: nearing completion with just clean up and hydro-seeding remaining and anticipated to be complete in early April 2021; BC Hydro will complete the tie connection in Q3 2021.
 - Residual Solids Pump Stations and Conveyance Line: minor deficiency and landscaping remain to be completed.
 - Arbutus Attenuation Tank: tank is now fully enclosed and backfilling has commenced; internal mechanical and electrical work is ongoing, and the inlet and outlet to the tank have been connected to the collection system.
 - Trent Forcemain: the tie-in on Charles Street is complete, and the forcemain is now in operation. Restoration along the Ross Bay Seawall is underway and expected to be complete in May.
- Communications: the number inquiries received has decreased, as there are now less areas impacted by construction. The 24/7 Project telephone line was closed in March as construction on the Project is now localized to a much smaller footprint. The final Project Update was distributed electronically in March.

8. Correspondence

- 8.1. Letter of appreciation from Project Board Chair D. Fairbairn to CFB Esquimalt Base Commander Capt (N) Sader, sent February 24, 2021.
- 8.2. Email received from K. Eirikson February 22, 2021 Re: Clover Point Pump Station
- 8.3. Email received from K. Eirikson March 5, 2021 Re: Clover Point Pump Station
- 8.4. Email received from K. Eirikson March 16, 2021 Re: Clover Point Pump Station

D. Fairbairn noted that emails were received from a resident who has raised concerns about the Clover Point Pump Station, and that Project work at that location is not yet complete.

9. New Business

- 9.1. Confirmation of upcoming meeting dates:
 - 1. Next Project Board Meeting: April 22, 2021
 - 2. Next Core Area Liquid Waste Management Committee Meeting: April 28, 2021

10. Motion to Close the Meeting

MOVED by B. Eaton, **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 1:29 PM
On motion the meeting adjourned at 3:11 PM

CHAIR

RECORDER