



Making a difference...together

**CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE**  
Notice of a Meeting on **Wednesday, March 12, 2014, at 9:30 am**  
Board Room, 6<sup>th</sup> Floor, 625 Fisgard Street, Victoria, BC

G. Young (Chair)	D. Blackwell (Vice-Chair)	J. Brownoff	M. Alto
S. Brice	V. Derman	B. Desjardins	D. Fortin
C. Hamilton	G. Hill	B. Isitt	N. Jensen (J. Herbert)
F. Leonard (V. Sanders)	L. Seaton	L. Wergeland	

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**AGENDA**

1. Approval of Agenda
2. Motion to close the meeting in accordance with the Community Charter, Part 4, Division 3, 90 (1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district; (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the regional district; and (2)(b) the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.
3. Adoption of Minutes of February 12, 2014
4. Chair's Remarks
5. Presentations/Delegations
6. Correspondence
  - a) From Township of Esquimalt, 28 February 2014, Re: Additional Information Required prior to the March 20, 2014 Resumption of the Public Hearing for Bylaw 2805
  - b) From Brenda Eaton, Chair, Seaterra Program Commission, 4 March 2014
7. Seaterra Program and Budget Update
8. Resource Recovery Centre – Community Engagement Process
9. Review of Environmental and Social Review Commitments, Deliverables and Budget Allocation
10. Core Area Liquid Waste Management Plan – Colwood Wastewater Treatment Plant
11. Motion for Which Notice Has Been Given – Director Hamilton, re: an amendment to the Core Area Liquid Waste Management Plan (Amendment #10)
12. New Business
13. Adjournment

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*To ensure quorum, please advise Nancy More at 250-360-3024 if you or your alternate cannot attend.*



**Minutes of a Meeting of the Core Area Liquid Waste Management Committee  
Held Wednesday, February 12, 2014, in the Board Room, 625 Fisgard St., Victoria, BC**

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**Present: Directors:** G. Young (Chair), D. Blackwell (Vice-Chair), M. Alto, S. Brice, J. Brownoff, V. Derman, B. Desjardins, D. Fortin, C. Hamilton, G. Hill, B. Isitt, J. Herbert (for N. Jensen), V. Sanders (for F. Leonard), L. Seaton, P. Gerrard (for L. Wergeland)

**Staff:** R. Lapham, Chief Administrative Officer; T. Robbins, General Manager, Integrated Water Services; A. Sweetnam, Program Director, Seaterra Program; J. Hull, Transition Advisor, Core Area Wastewater Treatment Program; S. Henderson, Manager, Real Estate Services; A. Orr, Senior Manager, Corporate Communications; S. Santarossa, Corporate Officer; N. More (Recorder)

**Absent:**

The meeting was called to order at 9:30 am.

**1. Approval of Agenda**

**MOVED** by Director Hill, **SECONDED** by Director Derman,  
That the agenda be amended and approved as follows:

- Move the closed portion of the meeting to the end of item 7
- Follow-up on staff report regarding ESR be added under New Business
- Notice of Motion presented by Director Hamilton be added under New Business

**CARRIED**

**MOVED** by Director Hill, **SECONDED** by Director Brice,  
That the addition of the Supplementary Agenda be approved.

**CARRIED**

Item 2 was considered between items 7 and 8.

**3. Adoption of Minutes**

The Committee requested a correction in the November 13 minutes, under item 4 on page 2: the tenth bullet point should read "Macaulay and Clover points pump stations". Also in the November 13 minutes, under item 5 on page 3, the Committee wished to highlight the verbal correction of the staff report as it relates to the third bulleted discussion point; i.e., "none" of the proponents had ability to accommodate the restrictions. In the December 11 minutes, the Committee discussed whether the discussion on "money budgeted for the Environmental and Social Review" had been recorded in sufficient detail.

**MOVED** by Director Desjardins, **SECONDED** by Director Alto,  
That the minutes of the November 13, 2013, (continued on November 28, 2013) as amended and December 11, 2013 (continued on January 08, 2014), with notations, be adopted.

**CARRIED**

**4. Chair's Remarks**

Chair Young remarked on becoming the Chair of the Committee, his alignment with the direction of the Committee, and the importance of procedures regarding delegations and the rules of debate and motions.

**5. Presentations/Delegations**

1) David Langley re agenda item 9: expressed concern that the communication plan for the Seaterra Program mentions public education but not public consultation and asked that the Committee provide advice to the Seaterra Commission on this matter. The delegation provided speaking notes which are on file at Legislative Services.

**6. 2014 Core Area Liquid Waste Management Committee Terms of Reference**

R. Lapham spoke to the report. The Committee discussed wording in section 3 on the composition of the Committee and the potential to move to a delegated authority model once the Seaterra project has become operational. On the motion, the Committee discussion included the following topics:

- the ability of the public to give input on items coming before the Committee and going forward to the Board
- the word "certain" in the preamble on page 1
- adherence to the term on page 3 describing the promotion of innovation in the RFP

**MOVED** by Director Isitt, **SECONDED** by Director Blackwell,

That it be recommended to the Capital Regional District Board:

That the 2014 Core Area Liquid Waste Management Committee terms of reference as attached in Appendix A be approved as amended as follows:

- a) To include Appendix B outlining the relationship with TCAC; and
- b) Section 3.0 Composition – to read "the membership is comprised of all directors on the CRD Board from the following municipalities...."

**CARRIED**

**7. Clover Point Pump Station – Rezoning**

D. Lokken spoke to the report. On the motion, the discussion included the following topics:

- Core Area budget for the build, Seaterra budget for the operational costs, provision of land by City of Victoria
- cycle path width and license for pipeline right of way
- memorandum of understanding (MoU) with City of Victoria to carry the details
- City of Victoria public hearing after signing of MoU and further process if necessary
- archaeology of the region, cultural sensitivity, reburial of found remains as close to original sites as possible, and celebration of history of First Nations of the region

**MOVED** by Director Blackwell, **SECONDED** by Director Isitt,  
That it be recommended to the Capital Regional District Board:

- 1) That this report be received for information; and
- 2) That staff be directed to enter into a memorandum of understanding with the City of Victoria to establish a First Nations reburial site in Beacon Hill Park and that the expenditures of funds for the reburial site be approved.

**CARRIED**

**2. Motion to Close the Meeting**

Item 2 was considered between items 7 and 8.

**MOVED** by Director Seaton, **SECONDED** by Alternate Director Sanders,  
That the Committee close the meeting in accordance with the *Community Charter* Part 4, Division 3, Section 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district; (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the regional district; and (2)(b) the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

**CARRIED**

The Committee moved to the closed session at 10:10 am.

The Committee rose from the closed session at 11:05 am without report.

**8. Draft Letter to Minister Polak Regarding Future Potential to Consider Seaterra Program Timeline Extension to 2020**

On the motion, the Committee discussed the intent and implications of the letter and the value of asking only if an actual circumstance arises.

**MOVED** by Director Alto, **SECONDED** by Director Desjardins,  
That the attached letter be revised to add in paragraph 4 "such as unexpected opportunities for innovation" and the revised letter be forwarded to the Province.

**DEFEATED**

**Directors Blackwell, Brownoff, Brice, Isitt, Seaton and Young and  
Alternate Directors Gerrard, Herbert and Sanders OPPOSED**

**MOVED** by Director Brice, **SECONDED** by Alternate Director Sanders,  
That the report be received for information and that no further action be taken.

**CARRIED**

**Directors Alto, Derman, Desjardins, Hamilton, and Hill OPPOSED**

**9. Seaterra Program and Budget Update**

The Committee discussed the potential for local university and college students to have work experience on the Seaterra project; and purchasing policies, contracts, and restricted parties.

**MOVED** by Director Blackwell, **SECONDED** by Director Seaton,  
That it be recommended to the Capital Regional District Board:  
That the report be received for information.

**CARRIED**

**10. McLoughlin Rezoning Update (and presentation)**

A. Sweetnam spoke to the report and presented the main points with MS PowerPoint.

The Committee discussed public engagement and the opportunity for the public and the Directors to take a tour of the site either by land or by boat.

**MOVED** by Director Isitt, **SECONDED** by Director Brice,  
That the report and presentation be received for information.

**CARRIED**

**11. New Business**

- a) **Notice of Motion** for the March 12, 2014, meeting of the Core Area Liquid Waste Management Committee, Director Hamilton, re: an amendment to the Core Area Liquid Waste Management Plan (Amendment #10).

*That the Core Area Liquid Waste Management Committee recommend to the Capital Regional District Board:*

*That an application be made to the Minister of Environment to amend the Core Area Liquid Waste Management Plan (Amendment #10) to permit the construction and operation of a tertiary level wastewater treatment plant in Colwood with resource recovery and beneficial use of biosolids, with completion by 2016 or earlier; and*

*That the City of Colwood be required to use its own resources to prepare the amendment and undertake public consultation including all supporting documents, consultants' reports, environmental studies etc. as required to obtain the Minister's approval; and*

*That the Capital Regional District accept the City of Colwood's proposal that the City will assume all risk, costs and revenues associated with the finance, design, construction, operation, maintenance, and future upgrading of the wastewater treatment plant in Colwood, and that the City of Colwood will pay its share of all Core Area Liquid Waste Management Plan costs up to and including 2014 and cease contributions to costs associated with the planning, design and construction of the sewage treatment and biosolids management facilities currently proposed at McLoughlin Point and Hartland Landfill after that; and*

*That the City of Colwood be required to use its own resources to prepare the legal agreement referenced above for the approval of the Capital Regional District.*

- b) **Clarification:** the report requested of staff at the December 11/January 8 meeting on the money allocated to an Environmental and Social Review, as shown in the minutes, will be brought to the Committee at the March 12, 2014, meeting.

**12. Adjournment**

**MOVED** by Director Derman, **SECONDED** by Director Hill,  
That the meeting be adjourned at 12 pm.

**CARRIED**

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CHAIR

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RECORDER



CRD EXECUTIVE OFFICE

Received

MAR 03 2014

1229 Esquimalt Road  
Esquimalt BC V9A 3P1  
PHONE: 250-414-7100  
FAX: 250-414-7111  
www.esquimalt.ca

Robert Lapham, Chief Administrative Officer  
Capital Regional District  
625 Fisgard Street  
Victoria, BC  
V8W 1R7

Chair  
 CAO  
 GM *ELT*  
 For action / resp. by CAO  
 Corresp. for Board / Committee meeting  
 For information Only  
 Copies to A. Sweetnam

Board  
 Communications  
February 28, 2014  
File: 3- VICT

Dear Mr. Lapham:

**RE: Additional Information Required prior to the March 20, 2014 Resumption of the Public Hearing for Bylaw 2805**

Based on information presented at the public hearings for Bylaw 2805, the Township requires the submission of further information prior to the resumption of the public hearing on March 20, 2014.

Please note that we have sought to address this so that the consideration of the bylaws can be expedited in an appropriate context. It is regrettable that: the CRD was not prepared to proceed last Fall 2013 as the Township was; you submitted a dated Tsunami Report, with incorrect Executive Summary; and further that the CRD waited more than three (3) years after the 2010 Liquid Waste Management Plan Amendment No.8 before submitting its rezoning application for McLoughlin Point (and that it chose not to discuss the matter constructively before July 2013, and then only after direction from the Province). The Township has sought to resolve the issues in a constructive and open manner, and continuing in that vein it is incumbent to have a number of confusions, applicant oversights and miscommunications redressed. We request:

- 1) A third party review of all of the information that the Capital Regional District has submitted in support of the 6.0 m high Tsunami wall with the purpose of ascertaining whether or not the information provided and the analysis of such information represents an adequate consideration of the following parameters:
  - Existing site parameters;
  - Existing conditions of the surrounding ocean floor in relation to how it could affect the height of a Tsunami;
  - Whether or not sufficient scenarios have been analyzed to ascertain an appropriate height for the Tsunami wall;
  - Whether or not an appropriate measurement of risk has been considered in the analysis;
  - Whether or not the analysis of risk included an analysis of the probability of mortality;
  - Whether or not conducting a risk analysis of the probability of mortality is appropriate in this situation;
  - Whether or not the analysis submitted includes the latest information from the Province of British Columbia related to anticipated sea level rise;
  - Whether or not the analysis submitted included an appropriate timeline for the life of this project;
  - Potential impact of the liquidification of the seabed;
  - Potential impact of submarine landslides;

- The need to consider other scenarios in addition to the single scenario of a 9.0 magnitude earthquake along the Cascadia Subduction Zone;
  - The site specific behaviour of tsunami waves as they approach McLoughlin Point;
  - Whether or not the cumulative impacts of concurrent high tides, storm surges, and tsunami events have been appropriately calculated by the Capital Regional District;
  - Whether and how zoning bylaw regulations (such as grade, height, setbacks, including requested reduced setbacks) may be impacted and otherwise affect the analysis;
  - Any additional information that the approved third party believes should be included in the review.
- 2) A map showing the route or possible routes of the biosolids conveyance pipeline to the Hartland landfill.
  - 3) A map showing the route of the upgraded electrical transmission and distribution lines from the Esquimalt Substation to the proposed wastewater treatment plant including details of proposed voltage increases from existing, location of any new transformers, and the location of any new switching boxes.
  - 4) A map showing the route of the upgraded water transmission and distribution system from its entry into Esquimalt to the proposed wastewater treatment plant.
  - 5) Letter from the City of Victoria Water Works Department commenting on or otherwise relevant to the proposed alignment and upgrades to the water transmission and distribution system for the proposed Wastewater Treatment Plant.
  - 6) Letter from the BC Hydro commenting on or otherwise relevant to the proposed upgrade and alignment of the electrical transmission and distribution system associated with the proposed Wastewater Treatment Plant;
  - 7) Letter from the Provincial Ministry of Health commenting on or otherwise relevant to the evidence related to the propagation of antibiotic resistant bacteria in secondary wastewater treatment plants and based on this evidence they support the construction of a secondary wastewater treatment plant at McLoughlin Point.
  - 8) Letter from the Chief Public Health Officer for Island Health commenting on or otherwise related to the propagation of antibiotic resistant bacteria in secondary wastewater treatment plants and the construction of a secondary wastewater treatment plant at McLoughlin Point.
  - 9) From a third party, a detailed analysis of the costs associated with treatment storm water from Oak Bay and how these costs are paid for. The analysis must include a calculation related to how the volume of storm water from Oak Bay affects the size and capacity of the proposed Core Area Liquid Waste Management Plant at McLoughlin Point. The analysis is to also ascertain whether or not the treatment of storm water at McLoughlin Point is consistent with all of the Capital Regional District's policies and programs related to inflow and infiltration.
  - 10) From a third party, a detailed analysis of the potential implications on the design of the proposed sewage treatment plant if a treatment plant is built in Colwood now or in the near future, further to Colwood's request, instead of in 2030. The analysis to include the impacts of Langford having its sewage treated at the proposed Colwood plant.

The above has been required not only to redress matters raised at or in advance of Public Hearing, including the CRD's previous submission of a dated Tsunami Report, but also as an expeditious means of addressing the Township development approval information requirements under Development Application Procedures and Fees Bylaw No. 2791, 2012. That is, this letter should, at the minimum be considered a request for a Terms of Reference, but also expedites that request given the applicant's pressing deadlines, by identify particularly relevant information requirements. The Director considers that the information submitted to date with respect to the above-noted matters has been insufficient and/or requires independent review. Relevant excerpts of the Township bylaws include:

16. To the extent that the proposed activity or development can reasonably be expected to have an appreciable impact on any of the following matters, the Terms of Reference must include those matters in the scope of the information that is to be prepared:

- (a) the natural environment of the area affected including adjacent marine areas, surface drainage, ecosystems and biological diversity, with particular emphasis on areas of unusual environmental sensitivity and any rare plant or animal species;
- (b) local highways, fire protection systems, water supply systems, municipal solid waste disposal and recycling facilities, energy and communications utilities, and local parking facilities;
- (c) local school facilities; local, regional and provincial parks; hospitals and other health care services; local transportation services including public transit;
- (d) local commercial services and employment opportunities, but the question of market demand for the activity or development need not be dealt with when the application is for a development permit;
- (e) property tax revenues of the Township;
- (f) energy and water conservation;
- (g) natural hazards including tsunami hazards and the effects of sea level rise;
- (h) cultural heritage resources including resources of historical, archaeological, paleontological or architectural significance whether on land or underwater; and
- (i) aesthetic values including the appearance of the development and the effect of any artificial lighting proposed.

17. In addition to any matter listed in Section 16, the applicant may include in the Terms of Reference any matter on which the applicant considers information ought to be provided to the Township to permit a full understanding of the Impact of the proposed activity or development on the community. ...

26. For every matter within the scope of Section 16 that is included in the Terms of Reference, the applicant must

- (a) identify relevant baseline information and document the nature of the resource or other matter on which the proposed activity or development may have an impact;
- (b) identify and describe the potential and likely impacts of the activity or development including any cumulative effects when combined with other projects proposed or under development of which the Director has provided advice under Section 23;
- (c) evaluate the impacts in terms of their significance and the extent to which and how they might be mitigated; and
- (d) make recommendations as to conditions of approval that may be appropriate to ensure that undesirable impacts are minimized or avoided

all in accordance with generally accepted impact assessment methodology.

The applicant can request Council reconsider this matter in accordance with Part VI of the Development Application Procedures and Fees Bylaw No. 2791, 2012. In the interest of the expeditious consideration of rezoning Bylaw 2805, including its reduced setbacks, we trust you will accept the wisdom in providing this information in a timely manner.

Please do not hesitate to contact me if you have any questions.

Yours truly,

A handwritten signature in black ink that reads "Bill Brown". The signature is written in a cursive style with a horizontal line underneath it.

Bill Brown  
Director of Development Services

cc. Laurie Hurst, Chief Administrative Officer, Township of Esquimalt,  
Mayor and Council, Township of Esquimalt,  
Albert Sweetnam, Program Director, Core Area Wastewater Treatment Program,  
Michael Peckham, Program Manager, Wastewater Treatment Plant Scattered Program,



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March 4, 2014

Seaterra 0220-20

Chair Alastair Bryson  
 625 Fisgard Street  
 Victoria, BC V8W 2S6

Dear Chair Bryson,

The Seaterra Commission has been working diligently to implement the sewage treatment program for the core area municipalities, in line with the appointment of the commission in March 2013, and working toward a completion date of 2018. Initial projects are already under construction (e.g. Craigflower pump station), others are in the design phase. Service contracts have been signed for many of the services that are required to support the project (archaeological services, an improved SCADA system, communications, engineering support, procurement support, legal services etc.). Other contracts are pending assessment or signing.

In short, Seaterra has started the implementation of the program and has been poised to begin the program in earnest for some months with the award of the McLoughlin wastewater treatment plant. However, while many aspects of the program have been put in a state of readiness, we realize that a variety of bylaw issues needed to be resolved by the Capital Regional District (CRD) in partnership with hosting municipalities. We appreciated that this has been particularly true in the Township of Esquimalt. Given this, we were forced to delay proceeding for several months, while negotiations between the CRD and the municipality continue. We understood that significant progress was being made and although several deadlines were missed, it was hoped by both parties that an agreement could be reached in a timely fashion. However, the final target date for conclusion of February 24, 2014 has again come and gone, and we understand the new target date set by Esquimalt is April 7, 2014.

Given that there seems to be an irreconcilable gulf between the parties, and that timely conclusion is appearing more and more remote, we respectfully suggest that the CRD consider moving this issue to a forum where a resolution can be reached. We completely understand that this is a decision for the CRD, and not the Seaterra Commission, so wish only to highlight that we will not be able to achieve the mandate the CRD Board has given us with these ongoing delays. The Commission very much wants to achieve the implementation of a successful, modern sewage treatment program, and looks to you for assistance in finding a way to move forward.

Yours truly,

A handwritten signature in black ink that reads "Brenda Eaton".

Brenda Eaton  
 Chair, Seaterra Program Commission



Making a difference...together

**REPORT TO CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE  
MEETING OF WEDNESDAY, MARCH 12, 2014**

**SUBJECT SEATERRA PROGRAM AND BUDGET UPDATE**

**ISSUE**

The Commission must report in writing, at least once every 30 days, on the progress of the Seaterra Program. During budget discussions, the Committee requested monthly financial reporting on the Program.

**BACKGROUND**

Attached is a monthly financial update for the Seaterra Program (Schedule A) year-to-date for January 2014. The 2014 Seaterra Financial Plan (Schedule B) is also attached for Committees information. The report reflects actuals and commitments to the end of January 31, 2014. Also attached is the Seaterra monthly program progress report No. 9.

**ALTERNATIVES**

1. That the Core Area Liquid Waste Management Committee receive this report for information.
2. That the Core Area Liquid Waste Management Committee request additional financial information.

**FINANCIAL IMPLICATIONS**

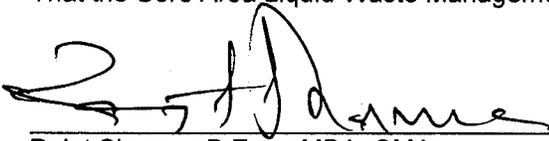
The 2014 program expenditures are under budget. Overall the program cash flow has been updated to reflect the revised timelines for project expenditures.

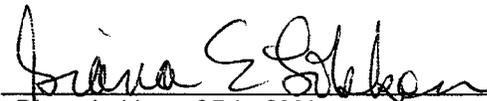
**CONCLUSION**

The Program costs to date are under budget. The Committee will continue to receive additional information in future updates.

**RECOMMENDATION**

That the Core Area Liquid Waste Management Committee receive this report for information.

  
 \_\_\_\_\_  
 Rajat Sharma, B.Eng., MBA, CMA  
 Senior Manager, Financial Services

  
 \_\_\_\_\_  
 Diana Lokken, CPA, CMA  
 General Manager, Finance and Technology Dept.

  
 \_\_\_\_\_  
 Robert Lapham, MCIP, RPP  
 Chief Administrative Officer, Concurrence

Attachments: Schedule A – 2014 Program Summary Report  
Schedule B – Program Financial Plan  
Program Monthly Progress Report No. 9

**2014 Program Summary Report  
Year to Date 31-January-2014**

SCHEDULE A-1

	2014 Budget	Year to Date Actuals	Commitments Unpaid (CU)	Total YTD Actuals + CU	Forecast Actuals 2014	Variance Budget - Forecast	Projected CU Dec 31 2014
WASTEWATER TREATMENT - MCLOUGHLIN	14,166,000	82,017	2,067,698	2,149,715	14,166,000	0	200,000,000
CONVEYANCING PIPES AND PUMPSTATIONS	19,875,000	46,092	10,522,848	10,568,940	19,875,000	0	41,000,000
RESOURCE RECOVERY CENTRE	4,734,000	98,871	4,161,036	4,259,907	4,734,000	0	2,000,000
COMMON COSTS	8,302,000	222,454	3,966,532	4,188,986	8,302,000	0	1,000,000
INTERIM FINANCING	435,000	0	0	0	435,000	0	0
PROGRAM CONTINGENCY	6,399,000	0	0	0	6,399,000	0	0
<b>TOTAL</b>	<b>53,911,000</b>	<b>449,434</b>	<b>20,718,114</b>	<b>21,167,548</b>	<b>53,911,000</b>	<b>0</b>	<b>244,000,000</b>

**Core Area Wastewater Treatment Program  
Program Management Expenditure Report  
Year to Date 31-January-2014**

SCHEDULE A-2

	2014 Budget	Year to Date		Commitments	Actuals + Commitments	Budget Remaining
		Actuals	Commitments			
<b>CAPITALIZED COSTS</b>						
Salaries and Wages	2,305,000	171,109		3,727,695	171,109	2,133,891
Consultants	4,261,000	3,154			3,730,849	530,151
Allocations - Finance	34,000	2,833			2,833	31,167
Allocations - IT	57,000	4,703			4,703	52,297
Allocations - Human Resources	57,000	1,833			1,833	55,167
Allocations - Other (OutReach, Admin)	42,000	946			946	41,054
Rentals and Leases	372,000	19,321		212,531	231,852	140,148
Operating - Other Costs	829,000	10,072		26,306	36,378	792,622
<b>TOTAL</b>	<b>7,957,000</b>	<b>213,971</b>		<b>3,966,532</b>	<b>4,180,503</b>	<b>3,776,497</b>

**Core Area Wastewater Treatment Program  
Commission Expenditure Report  
Year to Date 31-January-2014**

SCHEDULE A-3

	2014 Budget	Year to Date Actuals	Commitments	Actuals + Commitments	Budget Remaining
<b>CAPITALIZED COSTS</b>					
Honoraria	243,000	8,483	0	8,483	234,517
Travel	40,000	0	0	0	40,000
Operating - Other Costs	62,000	0	0	0	62,000
<b>TOTAL</b>	<b>345,000</b>	<b>8,483</b>	<b>0</b>	<b>8,483</b>	<b>336,517</b>

**Seatterra Program  
Financial Plan**

SCHEDULE B

Estimated Costs to Date Dec 2013	2014	2015	2016	2017	2018	Total
<b>WASTEWATER TREATMENT - MCLOUGHLIN</b>	14,166,000	72,460,000	141,844,000	39,926,000	553,000	278,561,000
<b>CONVEYANCING PIPES &amp; PUMP STATIONS</b>	6,264,000	19,875,000	39,907,000	6,962,000	106,000	126,786,000
<b>RESOURCE RECOVERY CENTRE</b>	3,233,000	4,734,000	166,958,000	48,072,000	291,000	254,676,000
<b>COMMON COSTS</b>	4,786,000	8,302,000	9,593,000	11,234,000	6,962,000	50,337,000
<b>INTERIM FINANCING</b>	37,000	435,000	7,116,000	14,906,000	6,696,000	31,401,000
<b>PROGRAM CONTINGENCY</b>	0	6,399,000	19,944,000	4,922,000	100,000	40,925,000
<b>TOTAL</b>	<u>23,932,000</u>	<u>178,751,000</u>	<u>385,362,000</u>	<u>126,022,000</u>	<u>14,708,000</u>	<u>782,686,000</u>

**SOURCES OF FUNDING**

Government of Canada	0	35,492,000	72,808,000	61,700,000	0	74,600,000	244,600,000
Province of BC	0	0	0	0	0	248,000,000	248,000,000
CRD debt	1,932,000	6,965,000	183,426,000	101,021,000	(277,891,000)	68,086,000	68,086,000
Proponent financing	0	1,454,000	120,236,000	0	(60,000,000)	100,000,000	100,000,000
Requisition	5,000,000	10,000,000	20,000,000	25,000,000	30,000,000	105,000,000	105,000,000
CRD Capital	17,000,000	0	0	0	0	0	17,000,000
<b>TOTAL</b>	<u>23,932,000</u>	<u>53,911,000</u>	<u>178,751,000</u>	<u>385,362,000</u>	<u>126,021,000</u>	<u>14,709,000</u>	<u>782,686,000</u>

Note 1: Actual proponent financing will be determined at contract finalization

Note 2: The budget for 2014 does not include contract amounts committed in 2014 which will be paid in 2015-2018

Note 3: Costs to date reflect Seatterra implementation costs. Costs to date do not include CAWTP Program planning costs from 2006-2013.

Note 4: The PPP Canada grant is less than the maximum funding level of \$83,400,000 by \$8,800,000. Assumes \$35,000,000 of risk costs will not be incurred.

**REPORT TO SEATERRA PROGRAM COMMISSION  
MEETING OF FRIDAY, FEBRUARY 28, 2014**

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**SUBJECT** SEATERRA PROGRAM MONTHLY PROGRESS REPORT NOS. 7, 8 AND 9

**ISSUE**

A monthly report is required to comply with Program governance, funding agreements, project controls and to provide current information to the Core Area Liquid Waste Management Committee (CALWMC), the Capital Regional District (CRD) Board, and the public.

**BACKGROUND**

At the Commission meeting of October 25, 2013 a revised format for the Monthly Program Progress Report was submitted and approved by the Commission. The report complies with the requirements of the funding agencies, Program governance and with keeping the CAWLWC and the CRD Board as well as the general public informed on progress on the Program. The report will be posted on the website.

**RECOMMENDATION**

That the Seaterra Program Commission:

1. Approve the Monthly Program Progress Reports No. 7 for November 2013, No. 8 for December 2013, and No. 9 for January 2014.
2. Forward the Seaterra Program Progress Reports No. 7, 8 and 9 to the Core Area Liquid Waste Management Committee and Capital Regional District Board.

N.B. Draft Monthly Progress Reports No. 7 and No. 8 were previously circulated to the Seaterra Program Commission and to the CALWMC for information.

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Fergus O'Neill  
Project Controls Manager  
Seaterra Program

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Albert Sweetnam, P. Eng  
Program Director  
Seaterra Program

FO:mh:hr

Attachment: Appendix A: Monthly Program Progress Report No. 7  
Appendix B: Monthly Program Progress Report No. 8  
Appendix C: Monthly Program Progress Report No. 9



**Seatterra Program  
Progress Report No. 7**

**November 2013**

**Prepared by:**

**Seatterra Program Management Office**

## **Seatterra Program Progress Report No. 7**

**In addition to reporting on activities that are the responsibility of the Seatterra Program Commission, this progress report also includes updates on activities that are the responsibility of the Core Area Liquid Waste Management Committee (CALWMC) and the Capital Regional District (CRD) Board, namely, activities related to facility siting and agreements with municipalities or other government agencies. Those matters that are the direct responsibility of the CALWMC and CRD Board are clearly identified in the text as "CRD responsibility" and are identified in Section 1.2.**

## **Seatterra Program Progress Report No. 7**

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## **Seatterra Program Progress Report No. 7**

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# Overall Program

## November 2013 Project Status

### SAFETY

- ✓ No Lost Time Incidents in the previous 3 months.

### COST

- ✓ Program on budget - <20% Program Contingency Committed.

### SCHEDULE

- On schedule, no impact to critical path.
- Uncertainty on approval of Esquimalt bylaw is threatening the Program schedule

### QUALITY

- ✓ No critical NCR's recorded.

### ENVIRONMENT

- ✓ No incidents or breach in regulatory compliance recorded.

### RISK

- ✗ Mitigation strategies in place for high probability high impact risks.
- ✗ CRD Board decision on biosolids potentially impacts the Program Budget and Schedule

### COMMUNITY

- ✓ Public & Municipal engagement ongoing.

### Key Issues:

- ✗ Uncertainty on approval of Esquimalt bylaw is threatening the Program schedule.

### Financial Summary (\$M)

Budget	782.6
Commitment To Date	41.3
Forecast at Completion	782.6
Variance	-

### Schedule Key Dates Target

McLoughlin Pt, Outfall, Harbour Crossing DBF Awarded	Q2 2014
Construction Complete	Q4 2017
Commissioning Complete	Q1 2018
Resource Recovery Centre & Pipeline DBFO Awarded	Q1 2015
Construction Complete	Q4 2017
Commissioning Complete	Q1 2018
Conveyance Pump & Pipeline	Q3 2015
Macaulay PS DB Awarded	Q2 2014
Clover PS DB Awarded	Q4 2017
All Conveyance Complete	Q4 2017

**Legend** ✓ On Track ○ Delayed At Risk ✗ Critical/Late

## **Seaterra Program Progress Report No. 7**

### **1. Executive Summary**

**Program Progress Report No. 7 covers the period - November, 2013**

#### **1.1 Seaterra Program**

- Costs this period are \$1,299,932 for a total cost to date of \$22,897,380, which is trending within budget and the projected Seaterra Program (Program) cash flows.
- Commitments this period are \$854,349 for a total commitment to date of \$41,337,684 (approximately 5.3% of the Program Budget).
- Work is proceeding in accordance with the Program Schedule for completion in 2018. Construction and commissioning of the McLoughlin Point Wastewater Treatment Plant (WWTP) and the Resource Recovery Centre (RRC) continues to drive the Program critical path.
- Throughout the course of the month, all of the McLoughlin Design-Build-Finance (DBF) proponents have been requesting updates and information through the Request for Information (RFI) Process. Approximately 340 RFI's have been received to date and responded to.
- Collaborative sessions with each of the McLoughlin DBF proponents continued through the month. To date, two proponents have participated in all three scheduled collaborative sessions and the third proponent will participate in their final session in December, which will conclude the collaborative sessions for the procurement process.
- To date all three McLoughlin DBF proponents have individually presented their design submission to the Esquimalt Design Review Panel on two separate occasions. The final individual design review meetings for each of the McLoughlin DBF proponents with the Esquimalt Design Review Panel are scheduled for the first week in December.
- Development and preparation of the Request for Qualifications (RFQ) for the RRC was completed this month and will be issued in December after review by the CRD Core Area Liquid Waste Management Committee (CALWMC) and Board.
- The decision to proceed with the RRC Request for Proposals (RFP)-B for Biosolids Disposal Services was finalized and will be presented to the CALWMC and Board for their review prior to release.
- The Commission approved the award of the detailed design consulting services contract for the Arbutus Road Attenuation Tank to Kerr Wood Leidal Associates Ltd.

## Seatterra Program Progress Report No. 7

- The RFQ for the Clover Point Pump Station Design Build Project remains on schedule to close on December 17, 2013. Some of the possible proponents have requested an extension of time. This will be decided on in December. Presentations were made on the Project to the Fairfield Gonzales and James Bay Community Associations during the month.
- The Commission approved the Seatterra Program Project Implementation Plan and program organization structure.
- The Commission approved the Seatterra Program Communication Plan and 2014 budgets.
- Excavation work continued on the Craigflower Pump Station project. The excavation is now approximately 70% complete.
- Major Issues:
  - CRD:
    - McLoughlin Point Zoning Approvals.
    - Agreement with the Township of Esquimalt on amendments to Bylaw 2805.
    - Liquid Waste Management Plan (LWMP) Amendment No. 9
  - Commission/PMO:
    - Delay in review of the RRC RFQ by CRD Committee and Board. Decision to release RRC RFQ postponed to December 11.
- Major Activities Planned – Next Period (December):
  - CRD:
    - Finalize McLoughlin zoning approvals
    - LWMP Amendment No. 9 - reported back to the CALWMC from the Technical and Community Advisory Committee. CALWMC requested additional information and deferred consideration of the Amendment until the December 2013 meeting.
  - Commission/PMO:
    - CRD Committee and Board review of the RRC RFQ and RFP B (Biosolids Disposal Services) prior to release.
    - Close the McLoughlin WWTP RFP in January 2014.

## **Seatterra Program Progress Report No. 7**

### **1.2 Core Area Liquid Waste Management Committee/CRD Board Issues**

- Completion of Federal and Provincial Funding Agreements – pending final zoning approvals and sign off by the Ministers.
- McLoughlin Point municipal rezoning – CRD continuing discussions with the Township of Esquimalt to resolve issues on the rezoning bylaw. A recommendation to support an amended bylaw and approve the associated agreements was tabled pending additional information being brought to CALWMC in December. The lack of this approval continues to concern the McLoughlin proponents.

## **2. Activities – McLoughlin Point Wastewater Treatment Plant (WWTP) Project**

### **2.1 Design / Engineering Status**

2.1.1 Initial technology submissions from each of the proponents were received and reviewed throughout the month.

2.1.2 Collaborative Sessions continued throughout the month with each of the proponents and a final session will take place in December, concluding the RFP collaboration process.

### **2.2 Procurement Status**

2.2.1 RFP MC-300 for McLoughlin Point WWTP. Proponents are continuing to work on their submissions and have been actively requesting updates and information through the RFI Process for the period. Approximately 340 RFI's have been received and responded to. The majority of RFI's received were of a technical nature.

2.2.2 Collaborative sessions with each of the McLoughlin DBF proponents continued through the month. To date two proponents have participated in all three scheduled collaborative sessions and the third proponent will participate in their final session in December, which will conclude the collaborative session for the procurement process.

2.2.3 To date all three McLoughlin DBF proponents have individually presented their design submission to the Esquimalt Design Review Panel on two separate occasions. The final design meetings for each of the McLoughlin DBF proponents are scheduled for the first week in December.

2.2.4 The RFP process is on schedule to close in February 2014 with the technical submission closing in January 2014.

### **2.3 Construction Status**

2.3.1 Construction is anticipated to begin in Q2 of 2014.

## **Seatterra Program Progress Report No. 7**

### **2.4 Status of 3<sup>rd</sup> Party Approvals**

- 2.4.1 McLoughlin Point siting approvals – CRD continuing discussions with the Township of Esquimalt to resolve issues related to the rezoning bylaw. The main issue continues to be height and setback from the high water mark.
- 2.4.2 Victoria Harbour Crossing right-of-way approved in principal by Transport Canada subject to review of the final design from the successful proponent.
- 2.4.3 Work continues with the Greater Victoria Harbour Authority to obtain utility rights-of-way and a working easement at Ogden Point.
- 2.4.4 Discussions continued with the Department of National Defense (DND) for a License Agreement to Access Federal Real Property for working easements, utility corridors and access for construction and operations. Additional discussions have commenced to determine if DND could provide additional laydown areas and rental of the two properties most impacted by the planned construction.
- 2.4.5 A power utility service application was submitted and planning for service extension to the McLoughlin site has commenced with BC Hydro.

### **2.5 Major Commitments This Period**

- 2.5.1 No major commitments this period.

### **2.6 Schedule**

- 2.6.1 The DBF procurement process remains on schedule.

### **2.7 Significant Issues/Decisions Pending**

- 2.7.1 Municipal approvals for the McLoughlin Point site rezoning.

## **3. Activities – Resource Recovery Centre (RRC)**

### **3.1 Design/Engineering Status**

- 3.1.1 Development of performance based technical specifications is proceeding.

### **3.2 Procurement Status**

- 3.2.1 The preparation of the RRC DBFO Project Agreement commenced this month and is scheduled to be complete and presented to the Commission in February 2014 for approval to release to the CRD Committee and Board for their review.

## **Seatterra Program Progress Report No. 7**

3.2.2 A new strategy for procurement has been developed for Biosolids Disposal Services. An RFP B will be issued in December after review by the CRD Committee and Board.

### **3.3 Status of 3<sup>rd</sup> Party Approvals**

3.3.1 Commenced pipeline alignment selection, review of pump station siting options and geotechnical investigations for residual solids conveyance to RRC.

### **3.4 Major Commitments This Period**

3.4.1 No major commitments this period.

### **3.5 Schedule**

3.5.1 Currently on schedule but is threatened due to the recent decision to continue to implement the CRD policy of no land application of biosolids produced by CRD facilities.

### **3.6 Significant Issues/Decisions Pending**

- **CRD:**
  - Approval of LWMP Amendment No. 9.
  - On October 30 the CRD Committee of the Whole reaffirmed the CRD policy of prohibiting land application of biosolids. The Committee recommended that the CRD Board not change the current policy. The CRD Board ratified the recommendation. This decision potentially impacts the Program Budget and Schedule.
- **Commission/PMO:**
  - CRD Committee and Board completion of their review of the RRC RFQ by December 12.
  - CRD Committee and Board completion of their review of RRC RFP B (Biosolids Disposal Services) by December 12.

## **4. Activities – Macaulay Pump Station**

4.1 Development of performance based technical specification scheduled to start Q4 2014.

## **5. Activities – Craigflower Pump Station**

### **5.1 Construction Status**

5.1.1 Construction of Craigflower Pump Station is proceeding. The Contractor has completed the sheet piling work and approximately 70% of the excavation work. There was a subsidence of the sheet

## **Seatterra Program Progress Report No. 7**

piling in a corner of the excavation. The contractor is determining the source of the subsidence and is preparing a remediation plan.

### **5.2 Schedule**

5.2.1 The project is running slightly behind schedule compared to the detailed schedule included in Appendix B. This project is not on the critical path.

### **5.3 Significant Issues/Decisions Pending**

5.3.1 None to report this period.

## **6. Activities – Clover Pump Station**

### **6.1 Design/Engineering Status**

6.1.1 Indicative design for Clover Point Pump Station is complete. Development of performance based technical specifications is complete. Development of the Project Agreement for the RFP is proceeding.

### **6.2 Procurement Status**

6.2.1 The RFQ to pre-qualify design-build contractors is on schedule to close on December 17. Several possible proponents have made a request for an extension of time. This will be decided upon in December.

### **6.3 Status of 3<sup>rd</sup> Party Approvals**

6.3.1 A rezoning application for Clover Point Pump Station has been submitted to the City of Victoria. The process is expected to be completed towards the end of Q1 2014.

### **6.4 Major Commitments This Period**

6.4.1 No major commitments this period.

### **6.5 Schedule**

6.5.1 The project is proceeding on schedule in general accordance with the detailed schedule included in Appendix B.

### **6.6 Significant Issues/Decisions Pending**

6.6.1 None to report this period.

## **Seatterra Program Progress Report No. 7**

### **7. Activities – Currie Pump Station**

#### **7.1 Design/Engineering Status**

7.1.1 Design is scheduled to commence Q3 2015.

### **8. Activities – Arbutus Road Attenuation Tank**

#### **8.1 Design/Engineering Status**

8.1.1 The newly appointed consultant Kerr Wood Leidal Associates Ltd. will commence the detailed design in December.

#### **8.2 Procurement Status**

8.2.1 Commission approval was received to award the detailed design services contract for the Arbutus Road Attenuation Tank.

#### **8.3 Status of 3<sup>rd</sup> Party Approvals**

8.3.1 LWMP Amendment No. 9 which includes changing the Arbutus Road Attenuation Tank size from 12,000m<sup>3</sup> to 5,000m<sup>3</sup> was presented to CALWMC. It was referred by CALWMC to the Technical and Community Advisory Committee for review and then brought back to the CALWMC in November. The report was tabled at the November CALWMC meeting and will be brought back again to the Committee in December.

#### **8.4 Major Commitments This Period**

8.4.1 \$760,313 for Kerr Wood Leidal Associates Ltd. design consulting services contract.

#### **8.5 Schedule**

8.5.1 The project is proceeding on schedule in general accordance with the detailed schedule included in Appendix B.

#### **8.6 Significant Issues/Decisions Pending**

8.6.1 None.

### **9. Activities – Clover Forcemain**

#### **9.1 Design/Engineering Status**

9.1.1 Design is scheduled to commence in Q2 2014.

#### **9.2 Procurement Status**

9.2.1 An RFQ is being prepared for Design Consulting Services for Clover Forcemain and will be released in January 2014.

## **Seatterra Program Progress Report No. 7**

9.2.2 An RFP is being prepared for Archaeological Services for Clover Forcemain and the balance of the Seatterra Program scope.

### **9.3 Status of 3<sup>rd</sup> Party Approvals**

9.3.1 Licence agreements for Clover Forcemain are being developed with the City of Victoria (alignment is primarily in public road rights-of-way).

9.3.2 Collaboration with the City of Victoria and First Nations is ongoing for the establishment of a reburial site in Beacon Hill Park, should significant artifacts be discovered during the work on this project.

### **9.4 Major Commitments This Period**

9.3.1 No major commitments this period.

### **9.5 Schedule**

9.4.1 The project is proceeding on schedule in general accordance with the detailed schedule included in Appendix B.

### **9.6 Significant Issues/Decisions Pending**

9.5.1 None to report this period.

## **10. Activities – Currie Forcemain**

### **10.1 Design/Engineering Status**

10.1.1 Design is scheduled to commence in Q1 2016.

## **11. Activities – ECI/Trent Twinning**

### **11.1 Design/Engineering Status**

11.1.1 Design is scheduled to commence in Q4 2014.

## **12. Activities – Macaulay Forcemain**

### **12.1 Design/Engineering Status**

12.1.1 Design is scheduled to commence in Q2 2015.

## **13. Program Updates**

### **13.1 Program Cost/Budget Update**

13.1.1 This report covers the period of November 2013.

13.1.2 Total program budget is \$782,686,000.

## **Seaterra Program Progress Report No. 7**

13.1.3 Costs this period are \$1,299,932.

13.1.4 Costs to date are \$22,897,380. (Appendix A)

13.1.5 Commitments to date are \$41,337,684.

13.1.6 Commitments this period are \$854,349.

### **13.2 Program Schedule Update**

13.2.1 The Program is proceeding within the overall schedule. The schedule continues to support a 2018 completion of the McLoughlin Point WWTP final acceptance testing.

13.2.2 The Program Schedule has been reviewed and updated based on current activities. See Program Schedule extracts in Appendix B of this report for:

- Critical Path Schedule
- Summary Task Schedule
- Look-ahead Schedule to February 2014

13.2.3 Major activities and Milestones achieved in November include the following:

- Commission approval to submit the Hartland RRC RFQ to the CRD Committee and Board in December 2013 for their review prior to release.
- Commission approval of the Seaterra Program Management organization and 2014 budget.
- Commission approval of the Seaterra Program Strategic Communication Plan.
- Commission approval of the Seaterra Program Project Implementation Plan.
- Land transfer discussions commenced and agreement was reached with the CRD to provide a fully serviced site located at Hartland for the RRC facility.
- Commission approval to award the detailed design consulting contract for Arbutus to Kerr Wood Leidal Associates Ltd.
- Commission approval to prepare and submit an RFP B for the Biosolids Disposal Services to the CRD Committee and Board in December for their review prior to release.

13.2.4 Major activities and Milestones scheduled the next 90 days include the following:

- Program:
  - RFP P-012 for program communication consulting services will be released December 2013.

## Seatterra Program Progress Report No. 7

- RFP P-013 for program archaeology services will be released December 2013.
- RFP P-014 for program printing and reproduction will be released December 2013.
- An Expression of Interest (EOI) for program surveying services will be released December 2013.
- An EOI for program geotechnical services will be released December 2013.
- McLoughlin WWTP:
  - Complete rezoning process for the McLoughlin Point WWTP site.
  - Complete Agreements with Greater Victoria Harbour Authority (GVHA) and the Department of DND for land use and rights-of-way for the McLoughlin Point WWTP by December 2013.
  - Close McLoughlin WWTP DBF RFP in January 2014 and select preferred vendor by end February 2014.
  - Environmental Approval in Principle by Q1 2014.
- Resource Recovery Centre (RRC):
  - CRD Committee and Board review prior to release of the RRC RFQ in December.
  - CRD Committee and Board review prior to release of the RRC RFP B (Biosolids Disposal Services) in December.
  - Confirmation from CRD of the specific site location for the RRC facility at Hartland.
  - Public community engagement and open houses in December
  - Commission approval to release RFP for CRD Committee and Board review by end of February 2104.
- Conveyance Infrastructure:
  - Commence the detailed design for the Arbutus Road Attenuation Tank.
  - Committee and Board approval of the LWMP Amendment No. 9 and size reduction of the Arbutus Tank in December.
  - Commence construction of the pump station substructure at Craigflower Pump Station.
  - Substantially complete rezoning for Clover Pump Station by February 2014.
  - Hold Public Open Houses for the Clover Pump Station and Clover Forcemain projects.
  - Release the Clover Forcemain RFQ for design consulting services January 2014.
  - Close RFQ for Clover Pump Station DB in December and select proponent short list January 2014.

### 13.3 Procurement this period

- 13.3.1 Detailed design consulting contract for Arbutus awarded to Kerr Wood Leidal Associates Ltd.

## **Seaterra Program Progress Report No. 7**

13.3.2 RRC RFQ completed and presented to Commission for approval to release to CRD Committee and Board for review.

13.3.3 Request for Qualification RFQ CPS-100 for Clover Pump Station Design Build is scheduled to close on December 17th. Several possible proponents have made a request for an extension of time. This will be decided upon in December.

### **13.4 Major Commitments This Period**

13.4.1 \$760,313 - Kerr Wood Leidal Associates Ltd., design consulting services contract Arbutus Road Attenuation Tank.

13.4.2 \$200,000 - Acumen Communications Group Inc. extension of communications consulting services to February 28, 2014.

### **13.5 Project Controls**

13.5.1 Preparation of the Project Management Plan continued throughout the period and is scheduled to be finalized and presented for Commission review and approval February 2014.

### **13.6 Environmental**

13.6.1 A consolidated Environmental Impact Study (EIS) Final Report for the whole Program, except for the RRC, was completed in October 2013. The RRC EIS will be completed within 2 months of final site selection of the conveyance pipe.

13.6.2 No environmental issues to report this period.

### **13.7 Safety**

13.7.1 One safety incident was reported. The contractor on the Craigflower Pump Station experienced an excavation shoring slippage which the contractor reported to Worksafe BC. There were no reportable injuries.

## **14. Communications/Public Engagement**

### **14.1 Activities**

14.1.1 A Program communications coordinator was added to the Seatererra Program Management team.

14.1.2 Albert Sweetnam presented on the panel "The Next Wave of Water/Wastewater P3s in Canada" at the Canadian Council of Public Private Partnerships Conference in Toronto.

14.1.3 Hartland Engagement:

## Seaterra Program Progress Report No. 7

- Ongoing planning with Community Associations continued throughout the month for the upcoming meetings in December to discuss the construction of the RRC at Hartland.
- Substantial effort undertaken this period on the development of the various collateral materials, exhibits and presentation materials for the public engagement meetings in December.
- Planning meetings took place with both Prospect Lake and Highlands Community Associations executives.

14.1.4 A "Meet and Greet" event took place this month with the Construction Association of Vancouver Island for the McLoughlin WWTP proponents and local contractors and service providers. All three proponents were able to meet 30 suppliers of materials and services from the CRD area. This session was well received by the local business organizations.

14.1.5 Commission approval received for the communications plan and Program communications budget.

14.1.6 Planning meetings held with the City of Victoria on the Clover Pump Station and Conveyance Pipe and Information sheets were developed for the local residents.

14.1.7 A media Information Bulletin was issued providing notice of award for the detailed design consulting service contract for the Arbutus Road attenuation Tank Project.

## 15. Program Financing

### 15.1 Federal Agreement Management Committee

The federal agreement has yet to be fully executed. A governmental overview committee is expected to be appointed towards the end of Q1 2014 after execution of these agreements.

### 15.2 Intergovernmental Coordination Committee

A meeting was held November 20, 2014 to provide progress updates on the Seaterra Program.

### 15.3 Status of Funding Agreements:

No change from last report

Funding Partner	Status of agreement
Building Canada Fund	Approved in principle but awaiting Minister's signature
Green Infrastructure Fund	Approved in principle but awaiting Minister's signature
PPP Canada	Approved.
Province of BC	Approved

**Seatterra Program Progress Report No. 7**

**15.3 Status of Funding Received:**

No change from last report

<b>Funding Partner</b>	<b>Payments Received – Current Month</b>	<b>Received to Date</b>	<b>Grant Claims Submitted</b>	<b>Maximum Partner Contribution</b>
Building Canada Fund	-	-	-	\$120,000,000
Green Infrastructure Fund	-	-	-	\$50,000,000
PPP Canada	-	-	-	\$83,400,000
Province of BC	-	-	-	\$248,000,000

**Seattera Program Progress Report No. 7**

**Appendix A**

**Monthly Cost Report**

**Program Summary Report  
Month Ending 30-November-2013**

	Budget	Cost to Date	Commitments Unpaid	Total CTD + CU	Forecast to Complete	Forecast at Completion	Variance	Variance from Last Report
WASTEWATER TREATMENT - MCLOUGHLIN	278,561,192	9,441,186	1,499,275	10,880,461	267,680,731	278,561,192	0	0
CONVEYANCING -PUMP STATIONS & PIPES	126,786,364	6,201,487	10,377,378	16,578,865	110,207,499	126,786,364	0	0
RESOURCE RECOVERY CENTRE	254,675,629	2,853,863	5,078,721	7,932,584	246,743,045	254,675,629	0	0
COMMON COSTS	50,337,316	4,364,244	1,544,930	5,909,174	44,428,142	50,337,316	0	0
INTERIM FINANCING	31,400,000	36,600	0	36,600	31,363,400	31,400,000	0	0
PROGRAM CONTINGENCY	40,925,499	0	0	0	40,925,499	40,925,499	0	0
<b>TOTAL</b>	<b>782,686,000</b>	<b>22,897,380</b>	<b>18,440,304</b>	<b>41,337,684</b>	<b>741,348,316</b>	<b>782,686,000</b>	<b>0</b>	<b>0</b>

**Seatterra Program Progress Report No. 7**

**Appendix B**

**Schedule Extracts**

ID	Task Name	Duration	Start	Finish	2012												2013				2014				2015				2016				2017				2018															
					Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4												
0	<b>SEATERA PROGRAM</b>	80 mons	Mon 04/30/12	Fri 08/31/18	[Gantt bar from 04/30/12 to 08/31/18]																																															
1	<b>KEY MILESTONES</b>	80 mons	Mon 04/30/12	Fri 08/31/18	[Gantt bar from 04/30/12 to 08/31/18]																																															
12	Request P3 Canada Payment Upon Substantial Completion of Resource Recovery Centre Program Operational	0 days	Fri 08/31/18	Fri 08/31/18	[Gantt bar from 08/31/18 to 08/31/18]																																															
13	<b>MCCLOUGHLIN POINT WASTEWATER TREATMENT PLANT (PLANT, HARBOUR CROSSING, OUTFALL) (DBF)</b>	67.65 mons	Thu 11/15/12	Tue 03/27/18	[Gantt bar from 11/15/12 to 03/27/18]																																															
142		0 days	Fri 08/31/18	Fri 08/31/18	[Gantt bar from 08/31/18 to 08/31/18]																																															
143	<b>APPROVALS</b>	19.1 mons	Tue 03/26/13	Tue 09/30/14	[Gantt bar from 03/26/13 to 09/30/14]																																															
148	<b>COMMISSION</b>	10.45 mons	Fri 06/21/13	Tue 04/22/14	[Gantt bar from 06/21/13 to 04/22/14]																																															
150	Commission Review and Approval Period RFP MC-300	5 days	Mon 02/24/14	Fri 02/28/14	[Gantt bar from 02/24/14 to 02/28/14]																																															
151	Commission Approval and Selection of Preferred Proponent RFP MC-300	0 days	Fri 02/28/14	Fri 02/28/14	[Gantt bar from 02/28/14 to 02/28/14]																																															
152	Commission Approval / Award Contract PA MC-300	0 days	Tue 04/22/14	Tue 04/22/14	[Gantt bar from 04/22/14 to 04/22/14]																																															
168	<b>REZONING</b>	18.55 mons	Thu 04/11/13	Tue 09/30/14	[Gantt bar from 04/11/13 to 09/30/14]																																															
173	Submit Rezoning Application & Process	7.85 mons	Mon 04/29/13	Wed 12/11/13	[Gantt bar from 04/29/13 to 12/11/13]																																															
174	CRD Committee and Board Approval Rezoning	0 mons	Thu 12/12/13	Thu 12/12/13	[Gantt bar from 12/12/13 to 12/12/13]																																															
183	<b>PROCUREMENT</b>	16.55 mons	Wed 01/02/13	Tue 04/22/14	[Gantt bar from 01/02/13 to 04/22/14]																																															
184	<b>DBF CONTRACT</b>	16.55 mons	Wed 01/02/13	Tue 04/22/14	[Gantt bar from 01/02/13 to 04/22/14]																																															
200	RFP MC-300	14.5 mons	Wed 02/27/13	Tue 04/22/14	[Gantt bar from 02/27/13 to 04/22/14]																																															
262	RFP Submission & Review	9.75 mons	Mon 07/15/13	Tue 04/22/14	[Gantt bar from 07/15/13 to 04/22/14]																																															
263	Technical	6.05 mons	Mon 07/15/13	Tue 01/07/14	[Gantt bar from 07/15/13 to 01/07/14]																																															
264	Submission of Technical Submissions	6.05 mons	Mon 07/15/13	Tue 01/07/14	[Gantt bar from 07/15/13 to 01/07/14]																																															
271	Evaluation Period	1.65 mons	Wed 01/08/14	Fri 02/21/14	[Gantt bar from 01/08/14 to 02/21/14]																																															
272	RFP Evaluation Period	28 days	Wed 01/08/14	Fri 02/21/14	[Gantt bar from 01/08/14 to 02/21/14]																																															
273	Preparation of Draft Staff Report	5 days	Mon 02/17/14	Fri 02/21/14	[Gantt bar from 02/17/14 to 02/21/14]																																															
274	Preparation of Final Staff Report of Preferred Proponent to Commission	0 days	Fri 02/21/14	Fri 02/21/14	[Gantt bar from 02/21/14 to 02/21/14]																																															
276	Financial Close	36 days	Mon 03/03/14	Tue 04/22/14	[Gantt bar from 03/03/14 to 04/22/14]																																															
277	<b>INFRASTRUCTURE</b>	57.4 mons	Fri 03/15/13	Wed 10/04/17	[Gantt bar from 03/15/13 to 10/04/17]																																															
278	Hydro	57.4 mons	Fri 03/15/13	Wed 10/04/17	[Gantt bar from 03/15/13 to 10/04/17]																																															
282	Temporary Site Power Available	0 mons	Fri 03/04/16	Fri 03/04/16	[Gantt bar from 03/04/16 to 03/04/16]																																															
283	Full Power to Site	0 days	Wed 10/04/17	Wed 10/04/17	[Gantt bar from 10/04/17 to 10/04/17]																																															
321	<b>CONSTRUCTION</b>	45.3 mons	Mon 03/03/14	Wed 10/04/17	[Gantt bar from 03/03/14 to 10/04/17]																																															
324	<b>PLANT</b>	43.5 mons	Wed 04/23/14	Wed 10/04/17	[Gantt bar from 04/23/14 to 10/04/17]																																															
325	Design and Construction Period	41.5 mons	Wed 04/23/14	Tue 08/08/17	[Gantt bar from 04/23/14 to 08/08/17]																																															
326	Functional Completion	2 mons	Wed 08/09/17	Wed 10/04/17	[Gantt bar from 08/09/17 to 10/04/17]																																															
327	<b>HARBOUR CROSSING</b>	45.3 mons	Mon 03/03/14	Wed 10/04/17	[Gantt bar from 03/03/14 to 10/04/17]																																															
328	Design Period	2 mons	Mon 03/03/14	Mon 04/28/14	[Gantt bar from 03/03/14 to 04/28/14]																																															
329	Permitting and Approval	4 mons	Tue 04/29/14	Thu 08/21/14	[Gantt bar from 04/29/14 to 08/21/14]																																															
330	Construction Period	37.3 mons	Fri 08/22/14	Tue 08/08/17	[Gantt bar from 08/22/14 to 08/08/17]																																															
331	Functional Completion	2 mons	Wed 08/09/17	Wed 10/04/17	[Gantt bar from 08/09/17 to 10/04/17]																																															
332	<b>OUTFALL</b>	43.5 mons	Wed 04/23/14	Wed 10/04/17	[Gantt bar from 04/23/14 to 10/04/17]																																															
333	Design and Construction Period	41.5 mons	Wed 04/23/14	Tue 08/08/17	[Gantt bar from 04/23/14 to 08/08/17]																																															
334	Functional Completion	2 mons	Wed 08/09/17	Wed 10/04/17	[Gantt bar from 08/09/17 to 10/04/17]																																															
335	<b>COMMISSIONING</b>	6 mons	Thu 10/05/17	Tue 03/27/18	[Gantt bar from 10/05/17 to 03/27/18]																																															
336	Start Up Commissioning / 90 Day Acceptance Testing	6 mons	Thu 10/05/17	Tue 03/27/18	[Gantt bar from 10/05/17 to 03/27/18]																																															

Project: SEATERA PROGRAM  
Date: Wed 12/11/13

Task Summary: [Gantt bar] Project Summary [Gantt bar] Inactive Milestone [Gantt bar] Manual Summary Rollup [Gantt bar] Deadline [Gantt bar]

Split [Gantt bar] External Milestone [Gantt bar] Inactive Task [Gantt bar] Manual Summary [Gantt bar] Critical [Gantt bar]

Milestone [Gantt bar] External Milestone [Gantt bar] Inactive Task [Gantt bar] Manual Summary [Gantt bar] Critical Split [Gantt bar]

Summary [Gantt bar] Inactive Task [Gantt bar] Duration-only [Gantt bar] Finish-only [Gantt bar] Progress [Gantt bar]

**DRAFT - CRITICAL PATH**  
**NOVEMBER 30, 2013**





ID	Task Name	Duration	Start	Finish	2012				2013				2014				2015				2016				2017				2018			
					Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4
0	<b>SEATTERRA PROGRAM</b>	80 mons	Mon 04/30/12	Fri 08/31/18																												
1	<b>KEY MILESTONES PROGRAM</b>	80 mons	Mon 04/30/12	Fri 08/31/18																												
14	ENVIRONMENTAL PROGRAM PLANS	19.3 mons	Fri 11/23/12	Tue 06/03/14																												
15	COMMISSION BRIEFING MATERIAL	3.15 mons	Tue 12/18/12	Fri 03/15/13																												
21	PROGRAM DESIGN STANDARDS	13.6 mons	Fri 03/01/13	Fri 03/28/14																												
65	REZONING / STAKEHOLDER MANAGEMENT	4.6 mons	Fri 03/15/13	Fri 07/26/13																												
71	PROGRAM WIDE PROCUREMENT	1.9 mons	Mon 12/03/12	Fri 01/25/13																												
75	MCLOUGHLIN POINT WASTEWATER TREATMENT PLANT (PLANT, HARBOUR CROSSING, OUTFALL) (DBF)	18 mons	Wed 01/02/13	Tue 06/03/14																												
81	APPROVALS	15.4 mons	Fri 11/23/12	Tue 02/11/14																												
142	PERMITS	67.65 mons	Thu 11/15/12	Tue 03/27/18																												
143	PROCUREMENT	19.1 mons	Tue 03/26/13	Tue 09/30/14																												
179	INFRASTRUCTURE DESIGN	25.5 mons	Thu 12/12/13	Mon 12/21/15																												
183	CONSTRUCTION	16.55 mons	Wed 01/02/13	Tue 04/22/14																												
277	COMMISSIONING	57.4 mons	Fri 03/15/13	Wed 10/04/17																												
286	APPROVALS	12.15 mons	Thu 11/15/12	Thu 10/31/13																												
321	PERMITS	45.3 mons	Mon 03/03/14	Wed 10/04/17																												
335	PROCUREMENT	6 mons	Thu 10/05/17	Tue 03/27/18																												
340	INFRASTRUCTURE DESIGN	66.65 mons	Tue 05/21/13	Fri 08/31/18																												
341	CONSTRUCTION	23.85 mons	Tue 05/21/13	Fri 04/10/15																												
382	COMMISSIONING	5.5 mons	Tue 03/25/14	Tue 09/02/14																												
387	PERMITS	21.45 mons	Tue 08/06/13	Fri 04/17/15																												
448	INFRASTRUCTURE DESIGN	40.8 mons	Mon 09/16/13	Fri 12/09/16																												
457	CONSTRUCTION	2.55 mons	Tue 01/14/14	Tue 03/25/14																												
461	COMMISSIONING	32 mons	Fri 02/13/15	Mon 08/28/17																												
463	CONSTRUCTION	16.8 mons	Thu 05/04/17	Fri 08/31/18																												
471	CONSTRUCTION	23.85 mons	Fri 11/30/12	Tue 10/21/14																												
513	CONSTRUCTION	31.8 mons	Sat 02/23/13	Tue 09/01/15																												
576	CONSTRUCTION	40.75 mons	Mon 02/25/13	Wed 05/18/16																												
639	CONSTRUCTION	42.9 mons	Mon 03/04/13	Wed 07/27/16																												
703	CONSTRUCTION	32.9 mons	Fri 02/07/14	Fri 09/16/16																												
763	CONSTRUCTION	36.25 mons	Mon 09/29/14	Mon 08/14/17																												
819	CONSTRUCTION	62.5 mons	Mon 04/30/12	Wed 04/12/17																												
885	CONSTRUCTION	24.4 mons	Fri 05/01/15	Thu 04/06/17																												
934	CONSTRUCTION	29.5 mons	Wed 08/26/15	Thu 12/28/17																												
989	CONSTRUCTION	12 mons	Mon 10/03/16	Thu 09/14/17																												

Project: SEATTERRA PROGRAM  
Date: Wed 12/11/13

Task: Split Milestone Summary

Project Summary: External Milestone Inactive Task

Inactive Milestone: Manual Task Duration-only

Manual Summary Rollup: Manual Summary Start-only Finish-only

Deadline: Critical Critical Split Progress



ID	Task Name	Duration	Start	Finish	December	January	February
144	<b>FUNDING</b>	9 mons	Tue 03/26/13	Thu 12/12/13			
146	Final Building Canada Funding Agreement Approval	0 mons	Thu 12/12/13	Thu 12/12/13	◆◆12/12		
147	Final Green Infrastructure Funding Agreement Approval	0 mons	Thu 12/12/13	Thu 12/12/13	◆◆12/12		
148	<b>COMMISSION</b>	10.45 mons	Fri 06/21/13	Tue 04/22/14			
150	Commission Review and Approval Period RFP MC-30C5	5 days	Mon 02/24/14	Fri 02/28/14			
151	Commission Approval and Selection of Preferred Proponent RFP MC-300	0 days	Fri 02/28/14	Fri 02/28/14			
153	<b>LAND</b>	8.2 mons	Mon 04/29/13	Fri 12/20/13			
156	<b>DND</b>	5.25 mons	Tue 07/23/13	Fri 12/20/13			
157	Process to Finalize Agreement	105 days	Tue 07/23/13	Fri 12/20/13			
158	Access Agreement	0 days	Fri 12/20/13	Fri 12/20/13			
159	<b>Transport Canada</b>	7 mons	Mon 06/03/13	Fri 12/20/13			
160	Process to Finalize Draft Right of Way	140 days	Mon 06/03/13	Fri 12/20/13			
161	Draft Harbour Crossing Right of Way	0 days	Fri 12/20/13	Fri 12/20/13	◆◆12/20		
164	<b>Victoria Harbour Authority</b>	5.25 mons	Tue 07/23/13	Fri 12/20/13			
165	Process to Finalize Portal - Harbour Crossing - Right of Way	105 days	Tue 07/23/13	Fri 12/20/13			
166	Portal - Harbour Crossing - Right of Way	0 days	Fri 12/20/13	Fri 12/20/13	◆◆12/20		
167	Urban Design Guidelines	0 mons	Thu 12/12/13	Thu 12/12/13			
168	<b>REZONING</b>	18.55 mons	Thu 04/11/13	Tue 09/30/14			
173	Submit Rezoning Application & Process	7.85 mons	Mon 04/29/13	Wed 12/11/13			
174	CRD Committee and Board Approval Rezoning	0 mons	Thu 12/12/13	Thu 12/12/13			
175	Rezoning Complete	0 mons	Thu 12/12/13	Thu 12/12/13			
177	Urban Design Guideline Approval	0 mons	Fri 02/21/14	Fri 02/21/14			
178	Liquid Waste Management Plan Addendum #9 Approval	0 mons	Thu 12/12/13	Thu 12/12/13			
179	<b>PERMITS</b>	25.5 mons	Thu 12/12/13	Mon 12/21/15			
181	Environmental AIP (Approval in principal)	7 wks	Thu 12/12/13	Fri 01/31/14			
183	<b>PROCUREMENT</b>	16.55 mons	Wed 01/02/13	Tue 04/22/14			
184	<b>DBF CONTRACT</b>	16.55 mons	Wed 01/02/13	Tue 04/22/14			
200	RFP MC-300	14.5 mons	Wed 02/27/13	Tue 04/22/14			
244	Prepare & Issue Final Addendum Incl. Rezoning Conditions / Bylaw	9 days	Thu 12/12/13	Tue 12/24/13			
245	Issue Final Draft Project Agreement	4 days	Mon 12/09/13	Thu 12/12/13			
257	<b>Commercial / Collaborative Meeting #3 with Proponents</b>	0.65 mons	Mon 11/18/13	Wed 12/04/13			
259	Harbour Resource Partners Collaborative Meeting #3 - Part B	1 day	Tue 12/03/13	Tue 12/03/13			
261	Capital Clear Collaborative Meeting #3	1 day	Wed 12/04/13	Wed 12/04/13			
262	<b>RFP Submission &amp; Review</b>	9.75 mons	Mon 07/15/13	Tue 04/22/14			
263	Technical	6.05 mons	Mon 07/15/13	Tue 01/07/14			
264	Submission of Technical Submissions	6.05 mons	Mon 07/15/13	Tue 01/07/14			
265	Financial	7.2 mons	Mon 07/15/13	Fri 02/07/14			
267	Initial AIRS (Advance Interest Rate Submittal)	55 days	Wed 10/16/13	Fri 01/03/14			
268	Submission	10 days	Mon 01/06/14	Fri 01/17/14			
269	Interim AIRS (Advance Interest Rate Submittal)	10 days	Mon 01/20/14	Fri 01/31/14			
270	Submission of Financial Submissions	5 days	Mon 02/03/14	Fri 02/07/14			

Project: SEATERRA PROGRAM  
Date: Wed 12/11/13

Task Summary: [Bar chart showing task duration]

Project Summary: [Bar chart showing project duration]

External Milestone: [Bar chart showing external milestones]

Inactive Milestone: [Bar chart showing inactive milestones]

Manual Summary Rollup: [Bar chart showing manual summary rollup]

Deadline: [Bar chart showing deadlines]

Manual Summary: [Bar chart showing manual summary]

Critical: [Bar chart showing critical tasks]

Critical Split: [Bar chart showing critical splits]

Progress: [Bar chart showing progress]

DRAFT - 3-MONTH LOOKAHEAD FROM DECEMBER 1, 2013 TO FEBRUARY 28, 2014  
NOVEMBER 30, 2013

ID	Task Name	Duration	Start	Finish	December	January	February
271	Evaluation Period	1.65 mons	Wed 01/08/14	Fri 02/21/14			
272	RFP Evaluation Period	28 days	Wed 01/08/14	Fri 02/14/14			
273	Preparation of Draft Staff Report	5 days	Mon 02/17/14	Fri 02/21/14			
274	Preparation of Final Staff Report of Preferred Proponent to Commission	0 days	Fri 02/21/14	Fri 02/21/14			
277	INFRASTRUCTURE	57.4 mons	Fri 03/15/13	Wed 10/04/17			
278	Hydro	57.4 mons	Fri 03/15/13	Wed 10/04/17			
284	Natural Gas	0.25 mons	Fri 01/24/14	Thu 01/30/14			
285	Gas Service Application Approval	1 wk	Fri 01/24/14	Thu 01/30/14			
340	RESOURCE RECOVERY CENTRE (DBFO)	66.65 mons	Tue 05/21/13	Fri 08/31/18			
341	APPROVALS	23.85 mons	Tue 05/21/13	Fri 04/10/15			
346	COMMISSION	16.6 mons	Mon 10/21/13	Thu 02/12/15			
347	RFQ RRC-300	6.55 mons	Mon 10/21/13	Fri 04/25/14			
351	CALWMC Continuation of Meeting	0 days	Wed 12/11/13	Wed 12/11/13	12/11		
352	Prepare Preferred Vendor List for Notification of R15 days	0 days	Thu 12/05/13	Wed 12/11/13	12/11		
353	Board Review and Approval to Release RRC RFQ	0 days	Wed 12/11/13	Wed 12/11/13	12/11		
354	Issue Notification of Posting to Vendors for the RRC RFQ	0 days	Thu 12/12/13	Thu 12/12/13	12/12		
356	RFP/PA RRC-300	12 mons	Fri 02/28/14	Thu 02/12/15			
357	Commission Approve RFP / PA "A" Documents	0 days	Fri 02/28/14	Fri 02/28/14			
360	RFP "B" RRC-310	4 mons	Thu 12/05/13	Fri 03/28/14			
361	Prepare Preferred Vendor List for Notification of R15 days	0 days	Thu 12/05/13	Wed 12/11/13	12/11		
362	CALWMC / Board Review RFP "B" RRC-310	0 days	Wed 12/11/13	Wed 12/11/13	12/11		
363	Issue Notification of Posting to Vendors for the RRC RFQ	0 days	Thu 12/12/13	Thu 12/12/13	12/12		
365	LAND	9.85 mons	Tue 05/21/13	Fri 02/28/14			
368	Site Selection	0 days	Fri 02/28/14	Fri 02/28/14			
369	Residual Solids Pipeline and Pump Stations	103 days	Thu 10/03/13	Fri 02/28/14			
370	Alignment Assessment	30 days	Fri 11/29/13	Mon 01/13/14			
371	Municipal Engagement on Residual Solids Pipeline	30 days	Tue 01/14/14	Mon 02/24/14			
372	Prepare Paper to Commission on Residual Solids Pipeline Alignment	5 days	Tue 02/18/14	Mon 02/24/14			
373	REZONING	3.7 mons	Fri 11/15/13	Fri 02/28/14			
374	Community Engagement	0.5 mons	Wed 11/27/13	Wed 12/11/13			
377	Willis Point Community Meeting	0 days	Mon 12/02/13	Mon 12/02/13	12/02		
378	Highlands Community Meeting	0 days	Thu 12/05/13	Thu 12/05/13	12/05		
379	Highlands Community Council	0 days	Mon 12/09/13	Mon 12/09/13	12/09		
380	Prospect Lake District Community Meeting	0 days	Wed 12/11/13	Wed 12/11/13	12/11		
381	Resource Recovery Centre (Rezoning & DP)	3.7 mons	Fri 11/15/13	Fri 02/28/14			
387	PROCUREMENT	21.45 mons	Tue 08/06/13	Fri 04/17/15			
388	RFQ RRC-300 (RFQ "A")	9.15 mons	Tue 08/06/13	Fri 04/25/14			
394	RFQ Issued	0 days	Thu 12/12/13	Thu 12/12/13	12/12		
395	RFQ Closed	59 days	Fri 12/13/13	Fri 03/07/14			
402	RFP RRC-300 Front End Documents	4.1 mons	Mon 08/26/13	Fri 12/20/13			
404	Draft 2	10 days	Mon 12/02/13	Fri 12/13/13			
405	Final	5 days	Mon 12/16/13	Fri 12/20/13			
406	RFP RRC-300 Project Agreement & Schedules	6 mons	Mon 08/26/13	Fri 02/14/14			
407	Technical Drafts	82 days	Mon 08/26/13	Fri 12/20/13			
408	RRC RFP - Legal Workshop #1	2 days	Wed 12/18/13	Thu 12/19/13			
409	Legal Draft 1	17 days	Mon 12/23/13	Thu 01/16/14			

Project: SEATERRA PROGRAM  
Date: Wed 12/11/13

Task Summary

Project Summary

External Milestone

Inactive Milestone

Manual Summary

Manual Summary Rollup

Deadline

Critical

Critical Split

Progress

Summary

Inactive Task

Manual Task

Duration-only

Finish-only

DRAFT - 3-MONTH LOOKAHEAD FROM DECEMBER 1, 2013 TO FEBRUARY 28, 2014  
NOVEMBER 30, 2013

ID	Task Name	Duration	Start	Finish	December	January	February
410	RRC RFP - Legal Workshop #2	1 day	Fri 01/17/14	Fri 01/17/14			
411	Legal Draft 2	10 days	Mon 01/20/14	Fri 01/31/14			
412	Final Documents	10 days	Mon 02/03/14	Fri 02/14/14			
413	Preparation of Draft Staff Report	5 days	Mon 02/10/14	Fri 02/14/14			
414	Preparation of Final Staff Report to Commission Re RFP, 5 days PA & Schedules Documents	5 days	Mon 02/17/14	Fri 02/21/14			
415	Commission Review and Approve RFP / PA Documents	5 days	Mon 02/24/14	Fri 02/28/14			
423	RFP RRC-300 Submission & Review	20.75 mons	Mon 08/26/13	Fri 04/17/15			
437	RFP "B" RRC-310	6.8 mons	Wed 11/13/13	Tue 05/27/14			
438	Prepare RFP "B" RRC-310 Document	18 days	Wed 11/13/13	Fri 12/06/13			
439	Commission Review RFP "B" RRC-310	3 days	Mon 12/09/13	Wed 12/11/13			
440	Prepare CALWMC / Board Staff Report RFP "B" RRC-310	3 days	Mon 12/02/13	Fri 12/06/13			
441	Issue RFP "B" RRC-310	0 days	Thu 12/12/13	Thu 12/12/13			
442	RFP "B" Period RRC-310	62 days	Fri 12/13/13	Wed 03/12/14			
448	INFRASTRUCTURE	40.8 mons	Mon 09/16/13	Fri 12/09/16			
449	Hydro	40.8 mons	Mon 09/16/13	Fri 12/09/16			
452	Hydro Detailed design	8 mons	Wed 11/27/13	Tue 07/15/14			
457	DESIGN	2.55 mons	Tue 01/14/14	Tue 03/25/14			
458	Residual Solids Pipeline alignment - Geotechnical Investigation	6 wks	Tue 01/14/14	Mon 02/24/14			
459	Residual Solids Pipeline alignment - Archaeological Assessment	6 wks	Wed 02/12/14	Tue 03/25/14			
460	Residual Solids Pipeline alignment - Environmental Impact Study	6 wks	Tue 01/14/14	Mon 02/24/14			
471	CRAIGFLOWER PUMP STATION (DBB) CONSTRUCTION	23.85 mons	Fri 11/30/12	Tue 10/21/14			
496	Sheet Piling/Excavation	16.3 mons	Thu 07/04/13	Tue 10/21/14			
501	Substructure	4 mons	Wed 09/18/13	Mon 01/13/14			
504	ARBUTUS ROAD ATTENUATION TANK (DBB)	2.5 mons	Tue 01/14/14	Mon 03/24/14			
513	Approvals	31.8 mons	Sat 02/23/13	Tue 09/01/15			
514	COMMISSION	20.05 mons	Sat 02/23/13	Fri 09/26/14			
515	PROCUREMENT	10.65 mons	Fri 11/22/13	Fri 09/26/14			
525	DESIGN	15.05 mons	Tue 07/02/13	Wed 09/10/14			
543	Detailed Design	13.05 mons	Mon 06/10/13	Fri 06/20/14			
548	Geotechnical Investigation	6.85 mons	Fri 12/06/13	Fri 06/20/14			
549	Finalize Prelim. Design (25%)	2 wks	Fri 12/06/13	Thu 12/19/13			
550	Design Review Meeting	4 wks	Fri 12/20/13	Mon 01/20/14			
551	Public Open House	1 day	Tue 01/21/14	Tue 01/21/14			
552	Complete (50%) Design	0 days	Tue 01/28/14	Tue 01/28/14			
553	Utility/Site Services Application	6 wks	Wed 01/29/14	Tue 03/11/14			
555	CLOVER PUMP STATION (DB) APPROVALS	2 wks	Wed 02/26/14	Tue 03/11/14			
576	REZONING	40.75 mons	Mon 02/25/13	Wed 05/18/16			
577	Community Engagement	17.6 mons	Mon 02/25/13	Thu 07/17/14			
585	CALC Meeting	4.35 mons	Tue 11/12/13	Fri 03/14/14			
586	Rezoning Process	0 mons	Mon 12/16/13	Mon 12/16/13			
587	Retain Design-Build Contractor	0 days	Mon 12/16/13	Mon 12/16/13			
588	PROCUREMENT	87 days	Tue 11/12/13	Fri 03/14/14			
589		11.8 mons	Tue 07/30/13	Mon 07/07/14			
590		11.8 mons	Tue 07/30/13	Mon 07/07/14			

Project: SEATERRIA PROGRAM  
Date: Wed 12/11/13

Task Summary: [Bar chart showing task progress]

External Milestone: [Bar chart showing milestone progress]

Inactive Milestone: [Bar chart showing inactive milestone progress]

Manual Summary Rollup: [Bar chart showing manual summary rollup progress]

Deadline: [Bar chart showing deadline progress]

Critical: [Bar chart showing critical progress]

Critical Split: [Bar chart showing critical split progress]

Progress: [Bar chart showing progress]

DRAFT - 3-MONTH LOOKAHEAD FROM DECEMBER 1, 2013 TO FEBRUARY 28, 2014  
NOVEMBER 30, 2013





**Seaterra Program  
Progress Report No. 8**

**December 2013**

**Prepared by:**

**Seaterra Program Management Office**

## **Seatterra Program Progress Report No. 8**

**In addition to reporting on activities that are the responsibility of the Seatterra Program Commission, this progress report also includes updates on activities that are the responsibility of the Core Area Liquid Waste Management Committee (CALWMC) and the Capital Regional District (CRD) Board, namely, activities related to facility siting and agreements with municipalities or other government agencies. Those matters that are the direct responsibility of the CALWMC and CRD Board are clearly identified in the text as "CRD responsibility" and are identified in Section 1.2.**

## **Seatterra Program Progress Report No. 8**

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## **Seatera Program Progress Report No. 8**

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# Overall Program

## December 2013 Project Status

### SAFETY

-No Lost Time Incidents in the previous 3 months.

### COST

-Program on budget - <20% Program Contingency Committed.

### SCHEDULE

-On schedule, no impact to critical path.  
 -Uncertainty on approval of Esquimalt bylaw is threatening the Program schedule

### QUALITY

-No critical NCR's recorded.

### ENVIRONMENT

-No incidents or breach in regulatory compliance recorded.

### RISK

-Mitigation strategies in place for high probability high impact risks.  
 -CRD Board decision on biosolids potentially impacts the Program Budget and Schedule

### COMMUNITY

-Public & Municipal engagement ongoing.

**Key Issues:** -Uncertainty on approval of Esquimalt bylaw is threatening the Program schedule.

**Legend** On Track Delayed At Risk Critical/Late

### Financial Summary (\$M)

Budget	782.6
Commitment To Date	41.7
Forecast at Completion	782.6
Variance	-

### Schedule Key Dates Target

McLoughlin Pt, Outfall, Harbour Crossing	Q2 2014
DBF Awarded	Q4 2017
Construction Complete	Q1 2018
Commissioning Complete	Q1 2015
Resource Recovery Centre & Pipeline	Q4 2017
DBFO Awarded	Q1 2018
Construction Complete	Q3 2015
Commissioning Complete	Q2 2014
Conveyance Pump & Pipeline	Q4 2017
Macaulay PS DB Awarded	
Clover PS DB Awarded	
All Conveyance Complete	

## **Seatterra Program Progress Report No. 8**

### **1. Executive Summary**

**Program Progress Report No. 8 covers the period - December, 2013**

#### **1.1 Seatterra Program**

- Costs this period are \$1,034,379 for a total cost to date of \$23,931,759 which is trending within budget and the projected Seatterra Program (Program) cash flows.
- Commitments this period are \$314,187 for a total commitment to date of \$41,651,871 (approximately 5.3% of the Program Budget).
- Work is proceeding in accordance with the Program Schedule for completion in 2018. Construction and commissioning of the McLoughlin Point Wastewater Treatment Plant (WWTP) and the Resource Recovery Centre (RRC) continues to drive the Program critical path.
- Throughout the course of the month, all of the McLoughlin Design-Build-Finance (DBF) proponents continued to request updates and information through the Request for Information (RFI) Process. Approximately 370 RFI's have been received to date and responded to.
- The final collaborative session for the third McLoughlin DBF proponent took place in December. This concluded the collaborative sessions for the procurement process.
- To date all three McLoughlin DBF proponents have individually presented their design submission to the Esquimalt Design Review Committee on three separate occasions. The Design Review Committee has concluded that the three designs comply with the Design Guidelines.
- Community meetings for the RRC and the RRC Conveyance Pipe were held at Willis Point, Highlands and Prospect Lake.
- The CALWMC and Board completed their review of the RFQ for the RRC and the RFP for the Disposal of Biosolids.
- The Request for Qualifications (RFQ) for the RRC was issued in December.
- The RRC RFP-B for Biosolids Disposal Services was issued in December.
- A design kick-off meeting for the Arbutus Road Attenuation Tank was held with Kerr Wood Leidal Associates Ltd., and they have commenced with some preliminary geotechnical and environmental investigations.
- The RFQ closing date for the Clover Pump Station Design Build Project was extended to January 7, 2014 at the request of some proponents.

## **Seatterra Program Progress Report No. 8**

- A presentation was made to the Fairfield Gonzales Community Association and Land Use Committee on December 16th for the rezoning of the land for the Clover Pump Station.
- Construction related activities continued on the Craigflower Pump Station project. A remediation plan to address the slippage of the sheet piles was developed and reviewed.
- Major Issues:
  - CRD:
    - McLoughlin Point Zoning Approvals.
    - Agreement with the Township of Esquimalt on amendments to Bylaw 2805.
    - Liquid Waste Management Plan (LWMP) Amendment No. 9
    - Clover Pump Station zoning approvals
  - Commission/PMO:
    - None.
- Major Activities Planned – Next Period (January):
  - CRD:
    - Finalize McLoughlin zoning approvals.
    - LWMP Amendment No. 9 - reported back to the CALWMC from the Technical and Community Advisory Committee. CALWMC requested additional information. Amendment to be considered at January 2014 meeting.
    - Continue with zoning approval process for the Clover Pump Station.
  - Commission/PMO:
    - None.

### **1.2 Core Area Liquid Waste Management Committee/CRD Board Issues**

- Completion of Federal and Provincial Funding Agreements – pending final zoning approvals and sign off by the Ministers.
- McLoughlin Point municipal rezoning – CRD continuing discussions with the Township of Esquimalt to resolve issues on the rezoning bylaw. A recommendation to support an amended bylaw and approve the associated agreements was tabled pending additional information being brought to CALWMC in December. The CALWMC approved an amended bylaw and associated agreements. The lack of this approval continues to concern the McLoughlin proponents.

## **Seatterra Program Progress Report No. 8**

### **2. Activities – McLoughlin Point Wastewater Treatment Plant Project**

#### **2.1 Design / Engineering Status**

2.1.1 Final detailed technology submissions from two of the proponents were received in December.

2.1.2 Third Collaborative Sessions with Proponents were completed in December, concluding the RFP collaboration process.

#### **2.2 Procurement Status**

2.2.1 RFP MC-300 for McLoughlin Point WWTP. Proponents are continuing to work on their submissions and have been actively requesting updates and information through the RFI Process for the period. Approximately 370 RFI's have been received and responded to.

2.2.2 Collaborative Sessions with each of the McLoughlin DBF proponents were completed in December.

2.2.3 The third Esquimalt Design Review meetings for each of the McLoughlin DBF proponents (individually) were held in December.

2.2.4 In response to proponent requests for additional time, the RFP will now close in March 2014 with the technical submission closing in February 2014.

#### **2.3 Construction Status**

2.3.1 Construction is anticipated to begin in 2014.

#### **2.4 Status of 3<sup>rd</sup> Party Approvals**

2.4.1 McLoughlin Point siting approvals – A revised rezoning application has been submitted to Esquimalt and will be considered by the Advisory Planning Commission on January 14, 2014 and by Esquimalt Council on January 20, 2014.

2.4.2 Work continues with the Greater Victoria Harbour Authority to obtain utility rights-of-way and a working easement at Ogden Point.

2.4.3 Discussions continued with the Department of National Defense (DND) for a License Agreement to Access Federal Real Property for working easements, utility corridors and access for construction and operations. DND has agreed to provide additional laydown areas and has agreed to lease the two houses most affected by the planned construction.

2.4.4 A power utility service application was submitted and planning for service extension to the McLoughlin site continues with BC Hydro.

2.4.5 Esquimalt Design Review Committee has concluded that each of the proponents design submissions comply with the Design Guidelines.

## **Seaterra Program Progress Report No. 8**

### **2.5 Major Commitments This Period**

2.5.1 No major commitments this period.

### **2.6 Schedule**

2.6.1 The DBF procurement process is two months behind schedule. Impacts on the Program cannot be determined until the successful proponent's schedule is known.

### **2.7 Significant Issues/Decisions Pending**

2.7.1 Municipal approvals for the McLoughlin Point site rezoning.

## **3. Activities – Resource Recovery Centre (RRC)**

### **3.1 Design/Engineering Status**

3.1.1 Development of performance based technical specifications is proceeding.

### **3.2 Procurement Status**

3.2.1 The preparation of the RRC DBFO Project Agreement is ongoing and is scheduled to be complete and presented to the Commission in February 2014 for approval to release to the CRD Committee and Board for their review.

3.2.2 The RFQ for the RRC was released December 12, 2013.

3.2.3 RFP-B for Biosolids Disposal Services was released December 12, 2013.

### **3.3 Status of 3<sup>rd</sup> Party Approvals**

3.3.1 Pipeline alignment selection and review of pump station siting options ongoing. Geotechnical investigations and surveying for Residual Solids conveyance to RRC will commence upon final routing and selection of pump station locations.

3.3.2 A Power Utility Service Application was submitted and planning for service extension to the Hartland RRC site continues with BC Hydro.

3.3.3 Presentations were made to the Willis Point Community, Highlands Community and Prospect Lake Community.

### **3.4 Major Commitments This Period**

3.4.1 No major commitments this period.

## **Seattera Program Progress Report No. 8**

### **3.5 Schedule**

3.5.1 Currently on schedule.

### **3.6 Significant Issues/Decisions Pending**

- **CRD:**
  - Approval of LWMP Amendment No. 9.
  - Confirm RRC location within the North Hartland site.
  - Complete EIS for RRC and Residual Solids Pipeline
- **Commission/PMO:**
  - None.

## **4. Activities – Macaulay Pump Station**

### **4.1 Design/Engineering Status**

4.1.1 Development of performance based technical specification schedule to start Q4 2014.

## **5. Activities – Craigflower Pump Station**

### **5.1 Construction Status**

5.1.1 Construction of Craigflower Pump Station is proceeding. The Contractor has completed the sheet piling work and approximately 70% of the excavation work. There was a subsidence of the sheet piling in a corner of the excavation. The contractor is installing additional piles as part of his remediation plan.

### **5.2 Schedule**

5.2.1 The project is running slightly behind schedule compared to the detailed schedule included in Appendix B. This project is not on the critical path.

### **5.3 Significant Issues/Decisions Pending**

5.3.1 None to report this period.

## **6. Activities – Clover Pump Station**

### **6.1 Design/Engineering Status**

6.1.1 Indicative design for Clover Pump Station is complete. Development of performance based technical specifications is complete. Development

## **Seatera Program Progress Report No. 8**

of the Project Agreement and supporting technical reports for the RFP is scheduled for completion in February 2014.

### **6.2 Procurement Status**

The RFQ to pre-qualify design-build contractors was extended to close on January 7, 2014 to accommodate the request of some proponents.

### **6.3 Status of 3<sup>rd</sup> Party Approvals**

6.3.1 A rezoning application for Clover Point Pump Station has been submitted to the City of Victoria. A presentation was made to the Fairfield Gonzales Community Association Land Use Committee as part of the rezoning process. The process is expected to be completed towards the end of Q1 2014.

### **6.4 Major Commitments This Period**

6.4.1 No major commitments this period.

### **6.5 Schedule**

6.5.1 The project is proceeding on schedule in general accordance with the detailed schedule included in Appendix B.

### **6.6 Significant Issues/Decisions Pending**

6.6.1 None to report this period.

## **7. Activities – Currie Pump Station**

### **7.1 Design/Engineering Status**

7.1.1 Design is scheduled to commence Q3 2015.

## **8. Activities – Arbutus Road Attenuation Tank**

### **8.1 Design/Engineering Status**

8.1.1 A design kick-off meeting was held with Kerr Wood Leidal Associates Ltd. and they have commenced work with some preliminary survey, geotechnical and environmental investigations.

### **8.2 Procurement Status**

8.2.1 None to report this period.

### **8.3 Status of 3<sup>rd</sup> Party Approvals**

8.3.1 LWMP Amendment No. 9 which includes changing the Arbutus Road Attenuation Tank size from 12,000m<sup>3</sup> to 5,000m<sup>3</sup> was presented to

## **Seatterra Program Progress Report No. 8**

CALWMC. It was referred by CALWMC to the Technical and Community Advisory Committee for review and then brought back to the CALWMC in November. The report was tabled at the November CALWMC meeting and will be brought back again to the Committee in January 2014.

### **8.4 Major Commitments This Period**

8.4.1 None.

### **8.5 Schedule**

8.5.1 The project is proceeding on schedule in general accordance with the detailed schedule included in Appendix B.

### **8.6 Significant Issues/Decisions Pending**

8.6.1 None.

## **9. Activities – Clover Foremain**

### **9.1 Design/Engineering Status**

9.1.1 Design is scheduled to commence in Q2 2014.

### **9.2 Procurement Status**

9.2.1 An RFQ has been prepared for Design Consulting Services for Clover Foremain and will be issued in January 2014.

9.2.2 An RFP was issued for Archaeological Services for Clover Foremain and the balance of the Seatterra Program scope.

### **9.3 Status of 3<sup>rd</sup> Party Approvals**

9.3.1 Licence agreements for Clover Foremain are being developed with the City of Victoria (alignment is primarily in public road rights-of-way).

9.3.2 Collaboration with the City of Victoria and First Nations is ongoing for the establishment of a reburial site at Beacon Hill Park, should significant artifacts be discovered during the work on this project.

### **9.4 Major Commitments This Period**

9.4.1 No major commitments this period.

### **9.5 Schedule**

9.4.1 The project is proceeding on schedule in general accordance with the detailed schedule included in Appendix B.

## **Seaterra Program Progress Report No. 8**

### **9.6 Significant Issues/Decisions Pending**

9.5.1 None to report this period.

### **10. Activities – Currie Forcemain**

#### **10.1 Design/Engineering Status**

10.1.1 Design is scheduled to commence in Q1 2016.

### **11. Activities – ECI/Trent Twinning**

#### **11.1 Design/Engineering Status**

11.1.1 Design is scheduled to commence in Q4 2014.

### **12. Activities – Macaulay Forcemain**

#### **12.1 Design/Engineering Status**

12.1.1 Design is scheduled to commence in Q2 2015.

### **13. Program Updates**

#### **13.1 Program Cost/Budget Update**

13.1.1 This report covers the period of December 2013.

13.1.2 Total program budget is \$782,686,000.

13.1.3 Costs this period are \$1,034,379.

13.1.4 Costs to date are \$23,931,759. (Appendix A)

13.1.5 Commitments to date are \$41,651,871.

13.1.6 Commitments this period are \$314,187.

#### **13.2 Program Schedule Update**

13.2.1 The Program is proceeding within the overall schedule. The schedule continues to support a 2018 completion of the McLoughlin Point plant final acceptance testing.

13.2.2 The Program Schedule has been reviewed and updated based on current activities. See Program Schedule extracts in Appendix B of this report for:

- Critical Path Schedule
- Summary Task Schedule
- Look-ahead Schedule to March 2014

## Seatera Program Progress Report No. 8

13.2.3 Major activities and Milestones achieved in December include the following:

- Hartland RRC RFQ issued.
- Disposal of Biosolids RFP issued.

13.2.4 Major activities and Milestones scheduled the next 90 days include the following:

- Program:
  - RFP P-012 for program communication consulting services will close January 2014.
  - RFP P-013 for program archaeology services will close January 2014.
  - RFP P-014 for program printing and reproduction will be released January 2014.
- McLoughlin WWTP:
  - Complete rezoning process for the McLoughlin Point WWTP site.
  - Complete Agreements with Greater Victoria Harbour Authority (GVHA) and the Department of DND for land use and rights-of-way for the McLoughlin Point WWTP by March 2014.
  - Close McLoughlin WWTP DBF RFP in February 2014 and select preferred vendor by beginning May 2014.
  - Environmental AIP by Q1 2014.
- Resource Recovery Centre (RRC):
  - Confirmation from CRD of the specific site location for the RRC facility at Hartland.
  - Commission approval to release RFP for CRD Committee and Board review by end of February 2104.
- Conveyance Infrastructure:
  - Commence the detailed design for the Arbutus Road Attenuation Tank.
  - Committee and Board approval of the LWMP Amendment No. 9 and size reduction of the Arbutus Tank in January 2014.
  - Commence construction of the pump station substructure at Craigflower Pump Station.
  - Substantially complete rezoning for Clover Pump Station by March 2014.
  - Hold Public Open Houses for the Clover Pump Station and Clover Forcemain projects.
  - Issue the Clover Forcemain RFQ for design consulting services January 2014.
  - Close RFQ for Clover Pump Station DB in January and select proponent short list by the end of January 2014.
  - Issue the Clover Pump Station RFP in February 2014.
  - Hold public meetings for the Residual Solids Conveyance alignment.

## **Seatterra Program Progress Report No. 8**

### **13.3 Procurement this period**

13.3.1 RRC RFQ issued.

13.3.2 Request for Qualification RFQ CPS-100 for Clover Pump Station Design Build is now scheduled to close on January 7, 2014.

13.3.3 RFP for the Disposal of Biosolids issued December 12, 2013.

### **13.4 Major Commitments This Period**

13.4.1 \$120,000 Bull Houser & Tupper for contract advisory services for Program pump station procurement documents.

### **13.5 Project Controls**

13.5.1 Preparation of the Project Management Plan continued throughout the period and is scheduled to be finalized and presented for Commission review and approval February 2014.

### **13.6 Environmental**

13.6.1 A consolidated EIS Final Report for the whole Program, except for the RRC, was completed in October 2013. The RRC EIS will be completed within 2 months of final site selection of the conveyance pipe.

13.6.2 No environmental issues to report this period.

### **13.7 Safety**

13.7.1 No safety incidents this period.

## **14. Communications/Public Engagement**

### **14.1 Activities**

#### **14.1.1 Clover Pump Station:**

- Information Sheet and presentation materials developed for the public engagement meetings.
- CALUC rezoning meeting at Fairfield Community Association was held in December for the Clover Pump Station.
- Info Bulletin issued for the release of the RFQ for Clover Pump Station.

#### **14.1.2 Hartland Engagement:**

- Community meetings for the the RRC were held in December at Willis Point, Highlands and Prospect Lake.
- Various collateral materials, exhibits and presentation materials for the public engagement meetings in December were prepared.
- Info Bulletin issued for the release of the RFQ and RFP-B for the RRC.

## Seaterra Program Progress Report No. 8

14.1.3 Communications/Public Engagement program related RFP's were issued in December (closing in January 2014) for:

- Program Videography/Photography Services.
- Program Education and Awareness Campaign Services.
- Program Communications Consulting Services Phase II.

### 15. Program Financing

#### 15.1 Federal Agreement Management Committee

The federal agreement has yet to be fully executed. A governmental overview committee is expected to be appointed towards the end of Q1 2014 after execution of these agreements.

#### 15.2 Intergovernmental Coordination Committee

The next meeting is scheduled for March 6, 2014.

#### 15.3 Status of Funding Agreements:

No change from last report

Funding Partner	Status of agreement
Building Canada Fund	Approved in principle but awaiting Minister's signature
Green Infrastructure Fund	Approved in principle but awaiting Minister's signature
PPP Canada	Approved.
Province of BC	Approved

#### 15.3 Status of Funding Received:

No change from last report

Funding Partner	Payments Received – Current Month	Received to Date	Grant Claims Submitted	Maximum Partner Contribution
Building Canada Fund	-	-	-	\$120,000,000
Green Infrastructure Fund	-	-	-	\$50,000,000
PPP Canada	-	-	-	\$83,400,000
Province of BC	-	-	-	\$248,000,000

**Seatterra Program Progress Report No. 8**

**Appendix A**

**Monthly Cost Report**

**Program Summary Report  
Month Ending 31-December-2013**

	<b>Budget</b>	<b>Cost to Date</b>	<b>Commitments Unpaid</b>	<b>Total CTD + CU</b>	<b>Forecast to Complete</b>	<b>Forecast at Completion</b>	<b>Variance</b>	<b>Variance from Last Report</b>
<b>WASTEWATER TREATMENT - MCLOUGHLIN</b>	278,561,192	9,612,213	1,293,728	10,905,941	267,655,251	278,561,192	0	0
<b>CONVEYANCING - PUMP STATIONS &amp; PIPES</b>	126,786,364	6,263,955	10,403,121	16,667,076	110,119,288	126,786,364	0	0
<b>RESOURCE RECOVERY CENTRE</b>	254,675,629	3,233,074	4,733,148	7,966,222	246,709,407	254,675,629	0	0
<b>COMMON COSTS</b>	50,337,316	4,785,917	1,290,115	6,076,032	44,261,284	50,337,316	0	0
<b>INTERIM FINANCING</b>	31,400,000	36,600	0	36,600	31,363,400	31,400,000	0	0
<b>PROGRAM CONTINGENCY</b>	40,925,499	0	0	0	40,925,499	40,925,499	0	0
<b>TOTAL</b>	<b>782,686,000</b>	<b>23,931,759</b>	<b>17,720,112</b>	<b>41,651,871</b>	<b>741,034,129</b>	<b>782,686,000</b>	<b>0</b>	<b>0</b>

**Seatterra Program Progress Report No. 8**

**Appendix B**

**Schedule Extracts**

Activity ID	Activity Name	Original Duration	Start	Finish	2014	2015	2016	2017	2018	2019
					Q1	Q2	Q3	Q4	Q1	Q2
<b>SEATERRA PROGRAM DD End Dec</b>										
<b>KEY MILESTONES</b>										
PROGRAM		0								
<b>MCLOUGHLIN POINT WASTEWATER TREATMENT PLANT (PLAN)</b>										
181	Submit Reasoning Application & Process	1284	29-Apr-13A	01-Jun-18						
273	Submission of RFP Technical Submissions	157	29-Apr-13A	14-Jan-14						
275	Initial AFRS (Advance Interest Rate Submittal) Submission	159	15-Jul-13A	28-Feb-14*						
183	Reasoning Complete	55	16-Oct-13A	24-Feb-14						
A1140	Council Consideration on Bylaw Amendments	0		24-Feb-14*						
276	Interim AFRS (Advance Interest Rate Submittal) Submission	10	25-Feb-14	10-Mar-14						
282	RFP Evaluation Period	30	03-Mar-14	11-Apr-14						
277	Final AFRS (Advance Interest Rate Submittal) Submission	10	11-Mar-14	21-Mar-14						
278	Submission of Financial Submissions	5	24-Mar-14	28-Mar-14*						
283	Preparation of Draft Staff Report RFP Evaluation	4	14-Apr-14	17-Apr-14						
284	Preparation of Final Staff Report of Preferred Proponent to Commission	5	21-Apr-14	25-Apr-14						
285	Commission Review and Approval Period RFP MC-300	5	28-Apr-14	02-May-14						
189	Commission Approval and Selection of Preferred Proponent RFP MC-300	0		02-May-14						
287	Financial Close	34	05-May-14	20-Jun-14						
340	Harbour Crossing Design Period	40	05-May-14	30-Jun-14						
337	McLaughlin Plant Design and Construction Period	830	27-Jun-14	16-Oct-17						
345	Outfall Design and Construction Period	830	27-Jun-14	18-Oct-17						
160	Commission Formal Approval / Award Contract PAMC-300	0		27-Jun-14*						
341	Permitting and Approval	80	02-Jul-14	24-Oct-14						
342	Harbour Crossing Construction Period	748	27-Oct-14	11-Oct-17						
343	Functional Completion Harbour Crossing	40	12-Oct-17	07-Dec-17						
338	Functional Completion Plant	40	18-Oct-17	12-Dec-17						
346	Functional Completion Outfall	40	16-Oct-17	12-Dec-17						
348	Start Up Commissioning / 80 Day/Acceptance Testing	120	12-Dec-17	01-Jun-18*						
<b>RESOURCE RECOVERY CENTRE (DBFO)</b>										
<b>CRAIGFLOWER PUMP STATION (DBB)</b>										
<b>ARBUTUS ROAD ATTENUATION TANK (DBB)</b>										
<b>CLOVER PUMP STATION (DB)</b>										
<b>CLOVER FORCEMAIN (DBB)</b>										
<b>ECI / TRENT TWINNING (DBB)</b>										
<b>MACAULAY PUMP STATION (DB)</b>										
<b>MACAULAY FORCEMAIN (DBB)</b>										
<b>CURRIE PUMP STATION (DBB)</b>										
<b>CURRIE FORCEMAIN (DBB)</b>										
<b>PROGRAM COMMISSIONING, HANDOVER &amp; START-UP</b>										

Actual Work █ Critical Remaining Work █ Summary █  
 Remaining Work ◆ Milestone ◆

Activity ID	Program	Activity Name	Original Duration	Start	Finish	2013	2014	2015	2016	2017	2018	2019	
						Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<b>SEATERRA PROGRAM DD End Dec</b>													
<b>KEY MILESTONES</b>			1645	30-Apr-12 A	08-Nov-18								
<b>PROGRAM</b>			1645	30-Apr-12 A	08-Nov-18								
<b>ENVIRONMENTAL PROGRAM PLANS</b>			1645	30-Apr-12 A	08-Nov-18								
<b>COMMISSION BRIEFING MATERIAL</b>			1645	30-Apr-12 A	08-Nov-18								
<b>PROGRAM DESIGN STANDARDS</b>			1645	30-Apr-12 A	08-Nov-18								
<b>REZONING / STAKEHOLDER MANAGEMENT</b>			1645	30-Apr-12 A	08-Nov-18								
<b>PROGRAM WIDE PROCUREMENT</b>			1645	30-Apr-12 A	08-Nov-18								
<b>MCLOUGHLIN POINT WASTEWATER TREATMENT PLANT (PLANT, HARBOUR CROSSING, O</b>													
<b>APPROVALS</b>			1945	30-Apr-12 A	08-Nov-18								
<b>PROCUREMENT</b>			518	23-Nov-12 A	12-Dec-14								
<b>INFRASTRUCTURE</b>			188	28-Feb-14	15-Mar-13 A								
<b>DESIGN</b>			63	18-Dec-12 A	28-Mar-14								
<b>COMMISSIONING</b>			272	01-Mar-13 A	26-Jul-13 A								
<b>APPROVALS</b>			82	15-Mar-13 A	25-Jan-13 A								
<b>PROCUREMENT</b>			38	03-Dec-12 A	03-Jun-14								
<b>INFRASTRUCTURE</b>			360	02-Jan-13 A	07-Mar-14								
<b>DESIGN</b>			326	23-Nov-12 A	01-Jun-18								
<b>COMMISSIONING</b>			1399	15-Nov-12 A	22-Dec-15								
<b>RESOURCE RECOVERY CENTRE (DBFO)</b>													
<b>APPROVALS</b>			680	28-Mar-13 A	20-Jun-14								
<b>PROCUREMENT</b>			373	02-Jan-13 A	03-Jan-17								
<b>INFRASTRUCTURE</b>			866	15-Mar-13 A	05-Jul-13 A								
<b>DESIGN</b>			183	15-Nov-12 A	12-Dec-17								
<b>COMMISSIONING</b>			908	05-May-14	01-Jun-18								
<b>CRAIGFLOWER PUMP STATION (DBB)</b>													
<b>APPROVALS</b>			482	21-May-13 A	20-Apr-15								
<b>PROCUREMENT</b>			434	08-Aug-13 A	27-Apr-15								
<b>INFRASTRUCTURE</b>			816	18-Sep-13 A	12-Dec-16								
<b>DESIGN</b>			46	14-Jan-14	18-Mar-14								
<b>COMMISSIONING</b>			640	20-Feb-15	05-Sep-17								
<b>ARBUTUS ROAD ATTENUATION TANK (DBB)</b>													
<b>APPROVALS</b>			377	11-May-17	08-Nov-18								
<b>PROCUREMENT</b>			528	30-Nov-12 A	31-Dec-14								
<b>INFRASTRUCTURE</b>			77	26-Feb-13 A	14-Jun-13 A								
<b>DESIGN</b>			139	30-Nov-12 A	14-Jun-13 A								
<b>COMMISSIONING</b>			81	30-Nov-12 A	30-Apr-13 A								
<b>CLOVER PUMP STATION (DB)</b>													
<b>APPROVALS</b>			375	04-Jul-13 A	31-Dec-14								
<b>PROCUREMENT</b>			30	06-Oct-14	18-Nov-14								
<b>INFRASTRUCTURE</b>			689	23-Feb-13 A	18-Nov-15								
<b>DESIGN</b>			454	23-Feb-13 A	12-Dec-14								
<b>COMMISSIONING</b>			331	02-Jul-13 A	23-Oct-14								
<b>MACAULAY PUMP STATION (DB)</b>													
<b>APPROVALS</b>			291	10-Jun-13 A	05-Aug-14								
<b>PROCUREMENT</b>			225	28-Dec-14	18-Nov-15								
<b>INFRASTRUCTURE</b>			30	08-Sep-15	20-Oct-15								
<b>DESIGN</b>			883	25-Feb-13 A	27-Jul-16								
<b>COMMISSIONING</b>			531	25-Feb-13 A	02-Apr-15								
<b>ECI / TRENT TWINNING (DBB)</b>													
<b>APPROVALS</b>			236	30-Jul-13 A	07-Jul-14								
<b>PROCUREMENT</b>			304	03-Oct-14	18-Dec-15								
<b>INFRASTRUCTURE</b>			453	17-Jun-13 A	02-Apr-15								
<b>DESIGN</b>			325	15-Apr-15	27-Jul-16								
<b>COMMISSIONING</b>			30	03-May-16	14-Jun-16								
<b>ARBUTUS ROAD ATTENUATION TANK (DBB)</b>													
<b>APPROVALS</b>			889	04-Mar-13 A	12-Aug-16								
<b>PROCUREMENT</b>			212	27-Jun-14	01-May-15								
<b>INFRASTRUCTURE</b>			454	28-Oct-13 A	17-Aug-15								
<b>DESIGN</b>			471	04-Mar-13 A	15-Jan-15								
<b>COMMISSIONING</b>			388	30-Jan-15	12-Aug-16								
<b>MACAULAY PUMP STATION (DB)</b>													
<b>APPROVALS</b>			660	05-Feb-14	16-Sep-16								
<b>PROCUREMENT</b>			232	28-Sep-14	31-Aug-15								
<b>INFRASTRUCTURE</b>			318	12-May-14	14-Aug-15								
<b>SEATERRA PROGRAM DD End Dec</b>													
<b>APPROVALS</b>			321	05-Feb-14	13-May-15								
<b>PROCUREMENT</b>			329	29-May-15	16-Sep-16								
<b>INFRASTRUCTURE</b>			30	14-Mar-18	25-Apr-18								
<b>DESIGN</b>			705	28-Oct-14	14-Aug-17								
<b>COMMISSIONING</b>			300	27-Mar-15	03-Jun-16								
<b>APPROVALS</b>			219	30-Jan-15	11-Dec-15								
<b>PROCUREMENT</b>			108	17-Jul-15	18-Dec-15								



Activity ID Activity Name

Original Start Finish

2

Jan

2014

Feb

Mar

## SEATERRA PROGRAM DD End Dec

### PROGRAM

#### COMMISSION MEETINGS

2014 Meetings

### PROGRAM PLANS

#### Project Implementation Plan

#### Project Management Plan

#### Program Budget

#### Program Schedule

#### REZONING / STAKEHOLDER MANAGEMENT

#### PROGRAM WIDE PROCUREMENT

#### RF P 012 Communication Consulting Services - Program

#### RF P 013 Archaeology Services - Program

#### RF P 014 Permitting Reproduction Services - Program

#### APPROVALS

#### FUNDING

#### LAND

#### DND

#### Transport Canada

#### Victoria Harbour Authority

#### 174

#### 173

#### 172

#### 171

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#### 160

Activity ID	Activity Name	Original Start	Finish	Duration
<b>REGULATING</b>				
A110	Application Presented to Council	24-Feb-14	24-Feb-14	0
A1120	Special Council Meeting for Public Hearing	19-Feb-14*	18-Feb-14*	0
A1130	Special Council Meeting for Public Hearing (if Necessary)	24-Feb-14	19-Feb-14*	0
183	Rezoning Complete	24-Feb-14	24-Feb-14	0
185	Urban Design Guideline Approval	24-Feb-14*	24-Feb-14*	0
188	Liquid Waste Management Plan Addendum #9 Approved	24-Feb-14*	24-Feb-14*	0
A1140	Council Consideration	24-Feb-14*	24-Feb-14*	0
<b>PERMITS</b>				
189	Environmental A/P (Approval in principle)	14-Apr-14	14-Apr-14	0
<b>PROCUREMENT</b>				
<b>DBE CONTRACT</b>				
RFP MC 300		17-Apr-14	17-Apr-14	0
RFP Submission & Review		17-Apr-14	17-Apr-14	0
Technical & Financial		17-Apr-14	17-Apr-14	0
Submission of Technical Submissions		17-Apr-14	17-Apr-14	0
Initial A/RS (Advance Interest Rate Submitted) Submission		28-Mar-14	28-Mar-14	0
Interim A/RS (Advance Interest Rate Submitted) Submission		24-Feb-14	24-Feb-14	0
Final A/RS (Advance Interest Rate Submitted) Submission		10-Mar-14	10-Mar-14	0
Submission of Financial Submissions		21-Mar-14	21-Mar-14	0
Evaluation Period		28-Mar-14*	28-Mar-14*	0
RFP Evaluation Period		17-Apr-14	17-Apr-14	0
Preparation of Draft Staff Report		11-Apr-14	11-Apr-14	0
4		17-Apr-14	17-Apr-14	0
5		30-Jan-14	30-Jan-14	0
<b>INFRASTRUCTURE</b>				
288	Gas Service Application Approval	30-Jan-14	30-Jan-14	0
197		15-Jul-14	15-Jul-14	0
<b>RESOURCE RECOVERY CENTRE (DBFO)</b>				
123		28-Mar-14	28-Mar-14	0
<b>FUNDING</b>				
355	Review of RFP by Funding Agency (PPP Canada)	14-Mar-14	14-Mar-14	0
<b>COMMISSION</b>				
RFP PA RRC-300		28-Feb-14	28-Feb-14	0
369	Commission Approve RFP / PA 'A' Documents	28-Feb-14	28-Feb-14	0
370	CALWMC / Board Review RFP / PA 'A'	28-Mar-14	28-Mar-14	0
RFP 'B' RRC-310		28-Mar-14	28-Mar-14	0
378	Commission Approval and Selection of RFP 'B' RRC-310 Preferred Proponent	28-Mar-14	28-Mar-14	0
<b>LAND</b>				
103		28-Feb-14	28-Feb-14	0
381	Residual Solids Pipeline and Pump Station Alignment Assessment	24-Feb-14	24-Feb-14	0
383	Public Engagement on Residual Solids Pipeline	24-Feb-14	24-Feb-14	0
384	Prepare Paper to Commission on Residual Solids Pipeline Alignment	24-Feb-14	24-Feb-14	0
<b>REZONING</b>				
383	Resource Recovery Centre (Rezoning & DP)	27-Feb-14	27-Feb-14	0
<b>PERMITS</b>				
398	EIS Residual Solids Pipeline EIS Application	19-Mar-14	19-Mar-14	0
<b>PROCUREMENT</b>				
407	RFP Closed	14-Mar-14*	14-Mar-14*	0
408	Evaluate RFP & Shortlist	17-Apr-14	17-Apr-14	0
RFP RRC-300 Final Documents		20-Jan-14	20-Jan-14	0
417	Final	20-Jan-14	20-Jan-14	0
<b>RFP RRC-300 Project Agreement &amp; Schedules</b>				
421	Legal Draft 1	16-Jan-14	16-Jan-14	0
422	RRC RFP - Legal Workshop #2	17-Jan-14	17-Jan-14	0
423	Legal Draft 2	31-Jan-14	31-Jan-14	0
424	Final Documents	14-Feb-14	14-Feb-14	0
425	Preparation of Draft Staff Report	14-Feb-14	14-Feb-14	0
428	Preparation of Final Staff Report to Commission Re RFP PA & Schedules Documents	21-Feb-14	21-Feb-14	0
430	Final Assembly of RFP / PA Documents	18-Mar-14	18-Mar-14	0

Activity ID	Activity Name	Original Duration	Start	Finish
427	Commission Review and Approve RFP / PA Documents	5	24-Feb-14	28-Feb-14
428	Prepare Staff Report to CALWMC / Board on RFP / PA	3	03-Mar-14	05-Mar-14
429	P3 Canada Review of Documents	20	03-Mar-14	28-Mar-14
<b>RFP - B* RRC-310</b>				
455	RFP - B* Period RRC-310	62	24-Dec-13A	12-Mar-14
456	Close RFP - B* RRC-310	0		12-Mar-14
457	Review of RFP - B* RRC-310 Submissions	7	13-Mar-14	21-Mar-14
458	Preparation of Final Staff Report and Selection of Preferred Proponent RFP - B* RRC-3	5	17-Mar-14	21-Mar-14
459	Confirmation of the Project Agreement	45	24-Mar-14	27-May-14
<b>INFRASTRUCTURE</b>				
<b>Hydro</b>				
485	Hydro Detailed design	160	27-Nov-13A	15-Jul-14
<b>DESIGN</b>				
471	Residual Solids Piping alignment - Geotechnical Investigation	48	14-Jan-14	18-Mar-14
473	Residual Solids Piping alignment - Environmental Impact Study	30	14-Jan-14	24-Feb-14
472	Residual Solids Piping alignment - Archaeological Assessment	30	05-Feb-14	18-Mar-14
<b>CONSTRUCTION</b>				
514	Sheet Piling/Excavation	173	18-Sep-13A	13-May-14
517	Substructure	80	18-Sep-13A	13-Mar-14
<b>ARBUTUS ROAD ATTENUATION TANK (DBB)</b>				
<b>DESIGN</b>				
563	Finalize Prelim. Design (25%)	20	19-Dec-13A	03-Mar-14
564	Design Review Meeting	1	04-Mar-14	04-Mar-14
565	Public Open House	0	12-Mar-14	12-Mar-14
566	Complete (50%) Design	30	12-Mar-14	23-Apr-14
568	Utility/Slab Services Application	10	09-Apr-14	23-Apr-14
<b>CLOVER PUMP STATION (DB)</b>				
<b>APPROVALS</b>				
601	Reasoning Process	87	12-Nov-13A	14-Mar-14
<b>PROCUREMENT</b>				
609	RFQ Evaluation	17	08-Jan-14	30-Jan-14
616	Final Approval of RFP and Shortlisted Proponents	0		12-Feb-14
617	RFP Period	60	13-Feb-14	08-May-14
615	Project Agreement	18	09-Jan-14	03-Feb-14
<b>DESIGN</b>				
630	Preliminary Geotechnical / Environmental / Archaeological Assessment	20	17-Dec-13A	21-Jan-14
<b>CLOVER FOREMAIN (DBB)</b>				
<b>PROCUREMENT</b>				
661	Prepare RFQ	40	29-Oct-13A	16-Jan-14
662	RFQ Period	40	17-Jan-14	17-Feb-14
664	Prepare RFP	20	04-Feb-14	03-Mar-14
663	RFQ Evaluation	10	18-Feb-14	03-Mar-14
665	RFP Period	30	04-Mar-14	14-Apr-14
<b>ECI / TRENT TWINNING (DBB)</b>				
<b>DESIGN</b>				
744	Review Alignment Options	67	05-Feb-14	09-May-14
745	Prelim. Drafting	32	05-Feb-14	20-Mar-14
746	Conceptual Design	15	21-Mar-14	10-Apr-14
		20	11-Apr-14	09-May-14

■ Remaining Work     ◆ Milestone  
■ Critical Remaining Work     ◆ Summary

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**Seaterra Program  
Progress Report No. 9**

**January 2014  
Prepared by:  
Seaterra Program Management Office**

## **Seatterra Program Progress Report No. 9**

**In addition to reporting on activities that are the responsibility of the Seatterra Program Commission, this progress report also includes updates on activities that are the responsibility of the Core Area Liquid Waste Management Committee (CALWMC) and the Capital Regional District (CRD) Board, namely, activities related to facility siting and agreements with municipalities or other government agencies. Those matters that are the direct responsibility of the CALWMC and CRD Board are clearly identified in the text as "CRD responsibility" and are identified in Section 1.2.**

## **Seatterra Program Progress Report No. 9**

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- 2.2 Procurement Status
- 2.3 Construction Status
- 2.4 Status of Approvals
- 2.5 Major Commitments This Period
- 2.6 Schedule
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- 6.5 Schedule
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## **Seatera Program Progress Report No. 9**

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# Overall Program

## January 2014 Project Status



### SAFETY

No Lost Time Incidents in the previous 3 months.

### COST

Program on budget - <20% Program Contingency Committed.

### SCHEDULE

Procurement of McLoughlin DBF Contract delayed by 2 months.  
 Uncertainty on approval of Esquimalt bylaw is threatening the Program schedule

### QUALITY

No critical NCR's recorded.

### ENVIRONMENT

No incidents or breach in regulatory compliance recorded.

### RISK

Mitigation strategies in place for high probability high impact risks.  
 CRD Board decision on biosolids potentially impacts the Program Budget and Schedule

### COMMUNITY

Public & Municipal engagement ongoing.

**Key Issues:** Uncertainty on approval of Esquimalt bylaw is threatening the Program schedule.

### Financial Summary (\$M)

Budget	782.6
Commitment To Date	45.5
Forecast at Completion	782.6
Variance	-

### Schedule Key Dates Target

McLoughlin Pt, Outfall, Harbour Crossing	Q2 2014
DBF Awarded	Q4 2017
Construction Complete	Q2 2018
Commissioning Complete	Q1 2015
Resource Recovery Centre & Pipeline	Q4 2017
DBFO Awarded	Q4 2018
Construction Complete	Q4 2015
Commissioning Complete	Q2 2014
Conveyance Pump & Pipeline	Q3 2017
Macaulay PS DB Awarded	
Clover PS DB Awarded	
All Conveyance Complete	

**Legend** On Track Delayed At Risk Critical/Late

## **Seaterra Program Progress Report No. 9**

### **1. Executive Summary**

**Program Progress Report No. 9 covers the period - January, 2014**

#### **1.1 Seaterra Program**

- Costs this period are \$879,069 for a total cost to date of \$24,810,828 which is trending within budget and the projected Seaterra Program (Program) cash flows.
- Commitments this period are \$3,877,071 for a total commitment to date of \$45,528,942 (approximately 5.8% of the Program budget).
- Work is proceeding in accordance with the Program Schedule for completion in 2018. Construction and commissioning of the McLoughlin Point Wastewater Treatment Plant (WWTP) and the Resource Recovery Centre (RRC) continues to drive the Program critical path.
- Throughout the course of the month, all of the McLoughlin Design-Build-Finance (DBF) proponents continued to request updates and information through the Request for Information (RFI) Process. Approximately 400 RFI's have been received to date and responded to.
- The Request for Proposals (RFP) for Archaeological Services for the Seaterra Program closed January 21. A recommendation to award a contract will be presented to the Commission in February.
- The RFP for Communications Consulting Services Phase II closed January 21st. A recommendation to award a contract will be presented to the Commission in February.
- The RFP for Education and Awareness Program Services closed January 23rd. A recommendation to award a contract will be presented to the Commission in February.
- The Request for Qualification (RFQ) for the Clover Pump Station Design Build Project closed on January 7. Evaluations proceeded during the period with intent to finalize in early February with a short list of proponents who will be eligible to receive the RFP.
- An open house was held January 25 for the benefit of the neighboring communities and the general public to receive information on the Clover Pump Station, Conveyance Pipe and Bike Path.
- The RFQ for Clover Forcemain (Conveyance Pipe) Design Consultant was issued on January 22 and is scheduled to close on February 25.
- Construction related activities continued on the Craigflower Pump Station project. The shoring remediation plan is approximately 80% complete.

## Seatterra Program Progress Report No. 9

- Review of the possible alignment options for the Residual Solids Pipeline with the affected municipalities continued.
- Major Issues:
  - CRD:
    - McLoughlin Point Zoning Approvals.
    - Agreement with the Township of Esquimalt on amendments to Bylaw 2805.
    - Liquid Waste Management Plan (LWMP) Amendment No. 9 approved by the CRD Board and forwarded to Ministry of Environment (MOE) for approval (pending approval by the Minister).
    - Clover Pump Station zoning approvals (rezoning application process is progressing).
  - Commission/PMO:
    - None.
- Major Activities Planned – Next Period (February):
  - CRD:
    - Finalize McLoughlin zoning approvals.
    - Continue with zoning approval process for the Clover Pump Station.
  - Commission/PMO:
    - None.

### 1.2 Core Area Liquid Waste Management Committee/CRD Board Issues

- Completion of Federal and Provincial Funding Agreements – pending final zoning approvals and sign off by the Ministers.
- McLoughlin Point municipal rezoning – CRD continuing discussions with the Township of Esquimalt to resolve issues on the rezoning bylaw. On January 14 PMO staff attended a meeting of the Esquimalt Advisory Planning Commission (APC) and presented the revised rezoning application. The APC recommended that Esquimalt Council not approve the application. The application was presented to Council on January 20. Council gave 2nd reading to the revised Bylaw No. 2805 and referred the bylaw to public hearing on February 18 and 19 (if necessary).

## 2. Activities – McLoughlin Point Wastewater Treatment Plant Project

### 2.1 Design/Engineering Status

- 2.1.1 PMO provided review comments to Proponents for technical design submissions and evaluation model.

## **Seatterra Program Progress Report No. 9**

2.1.2 Proponents have identified their required encroachment within the 7.5 m setback. These encroachments will be included as a Section 219 covenant within the rezoning bylaw.

### **2.2 Procurement Status**

2.2.1 RFP MC-300 for McLoughlin Point WWTP. Proponents are continuing to work on their submissions and have been actively requesting updates and information through the RFI Process for the period. Over 400 RFI's have been received and responded to.

2.2.2 A fourth collaboration meeting is planned with all Proponents (individually) and has been scheduled for early February 2014.

2.2.3 In response to proponent requests for additional time, the financial RFP will now close in March 2014 with the technical submission closing in February 2014.

### **2.3 Construction Status**

2.3.1 Construction is anticipated to begin in 2014.

### **2.4 Status of 3<sup>rd</sup> Party Approvals**

2.4.1 McLoughlin Point siting approvals – On January 14 PMO staff attended a meeting of the Esquimalt Advisory Planning Commission (APC) and presented the revised rezoning application. The APC recommended that Esquimalt Council not approve the application.

The application was presented to Council on January 20. Council rescinded 2nd reading of the current Bylaw No. 2805, gave second reading to the revised Bylaw No. 2805 and referred the bylaw to public hearing on February 18 and 19 (if necessary).

2.4.2 The Greater Victoria Harbour Authority Board approved the Term Sheet for the utility rights-of-way and a working easement at Ogden Point and delegated final approval to staff.

2.4.3 Discussions continued with the Department of National Defense (DND) for a License Agreement to Access Federal Real Property for working easements, utility corridors and access for construction and operations. DND has agreed to provide additional laydown areas and has agreed to lease the two houses most affected by the planned construction.

2.4.4 BC Hydro has identified a route for power facilities from Devonshire substation to McLoughlin. A survey of the route has been completed and BC Hydro is proceeding with detailed design.

### **2.5 Major Commitments This Period**

## **Seatterra Program Progress Report No. 9**

2.5.1 No major commitments this period.

### **2.6 Schedule**

2.6.1 The DBF procurement process is two months behind schedule. Any further delays will extend the completion date of the Program.

### **2.7 Significant Issues/Decisions Pending**

2.7.1 Municipal approvals for the McLoughlin Point site rezoning.

## **3. Activities – Resource Recovery Centre (RRC)**

### **3.1 Design/Engineering Status**

3.1.1 Development of performance based technical specifications is continuing. Location of RRC at Hartland needs to be confirmed and water servicing and use of landfill gas also needs to be confirmed prior to completion of specifications.

### **3.2 Procurement Status**

3.2.1 The preparation of the RRC DBFO Project Agreement is ongoing and is scheduled to be complete and presented to the Commission in February 2014 for approval to release to the CALWMC and Board for their review.

3.2.2 Significant interest expressed in the RRC procurement with a number of organizations registering as respondents. Over 20 RFI's received to date.

3.2.3 Significant interest expressed in the RFP for the Biosolids Disposal services. An all proponents meeting currently scheduled for February 5.

### **3.3 Status of 3<sup>rd</sup> Party Approvals**

3.3.1 Pipeline alignment selection and review of pump station siting options ongoing with the affected municipalities. The alignment will be presented to the public in March/April. Geotechnical investigations and surveying for Residual Solids conveyance to RRC will commence upon final routing and selection of pump station locations.

3.3.2 The Environmental Impact Study (EIS), geotechnical investigations and surveying for Residual Solids conveyance to RRC will commence upon selection of preferred routing and pump station locations.

3.3.3 A Power Utility Service Application was submitted and planning for service extension to the Hartland RRC site continues with BC Hydro.

### **3.4 Major Commitments This Period**

## **Seatterra Program Progress Report No. 9**

3.4.1 No major commitments this period.

### **3.5 Schedule**

3.5.1 Currently on schedule.

### **3.6 Significant Issues/Decisions Pending**

- **CRD:**
  - LWMP Amendment No. 9 approved by the CRD Board and forwarded to MOE for approval (pending approval by the Minister).
  - Confirm RRC location within the North Hartland site.
  - Confirm water servicing and use of landfill gas at Hartland.
  - Complete EIS for RRC and Residual Solids Pipeline
- **Commission/PMO:**
  - None.

## **4. Activities – Macaulay Pump Station**

### **4.1 Design/Engineering Status**

4.1.1 Development of technical specification is scheduled to commence in Q4 2014.

## **5. Activities – Craigflower Pump Station**

### **5.1 Construction Status**

5.1.1 Construction of Craigflower Pump Station is proceeding. There was a subsidence of the sheet piling in a corner of the excavation. The contractor is installing additional piles as part of his remediation plan and is approximately 80% complete.

### **5.2 Schedule**

5.2.1 The project is running 3 months behind schedule compared to the detailed schedule included in Appendix B. This project is not on the critical path.

### **5.3 Significant Issues/Decisions Pending**

5.3.1 None to report this period.

## **6. Activities – Clover Pump Station**

## **Seaterra Program Progress Report No. 9**

### **6.1 Design/Engineering Status**

6.1.1 Indicative design and development of performance based technical specifications has been completed. Development of the Project Agreement and supporting technical reports for the RFP is scheduled for completion February 2014.

### **6.2 Procurement Status**

The RFQ to pre-qualify design-build contractors closed on January 7. Upon completion of the evaluation only the highest ranked respondents will be shortlisted and will be eligible to receive the RFP.

### **6.3 Status of 3<sup>rd</sup> Party Approvals**

6.3.1 A rezoning application for Clover Point Pump Station has been submitted to the City of Victoria. The process is expected to be completed towards the end of Q1 2014.

An open house was held January 25 for the benefit of the neighbouring communities and the general public to receive information on the Clover Pump Station, Clover Forcemain (Conveyance Pipe) and Bike Path.

### **6.4 Major Commitments This Period**

6.4.1 No major commitments this period.

### **6.5 Schedule**

6.5.1 The project is proceeding on schedule in general accordance with the detailed schedule included in Appendix B.

### **6.6 Significant Issues/Decisions Pending**

6.6.1 None to report this period.

## **7. Activities – Currie Pump Station**

### **7.1 Design/Engineering Status**

7.1.1 Design is scheduled to commence Q3 2015.

## **8. Activities – Arbutus Road Attenuation Tank**

### **8.1 Design/Engineering Status**

8.1.1 Design Meeting No. 2 was held January 15 and initial site investigations and conceptual designs were reviewed.

### **8.2 Procurement Status**

8.2.1 None to report this period.

## **Seatterra Program Progress Report No. 9**

### **8.3 Status of 3<sup>rd</sup> Party Approvals**

8.3.1 LWMP Amendment No. 9 which includes changing the Arbutus Road Attenuation Tank size from 12,000m<sup>3</sup> to 5,000m<sup>3</sup> was approved by the CRD Board and is pending approval by the Ministry of Environment.

### **8.4 Major Commitments This Period**

8.4.1 None.

### **8.5 Schedule**

8.5.1 The project is proceeding on schedule in general accordance with the detailed schedule included in Appendix B.

### **8.6 Significant Issues/Decisions Pending**

8.6.1 None.

## **9. Activities – Clover Forcemain**

### **9.1 Design/Engineering Status**

9.1.1 Design is scheduled to commence in Q2 2014.

### **9.2 Procurement Status**

9.2.1 The RFQ for Design Consulting Services for Clover Forcemain was issued in January and will close in February.

9.2.2 The RFP for Archaeological Consulting Services for Clover Forcemain and the whole Seatterra Program closed in January. A recommendation to award a contract will be presented to the Commission in February

### **9.3 Status of 3<sup>rd</sup> Party Approvals**

9.3.1 A Licence Agreement for Clover Forcemain has been submitted to the City of Victoria.

9.3.2 Collaboration with the City of Victoria and First Nations is ongoing for the establishment of a reburial site at Beacon Hill Park, should historical remains be discovered during the work on this project and require reburial.

### **9.4 Major Commitments This Period**

9.3.1 No major commitments this period.

### **9.5 Schedule**

## **Seatterra Program Progress Report No. 9**

9.4.1 The project is proceeding on schedule in general accordance with the detailed schedule included in Appendix B.

### **9.6 Significant Issues/Decisions Pending**

9.5.1 None to report this period.

## **10. Activities – Currie Forcemain**

### **10.1 Design/Engineering Status**

10.1.1 Design is scheduled to commence in Q1 2016.

## **11. Activities – ECI/Trent Twinning**

### **11.1 Design/Engineering Status**

11.1.1 Design is scheduled to commence in Q4 2014.

## **12. Activities – Macaulay Forcemain**

### **12.1 Design/Engineering Status**

12.1.1 Design is scheduled to commence in Q2 2015.

## **13. Program Updates**

### **13.1 Program Cost/Budget Update**

13.1.1 This report covers the period of January 2014.

13.1.2 Total program budget is \$782,686,000.

13.1.3 Costs this period are \$879,069.

13.1.4 Costs to date are \$24,810,828. (Appendix A)

13.1.5 Commitments to date are \$45,528,942.

13.1.6 Commitments this period are \$3,877,071.

### **13.2 Program Schedule Update**

13.2.1 The Program is proceeding within the overall schedule. The schedule continues to support a 2018 completion of the McLoughlin Point plant subject to rezoning approval.

13.2.2 The Program Schedule has been reviewed and updated based on current activities. See Program Schedule extracts in Appendix B of this report for:

- Critical Path Schedule

## Seatterra Program Progress Report No. 9

- Summary Task Schedule
- Look-ahead Schedule to April 2014

13.2.3 Major activities and Milestones achieved in January include the following:

- Recommendation by Esquimalt Council to go to 2nd rezoning public meeting.
- Closing of Clover Pump Station Design-Build RFQ
- Issuing of the Clover Forcemain Design Consulting Services RFQ.
- Closing of Archaeological Consulting services RFP.

13.2.4 Major activities and Milestones scheduled the next 90 days include the following:

- Program:
  - Award of Contract for Communications Consulting Services Phase II (P-012).
  - Award of Contract for Archaeological Consulting Services (P-013).
  - Award of Contract for Education and Awareness Campaign Services (P-015).
  - Award of Contract for Photography and Videography Services (P-016).
  - Issue RFP P-014 for Program Printing and Reproduction Services.
  - Ministry of Environment approval of LWMP Amendment No. 9
- McLoughlin WWTP:
  - Complete rezoning process for the McLoughlin Point WWTP site.
  - Complete Agreements with Greater Victoria Harbour Authority (GVHA) and the Department of DND for land use and rights-of-way for the McLoughlin Point WWTP by March 2014.
  - Close McLoughlin WWTP DBF RFP in February 2014 and select preferred vendor by beginning May 2014.
  - Environmental AIP by Q1 2014.
- Resource Recovery Centre (RRC):
  - Confirmation from CRD of the specific site location for the RRC facility at Hartland.
  - Commission approval to release RFP for CRD Committee and Board review by end of February 2104.
  - Commence with public engagement on review of the RRC Conveyance Pipe alignment.
- Conveyance Infrastructure:
  - Reach the 25% design stage for the Arbutus Road Attenuation Tank and present information to the public.
  - Complete the foundations of Craigflower Pump Station and commence with the trenchless crossing.

## **Seatterra Program Progress Report No. 9**

- Substantially complete rezoning for Clover Pump Station.
- Issue the RFP for Design-Build of Clover Pump Station.
- Issue the RFP for Design Consulting Services for Clover Forcemain.

### **13.3 Procurement this Period**

13.3.1 Clover Pump Station Design-Build RFQ closed.

13.3.2 Clover Forcemain Design Consulting Services RFQ issued.

13.3.3 Communications Consulting Services Phase II closed.

13.3.4 Archaeological Consulting Services closed.

13.3.5 Education and Awareness Campaign Services RFP closed.

13.3.6 Photography and Videography Services RFP closed.

### **13.4 Major Commitments This Period**

13.4.1 No major commitments this period.

### **13.5 Project Controls**

13.5.1 Preparation of the Project Management Plan continued throughout the period and is scheduled to be finalized and presented for Commission review and approval February 2014.

### **13.6 Environmental**

13.6.1 A consolidated EIS Final Report for the whole Program, except for the RRC, was completed in October 2013. The RRC EIS will be completed within 2 months of final site selection of the conveyance pipe.

13.6.2 No environmental issues to report this period.

### **13.7 Safety**

13.7.1 No safety incidents this period.

## **14. Communications/Public Engagement**

### **14.1 Activities**

14.1.1 Communications/public engagement materials were developed for

**Seatterra Program Progress Report No. 9**

the Clover Pump Station Open House and for the McLoughlin Open Houses and Esquimalt rezoning meeting which were held during January.

- 14.1.2 The Seatterra Winter 2014 Quarterly Newsletter was prepared.
- 14.1.3 Proposals received in response to RFP's for Videography/Photography Services, Education and Awareness Campaign Services and Communications Consulting Services Phase II were evaluated.
- 14.1.4 Planning undertaken for the upcoming public consultation/engagement process for the Residual Solids Pipeline.
- 14.1.5 Ongoing updates of the Seatterra website and other communications activities.

**15. Program Financing**

**15.1 Federal Agreement Management Committee**

The federal agreement has yet to be fully executed. A governmental overview committee is expected to be appointed towards the end of Q1 2014 after execution of these agreements.

**15.2 Intergovernmental Coordination Committee**

The next meeting is scheduled for March 6, 2014.

**15.3 Status of Funding Agreements:**

No change from last report

<b>Funding Partner</b>	<b>Status of agreement</b>
Building Canada Fund	Approved in principle but awaiting Minister's signature
Green Infrastructure Fund	Approved in principle but awaiting Minister's signature
PPP Canada	Approved.
Province of BC	Approved

**15.3 Status of Funding Received:**

No change from last report

<b>Funding Partner</b>	<b>Payments Received – Current Month</b>	<b>Received to Date</b>	<b>Grant Claims Submitted</b>	<b>Maximum Partner Contribution</b>
Building Canada Fund	-	-	-	\$120,000,000
Green Infrastructure Fund	-	-	-	\$50,000,000

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PPP Canada	-	-	-	\$83,400,000
Province of BC	-	-	-	\$248,000,000

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**Appendix A**

**Monthly Cost Report**

**Program Summary Report  
Month Ending 31-January-2014**

	Budget	Cost to Date	Commitments Unpaid	Total CTD + CU	Forecast to Complete	Forecast at Completion	Variance	Variance from Last Report
WASTEWATER TREATMENT - MCLOUGHLIN	278,561,192	9,728,617	2,067,698	11,796,315	266,764,877	278,561,192	0	0
CONVEYANCING -PUMP STATIONS & PIPES	126,786,364	6,318,190	10,522,848	16,841,038	109,945,326	126,786,364	0	0
RESOURCE RECOVERY CENTRE	254,675,629	3,548,993	4,161,036	7,710,029	246,965,600	254,675,629	0	0
COMMON COSTS	50,337,316	5,178,428	3,966,532	9,144,960	41,192,356	50,337,316	0	0
INTERIM FINANCING	31,400,000	36,600	0	36,600	31,363,400	31,400,000	0	0
PROGRAM CONTINGENCY	40,925,499	0	0	0	40,925,499	40,925,499	0	0
<b>TOTAL</b>	<b>782,686,000</b>	<b>24,810,828</b>	<b>20,718,114</b>	<b>45,528,942</b>	<b>737,157,058</b>	<b>782,686,000</b>	<b>0</b>	<b>0</b>

**Seatterra Program Progress Report No. 9**

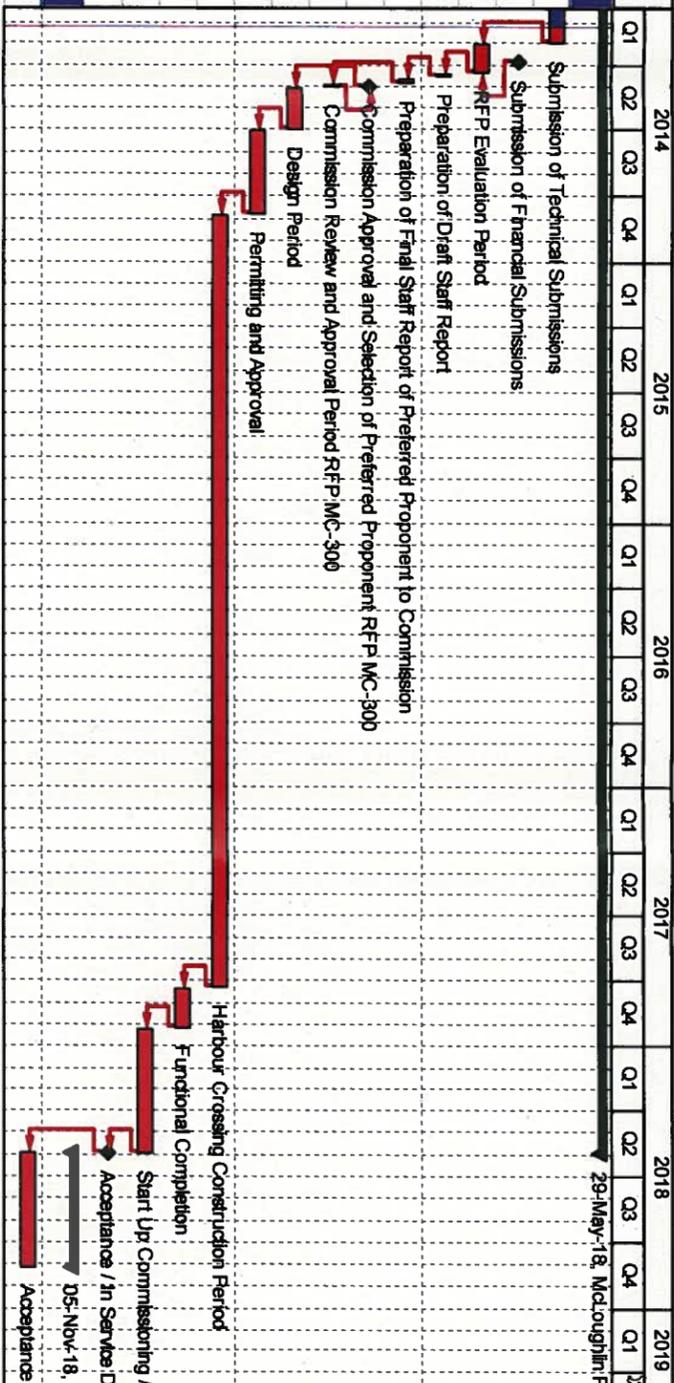
**Appendix B**

**Schedule Extracts**

Activity ID	Activity Name	Original Duration	Start	Finish	2013	2014	2015	2016	2017	2018	2019			
<b>WORKING PROGRESS DD JAN</b>					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
<b>KEY MILESTONES</b>														
PROGRAM		1643	30-Apr-12A	05-Nov-18	[Gantt bar spanning from 30-Apr-12 to 05-Nov-18]									
MCLOUGHLIN POINT WASTEWATER TREATMENT PLANT (PLANT, HARBOUR CROSSING, (		518	23-Nov-12A	12-Dec-14	[Gantt bar spanning from 23-Nov-12 to 12-Dec-14]									
RESOURCE RECOVERY CENTRE (DBFO)		1397	15-Nov-12A	30-May-18	[Gantt bar spanning from 15-Nov-12 to 30-May-18]									
CRAIGFLOWER PUMP STATION (DBB)		1377	21-May-13A	06-Nov-18	[Gantt bar spanning from 21-May-13 to 06-Nov-18]									
ARBUTUS ROAD ATTENUATION TANK (DBB)		526	30-Nov-12A	31-Dec-14	[Gantt bar spanning from 30-Nov-12 to 31-Dec-14]									
CLOVER PUMP STATION (DB)		636	23-Feb-13A	01-Sep-15	[Gantt bar spanning from 23-Feb-13 to 01-Sep-15]									
CLOVER PUMP STATION (DB)		801	25-Feb-13A	28-Apr-16	[Gantt bar spanning from 25-Feb-13 to 28-Apr-16]									
ECI / TRENT TWINNING (DBB)		874	04-Mar-13A	19-Aug-16	[Gantt bar spanning from 04-Mar-13 to 19-Aug-16]									
MACAULAY PUMP STATION (DB)		880	14-Jan-14A	15-Sep-16	[Gantt bar spanning from 14-Jan-14 to 15-Sep-16]									
MACAULAY FORCEMAIN (DBB)		705	27-Oct-14	11-Aug-17	[Gantt bar spanning from 27-Oct-14 to 11-Aug-17]									
MACAULAY FORCEMAIN (DBB)		622	27-Oct-14	12-Apr-17	[Gantt bar spanning from 27-Oct-14 to 12-Apr-17]									
CURRIE PUMP STATION (DBB)		488	01-May-15	06-Apr-17	[Gantt bar spanning from 01-May-15 to 06-Apr-17]									
CURRIE FORCEMAIN (DBB)		590	26-Aug-15	28-Dec-17	[Gantt bar spanning from 26-Aug-15 to 28-Dec-17]									
PROGRAM COMMISSIONING, HANDOVER & START-UP		240	03-Oct-16	14-Sep-17	[Gantt bar spanning from 03-Oct-16 to 14-Sep-17]									

Summary

Activity ID	Activity Name	Original Duration	Start	Finish
<b>McLoughlin Point WTP (DBF)</b>				
273	Submission of Technical Submissions	159	15-Jul-13 A	28-Feb-14*
278	Submission of Financial Submissions	0		28-Mar-14*
282	RFP Evaluation Period	30	03-Mar-14	11-Apr-14
283	Preparation of Draft Staff Report	4	14-Apr-14	17-Apr-14
284	Preparation of Final Staff Report of Preferred Proponent to Commission	5	21-Apr-14	25-Apr-14
159	Commission Approval and Selection of Preferred Proponent RFP MC-300	0		02-May-14
285	Commission Review and Approval Period RFP MC-300	5	28-Apr-14	02-May-14
340	Design Period	40	05-May-14	30-Jun-14
341	Permitting and Approval	80	02-Jul-14	24-Oct-14
342	Harbour Crossing Construction Period	746	27-Oct-14	11-Oct-17
343	Functional Completion	40	12-Oct-17	07-Dec-17
348	Start Up Commissioning / 90 Day Acceptance Testing	120	08-Dec-17	29-May-18
349	Acceptance / In Service Date	0		29-May-18
<b>Resource Recovery Centre (DBFO)</b>				
481	Acceptance Testing	110	30-May-18	05-Nov-18



■ Actual Work   
 ■ Critical Remaining Work   
 ■ Remaining Work   
 ◆ Milestone   
 ▼ Summary

Page 1 of 1

TASK filters: Critical, critical path.

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Activity Name	Original Duration	Start	Finish
<b>WORKING PROGRESS DD JAN</b>			
<b>KEY MILESTONES</b>	1169	02-Jan-13 A	16-Aug-17
McLaughlin DF B Contract Awarded	0	02-May-14	02-May-14
<b>PROGRAM</b>			
<b>COMMISSION MEETINGS</b>			
2014 Meetings	44	28-Feb-14	02-May-14
February	0	28-Feb-14*	28-Mar-14*
March	0	28-Mar-14*	02-May-14*
May	0	02-May-14*	
<b>PROGRAM PLANS</b>			
Project Management Plan	130	08-Nov-13 A	14-May-14
Final Version	98	08-Nov-13 A	28-Mar-14
Commission Review	68	08-Nov-13 A	14-Feb-14
Commission Approval	10	17-Feb-14	28-Feb-14
Final Preparation & Printing	0	03-Mar-14	28-Mar-14
Final Project Implementation Plan	0	03-Mar-14	28-Mar-14
Program Budget	72	03-Feb-14 A	14-May-14
PMO Review and Finalize	10	03-Feb-14 A	17-Apr-14
Commission Review	10	21-Apr-14*	02-May-14
Commission Approval	0	02-May-14	02-May-14
To CRD Board for Review	8	05-May-14	14-May-14
Program Schedule	122	08-Nov-13 A	02-May-14
Final Version	88	08-Nov-13 A	17-Apr-14
Commission Review	10	21-Apr-14*	02-May-14
Commission Approval of Program Schedule	0	02-May-14	02-May-14
<b>REZONING / STAKEHOLDER MANAGEMENT</b>			
Program Wide Open Houses	360	02-Jan-13 A	03-Jun-14
Program Wide Public Meetings	360	02-Jan-13 A	03-Jun-14
<b>PROGRAM WIDE PROCUREMENT</b>			
RFP P-012 Communication Consulting Services - Program	41	07-Feb-14*	04-Apr-14
Prepare Final Staff Report Recommendation of Award P-012	16	07-Feb-14 A	28-Feb-14
Commission Review and Approval Period RFP 012	5	07-Feb-14 A	13-Feb-14
Award of Communications Consultant Services	10	17-Feb-14*	28-Feb-14
RFP P-013 Archaeology Services - Program	0	07-Feb-14 A	28-Feb-14
Prepare Final Staff Report Recommendation of Award P-013	15	07-Feb-14 A	28-Feb-14
Commission Review and Approval Period RFP 013	5	07-Feb-14 A	13-Feb-14
Award of Archaeology Services	10	17-Feb-14*	28-Feb-14
RFP P-014 Printing Reproduction Services - Program	0	10-Feb-14	28-Feb-14
Prepare RFP	40	10-Feb-14	04-Apr-14
RFP Issued	10	10-Feb-14*	21-Feb-14
RFP Closed	20	24-Feb-14	21-Mar-14
Review, Interviews & Selection	10	24-Mar-14	04-Apr-14
Award of PO14 Printing Reproduction Services	0	04-Apr-14	04-Apr-14
RFP P-016 Videography - Program	5	07-Feb-14 A	13-Feb-14
Prepare Submittal Award Recommendation for PD Approval	5	07-Feb-14 A	13-Feb-14
Award of Videography Program	0	07-Feb-14 A	13-Feb-14
RFP P-018 Education - Program	16	07-Feb-14	28-Feb-14
Prepare Final Staff Report Recommendation of Award P-015	6	07-Feb-14	14-Feb-14
Submittal Staff Report for Commission Review	10	17-Feb-14	28-Feb-14
Award of Education Program	0	28-Feb-14	28-Feb-14
Commission Approval of Award of P-015	0	28-Feb-14	28-Feb-14
<b>MCLOUGHLIN POINT WASTEWATER TREATMENT PLANT</b>			
	1062	03-Jun-13 A	18-Aug-17

Activity Name	Original Start	Finish	Duration
<b>APPROVALS</b>			
<b>FUNDING</b>	292 03-Jun-13 A	29-Jun-14	
Final Building Canada Funding Agreement Approval	0 24-Feb-14	24-Feb-14	0
Final Green Infrastructure Funding Agreement Approval	0 24-Feb-14	24-Feb-14	0
<b>COMMISSION</b>			
Commission Approval and Selection of Preferred Proponent RFP MK	0 02-May-14	02-May-14	0
<b>LAND</b>			
Urban Design Guidelines	198 03-Jun-13 A	14-Mar-14	0
DND	163 23-Jul-13 A	14-Mar-14	0
Process to Finalize Agreement	105 23-Jul-13 A	14-Mar-14	0
Access Agreement	0	14-Mar-14	0
Transport Canada	140 03-Jun-13 A	14-Mar-14	0
Process to Finalize Draft Right of Way	140 03-Jun-13 A	14-Mar-14	0
Victoria Harbour Authority	143 23-Jul-13 A	14-Feb-14	0
Process to Finalize Portal - Harbour Crossing - Right of Way	105 23-Jul-13 A	14-Feb-14	0
Portal - Harbour Crossing - Right of Way	0	14-Feb-14	0
<b>REZONING</b>			
Special Council Meeting for Public Hearing	4 18-Feb-14	24-Feb-14	0
Special Council Meeting for Public Hearing (if Necessary)	0	18-Feb-14	0
Rezoning Complete	0	24-Feb-14	0
Urban Design Guideline Approval	0	24-Feb-14	0
Liquid Waste Management Plan Addendum #9 Approved	0	24-Feb-14	0
Council Consideration	0	24-Feb-14	0
<b>PERMITS</b>			
Environmental/AP (Approval in principle)	108 25-Feb-14	29-Jul-14	0
McLaughlin Development Permit Approval	35 25-Feb-14	14-Apr-14	0
80 05-May-14	28-Jul-14	28-Jul-14	0
<b>PROCUREMENT</b>			
<b>DBF CONTRACT</b>	237 15-Jul-13 A	20-Jun-14	
RFP MC-300	237 15-Jul-13 A	20-Jun-14	
RFP Submission & Review	237 15-Jul-13 A	20-Jun-14	
Confirmation of the Project Agreement	34 05-May-14	20-Jun-14	
Financial Close	34 05-May-14	20-Jun-14	
Technical & Financial	179 15-Jul-13 A	28-Mar-14	
Submission of Technical Submissions	159 15-Jul-13 A	28-Feb-14	
Final A/R/S (Advance Interest Rate Submittal) Submission	10 07-Feb-14	20-Feb-14	
Submission of Financial Submissions	0	28-Mar-14	
Evaluation Period	44 03-Mar-14	02-May-14	
RFP Evaluation Period	30 03-Mar-14	11-Apr-14	
Preparation of Draft Staff Report	4 14-Apr-14	17-Apr-14	
Preparation of Final Staff Report of Preferred Proponent to	5 21-Apr-14	25-Apr-14	
Commission Review and Approval Period RFP MC-300	5 28-Apr-14	02-May-14	
<b>INFRASTRUCTURE</b>			
<b>Natural Gas</b>			
Gas Service Application Approval	5 28-Feb-14	08-Mar-14	
5 28-Feb-14	08-Mar-14	08-Mar-14	
<b>CONSTRUCTION</b>			
<b>EARLY WORKS</b>	830 05-May-14	18-Aug-17	
Mid caughtn Port Remediation (Start when Early Works Start)	120 05-May-14	24-Oct-14	
120 05-May-14	24-Oct-14	24-Oct-14	
Commencement of Early Works	120 05-May-14	24-Oct-14	
<b>PLANT</b>			
Design and Construction Period	830 05-May-14	18-Aug-17	
830 05-May-14	18-Aug-17	18-Aug-17	
<b>HARBOUR CROSSING</b>			
Design Period	40 05-May-14	30-Jun-14	
40 05-May-14	30-Jun-14	30-Jun-14	
<b>OUTFALL</b>			
Design and Construction Period	830 05-May-14	18-Aug-17	
830 05-May-14	18-Aug-17	18-Aug-17	
<b>RESOURCE RECOVERY CENTRE (DBFO)</b>	308 03-Oct-13 A	24-Dec-14	

Remaining Work    Milestone  
Critical Remaining Work    Summary

Activity Name	Original Start	Finish
<b>APPROVALS</b>		
<b>FUNDING</b>	228 03-Oct-13A	28-Aug-14
Review of RFP by Funding Agency (PPP Canada)	10 03-Mar-14	14-Mar-14
<b>COMMISSION</b>		
RFQ RRC-300	44 28-Feb-14	02-May-14
Commission Review and Approve RFQ Short List	0 02-May-14	02-May-14
RFP /PA RRC-300	44 28-Feb-14	02-May-14
Commission Approve RFP / PA "A" Documents	0 02-May-14	02-May-14
CALWMC / Board Review RFP / PA "A"	5 06-Mar-14	12-Mar-14
RFP / PA RRC-300 issued	0 02-May-14	02-May-14
RFP "B" RRC-310	5 24-Mar-14	28-Mar-14
Commission Approval and Selection of RFP "B" RRC-310 Preferred	5 24-Mar-14	28-Mar-14
<b>LAND</b>		
Residual Solids Pipeline and Pump Stations Alignment Assessment	138 03-Oct-13A	21-Apr-14
Municipal Engagement on Residual Solids Pipeline	103 03-Oct-13A	28-Feb-14
Site Selection	30 29-Nov-13A	28-Feb-14
Public Engagement on Residual Solids Pipeline	0 28-Feb-14	28-Feb-14
Prepare Paper to Commission on Residual Solids Pipeline Alignment	30 03-Mar-14	11-Apr-14
Resource Recovery Centre (Rezoning & DP)	5 14-Apr-14	21-Apr-14
<b>REZONING</b>		
Resource Recovery Centre (Rezoning & DP)	74 15-Nov-13A	28-Feb-14
<b>PERMITS</b>		
EIS Residual Solids Pipeline	85 14-Apr-14	28-Aug-14
CND Prepare EIS for Residual Solids Pipeline	85 14-Apr-14	28-Aug-14
<b>PROCUREMENT</b>		
RFQ RRC-300 (RFQ "A")	289 13-Dec-13A	24-Dec-14
RFQ Closed	88 13-Dec-13A	02-May-14
Evaluate RFQ & Shortlist	64 13-Dec-13A	14-Mar-14
Recommended Shortlist to Fairness Advisor	25 17-Mar-14	21-Apr-14
Fairness Advisor Report	0 21-Apr-14	21-Apr-14
Preparation of Draft Staff Report	4 22-Apr-14	25-Apr-14
Preparation of Final Staff Report of Shortlisted RFQ Proponents to C	4 22-Apr-14	25-Apr-14
Announce and Advise Shortlisted Respondents	5 28-Apr-14	02-May-14
RFQ RRC-300 Project Agreement & Schedules	0 02-May-14	02-May-14
Final Documents	36 03-Feb-14A	28-Mar-14
Final Assembly of RFP / PA Documents	20 03-Feb-14A	14-Feb-14
Preparation of Draft Staff Report	20 07-Feb-14	06-Mar-14
Preparation of Final Staff Report to Commission Re RFP, PA & Schedules	5 10-Feb-14	14-Feb-14
Commission Review and Approve RFP / PA Documents	5 17-Feb-14	21-Feb-14
Prepare Staff Report to CALWMC / Board on RFP / PA	5 24-Feb-14	28-Feb-14
P3 Canada Review of Documents	3 03-Mar-14	05-Mar-14
RFP RRC-300 Submission & Review	20 03-Mar-14	28-Mar-14
Technical	162 05-May-14	24-Dec-14
Submission of Technical Submissions	144 05-May-14	28-Nov-14
Financial	144 05-May-14	28-Nov-14
Submission of Financial Submissions	162 05-May-14	24-Dec-14
RFP "B" RRC-310	162 05-May-14	24-Dec-14
RFP "B" Period RRC-310	101 24-Dec-13A	27-May-14
Close RFP "B" RRC-310	62 24-Dec-13A	12-Mar-14
Review of RFP "B" RRC-310 Submissions	7 13-Mar-14	21-Mar-14
Preparation of Final Staff Report and Selection of Preferred Proponent	5 17-Mar-14	21-Mar-14
Confirmation of the Project Agreement	45 24-Mar-14	27-May-14
<b>INFRASTRUCTURE</b>		
Hydro	180 27-Nov-13A	15-Jul-14
Hydro Detailed design	180 27-Nov-13A	15-Jul-14

# Seattera High Level Schedule - 3 Month Lookahead

Activity Name	Original Duration	Start	Finish
<b>CRAIGFLOWER PUMP STATION (DBB)</b>			
Natural Gas	10	28-Feb-14	13-Mar-14
Gas Service Application Approval	10	28-Feb-14	13-Mar-14
<b>CONSTRUCTION</b>	186	18-Sep-13A	12-Jun-14
Sheet Piling/Excavation	80	18-Sep-13A	19-Mar-14
Substructure	50	20-Mar-14*	20-May-14
Trenchless Crossing	30	01-May-14*	12-Jun-14
<b>ARBUTUS ROAD ATTENUATION TANK (DBB)</b>	143	19-Dec-13A	14-Jul-14
<b>DESIGN</b>	143	19-Dec-13A	14-Jul-14
Detailed Design	143	19-Dec-13A	14-Jul-14
Finalize Prelim. Design (25%)	20	19-Dec-13A	17-Mar-14
Design Review Meeting	0		17-Mar-14
Public Open House	1	25-Mar-14	25-Mar-14
Complete (50%) Design	30	28-Mar-14	07-May-14
Utility/State Services Application	10	24-Apr-14	07-May-14
Design Review Meeting	1	08-May-14	08-May-14
Complete (85%) Design	45	08-May-14	14-Jul-14
<b>CLOVER PUMP STATION (DB)</b>	129	12-Nov-13A	14-May-14
<b>APPROVALS</b>	97	12-Nov-13A	27-Mar-14
Rezoning Process	97	12-Nov-13A	27-Mar-14
Council ratification of PLUC motion to proceed to a Public Hearing	1	14-Feb-14	14-Feb-14
1st and 2nd reading of bylaws	1	27-Feb-14*	27-Feb-14
Public Hearing, third and final reading, adoption	1	27-Mar-14*	27-Mar-14
<b>PROCUREMENT</b>	82	08-Jan-14A	14-May-14
Retain Design-Build Contractor	83	08-Jan-14A	14-May-14
RFQ Evaluation	17	08-Jan-14A	18-Feb-14
RFP Period	60	19-Feb-14	14-May-14
Prepares RFP	18	08-Jan-14A	18-Feb-14
Project Agreement	18	08-Jan-14A	18-Feb-14
<b>CLOVER FORCE MAIN (DBB)</b>	78	22-Jan-14A	09-May-14
<b>PROCUREMENT</b>	78	22-Jan-14A	09-May-14
Retain Design Consultant	40	22-Jan-14A	25-Feb-14
RFQ Period	20	12-Feb-14	11-Mar-14
Prepares RFP	10	28-Feb-14	11-Mar-14
RFQ Evaluation	30	12-Mar-14	16-Apr-14
RFP Period	10	17-Apr-14	01-May-14
Prepares Staff Report on Recommendation of Award of Design Contract	6	02-May-14	08-May-14
<b>ECI / TRENT TWINNING (DBB)</b>	87	14-Jan-14A	06-Jun-14
<b>PROCUREMENT</b>	35	17-Apr-14	06-Jun-14
Retain Design Consultant	35	17-Apr-14	06-Jun-14
Prepares RFQ	15	17-Apr-14	08-May-14
RFQ Period	20	08-May-14	08-Jun-14
<b>DESIGN</b>	72	14-Jan-14A	15-May-14
Pre-Design	72	14-Jan-14A	15-May-14
Review Alignment Options	32	14-Jan-14A	28-Feb-14
Prelim. Drafting	15	17-Jan-14A	19-Mar-14
Conceptual Design	20	20-Mar-14	16-Apr-14
Municipal Approval of Alignment	0		16-Apr-14
Stakeholder Review/Open House	20	17-Apr-14	15-May-14

█ Remaining Work    ◆ Milestone  
█ Critical Remaining Work    ◆ Summary

**REPORT TO CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE  
MEETING OF WEDNESDAY, MARCH 12, 2014**

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**SUBJECT**     **RESOURCE RECOVERY CENTRE – COMMUNITY ENGAGEMENT PROCESS**

**ISSUE**

To update the Core Area Liquid Waste Management Committee on the community engagement process underway in relation to the Resource Recovery Centre (RRC) to be sited at Hartland landfill.

**BACKGROUND**

In fall of 2013, the Seaterra Program, in collaboration with staff from Parks & Environmental Services, launched community engagement with residents around Hartland landfill with regard to the development of the RRC. The community engagement process aimed to share information and listen to concerns on the construction and operations of the proposed facility and project timelines.

A summary report of the engagement process conducted to date has been prepared by the Seaterra Program and is attached as Appendix A. This report outlines the engagement methodology, details the information and notification circulated to the community regarding the information sessions and summarizes the feedback received both at the sessions and through survey response.

Follow-up meetings have been held with community association executives of both Prospect Lake District and Willis Point, attended by Seaterra staff, including the Program Director, and the General Manager of CRD Parks & Environmental Services. A meeting with the Willis Point Community Association is scheduled for March 11, 2014, and staff will bring forward any additional information for this report when it is presented to committee on March 12.

The purpose of these meetings was to share the summary report, acknowledge the concerns raised by the community and speak to how each issue will be addressed, either through the RFP requirements for development of the RRC, or through established environmental monitoring and operational protocols at the landfill.

Ongoing meetings will be conducted with community associations as the RRC project evolves. It is anticipated that community liaison committees will be established from this process, which will eventually include representation of the RRC project proponent, likely in spring of 2015.

Further to the above, staff will engage with the District of Sooke and the Saanich Peninsula Wastewater Commission regarding the future opportunity to beneficially utilize biosolids produced at their respective wastewater treatment plants at the RRC. Engagement will also be conducted in March and April 2014 regarding the conveyance pipeline between McLoughlin Point and Hartland landfill. Meetings with community associations will be scheduled along the pipeline route, including near the Hartland landfill, to establish forums to share information on the alignment, construction timelines and operation of the pipeline and to listen to concerns and ideas from the public.

**RECOMMENDATION**

That the Core Area Liquid Waste Management Committee receive this report for information and forward it to the Environmental Services Committee for information.



Larisa Hutcheson, P.Eng.  
General Manager  
Parks & Environmental Services



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Robert Lapham, MCIP, RPP  
Chief Administrative Officer  
Concurrence

LH:cl

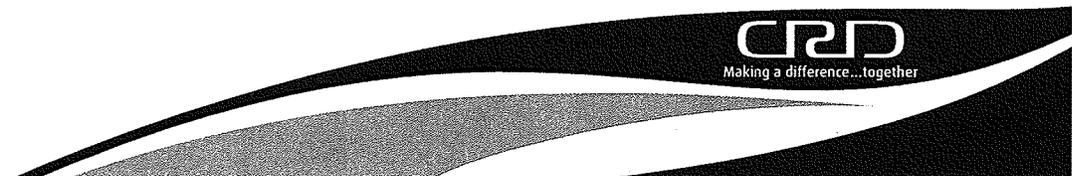
Attachment: 1



## Resource Recovery Centre at Hartland landfill

Community Engagement and Discussion  
Summary Report  
*Willis Point, Prospect Lake and Highlands*

*February 2014*



**Resource Recovery Centre at Hartland Landfill  
Community Engagement and Discussion - Summary Report**

**February 2014**

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## **1. Overview**

In fall 2013, the Seaterra Program launched a community engagement program with Willis Point, Prospect Lake and Highlands residents and stakeholders around Hartland landfill on the future development of the Resource Recovery Centre (RRC) as part of the Seaterra Program. The community engagement process aimed to raise the profile of and share information on the proposed facility and the project timeline.

Seaterra Program staff worked with local community associations to coordinate information sessions. Discussion with community members outlined the history of the project, how the facility came to be sited at Hartland Landfill and how community input could be included in the Request for Proposal (RFP) process for the facility. Three Community Information Sessions were coordinated to provide information on the Seaterra Program and Resource Recovery Centre and opportunities for local residents to share their concerns and ideas between now and when the RFP is issued.

### **Outreach and Notification**

Throughout fall 2013, Seaterra Program staff were in contact with members of the local Community Associations to share information about the Resource Recovery Centre and coordinate Community Information Sessions for December 2013.

### **Household Mailer**

An information sheet on the Resource Recovery Centre was mailed to all Willis Point, Highlands and Prospect Lake residents (1600 residents) prior to the Community Information Sessions in early December 2013. The sheet detailed the facility, siting decisions, community concerns, construction impacts and listed staff and online resources to contact for additional information.

### **Meetings**

Meetings with Community Association Executives were held:

- Wednesday, November 27 – Prospect Lake District Community Association
- Wednesday, November 27 – Highlands Community Association

Three Community Information Sessions were held:

- Monday, December 2 at the Willis Point Community Hall
- Thursday, December 5 at the Caleb Pike House (Highlands)
- Wednesday, December 11 at the Prospect Lake Community Hall

Additional meetings:

- Briefing with Highlands Council on Monday, January 13, 2014

Willis Point, Prospect Lake/Hartland and Highlands Community Associations, residents, Saanich and Highlands Council and the Juan de Fuca Electoral Area Director were invited to attend the Community Information Sessions and/or view the information online at [www.seaterraprogram.ca](http://www.seaterraprogram.ca).

The Information Sessions were publicized via:

- Willis Point
  - Posters throughout community
  - Posting to Community Association Facebook Page
  - Notification email sent via Willis Point Community Association members
- Highlands
  - Posters throughout community
  - Posting to District of the Highlands website
  - Meeting date included in District of Highlands newsletter sent out to residents
- Prospect Lake/Hartland
  - Posters throughout community
  - E-blast sent to all PLDCA members
  - Event listed on Community Hall roadside board

### **Resource Recovery Centre Timeline**

#### **June 2013**

- Consultation on siting of RRC
- Viewfield Road site removed from consideration

#### **July 2013**

- Hartland remains the approved RRC site following consultation

#### **October 2013**

- Hartland confirmed as RRC site by Committee (Oct. 17)
- Land application decision by CRD Board (Oct. 30)
- Communication and planning with Community Associations

#### **November 2013**

- Community Association meetings

#### **December 2013**

- Engagement with Hartland residents and stakeholders
- Request for Qualifications (RFQ) issued for Resource Recovery Centre

#### **Winter 2013/Spring 2014**

- Community input and feedback received and reported out on
- Proponents shortlisted for RRC

#### **Spring 2014**

- Ongoing communications with community
- RFP for Design-Build of RRC issued

#### **Spring 2015**

- Contract award
- RRC construction begins

#### **2017**

- RRC construction complete

#### **2018**

- RRC in service

## 2. Public Consultation

In December 2013, Seaterra staff coordinated and hosted three Community Information Sessions on the Resource Recovery Centre. Staff also attended and met with local community associations leading up to the Information Sessions

- Approximately 125 community members attended a Community Information Session
- As of January 31, 2014, 13 community members submitted feedback forms

### Community Information Sessions

Group	Date	Attendees
Willis Point	Monday, December 2	50-60
Highlands	Thursday, December 5	5-10
Prospect Lake/Hartland	Wednesday, December 11	70-80

### Community Meetings and Events

Location	Date	Details
Willis Point Community Association	Wednesday, October 23	Met with CA Chair
Highlands Community Association	Wednesday, November 27	Presentation to CA Executive
Prospect Lake Community Association	Wednesday, November 27	Presentation to CA Executive

### Feedback Forms Submitted

Submission period December 2, 2013 – January 31, 2014

	Forms
<b>Paper</b> (via Community Information Session, email, fax or mail) <ul style="list-style-type: none"> <li>• Willis Point – 8</li> <li>• Highlands – 2</li> <li>• Prospect Lake - 3</li> </ul>	13

- Community Information Session attendance is based on sign sheets, however, not all participants signed in

## **Methodology**

### **Community Information Sessions**

Nearby residents, community association members, local politicians and members of the broader public attended the Information Sessions on December 2, 5 and 11.

Open House materials included presentation boards that outlined:

- The Seaterra Program and Resource Recovery Centre
- The timeline of the construction of the Resource Recovery Centre
- How residents were able to inform the development of the facility RFP
- The treatment of residual solids at the RRC
- Construction impacts and potential mitigation options

Seaterra Program and CRD Hartland and Environmental Services staff and project consultants were on hand to answer questions and guide community members through the poster boards. Attendees were asked to sign in, provided with an Information Sheet and Feedback Form and asked to complete the Feedback Form in-person or following the meeting. Participants were invited to share their thoughts by posting Post-It notes to the presentation boards, speaking with staff and via the feedback forms distributed to each attendee. A mailed Information Sheet was also delivered to all residences in Willis Point, Highlands and the Prospect Lake/Hartland community prior to or immediately following the Community Information Session in their area.

### **Website – [www.seaterraprogram.ca](http://www.seaterraprogram.ca)**

Information sheets, display boards and feedback forms presented at the Community Information Sessions were posted online at [www.seaterraprogram.ca](http://www.seaterraprogram.ca).

### **Feedback Form**

The Feedback Form asked community members to share their feedback to inform RRC facility planning and the RFP process.

### **See attached Feedback Form**

All questions provided space for additional comments. Feedback Forms were accepted between December 2, 2013 and January 31, 2014. Forms could be submitted in-person at the Community Information Sessions; dropped off at, mailed to, or faxed to the Seaterra Program Office; and emailed to [seaterra@crd.bc.ca](mailto:seaterra@crd.bc.ca).

### 3. Summary of Feedback

Throughout the Community Information Sessions, community members shared a range of opinions and ideas about the construction of the Resource Recovery Centre at Hartland Landfill. Common themes raised in discussion, in question/answer periods, noted on display boards and recorded in feedback forms are listed below. A comprehensive table of feedback is included at the end of this report.

#### Feedback and Questions about RRC

- Odour control
- Traffic
  - Impact of construction traffic on local roads
  - Unknown amount of traffic as a result of end use of biosolids
- Water Quality
  - Testing of surface and ground water
  - Protection and assurance of clean ground water
- Leak and Spill Response
  - Quality of leachate line
  - Spill response plan
- Biosolid Management
  - Concern about potential incineration of biosolids
  - Environmental impact of incineration
  - Questions around end use of biosolids
  - Market for intended use of biosolids
- Risk of wildfire during construction
  - Coordination with local fire departments
- Streams and restoration
  - Impact of construction and RRC residual solids pipe
- Construction waste
  - Where will it be disposed of?
- Contamination of ground water and well water
  - Assurances of residents being supplied with potable water
  - Protection of ground water quality
- Integration and management of both solid and liquid waste at Hartland landfill
  - Future integration plans and synergies
- Seismic risks of facility and pipe
- Clearing of the site and environmental impact of construction
- Management and operations of the RRC
  - Role of third-party to manage facility and respond to resident concerns

#### General comments about RRC siting and the Seaterra Program

- Opposition to siting the RRC at Hartland
- Criteria that was used to determine siting
- Concern over the lack of communication with residents prior to this decision
- Discussion of the other considered sites for RRC
- General comments about approach to and planning of Seaterra Program

*\*Feedback themes are not listed in a specific order or weight.*

**Communication**

- Feedback forms noted a preference for communication via:
  1. Email from local community associations
  2. Posters in the community
  3. Household mailer

**Community Liaison Committee**

- Three community members put forward their names as participants in the Community Liaison Committee (two from Highlands, one from Willis Point).

**4. Next Steps**

Seatterra Program staff have compiled and reviewed community input into the facility planning and development of the RFP process. This input and information will be considered by staff as they define the RFP for the facility, as well as the Seatterra Commission when it reviews the RFP documents.

## Appendix A – Table of Community Feedback

### 1. Display Boards - Feedback and Post-It Notes

Facility Planning Criteria	Willis Point
	Will contract include a 'buyer' for the dried biosolids?
	How often will dried biosolids be transported offsite? Which route?
	What will happen to the final product? If incinerated, will there be further odour control guaranteed?
	How will odour control of the operational plant take place? Especially as a heated method is being used.
	How 'remote' will 24/7 monitoring be? Victoria, Vancouver, BC, Canada, China?
	Will there be restrictions on both construction operations outside business hours?
	What happens if 'monitoring groundwater and removal of contaminated material' does not stop contamination of the aquifer?
	What about providing clean drinking water if wells are contaminated despite all precautions?
	Will a time limit for 'immediate repair' be included in the contract?
	When will the CRD prepare the 'spill response plan'? Will we be involved?
	Is there a plan for off road parking during construction?
	Will the park-like view from Willis Point Road remain?
	How will surface water be monitored?
	Will there be cost penalties built into the contract to encourage compliance with these requirements?
	<b>Highlands</b>
	What odour bylaws exist and how effective will they be in insuring these promises will be met?
	What about nitrogen removal? Ammonia nitrates/nitrites, where are they going?
	If biosolids are removed, traffic will not be minimal.
	What is maximum spill volume?
	How large a leak will trigger shut down?
	What prevents groundwater contamination? Not an acceptable process if any chance of groundwater pollution.
	I am worried about groundwater contamination.
	Why are you monitoring 'surface water'? Why not monitoring 'ground water'?
	<b>Prospect Lake</b>
	Don't pump it here.
	This pipeline is costing 1/3 of a billion dollars and I have no sewer line to my property. No water line and very bad roads. Put a sewer pipe and water line up Petworth Drive!
	18kms up and 18kms down. Put it next to the treatment plan.
	I rely on well water, I don't want it affected and I want clean air.

	What is the market for biosolids (realistic!)
	What is the plan when pump or pipes need repair? And if for an extended period?
	If the smell and noise are as negligible as you say...it should be workable.
	For the cost of pumping so far it seems incredible that 2 hectares cannot be found at Macaulay or McLoughlin, or very nearby.
	What about stream restoration if streams impacted?
	If everything works according to plan.
	Traffic - if determined by end use of biosolids, then how do we know now if future impact will be negligible?
	Storage of biosolids
<b>Construction Impacts</b>	<b>Willis Point</b>
	Will wheel washing be required for trucks, etc. leaving the site?
	Where will construction waste go?
	Will there be any 'green' requirements during construction?
	Can we be assured that the biosolid unit will not become operational before the pipeline is completed?
	Will residential traffic take priority over construction traffic, or will our journey times increase?
	Will alternate transport requirements be a requirement or a 'nice to have'?
	Will there be pull-off for trucks going up the 9% grade on the Willis Point hill, so Willis Point residents aren't stuck behind a truck going 10km/h?
	<b>Highlands</b>
	Risk of wildfire from construction impacts
	<b>Prospect Lake</b>
<b>Final Questions/Comments</b>	<b>Willis Point</b>
	Can we comment on the draft RFQ/RFP?
	Why did we not have a voice in this in the first place? What happened to regional accountability for waste produced?
	Why is it not possible to include the community reps in the contract selection process?
	Why is the community liaison committee planned for 2015 and not before?
	If our property prices fall, will there be compensation?
	<b>Highlands</b>
	<b>Prospect Lake</b>
	Prospect Lake Road is in very bad repair; will your trucks be driving over it?

## 2. Feedback Form Responses

Facility Planning Criteria (mark level of importance)	*Most respondents responses
Odour control	Very important
Noise	Very important
Vibration	Very important
Safety (first responders)	Very important
Traffic	Very important
Water quality	Very important
Leak and spill response	Very important
Biosolids management	Very important
Other:	Incinerator, kitchen scraps, disposal (Very important)
	Impact on Surrounding Green Spaces (Very important); Complete re-evaluation of this location in respect to how far away it is from original source (Very important);
	Fire Suppression - Very important
	Groundwater contamination - Very important
	Burning biosolids, polluting air
	Pipes to transport biosolids. Who will provide insurance for these in the event of an earthquake? Lloyds of London as of 2014 does not want to insure houses on Vancouver Island, as this is a high-risk area.
Additional comments:	Responsibility, liability to govern - 100% to any adverse effects to this ill thought out plan
	Willis Point Road is the main access to our community and it is essential it remain safe and open through the construction and operational phases of the RRC. Willis Point is located on a peninsula and an accident closing Willis Point Road would leave only the lengthy, narrow and inconvenient Willis-Durance/Millstream Lake Road access and if the accident also closed this latter road, Willis Point would be totally isolated.
	Why is there no community liaison committee planned until 2015? There should be a community liaison committee set up for the planning stage, as that is when the decisions are made.
	I do not understand why the biosolids produced by the Hartland facility cannot be used for fertilizer as has been safely done in many other jurisdictions. Incineration is a terrible solution - environmentally and financially.
	We are very concerned that we were uninformed of this decision until it was a done thing. Only then were WPs advised at a public meeting that the plan was in place. Obviously it is because we are few in numbers at WP, our concerns were ignored and only then were we told what has happened.
	Involve Peninsula Stream Society, comprehensive risk assessment needs to be done, we as a community have not had the opportunity to be involved in the planning stages of the CRD sewage project.

	What will the CRD do if the plant and their food waste facility stinks up our neighbourhood?
<b>Construction Impacts</b> (mark level of importance)	*Most respondents responses
Construction duration	Very important
Notification of activities	Very important
Noise	Very important
Vibration	Very important
Traffic	Very important
Water quality	Very important
Dust and air quality	Very important
Other:	If well water is contaminated the CRD needs to provide Willis Point residents with potable water.
	I am concerned about traffic disruption over an extended period of time on West Saanich Road and Willis Point Road. Willis Point Road has a 9% grade, Heavily loaded construction trucks could be going as slowly as 5-10km/hour up that hill. Pull-offs should be provided since there is no passing lane.
	We are deeply concerned that the special way of life that we WPs enjoy will be seriously at jeopardy. We also are afraid that our property values will suffer.
	Responsibility, liability to govern - 100% to any adverse effects to this ill thought out plan
	Fire Suppression - Very important
	Hours of operation
Additional comments:	If well water is contaminated the CRD needs to provide Willis Point residents with potable water.
	I am concerned about traffic disruption over an extended period of time on West Saanich Road and Willis Point Road. Willis Point Road has a 9% grade, Heavily loaded construction trucks could be going as slowly as 5-10km/hour up that hill. Pull-offs should be provided since there is no passing lane.
	We are deeply concerned that the special way of life that we WPs enjoy will be seriously at jeopardy. We also are afraid that our property values will suffer.
	Responsibility, liability to govern - 100% to any adverse effects to this ill thought out plan
	CRD's own environmental impact study acknowledges that Hartland site plan does not allow do the best resource recovery or greenhouse reduction.
<b>Additional questions/concerns about the RRC.</b>	
	Biosolids management: Under no circumstances should the dried biosolids be incinerated at the Hartland landfill. If they can't be incinerated off-site, they should be land filled rather than risk the concentrated contaminants in the biosolids to the local air shed.
	I would like to know what measures will be taken to provide clean drinking water to Willis Point residents if there an

	unforeseen catastrophe that pollutes the aquifer that supplies our drinking water supply (i.e. our well).
	Explain in detail (extreme and absolute) - cost of all construction options, cost of maintenance including liability of leak, how all alternatives were evaluated and conclusion reached, cost studies and require.
	I would like to know the chemistry of the phosphorous recovery.
	Inform the people in our area. We are important people and we care about our property and homes and lives.
	There is no set plan on how to dispose of the solids, which will effect the cost envelope, it is important to use recent technological innovations to solve CRD's sewage problem.

## Appendix B – Feedback Form



### Community Information Session Feedback Form

Thank you for attending a community information meeting on the Resource Recovery Centre (RRC) at Hartland landfill. Hartland landfill is the confirmed site for the RRC. Local residents have the opportunity to provide comments and feedback, which will inform the facility planning and Request for Proposal process.

Your input will be reviewed by Seatterra Program staff and shared with the community in early 2014.

For more information about the RRC, visit the Seatterra Program website at [www.seatterraprogram.ca](http://www.seatterraprogram.ca).

1. Please indicate where you live.

- Willis Point
- Highlands
- Saanich - Prospect Lake
- Other \_\_\_\_\_

2. What additional information about the RRC would be helpful for you to receive?

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3. Facility Planning Criteria

Please mark the importance of the following considerations in developing and operating the RRC.

Considerations	Not important	Somewhat important	Very important
Odour control			
Noise			
Vibration			
Safety			
Traffic			
Water quality			
Leak and spill response			
Biosolids management			
Other:			
Other:			
Other:			

Additional comments:

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**4. Construction Impacts**

Please rate the importance of the following considerations about the construction of the RRC.

Considerations	Not important	Somewhat important	Very important
Construction duration			
Notification of activities			
Noise			
Vibration			
Traffic			
Water quality			
Dust and air quality			
Other:			
Other:			
Other:			

Additional comments:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Do you have additional questions or concerns about the RRC? If so, please let us know what they are:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. What is the best way to notify you of community meetings or share information with you about the RRC?

- Email via my community association
- Email from Seaterra Program
- Posters in the community
- Household mailer
- Seaterra Program website
- My community association's Facebook page
- Other \_\_\_\_\_

7. Would you be interested in participating in a Community Liaison Committee to share information, address issues, and manage impacts of the RRC during the construction phase of the project 2015?

- Yes (if Yes, please note your name and email below)
- No

To receive the Seaterra Program e-newsletter, please provide the following information:

Name: \_\_\_\_\_

Email: \_\_\_\_\_

**Thank you for your input. Please return this feedback form by January 31, 2014.**

Mail or drop-off completed forms to:  
 Seaterra Program office 510-1675 Douglas Street Victoria, BC V8W 2G5  
 Email forms to: seaterra@crd.bc.ca Fax forms to: 250-360-3071.

If you have further questions or comments, please contact:  
 Kristin Quayle, Communications Coordinator, CRD Seaterra Program  
 kquayle@crd.bc.ca T: 250-360-3623.



**REPORT TO CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE  
MEETING OF WEDNESDAY, MARCH 12, 2014**

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**SUBJECT     REVIEW OF ENVIRONMENTAL AND SOCIAL REVIEW COMMITMENTS,  
DELIVERABLES AND BUDGET ALLOCATION**

**ISSUE**

To provide the Core Area Liquid Waste Management Committee (CALWMC) with a review of the budgets allocated and deliverables associated with Environmental and Social Reviews (ESR) for the Seaterra Program.

**BACKGROUND**

At its meeting of June 13, 2007, the Capital Regional District (CRD) Board awarded Contract 07-1581 to Westland Resource Group Inc. (WRG – now TERA Environmental Consultants) to carry out treatment plant site investigation and evaluation work for the Seaterra Program (formerly Core Area Wastewater Treatment Program) and submit the final report by July 2008. During that initial period, WRG-TERA was directed by the CALWMC and staff to conduct additional activities not included in the original contract scope. These tasks included land suitability investigations for south Esquimalt, James Bay, Westhills and other sites in the Western Communities, discussions with First Nations, investigations of energy demand, preparation of a community benefit policy report, and a requirement for the consultant to attend more than 40 additional meetings.

At its meeting of July 8, 2009, the CRD Board approved a Scope Change to Contract 07-1581 and increased the original contract amount by \$620,572 for the completion of the work described in Appendix A. This work included the following seven main tasks:

1.    **Saanich East/North Oak Bay**  
Support public involvement, prepare comparative ESR and siting recommendations and hold First Nations discussions.
2.    **Clover Point**  
Prepare an ESR, support public involvement and First Nations discussions.
3.    **Macaulay/McLoughlin**  
Confirm siting, conduct an ESR, support public involvement and First Nations discussions.
4.    **Westshore**  
Investigate siting, conduct an ESR, support public involvement and participate in First Nations discussions.
5.    **Prepare an Environmental Impact Study (EIS) for upland components of all proposed CRD wastewater facilities.**

6. Analyze issues associated with providing community benefits and develop a community benefits framework for consideration by the CALWMC.
7. Conduct an investigation of the suitability of lands near Victoria Harbour for a waste processing and energy recovery facility.

### **Decision to Merge ESR and EIS Reports into One Document**

As reported to the CALWMC on January 8, 2014, at the continuation of the meeting of December 11, 2013, the decision to merge the analysis tasks in the ESR and EIS reports into one enhanced EIS document to fulfill the CRD environmental assessment commitments under its Core Area Liquid Waste Management Plan was made at staff level.

This decision was made in consultation with both the Ministry of Environment and Environment Canada. CRD staff and the regulators agreed to use the ESR as the template for preparing the terrestrial EIS for the selected wastewater facility sites. The parties further agreed that all of the topic investigations required in an ESR and an EIS would be included in the enhanced EIS document. Combining these reports was seen as an administrative issue that would reduce duplication of work and provide a single comprehensive document for future reference.

### **Major Deliverables Received**

WRG-TERA prepared a variety of public and closed reports and presentations under the terms of the agreement and in response to direction from the CRD. The following list identifies the major reports funded by the 2009 scope change and submitted by WRG-TERA:

1. Saanich East/North Oak Bay
  - *Comparative Environmental and Social Review Saanich East/North Oak Bay Wastewater Facility Sites* (July 2009)
  - *Environmental Impact Study of Core Area Wastewater Treatment Facilities: Terrestrial Environment – Part 1: Saanich East Facilities* (December 2009)
  - *Land Suitability for a Wastewater Attenuation Tank in Saanich East/North Oak Bay* (September 2010)
2. Clover Point
  - *Environmental Impact Study of Core Area Wastewater Treatment Facilities: Terrestrial Environment – Part 2: McLoughlin Point-Hartland Facilities* (June 2010)
3. Macaulay/McLoughlin
  - *Environmental Impact Study of Core Area Wastewater Treatment Facilities: Terrestrial Environment – Part 2: McLoughlin Point-Hartland Facilities* (June 2010)
4. West Shore
  - *Environmental Impact Study of Core Area Wastewater Treatment Facilities: Terrestrial Environment – Part 3: West Shore Facilities* (May 2010)

5. EIS for Upland Components of All Proposed CRD Wastewater Facilities
  - *Environmental Impact Study of Core Area Wastewater Treatment Facilities: Terrestrial Environment Volume I of II* (October 2013)
  - *Environmental Impact Study of Core Area Wastewater Treatment Facilities: Terrestrial Environment Volume II of II* (in progress)
6. Community Benefits Framework
  - *Considerations in Preparing a Community Benefit Framework for the CRD's Wastewater Treatment Program* (July 2010)
7. Investigation of the Suitability of Lands Near Victoria Harbour for a Waste Processing and Energy Recovery Facility.
  - *Land Suitability for an Anaerobic Digester near Victoria Harbour* (September 2009) – received in closed meeting of CALWMC

Appendix B provides a more detailed list of the tasks conducted and the 39 deliverables prepared by WRG-TERA under the terms of the scope change.

### **Summary of Budget Allocation and Expenditures**

A summary of the consultant's monthly invoices and contract reports is provided in Appendix C for the period from October 2009 through to completion in October 2012. The summary shows the fluid nature of the work demands placed on the consultant and how the funds were reallocated between tasks over the course of completing the scope of work.

Appendix B provides the consultant's detailed description of the tasks completed monthly and the major deliverables and invoiced amounts submitted.

Reallocation of funds between the project tasks within the overall authorized budget was carried out under the administrative authority and direction of the Core Area Wastewater Treatment Program Director at the time, in response to decisions made by the CALWMC about the program.

### **ALTERNATIVES**

1. That the Core Area Liquid Waste Management Committee receive this staff report for information.
2. That the Core Area Liquid Waste Management Committee direct staff to provide further information.

### **IMPLICATIONS**

The change in reporting format from individual ESR and EIS reports to a combined reporting format is acceptable to the regulating authorities (Ministry of Environment and Environment Canada), as long as all analysis topics are included in the final document.

**CONCLUSION**

The Core Area Liquid Waste Management Plan (CALWMP) was prepared under the Environmental Management Act and approved by the Minister of Environment. Authority to specify the content and format of the CALWMP and the provincially-required EIS lies with the Ministry of Environment.

The decision to merge the ESR and EIS reports into one document resulted from consultation and agreement with both the Ministry of Environment and Environment Canada regulators that the ESR would be used as the template for preparation of the terrestrial EIS for the selected wastewater facility sites. The parties further agreed that all of the topics and investigations required in an ESR and an EIS would be included in a single comprehensive EIS document.

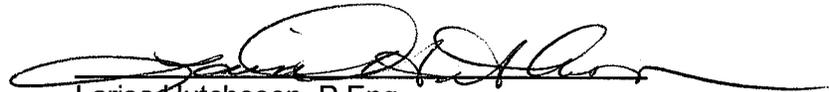
The scope change to Contract 07-1581 in the amount of \$620,572 was approved by the CRD Board and the work was completed as outlined above in this report.

**RECOMMENDATION**

That the Core Area Liquid Waste Management Committee receive this staff report for information.



Dan Telford, P.Eng.  
Senior Manager  
Environmental Engineering



Larisa Hutcheson, P.Eng.  
General Manager  
Parks and Environmental Services  
Concurrence



Diana Lokken, CPA, CMA  
General Manager, Finance and Technology Dept.  
Concurrence



Robert Lapham, MCIP, RPP  
Chief Administrative Officer  
Concurrence

DT:jt

Attachments: 3

**REPORT TO CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE  
MEETING OF WEDNESDAY 10 JUNE 2009**

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**SUBJECT**      **WESTLAND RESOURCE GROUP INC. CONTRACT EXTENSION - CORE AREA AND WEST SHORE WASTEWATER TREATMENT PROJECT**

**PURPOSE**

The purpose of this report is to provide a progress report on Westland Resource Group Inc.'s work since June 2007 on treatment plant site identification and evaluation for the core area and west shore wastewater treatment project ("the Project"), to outline the proposed work for the balance of the year and to recommend a contract extension.

**BACKGROUND**

At a meeting of 13 June 2007 the Capital Regional District (CRD) Board awarded contract 07-1581 to Westland Resource Group Inc. to carry out treatment plant site investigation and evaluation work for the Project. Since that time Westland also responded to requests from the Core Area Liquid Waste management Committee (CALWMC), the Technical and Community Advisory Committee, and staff to conduct activities such as land suitability investigations in south Esquimalt and James Bay, discussions with First Nations, the preparation of a community benefit policy report, and a requirement for the consultant to attend more than 40 additional meetings. The total value of Westland's current contract is \$636,183. By 31 May 2009 it is expected that a total of \$466,933 will have been expended, leaving a balance of \$169,250 available for future work.

Appendix A provides a brief description of the work on facility siting and evaluation carried out by Westland in 2007 and 2008, along with a more detailed account of the work completed to date in 2009 and also provides a list of the major work program elements proposed for the remainder of 2009

The memorandum from Westland provided in Appendix B focuses on the budget implications of the work completed to date and the additional funds required for the work proposed to the end of 2009. This work, which is associated with environmental assessment, facility siting, First Nations involvement, and community benefits, includes the following seven main tasks:

1. Saanich East / North Oak Bay: support public involvement, prepare comparative Environmental and Social Review (ESR) and siting recommendations, and hold First Nations discussions.
2. Clover Point: prepare an ESR, support public involvement and First Nations discussions.
3. Macaulay / McLoughlin: confirm siting, conduct an ESR, support public involvement and First Nations discussions.
4. West shore: siting, conduct an ESR, support public involvement and First Nations discussions.
5. Prepare an Environmental Impact Study (EIS) for upland components of all proposed CRD wastewater facilities;
6. Develop a community benefits framework by completing the work presently underway on this topic; and
7. Conduct an investigation of the suitability of lands near Victoria harbour for a waste processing and energy recovery facility.

The foregoing work program does not include work that may be required by the Canadian Environmental Assessment Agency. If an assessment of the Saanich East-North Oak Bay facility under the Canadian Environmental Assessment Act is required then an additional \$75,000 may be needed.

**ALTERNATIVES**

1. That the CALWMC recommend to the Board that the contract of Westland Resource Group Inc. be increased by \$620,572 to enable completion of the work described in Appendix B.
2. That the Westland contract not be extended and staff be directed to seek competitive proposals for the ongoing and additional work.

**FINANCIAL IMPLICATIONS**

If approved, this work would be funded through the core area and west shore wastewater treatment capital fund which is cost-shared under the planning agreement.

1. The estimated cost for Westland to complete tasks one through seven is \$620,572 as indicated in Table 1 of Appendix B. The costs in Westland's proposed budget are based on rates provided in the consultants' original proposal in June 2007, with allowance for inflation.
2. Seeking competitive proposals may not result in lower costs and would delay the above-noted tasks by at least two months. These tasks must be completed by the end of 2009 as directed by the Minister of Environment.

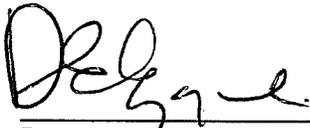
**SUMMARY**

Additional site identification and evaluation work as described in Appendix B is required to support the establishment of suitable wastewater treatment and biosolids processing sites for the core area and west shore wastewater treatment project. It is proposed that the contract of the consultant that has carried out his work to date, Westland Resource Group, be extended to complete the additional work.

**RECOMMENDATION**

That the committee recommend to the Board that:

1. the contract of Westland Resource Group Inc. be increased by \$620,572 to enable completion of the work described in Appendix B; and
2. the work be funded from the core area and west shore wastewater treatment capital fund, which is cost-shared under the planning agreement.



Dwayne Kalynchuk, PEng  
Director, Wastewater Treatment Project



Kelly Daniels  
CAO Concurrence.

SBM/hr  
Attachments: 2

HDM#293419v2

## Wastewater Facility Siting and Evaluation—2009 Work Program

In 2007 and 2008 mapping and analysis of land use, environmental and cultural conditions were conducted to support site selection for wastewater treatment facilities in the west shore and Saanich East / North Oak Bay (SENOB) areas. In 2009 this information was updated and refined to support the preparation of a comparative Environmental and Social Review (ESR) of identified candidate treatment facility sites in SENOB. In addition to the original data collection efforts, assessments were conducted of potential odour effects, traffic and roads issues and property value changes that could result from construction and operation of a wastewater facility. The comparative ESR focuses on three candidate sites:

- Arbutus-Finnerty,
- University of Victoria fields, and
- Cedar Hill Corner.

The results of the ESR will be summarized for use in a public involvement program for the SENOB area. The results of the public program will be included in the revised ESR which will support decisions regarding a preferred facility site.

In early 2009 a draft report was prepared on the on conditions that could affect facility siting in the James Bay and South Esquimalt areas. This report presents information on land use, community, ecological, geotechnical, archaeological and heritage conditions in the area, and rates the suitability of lands for a wastewater facility.

Involvement of the Songhees, Beecher Bay and Esquimalt First Nations continued during preparation of the comparative ESR and the James Bay / South Esquimalt studies. Chiefs, councilors and staff of the First Nations have been informed about the work being conducted and input has been sought on future First Nations land use plans and potential concerns associated with the wastewater program.

Representatives of the provincial and federal governments were engaged in discussions about the environmental assessment requirements for the CRD's wastewater program. In addition to preparing ESRs to comply with requirements of the CRD, the Ministry of Environment will require an Environmental Impact Study (EIS) as specified in the Municipal Sewage Regulation. An EIS for the entire CRD wastewater initiative (not just the SENOB facility) is to be submitted to the Minister by 31 December 2009.

Recent changes to the Canadian Environmental Assessment Act may exempt the SENOB facility from federal assessment. A CRD submission on the topic of exemption of the SENOB facility is now under consideration by the Canadian Environmental Assessment Agency. Other potential treatment facilities near Victoria harbour or Esquimalt Lagoon are unlikely to qualify for an exemption from assessment under the federal act.

The Core Area Liquid Waste Management Committee expressed a desire to explore ways of compensating neighbourhoods that host a treatment facility for potential impacts of the facility. The CRD is now reviewing potential community benefit framework options to determine whether, and how, amenities could be identified and delivered to potentially affected areas. Approaches used elsewhere have been examined and options applicable to the CRD provided for discussion.

For the remainder of 2009, major work program elements include:

- public review of the SENOB candidate sites,
- completion of the comparative ESR of SENOB sites,
- conduct of siting and ESR studies of other CRD facilities,
- preparation of an EIS for all proposed CRD wastewater facilities,
- discussion of suitable community benefits that may be associated with siting a facility in SENOB,  
and
- investigation and mapping of land suitability in the Victoria harbour area for treatment facilities.



# Memorandum

203 - 830 Shamrock St., Victoria, British Columbia, Canada V8X 2V1 Phone (250) 592-8500 Fax (250) 592-1633

**TO:** Seamus McDonnell  
**FROM:** David Harper  
**DATE:** 26 May 2009  
**REGARDING:** Estimated budget, June to December 2009

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As requested, Westland has prepared a work program and estimated budget for environmental and siting tasks associated with the Capital Regional District's wastewater treatment program during the second half of 2009 (June 1 to December 31, 2009). Westland was originally contracted in 2007 to prepare environmental assessments for four sites and siting studies for two sites specified in the *Path Forward* report. Since that time, the wastewater project has changed substantially, as has our work program. We have been involved in examinations of additional sites, consulting with First Nations, meeting with property owners and municipalities, and investigating energy and water recovery and reuse. In addition to our data collection and analysis in the West Shore and Saanich East-North Oak Bay, we have conducted studies of the South Esquimalt-James Bay area, and prepared a report on Community Benefits Frameworks for neighbourhoods where treatment facilities are located.

Of our approved budget of \$636,183, we have expended \$421,412 on the foregoing tasks to the end of April 2009. By May 31, 2009, we expect to have expended \$466,933, leaving \$169,250 in the budget.

Table 1 shows the level of effort and budgets for the six main tasks to be conducted in 2009, namely:

1. Saanich East-North Oak Bay: Support public involvement, prepare comparative Environmental and Social Review (ESR) and siting recommendations, and hold First Nations discussions;
2. Clover Point: Prepare an ESR, conduct public involvement and First Nations discussions;
3. Macaulay-McLoughlin: Confirm siting, conduct an ESR, public involvement, and First Nations discussions;
4. West Shore: Siting, Conduct an ESR, public involvement, First Nations discussions;
5. Prepare an Environmental Impact Study (EIS) for upland components of all proposed CRD wastewater facilities;

6. Develop a Community Benefits Framework by completing the work presently underway on this topic; and
7. Conduct an investigation of the suitability of lands near Victoria Harbour for a waste processing and energy recovery facility.

The proposed work program assumes that assessments required under the Canadian Environmental Assessment Act (CEAA) would be conducted in 2010. This activity, plus obtaining environmental permits required before construction begins, also would occur in 2010. Caveats associated with CEAA requirements are described in a later section of this memorandum.

*Victoria Harbour lands investigations.* During a review of locations for digesters, it was suggested that lands bordering Victoria Harbour could be suitable. Using the approach applied in other parts of the region, an investigation of the suitability of lands near to Victoria Harbour will be conducted. This study will include the following tasks:

- a. collect relevant information on land use, environmental, heritage, and geological conditions,
- b. prepare a draft report on the suitability of Victoria Harbour lands for treatment facilities,
- c. present the draft report to CRD staff and committees, and make suitable revisions.

*Total estimated level of effort and costs.* Table 1 presents the costs and level of effort for the “technical” work associated with conducting the environmental assessments, preparing siting studies, and drafting, reviewing, and presenting reports. Separate line items are shown for the public involvement and First Nations discussions associated with each of the facility locations. The 2009 actions and their costs can be summarized as follows:

- The costs for the ESRs, siting, and public and First Nations elements for each facility are estimated to range from \$135,558 to \$162,583.
- The provincially-required EIS for all sites is estimated to cost \$98,696, assuming that the technical information from the ESRs can be adapted for use in the EIS.
- For the Victoria Harbour lands investigation, 47 staff days would be required, at a cost of \$39,065.
- The completion of the Community Benefit Framework design adds \$17,593.
- Administration, meetings, and other professional services require \$18,732 in 2009.

Approximately 815 days of staff effort will be required to complete the specified tasks in 2009. The total fees associated with this work program are estimated to be \$732,355. Expenses add \$55,467, for a total estimated budget of \$789,822. Deducting the remainder of the previously-approved budget, the additional funds required for the identified tasks in 2009 total \$620,572.

Note that recent correspondence from the Canadian Environmental Assessment Agency suggests that the CRD may need to initiate an assessment of the Saanich East-North Oak Bay facility under federal legislation (unless federal funding can be confirmed, which may exempt the project). If an assessment of the Saanich East-North Oak Bay facility under CEAA is needed, then an additional \$75,000 of effort should be budgeted for 2009.

The estimated costs in Table 1 are based on the consulting team's charge-out rates from the original 2007 proposal with an adjustment for inflation.

I would be pleased to discuss any aspect of the work programs and budgets with you at your convenience.

Table 1. Assessment and involvement tasks, June-December 2009

Activity	Staff days	Fees	Expenses	Total
Saanich East-North Oak Bay ESR and Siting	90	\$80,340	\$6,427	\$86,767
Saanich East-North Oak Bay Public and First Nations involvement	54	\$45,840	\$2,951	\$48,791
Subtotal	144	\$126,180	\$9,378	\$135,558
Clover Point ESR	121	\$112,850	\$9,028	\$121,878
Clover Point Public and First Nations involvement	39	\$31,930	\$2,554	\$34,484
Subtotal	160	\$144,780	\$11,582	\$156,362
Macaulay-McLoughlin ESR	122	\$114,040	\$9,123	\$123,163
Macaulay-McLoughlin Public and First Nations involvement	42	\$35,250	\$2,820	\$38,070
Subtotal	160	\$149,290	\$11,943	\$161,233
West Shore ESR and Siting	123	\$115,290	\$9,223	\$124,513
West Shore Public and First Nations involvement	42	\$35,250	\$2,820	\$38,070
Subtotal	166	\$150,540	\$12,043	\$162,583
EIS—all sites	95	\$89,770	\$8,926	\$98,696
Community Benefit Framework development	21	\$16,290	\$1,303	\$17,593
Victoria Harbour lands investigations	47	\$37,665	\$1,400	\$39,065
Administration and related professional services	23	\$17,840	\$982	\$18,732
Totals—Technical tasks	692	\$575,095	\$45,603	\$620,698
Public and First Nations involvement	170	\$157,260	\$11,864	\$169,124
Grand total	815	\$732,355	\$57,467	\$789,822
Remaining 2009 budget (estimated to May 31, 2009)				(\$169,250)
Additional 2009 budget required				\$620,572

<p align="center"><b>Capital Regional District</b>  <b>Core Area and West Shore Wastewater Treatment Site Identification</b>  <b>Westland Resource Group/TERA Environmental Consultants - Project Number W7732</b>  <b>Work funded under budget extension for \$588,911</b></p>			
<b>DATE</b>	<b>INVOICE AMOUNT</b>	<b>DESCRIPTION OF TASKS</b>	<b>MAJOR DELIVERABLES</b> (excludes memos, letters, other brief materials)
October 1 to 31, 2009	\$19,074.09	<p>Saanich East site refinement, EIS, public involvement, First Nations discussions</p> <p>ESR, EIS, public involvement, First Nations discussions for Macaulay-McLoughlin-Upper Harbour area</p> <p>ESR, public involvement, First Nations discussions for Upper Harbour combined facility (relies on Task B1-B2 completed)</p> <p>General services related to the wastewater project</p> <ul style="list-style-type: none"> <li>- Meetings with government personnel</li> <li>- Preparing reports and letters (LWMP amendment)</li> <li>- Review and revision of invoicing formats</li> </ul>	
November 1 to 30, 2009	\$47,680.57	<p>Completing and submitting the draft Environmental Impact Study (EIS) for the Saanich East site</p> <p>Beginning work on the EIS project description for the McLoughlin-Upper Harbour facilities</p> <p>Data collection for the McLoughlin-Upper Harbour EIS</p> <p>Preparing for, and attending meetings of the West Shore Wastewater Subcommittee</p> <p>Attending a meeting in Nanaimo with staff of the Fisheries and Oceans Canada and the Ministry of Environment</p> <p>Identifying actions needed to advance development approvals on the Saanich East site</p>	Draft Environmental Impact Study (EIS) for the Saanich East site
December 1 to 31, 2009	\$53,083.79	<p>Collection of information to support the McLoughlin-Upper Harbour Environmental Impact Study</p> <p>Preparation of draft sections of the McLoughlin-Upper Harbour Environmental Impact Study</p> <p>Conduct of odour modelling of a treatment facility at the Colwood City Hall site</p>	

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
		<p>Meeting with the District of Saanich to discuss the process for facility siting, regulatory approval, and public involvement</p> <p>Discussions with CRD Communications staff regarding 2010 public involvement programs</p> <p>Interaction with the Canadian Environmental Assessment Agency regarding assessment of the Saanich East facility</p>	
January 1 to 31, 2010	\$74,460.30	<p>Completing the draft Environmental Impact Study for the McLoughlin-Upper Harbour facilities and submitting the document to the Capital Regional District for comment</p> <p>Obtaining preliminary information on environmental, traffic, and odour conditions associated with a treatment facility in the West Shore</p> <p>Preparing graphic and text materials for the West Shore public involvement program, and attending the open houses</p> <p>Participating in project planning for public involvement associated with the Saanich East facility</p> <p>Attending meetings of the Core Area Liquid Waste Management Committee (CALWMC), West Shore Subcommittee, and with provincial government staff</p> <p>Preparing a draft CRD Staff Report and PowerPoint presentation to the CALWMC describing the Saanich East Environmental Impact Study</p>	<p>Draft Environmental Impact Study for the McLoughlin-Upper Harbour Facilities</p> <p>West Shore public involvement materials</p> <p>Draft staff report and PowerPoint presentation on Saanich East EIS</p>
February 1 to 28, 2010	\$25,046.41	<p>Attending meetings to plan public involvement for the Saanich East and McLoughlin-Upper Harbour facilities</p> <p>Developing materials to support the Saanich East public involvement program</p> <p>Data collection and field reconnaissance associated with the West Shore Environmental Impact Study</p> <p>Development of the project description for the West Shore treatment facility</p> <p>Preparation and delivery of a presentation to the Core Area Liquid Waste Management Committee on the Saanich East Environmental Impact Study</p>	<p>Saanich East public involvement materials</p> <p>Portions of the West Shore Treatment Facility Project Description</p> <p>Environmental Impact Study of Core Area Wastewater Treatment Facilities: Terrestrial Environment - Part 1: Saanich East Facilities - December 2009</p>

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
March 1 to 31, 2010	\$52,589.47	<p>Data collection and writing of the Environmental Impact Study for the West Shore wastewater treatment facilities</p> <p>Input to studies of the Upper Harbour conveyance pipe discussion</p> <p>Design and implementation of the public involvement program for the Saanich East facility, including meetings with Saanich, University of Victoria, and CRD staff</p> <p>Developing and reviewing display boards, text, and newsletter content for Saanich East</p> <p>Initiating work on the summary environmental document for Infrastructure Canada staff</p> <p>Other related project meetings and reports</p>	Saanich East public involvement materials
April 1 to 30, 2010	\$72,303.95	<p>Completion and submission to the CRD of the draft <i>Environmental Impact Study</i> for the West Shore wastewater treatment facilities</p> <p>Revision of the West Shore <i>Environmental Impact Study</i> in response to CRD comments</p> <p>Support for CRD in preparing public materials describing the Saanich East site adjustment</p> <p>Participation in meetings with institutional land owners, resident associations, and the public Open House scheduled to discuss the Saanich East site adjustment</p> <p>Collection of information, conduct of field inspections, and preparation of text for an <i>Environmental Impact Study</i> of a biosolids facility at the Hartland North site</p> <p>Amendment of the draft McLoughlin Point <i>Environmental Impact Study</i> to include the Hartland North biosolids facility</p> <p>Initiation of work on a <i>Project Description</i> to meet Infrastructure Canada's environmental assessment requirements</p> <p>Participation in CRD discussions about public involvement in the Upper Harbour area</p>	<p>Draft Environmental Impact Study for the West Shore wastewater treatment facilities</p> <p>Saanich East public involvement materials</p>

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
May 1 to 31, 2010	\$24,843.41	<p>Providing information to the CRD on the Liquid Waste Management Plan Amendment No. 8</p> <p>Preparing materials for the public involvement regarding the Saanich East facility</p> <p>Attending and participating in the Saanich East public validation session</p> <p>Completing and submitting a revised version of the McLoughlin-Hartland facility <i>Environmental Impact Study</i></p> <p>Initiating revisions to the May 2009 report, <i>Considerations in preparing a Community Benefit Framework for the Capital Regional District's Wastewater Treatment Program</i></p> <p>Attending meetings with the West Shore Subcommittee, the Core Area Liquid Waste Management Committee, and CRD staff</p>	<p>Saanich East public involvement materials</p> <p>Saanich East Wastewater Treatment Project - Public Meeting May 12, 2010 (PowerPoint Presentation)</p> <p>Revised McLoughlin-Hartland facility <i>Environmental Impact Study</i></p> <p>Environmental Impact Study of Core Area Wastewater Treatment Facilities - Terrestrial Environment - Part 3: West Shore Facilities - May 2010</p>
June 1 to 30, 2010	\$26,953.57	<p>Completing the <i>Environmental Impact Study</i> for the McLoughlin-Hartland facilities, to accompany Liquid Waste Management Plan Amendment #8</p> <p>Designing and initiating work on a study of alternative sites for attenuation tanks in Saanich East</p> <p>Designing and initiating work on a study of alternative sites for anaerobic digesters in the Core Area</p> <p>Submission of a revised report on Community Benefits Frameworks, and development of an associated draft staff report</p> <p>Submission of a draft Project Description for use by federal agencies in determining the scope of assessment under the Canadian Environmental Assessment Act</p> <p>Attendance at project planning meetings, particularly in regard to public involvement</p>	<p>Revised Environmental Impact Study of Core Area Wastewater Treatment Facilities-- Terrestrial Environment, Part 2: McLoughlin-Hartland facilities (June 10, 2010)</p> <p>Final Environmental Impact Study of Core Area Wastewater Treatment Facilities-- Terrestrial Environment, Part 2: McLoughlin-Hartland facilities (June 10, 2010)</p> <p>Revised report on Community Benefits Frameworks, and development of an associated draft staff report</p> <p>Core Area Wastewater Treatment Program: Project Description prepared for the Canadian Environmental Assessment Authority - June 2010</p>

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
July 1 to 31, 2010	\$45,579.81	<p>Obtaining and analyzing data associated with the study of alternative sites for attenuation tanks in Saanich East</p> <p>Obtaining and analyzing data associated with the study of alternative sites for anaerobic digesters in the Core Area</p> <p>Meeting with staff of the District of Saanich to discuss attenuation tank and digester facility siting in Saanich</p> <p>Participating in public involvement sessions in Esquimalt</p> <p>Meeting with CRD staff to discuss the Community Benefits report and other project planning topics</p>	<p>Considerations in preparing a Community Benefit Framework for the Capital Regional District's Wastewater Treatment Program - July 2010</p>
August 1 to 31, 2010	\$18,172.86	<p>Preparing a draft report on site suitability for attenuation tanks in Saanich East, and submitting the draft to the CRD for comment</p> <p>Preparing a draft report on area suitability for anaerobic digesters in the Core Area, and submitting the draft report to the CRD for comment</p> <p>Assembling materials for, and holding, a meeting with CRD staff and consultants to discuss the preliminary findings of the biosolids facility study, and obtaining guidance for next steps in the process</p> <p>Developing a response to a request for information received from the Ministry of Community and Rural Development</p>	<p>Draft report on site suitability for attenuation tanks in Saanich East</p> <p>Draft report on area suitability for anaerobic digesters in the Core Area</p> <p>Biosolids and Attenuation tank facilities Siting Criteria and Results - August 2010 (PowerPoint Presentation)</p>
September 1 to 30, 2010	\$17,469.13	<p>Responding to CRD comments on the biosolids facility siting study, revising the report, and submitting a final report for consideration by the Core Area Liquid Waste Management Committee</p> <p>Revising maps and re-analyzing the suitability of sites for the Saanich East attenuation tank, and submitting an amended siting report for consideration by the Core Area Liquid Waste Management Committee,</p> <p>Attending meetings with CRD staff to discuss First Nations' involvement in the Wastewater Treatment Program</p>	<p>Process for selecting candidate sites for a biosolids facility in the Core Area of the CRD</p> <p>Land suitability for a biosolids facility in the Core Area of the CRD</p> <p>Community Benefits Framework - 22 September 2010 (PowerPoint Presentation)</p>

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
		Preparing summary materials and contributing to preparation of CRD Staff Reports on attenuation tank and biosolids facility siting for presentation to the CALWMC	Land suitability for a wastewater attenuation tank in Saanich East-North Oak Bay
October 1 to 31, 2010	\$11,438.68	<p>Completing the Saanich East-North Oak Bay attenuation tank siting study and production of reports for the Capital Regional District</p> <p>Preparing and presenting summaries of the Saanich East and biosolids siting studies to the Core Area Liquid Waste Management Committee</p> <p>Consulting with CRD staff on means of proceeding with site selection for a biosolids facility</p> <p>Preparing an odour dispersion model for summer conditions at McLoughlin Point</p>	<p>Saanich East-North Oak Bay attenuation tank siting study report</p> <p>In camera CALWMC meeting - Selecting candidate sites for attenuation tanks in SENOB - 13 October 2010 (PowerPoint Presentation)</p> <p>In camera CALWMC meeting - Selecting candidate sites for a biosolids energy centre - 13 October 2010 (PowerPoint Presentation)</p> <p>Land investigations for attenuation tanks in Saanich East-North Oak Bay - 13 October 2010 (PowerPoint Presentation)</p> <p>Land investigations for a biosolids energy centre in the Core Area - 13 October 2010 (PowerPoint Presentation)</p> <p>Odour dispersion model for summer conditions at McLoughlin Point</p>
November 1 to 30, 2010	\$1,544.06	<p>Reviewing documents related to the Community Benefits Framework, in preparation for a CALWMC meeting</p> <p>Attending a workshop of the CALWMC to discuss the provision of community benefits associated with the wastewater program</p> <p>Attending a meeting of the CALWMC dealing with marine crossing route alternatives from Victoria to Colwood</p>	<p>Community Benefits Framework Workshop - 30 November 2010 (PowerPoint Presentation)</p>
December 1 to 31, 2010	\$2,083.40	Review of, and final edits to, the revised draft of the Archaeological Impact Assessment of James Bay, McLoughlin Point, and Upper Harbour, for submission to provincial Heritage Conservation Branch staff.	Revised draft of the Archaeological Impact Assessment of James Bay, McLoughlin Point, and Upper Harbour

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
January 1 to 31, 2011	\$8,298.33	<p>Identifying and interviewing provincial and federal government staff regarding environmental requirements for a marine pipeline from Esquimalt to Colwood</p> <p>Attending the January 12 Core Area Liquid Waste Management Committee meeting</p> <p>Developing and submitting a schedule of activities associated with environmental assessments of wastewater project components</p>	
February 1 to 28, 2011	\$5,208.89	<p>Completing and submitting a report on provincial and federal government environmental requirements for a marine pipeline from Esquimalt to Colwood</p> <p>Attending the February 23 Core Area Liquid Waste Management Committee meeting to answer questions about the pipeline crossing report</p> <p>Providing information to Capital Regional District staff about potential filling of Victoria Harbour at McLoughlin Point</p> <p>Developing a scope of work for conducting a tree inventory on the Arbutus Road property where attenuation tanks will be located</p>	Report on provincial and federal government environmental requirements for a marine pipeline from Esquimalt to Colwood
March 1 to 31, 2011	\$2,429.78	<p>Preparing for, and attending the March 23 Core Area Liquid Waste Management Committee meeting dealing with community benefits</p> <p>Preparing and submitting a follow-up memo describing a proposed strategy for responding to the Committee's direction on mitigation and benefits</p> <p>Recovering archived map files on biosolids facility siting and initiating the overlay of additional information</p> <p>Writing a response to Goldstream Gazette letters about environmental assessment of the wastewater management project</p>	

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
April 1 to 30, 2011	\$10,949.02	<p>Preparing a summary of environmental and social information on the candidate biosolids facility sites for use in the Triple Bottom Line analysis</p> <p>Attending a meeting of the Core Area Liquid Waste Management Committee</p> <p>Conferring with Wastewater Management Program staff</p>	
May 1 to 31, 2011	\$4,107.77	<p>Providing environmental and social information on the candidate biosolids facility sites for use in the Triple Bottom Line analysis</p> <p>Providing information on drainage on the Saanich East site, and associated environmental issues</p> <p>Attending a meeting of the Core Area Liquid Waste Management Committee</p> <p>Attending and summarizing information from the May 26 public "Wastewater Management Forum"</p> <p>Meeting with CRD staff to discuss potential shellfish issues associated with discharge from proposed outfalls</p>	
June 1 to 30, 2011	\$200.63	Administrative work of organizing invoices, updating budget control sheets	
October 1 to 31, 2011	\$378.75	<p>Retrieving and providing a previously-prepared Triple Bottomline report</p> <p>Assembling data and preparing a memorandum dealing with environmental conditions on the Saanich East attenuation tank site in response to public questions about the facility</p>	
February 1 to 29, 2012	\$1,613.68	<p>Reviewing Infrastructure Canada reporting requirements for environmental assessment and Aboriginal consultation</p> <p>Completing a "Component Location Table" and facilities map for Infrastructure Canada</p>	

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
		<p>Discussions and correspondence with Canadian Environmental Assessment Agency personnel regarding the Project Description and federal decisions about whether a screening assessment or comprehensive study would be required</p> <p>Investigations regarding mapping of Craigflower pump station and other information to support revisions to the Project Description</p>	
March 1 to 31, 2012	\$11,544.73	<p>Contact and discussion with staff at the Canadian Environmental Assessment Agency regarding the Project Description for the wastewater treatment program</p> <p>Obtain new information on the Craigflower Pump Station and conduct a field inspection</p> <p>Prepare summaries of the program's public consultation and Aboriginal engagement activities</p> <p>Revise maps and figures showing the wastewater treatment facilities</p> <p>Prepare revisions to the Project Description for review by Capital Regional District staff</p> <p>Submit the revised Project Description to the Canadian Environmental Assessment Agency for their consideration</p>	<p>Summary of public involvement and Aboriginal engagement activities</p> <p>Revised Project Description for Core Area Wastewater Treatment program</p>
April 1 to 30, 2012	\$671.78	<p>Obtaining copy of the Canadian Environmental Assessment Agency letter regarding assessment of the wastewater treatment facilities</p> <p>Reviewing changes to federal environmental assessment legislation contained in Bill C-28 to identify potential implications for the Capital Regional District's wastewater project</p> <p>Communication with Capital Regional District staff regarding implications of legislative changes for the project</p>	

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
May 1 to 31, 2012	\$1,474.41	<p>Arranging and conducting teleconferences with staff of Infrastructure Canada regarding the CRD's wastewater project description, pending legislative changes, and changing requirements for environmental assessments</p> <p>Summarizing the results of the Infrastructure Canada discussions in a memo to the CRD, and meeting with CRD staff to discuss the status of federal environmental assessment requirements</p>	
June 1 to 30, 2012	\$1,880.18	<p>Obtaining and interpreting information on proposed changes to federal environmental assessment legislation</p> <p>Corresponding with environmental compliance staff at Infrastructure Canada regarding alternative methods of fulfilling federal assessment requirements</p> <p>Preparing a work program for CRD consideration that would result in an environmental assessment for the wastewater management program that would comply with the 2012 Canadian Environmental Assessment Act</p>	
July 1 to 31, 2012	\$1,226.95	<p>Determining the extent of federal land potentially affected by the Wastewater Management Program</p> <p>Review and comment on a letter from Infrastructure Canada regarding the need for an environmental study under Section 67 of the 2012 Canadian Environmental Assessment Act</p> <p>Communication with staff at Infrastructure Canada and other federal departments on a meeting with Capital Regional District staff to discuss the project and reporting requirements</p> <p>Discussions with Capital Regional District staff and Stantec personnel regarding federal reporting and permitting requirements, and associated effects on project schedule</p>	

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
August 1 to 31, 2012	\$7,023.83	<p>Corresponding with Infrastructure Canada staff regarding their involvement in determining and meeting environmental assessment requirements for the CRD wastewater management project</p> <p>Identifying federal, provincial, and CRD participants in the CRD-sponsored meeting to discuss environmental assessment requirements under the <i>Canadian Environmental Assessment Act 2012</i></p> <p>Meeting with CRD staff to discuss goals and content of the meeting with federal and provincial representatives</p> <p>Preparing an agenda and organizing materials for the meeting</p>	Materials to support CRD meeting with federal and provincial environmental representatives
September 1 to 30, 2012	\$10,797.93	<p>Finish preparation for the September 5, 2012 meeting with provincial and federal staff</p> <p>Conduct the meeting and participate in the site inspection with provincial and federal staff</p> <p>Develop and circulate notes of major results of the September 5, 2012 meeting</p> <p>Initiate discussions with Capital Regional District staff regarding Environmental Impact Studies and related investigations and begin data acquisition</p> <p>Encourage Infrastructure Canada to assemble and provide guidance on information needed to comply with <i>Canadian Environmental Assessment Act</i> Section 67 requirements for federal agencies</p>	Environmental Studies and Public and First Nations Engagement - September 5, 2012 (PowerPoint Presentation)
October 1 to 31, 2012	\$26,398.05	<p>Scheduled and held a site visit with Capital Regional District (CRD) and Department of National Defence (DND) staff at the proposed McLoughlin laydown area</p> <p>Sought and obtained DND information on environmental conditions and policies that could affect the wastewater project</p> <p>Refined and continued work on the Craigflower Environmental Impact Study (EIS), including site inspections at the Craigflower site and meetings with Town of View Royal staff</p>	

DATE	INVOICE AMOUNT	DESCRIPTION OF TASKS	MAJOR DELIVERABLES (excludes memos, letters, other brief materials)
		Requested and obtained information from the CRD on Craighower Pump Station design and construction methods Drafted Craighower EIS sections on wildlife, vegetation, hydrology, human health, visual aesthetics, archaeology, and traffic Sought and obtained proposals from fisheries and archaeology firms for work on the EIS initiative	
<b>TOTAL</b>	<b>\$586,528.21</b>		





Making a difference...together

**REPORT TO CORE AREA LIQUID WASTE MANAGEMENT COMMITTEE  
MEETING OF WEDNESDAY, MARCH 12, 2014**

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**SUBJECT CORE AREA LIQUID WASTE MANAGEMENT PLAN – COLWOOD  
WASTEWATER TREATMENT PLANT**

**ISSUE**

To discuss the issues arising for the Capital Regional District Seaterra Program and the City of Colwood in considering an amendment to the Core Area Liquid Waste Management Plan (CALWMP) to accommodate a separate wastewater treatment and disposal plan for the City of Colwood.

**BACKGROUND**

At its meeting of January 27, 2014, City of Colwood Council passed the following motion directing staff to:

*“...prepare an application and supporting documents for an amendment to the Core Area Liquid Waste Management Plan to allow the City of Colwood to proceed independently with a waste water treatment facility complete with integrated resource recovery in Colwood with a target date of 2016 at no cost or risk to the CRD or its current Plans”.*

The City of Colwood proposal for a separate wastewater treatment system for their community is described in the attached Colwood Staff Report and FAQ sheet (Appendix A). Colwood is proposing to be solely responsible for the costs of construction and operation of a separate wastewater treatment system, and is not requesting any portion of the provincial or federal government funding that is committed to the Seaterra Program. Colwood has only a small percentage of properties currently on sewers. In this unique situation Colwood proposes it makes economic sense to build a modular system that meets the community's current needs and easily expanded to accommodate future growth.

Parks and Environmental Services staff have met with staff from Colwood and from the Ministries of the Environment and Community Sport and Cultural Development (CSCD) to discuss this proposal and the potential impact on the Provincial Grants and the CALWMP. The attached appendices outline some of the issues to the Capital Regional District (CRD) and Colwood arising from this proposal.

Discussions have also taken place within the CRD Executive Leadership Team to identify the potential impact on the CRD authorities and responsibilities under the current legislative environment including the following:

- The terms and conditions in CRD Bylaw 2312, as amended
- The terms and conditions regarding the current CALWMP
- The processes and requirements of the Ministry of Environment for substantial LWMP changes
- The potential impact on any senior government funding agreements

- The potential timeline impact on the Seaterra Program
- The financial impact on the six municipalities participating in Bylaw 2312
- The potential on-going financial impact on Colwood resulting from the proposal due to the potential requirement for emergency redundancy and capacity in the McLoughlin wastewater treatment plant and conveyance system and participation in on-going downstream conveyance operation and improvements
- The Core Area Liquid Waste Management Amendment No. 8 envisions an eventual Westshore secondary wastewater treatment plant with a marine outfall when there is insufficient capacity in the McLoughlin wastewater treatment plant (estimated to be after 2030)

Attached in Appendix B is a more detailed snapshot of the key potential issues and options currently identified. Also attached is Appendix B.1, a drawing indicating the location of the Colwood Sewage Treatment Proposal in relation to the Northwest Trunk Sewer – Western Communities Section, that currently receives the Colwood and Langford sewer inputs.

All solutions require various levels of consensus and agreement among the seven municipal participants in Bylaw 2312, the Ministries of Environment, CSCD, and potentially the Federal Government.

Also attached is Appendix C, which has relevant excerpts from Bylaw 2312 and 2388.

## **ALTERNATIVES**

### **Alternative 1**

That the Core Area Liquid Waste Management Committee recommend to the CRD Board:

That the required amendments and legislative changes be supported, in principle, to enable a separate wastewater treatment system to serve the City of Colwood, subject to:

- a) Colwood obtaining approval by December 2014 from the Provincial Government to proceed in the proposed direction without compromising existing funding agreements, and
- b) by December 2015, Colwood having acceptable solutions to the inter-municipal issues that arise from this proposal, such that the cost of the capacity required to be maintained on behalf of Colwood, as is necessary during the approval process, and in the event that the Province requires the CRD to maintain redundant capacity in the event of regulatory non-compliance, is fairly compensated, and
- c) Colwood having completed all necessary plans and approvals to enable commencing construction of the proposed components of the sewage system.

### **Alternative 2**

That the Core Area Liquid Waste Management Committee recommend to the CRD Board:  
That the time line or conditions that would allow Colwood to cease to be a full participant in the Seaterra Program be amended.

### **Alternative 3**

That the Core Area Liquid Waste Management Committee recommend to the CRD Board:  
That Colwood not be allowed to leave the Seaterra Program.

### **FINANCIAL IMPLICATIONS**

The current funding agreements and agreements in principle with senior governments are based on the current Core Area LWMP. There may be a requirement to amend one or more of the grant agreements to accommodate Colwood's proposal.

Given Colwood's relatively small proportionate share of capacity in the Seaterra Program, there would be no material impact on the scale or sizing of the McLoughlin wastewater treatment plant (WWTP) or the Resource Recovery Centre. If Colwood does not participate in the Seaterra Program, these costs would be prorated over the remaining participants. Given there is no certainty on the completion date for the Colwood wastewater treatment system and to meet the commitments of the Core Area LWMP with regards to timeline, the CRD must proceed with construction of full capacity in order to accommodate Colwood's flows until they achieve full commissioning.

### **CONCLUSION**

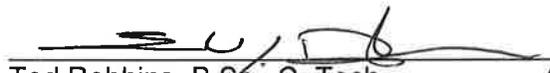
The City of Colwood proposes to construct and operate its own separate wastewater treatment system to serve its community. Colwood is proposing to completely fund its program and will not request any of the senior government funds committed to the Seaterra Program. Colwood staff have been made aware of the scope of work required to identify and obtain the required approvals to proceed with a separate system. Colwood proposes to continue funding its share of the Seaterra Program for 2014.

### **RECOMMENDATION**

That the Core Area Liquid Waste Management Committee recommend to the CRD Board:

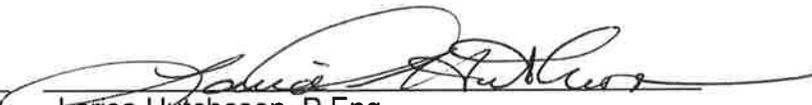
That the required amendments and legislative changes be supported, in principle, to enable a separate wastewater treatment system to serve the City of Colwood, subject to:

- a) Colwood obtaining approval by December 2014 from the Provincial Government to proceed in the proposed direction without compromising existing funding agreements, and
- b) by December 2015, Colwood having acceptable solutions to the inter-municipal issues that arise from this proposal, such that the cost of the capacity required to be maintained on behalf of Colwood, as is necessary during the approval process, and in the event that the Province requires the CRD to maintain redundant capacity in the event of regulatory non-compliance, is fairly compensated, and
- c) Colwood having completed all necessary plans and approvals to enable commencing construction of the proposed components of the sewage system.



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Ted Robbins, B.Sc., C. Tech.  
General Manager  
Integrated Water Services



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Larisa Hutcheson, P.Eng.  
General Manager  
Parks & Environmental Services



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Diana Lokken, CPA, CMA  
General Manager,  
Finance and Technology Dept.



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Robert Lapham, MCIP, RPP  
Chief Administrative Officer  
Concurrence

- Attachments:
- Appendix A – Colwood Staff Report and FAQ
  - Appendix B – Potential Issues and Options
  - Appendix B.1 Map
  - Appendix C – Selected excerpts from SLP & Bylaws 2312 and 2388



## Sewage Treatment and Resource Recovery in Colwood

**Date:** February 12, 2014

### Issue

The City of Colwood is asking the Capital Regional District (CRD) for support to request an amendment to the CRD Core Area Liquid Waste Management Plan (CALWMP) that will allow for the construction of a resource recovery and sewage treatment facility in Colwood earlier than identified in the CRD plan (currently about 2030) to the financial benefit of the other CALWMP members. This note describes the environmental and fiscal benefits of this proposed approach.

### Colwood recognizes the need for sewage treatment

Colwood understands that treatment of sewage in our region is important for the environment, and that the current system (primary only) is inadequate. We support sewage treatment that maximizes recovery of resources, ensures no harmful materials are discharged into the ocean (preferably no discharge at all), and minimizes environmental impacts including carbon emissions.

In pursuit of these goals, Colwood aims to construct a resource recovery and sewage treatment facility that will treat all of Colwood's sewage to tertiary standards (or better) and recover both energy and water.

### Environmental Benefits of a Colwood Facility

The tertiary treatment will remove more of every class and type of pollutant than secondary treatment does. Colwood is planning for a facility that will treat water to near potable standard and eliminate the need for ocean discharge.

Colwood's facility would be targeted to begin treating sewage and selling recovered resources by 2016, treating sewage in an environmentally responsible way 2–4 years before the main plant will be in operation.

The proposed location in Colwood's town centre (noted in green in the image at right) will maximize recovery and reuse of energy and water to supply nearby facilities. Recycled water from wastewater treatment could be used for toilet flushing, irrigation and other low public contact uses, reducing the need for potable water by up to 40% in buildings



Proposed location for a Colwood sewage treatment facility is noted here in green.

that use it. Recycled heat from the treatment process will be provided to buildings through a district energy sharing system in Colwood's business core. This will reduce energy requirements by up to 60% in buildings that use it. Particular targets are the Juan de Fuca Recreation Centre and Royal Roads University.

Only about 25% of Colwood's existing residents are on sewers. As our community grows and additional sewers are constructed, the energy sharing benefits can be extended to more businesses and residences.

The City of Colwood will assume all costs and revenues associated with the finance, design, construction, operation, maintenance, and future upgrading of the wastewater treatment plant in Colwood. Colwood will use its own resources to prepare the amendment and undertake public consultation including all supporting documents, consultants' reports, environmental studies etc. as required to obtain the Minister's approval. Colwood will, through a legal agreement, guarantee complete control of the quality of the facility outputs, relieving the CRD of any risk or responsibility. It should be noted that the facility will, after a proving period, be owned by Colwood and all operations and maintenance work will be done by municipal employees.

### **Benefits and impacts on other municipalities**

This amendment will provide major advantages to the other core municipalities.

1. The Province has consistently asked for demonstrations of innovation as one of its funding conditions. The Colwood approach will provide the opportunity to demonstrate additional innovation within the Core Area LWMP, at no cost or risk to the CRD.
2. The CALWMP calls for a Westshore facility to be built when the main plant begins to near its capacity limit (new taxation for this cost would likely start as early as 2030), financed by all of the core municipalities and with no grant support expected. By Colwood taking on the cost and construction of a treatment facility in the WestShore now, this future expense, which is expected to be at a higher cost per unit of treatment than the main plant, is no longer required of the other municipalities.
3. As Colwood will no longer require capacity in the CRD plant, other municipalities will have access to additional future capacity, deferring the need for future plant expansion.
4. Colwood will bear the entire cost of building and operating its own facility and will not seek any part of the grants promised to the CRD by the provincial or federal governments nor any financial assistance from the CRD. Colwood will continue to pay into the fund for the main plant through 2014.
5. Colwood's share of the current core area plant is small – only about 4% of the total. Therefore this proposal would cause only minimal financial impact to other municipalities (approx. 4%

increase or \$15 for the typical home) in the short term but more than offset by the substantial financial savings in 2030 and beyond. The money that Colwood has already contributed toward effective sewage treatment in the region will remain with the CRD, while further financial contributions to the core area system would cease in 2015.

### **Why the economics of this work for Colwood**

In Colwood, the majority of homes are on septic systems, with only about 25% connected to sewers. This is dramatically different from most of the other municipalities where more than 95% of their homes are connected to sewers and their projected growth rate is much smaller. Colwood's population is projected by some to double by 2028 but may take much longer. Taking on the known costs and benefits now of a small-scale, tertiary level, modular resource recovery facility that can be expanded as our population grows is a fiscally and environmentally responsible choice for Colwood. As more buildings are added the plant will be expanded but the costs will be spread over an increasing population.

### **Next steps for Colwood**

1. Colwood must first obtain support from the CRD Board to request an amendment (Amendment 10) to the Core Area Liquid Waste Management Plan. Note that Colwood is not seeking its own LWMP, only an amendment to the current plan that allows the Colwood facility to be built now (as was the case in the earlier Amendment 7) rather than starting in about 2030.
2. CRD must then obtain approval of the proposed amendment to the Core Area Liquid Waste Management Plan from the Minister of Environment. This step will involve public consultation throughout the region which will be carried out with Colwood's resources.
3. Colwood must then design and obtain approval for the proposed sewage treatment facility from the Ministry of the Environment. (Note that the Ministry will not discuss approval until the previous two steps are complete).
4. Construction can then begin. The first two approvals can be achieved in about six months, the third approval would take another several months and construction can begin immediately afterwards (2015). Colwood already has the required land ready for use as shown on the plan on page 1 and will use a great deal of prefabrication of the treatment modules to speed up the start date for treatment.

A resolution and supporting documents requesting CRD support for an amendment will go to the CRD Core Area Liquid Waste Management Committee on March 12, 2014.

## Colwood Sewage Treatment Proposal FAQ

CALWMP = Core Area Liquid Waste Management Plan

CALWMC = Core Area Liquid Waste Management Committee

WWTP = Waste Water Treatment Plant

CRRC = Colwood Resource Recovery Plant

### 1. Will the Colwood proposal delay or alter the proposed CRD sewage treatment project?

No. The Seaterra Director, Albert Sweetnam, has been clear that the Colwood portion is so small that the change will not in any way alter the design of the WWTP, nor delay its progress. Colwood intends to be treating sewage well before the federal deadline (and likely before the McLoughlin plant is operational). Colwood's proposal is an addition to the overall sewage treatment plan that improves it rather than detracting from it.

### 2. Is Colwood trying to opt out of or leave the CRD?

No. Colwood is not opting out of any CRD services nor leaving the CALWMP.

Colwood is simply asking the Board to support an amendment to the CALWMP which will include the construction of a tertiary treatment plant on the Westshore at the same time as the downtown plant as did Amendment 7 of the CALWMP, approved in 2010. The significant difference between the Colwood amendment (Amendment 10) and Amendment 7 is that it (10) would be based on Colwood alone paying for all of the costs of the WestShore plant. Upon approval of the amendment Colwood would take on the financial obligations of constructing and operating the CRRC (WWTP) in the WestShore as a contractor to the CRD for the provision of this service. Colwood would provide firm guarantees to the CRD backed by the full resources of the City.

### 3. Will the Colwood proposal result in the other municipalities paying more money?

No, it will result in cost *savings* for others. In the immediate future, there will be a slight lift in contributions from participating municipalities – about 4.7% (or about \$16 annually per household). However, Colwood's approach eliminates a significant *future* cost. The current CALWMP calls for a second sewage treatment plant to be built in the 2030s for which additional taxation would likely start in about 2030 and end in about 2055. Colwood is offering to cover the entire cost and risk of this second plant and to expand it as necessary in the future. This will save the average homeowner in the participant municipalities about \$240 per year, or about \$5,750 per household overall.

In addition to avoiding the cost of the future WestShore plant, participating municipalities will gain an extra 4–5 years of life in the McLoughlin plant.

**4. What about the funds that Colwood has contributed to the project thus far?**

The funds that Colwood has contributed to this project, up to and including 2014, will remain with the CRD. Colwood is not seeking a share of the federal and provincial grants; these would also remain part of the Core Area budget.

**5. Why is this approach best for Colwood?**

Colwood has only a small percentage of properties (less than 30%) currently on sewers, but would take on a considerable amount of capacity in the McLoughlin plant to address future needs. For Colwood, it makes economic sense to build a modular system that is sized to meet the community's current needs, and can be easily expanded to accommodate growth as it occurs (a more "just-in-time approach"). Colwood also has some unique opportunities to treat sewage to tertiary level, and to recover heat and water from the process. These will provide revenue generation over the long term.

**6. Will the Colwood proposal require any additional work on the part of Seaterra staff?**

No. Colwood will undertake all the work required to obtain the CALWMP amendment and design and construct the Colwood Resource Recovery Plant (CRRC). CRD staff will be working to review the proposal and will oversee Colwood's work on the CALWMP amendment. Some staff time will be spent in reviewing and then monitoring the contract between Colwood and the CRD.

**7. Does Colwood have the resources to build and operate the proposed CRRC (WWTP)?**

Yes. Many municipalities smaller than Colwood build and operate their own sewage treatment plants. The small scale will allow Colwood to keep initial expenditures lower and increase its expenditures when and if the tax base expands as the population increases. Colwood will be exploring financial models to best meet the needs of our citizens.

**8. Will the CRRC be privately owned and operated?**

No. The CRRC will be owned by the City of Colwood and will be operated and maintained by City of Colwood employees who will be trained during the proving period of the plant.

**9. What will happen to the treated effluent from the CRRC instead of an ocean outfall?**

The CRRC will produce clean water that can be used for irrigation, toilet flushing and similar uses. Initially there will be large amounts of excess clean water which will be absorbed by the enormous gravel deposits in Colwood but as the City Centre is redeveloped most or all of the water will be reused.

**10. What will happen to the biosolids from the CRRC?**

The biosolids will be dried and compressed to produce very light, board-like sheets of material that can be easily transported for use as fuel in existing gasification plants, such as the one in Seattle.

**11. Will the CRRC be safe from tsunamis and other natural disasters?**

The CRRC will be high above ocean levels at Colwood City Centre and will be built into the ground except for one side. The CRRC will be built to post-disaster standards to ensure it survives any natural disaster. Multiple redundancies of equipment and power supply will ensure continuous operation.

**12. Will the Ministry of the Environment approve Colwood's proposed methods of sewage treatment and disposal?**

It will be Colwood's responsibility to obtain the necessary Ministry of the Environment approvals; first the CALWMP amendment and then the Operating Certificate for the CRRC. The Minister of the Environment's original letter called for this type of innovation and Colwood is offering to provide that at its own cost. Colwood has been examining this idea for a number of years now and is confident that approvals can be obtained and will do whatever is necessary to meet Ministry requirements.

**13. Will other municipalities want their own amendments to the CALWMP if Colwood succeeds?**

No other municipalities are known to have been looking into this possibility as Colwood has. Colwood's low number of sewer users creates a unique challenge with the main plants which will be built to suit the needs of more fully developed municipalities. The Westshore plant is in the current version of the CALWMP and only the date of construction is being changed. Other municipal plants would not have the support of the existing CALWMP. In addition, Colwood's unusual geology and geography and the fact that its town centre is at the beginning of an extensive redevelopment period give it exceptional opportunities for energy and water reuse.

**14. Will Colwood be treating sewage from Langford?**

Langford has clearly stated that it wants capacity in the CRD WWTP and is paying accordingly. In future, when the main plant gets close to capacity, Langford's capacity could be gradually accommodated through additions to the Colwood modular plant and removed from the main plant equally gradually. Colwood will commit, through its contract with the CRD, to providing this capacity as a contractor to the CRD at the same cost it charges its own citizens.

### **CRD Trunk Sewers & Sewage Disposal Service Delivery Issues**

The CRD provides service to the Core Area & Western Communities municipalities through an Establishment Bylaw, approved by the Province of BC that:

- defines the municipalities covered by the bylaw as the 7 municipalities, including Colwood
- establishes the CRD as the Sole Authority to deliver these services within the named municipalities.
- establishes that the CRD is responsible for and is the owner of all infrastructure
- provides the option for the CRD and a Municipality to agree that the municipality could construct infrastructure to serve the municipality, on behalf of the CRD
- also provides that the CRD and a municipality may agree that the construction and operation of the works are within the powers of the municipality.

### **Service Withdrawal Issues**

The CRD, with approval of 2/3 of the Bylaw 2312 participants (being the seven municipalities that are currently in the Seaterra Program), could agree to the withdrawal of Colwood from the Liquid Waste Management Core Area and Western Communities Service – the Province would also have to agree to this withdrawal.

#### **Potential issues:**

- Currently the CRD as an organization is the entity with the responsibility for the collection, conveyance, treatment and disposal of sewage within the entire geographical area covered by the seven municipalities. The Provincial Government may be hesitant to sign off on removing that responsibility from the CRD, regardless of who is paying for what portion of the infrastructure.
- The Province may see the CRD as the body that would be there in an emergency to back Colwood up, as long as Colwood is still in the Service. This could cause hesitation on the part of the province to approve any withdrawal.

### **Core Area Liquid Waste Management Plan**

This plan, approved by the CRD and the Minister of the Environment compels the CRD to provide the defined sewer works to the seven named municipalities, including Colwood.

#### **Potential issues:**

Ministry of Environment Requirements:

- A major amendment to the CALWMP is necessary for Colwood to construct an advanced wastewater treatment system to discharge effluent to ground. The CALWMP currently recognizes only three points of discharge to the environment (at Clover Point, Macaulay Point and McLoughlin), excluding overflows. The amendment would recognize the addition of a discharge to ground in Colwood.
- As part of the amendment, an operational certificate would be appended to the CALWMP. It would outline the discharge criteria that the Colwood project would be required to meet. The operational certificate would be issued to Colwood as the owner and operator of the treatment system, and as such would hold Colwood responsible for compliance with the conditions specified in the operational certificate.
- In order for this major amendment to be approved and an operational certificate to be issued by the MOE, Colwood would be required to comply with a number of provincial requirements, including:

- Completion of an environmental impact assessment
  - Compliance with the *Municipal Wastewater Regulation* including security requirements
  - Consultation with other government agencies including Health
  - Consultation with the public and First Nations
  - Preparation of the draft operational certificate
  - Review by the Technical and Community Advisory Committee (TCAC)
  - CALWMC and CRD Board approval
  - Minister of Environment approval of amendment and draft operational certificate
- Based on past experience, obtaining final approval for this major amendment could take a significant length of time (two+ years) given the complexity of the environmental and technical assessments required, consultation requirements and finalization of funding allocations and other agreements between the participants

#### **Financial Issues**

- The existing participating municipalities will absorb the costs and acquire the capacity that Colwood will no longer require if Colwood construct a completely separate system from the CRD
- If Colwood continue to have a connection to the existing liquid waste infrastructure, this will reduce the “open” capacity to the remaining participants and the CRD will have to negotiate an appropriate funding formula with Colwood to ensure that Colwood is funding any reduction in capacity in the Seaterra Program.
- There may be a requirement to amend one or more of the grant agreements to accommodate this change
- Attached as Appendix B-1 is a drawing indicating the location of the Colwood Sewage Treatment plan in relation to the Northwest Trunk Sewer – Western Communities Section

# Northwest Trunk Sewer Western Communities Section



Making a difference...together

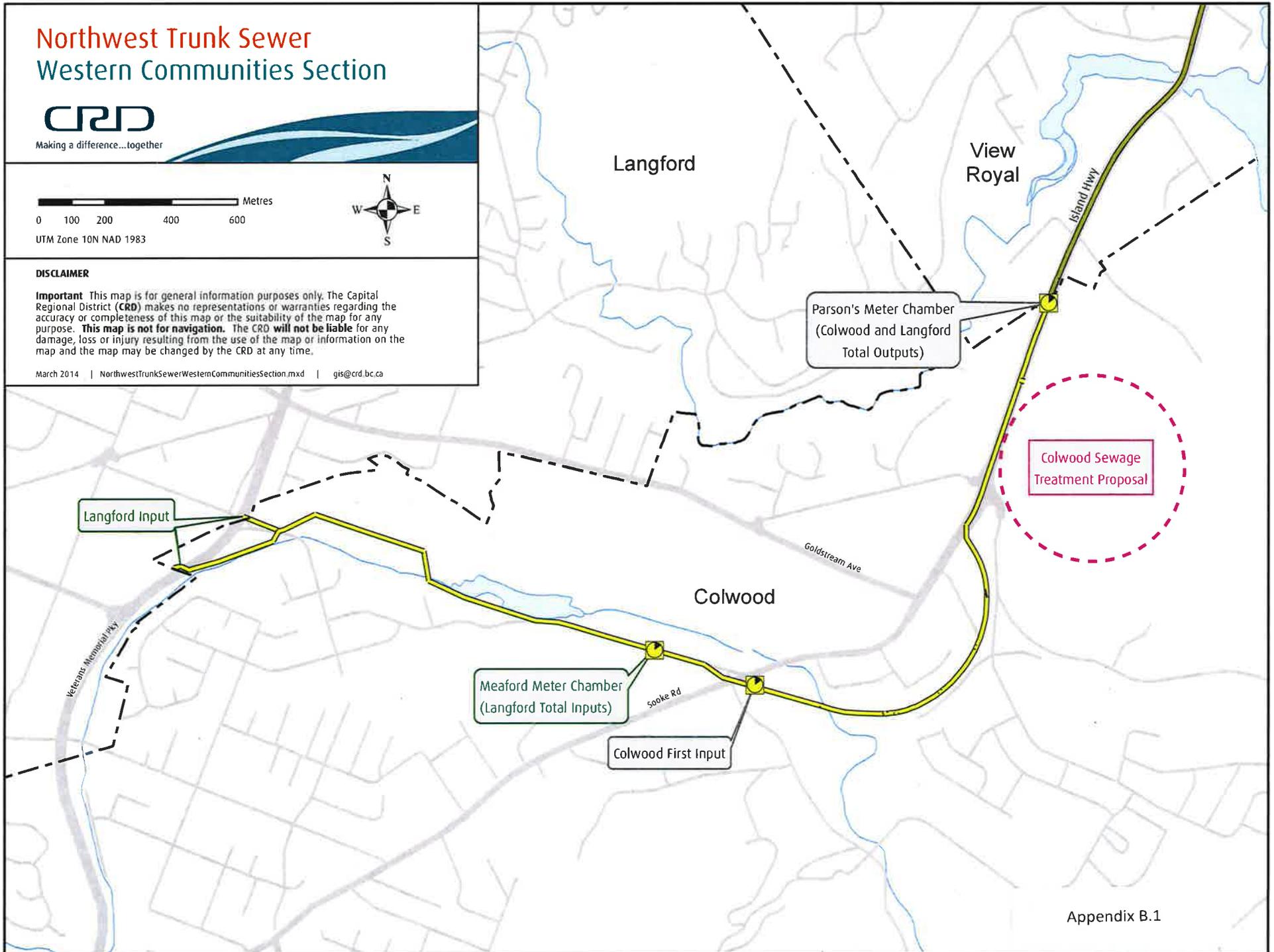


UTM Zone 10N NAD 1983

### DISCLAIMER

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March 2014 | NorthwestTrunkSewerWesternCommunitiesSection.mxd | gis@crd.bc.ca



Appendix B.1

### Selected excerpts from CRD Supplementary Letters Patent & Bylaws 2312 and 2388

1. Capital Regional District by Supplementary Letters Patent Division VII dated December 28, 1967, as amended by further Supplementary Letters Patent, the Capital Regional District was granted the function of the acquisition, design, construction, operation, maintenance, renewal and administration of trunk sewers and sewage disposal facilities within all member municipalities of the Regional District except the District of Sooke and the Southern Gulf Islands;
2. These Supplementary Letters Patent (SLP) were partially converted to provide for the three peninsula municipalities to be the participants in the Saanich Peninsula Wastewater Treatment Plant/system under bylaw 2388 "Liquid Waste Management Saanich Peninsula Local Service Establishment Bylaw No 1, 1996"
3. The SLP were partially converted for the Core Area Incorporated Municipalities through Bylaw 2312 "Liquid Waste Management Core Area and Western Communities Establishment Bylaw No 1, 1995"
  - The service described is for the "collection, conveyance, treatment and disposal of sewage"
  - The participating areas are the municipalities of Saanich, Victoria, Oak Bay, Esquimalt, View Royal, Colwood and Langford
  - Under section 7 Powers, the regional District may:
    - a) Acquire, design, construct, operate, maintain, renew and administer trunk sewers and sewage disposal and treatment facilities and buildings
    - b) Enter into an agreement with a member municipality on such terms as are mutually agreed upon providing that the municipality may undertake on behalf of the Regional District the design, construction, operation and maintenance of any of the facilities of the Regional District within that municipality
  - Under section 10 Sole Authority,
    - a) the Regional District is the sole authority with jurisdiction to construct the works referred to in Paragraph 7 (a), provided that a member municipality may proceed on its own initiative with any such work within its own boundaries that the Regional Board is unable or unwilling to construct at that time, the design of such work having been approved by the Regional Board
    - b) Despite paragraph (a) the Regional District and a municipality which includes a participating area may agree that the construction and operation of works referred to in paragraph 7(a) are within the powers of the municipality
4. Under Section 11 Continuing Authority
  - A. Nothing in this bylaw shall be interested as affecting or impairing in any way the rights and powers of the Regional District under the Supplementary Letters Patent, Division VII, dated December 28, 1967, as amended by further Supplementary Letters Patent, in relation to that part of the Regional District not contained within the service area created by this bylaw, or the District of Sooke or the Southern Gulf Islands.

**Notice of Motion for the March 12, 2014 meeting of the Core Area  
Liquid Waste Management Committee**

**Submitted by Director Hamilton**

WHEREAS the Capital Regional District Board and the Minister of the Environment have previously approved a Liquid Waste Management Plan (LWMP) (Amendment 7) that proposed a “Westshore secondary treatment plant” with “tertiary filtration for reclaimed water” to be built simultaneously with the main plant;

AND WHEREAS the LWMP has since been amended so that the Westshore plant will likely be built in 2030 or soon thereafter (thus a future cost of sewage treatment);

AND WHEREAS the City of Colwood has a unique opportunity to build a tertiary sewage treatment plant in its business core and to use the reclaimed water and energy for nearby existing and new institutions, businesses and residences;

AND WHEREAS the City of Colwood is offering to construct the Westshore treatment plant at no cost or risk to the rest of the CALWMP participants, producing a net cost saving to every other participant;

THEREFORE BE IT RESOLVED:

That the Core Area Liquid Waste Management Committee recommends to the Board:

That an application be made to the Minister of the Environment to amend the Core Area Liquid Waste Management Plan (Amendment #10) to permit the construction of a tertiary level wastewater treatment plant in Colwood with resource recovery and beneficial use of biosolids, with completion by 2016 or earlier,

AND

That the City of Colwood be required to use its own resources to prepare the amendment and undertake public consultation including all supporting documents, consultants' reports, environmental studies etc. as required to obtain the Minister's approval,

AND

That the Capital Regional District accept the City of Colwood's proposal that the City will assume all risk, costs and revenues associated with the finance, design, construction, operation, maintenance, and future upgrading of the wastewater treatment plant in Colwood, and that the City of Colwood will pay its share of all Core Area Liquid Waste Management Plan costs up to and including 2014 and cease contributions to costs associated with the planning, design and construction of the sewage treatment and biosolids management facilities currently proposed at McLaughlin Point and Hartland Landfill after that.

AND

That the City of Colwood be required to use its own resources to prepare the legal agreement referenced above for the approval of the Capital Regional District.