

## Meeting Minutes

### Core Area Liquid Waste Management Committee

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Wednesday, April 17, 2019

1:30 PM

6th Floor Boardroom  
625 Fisgard Street  
Victoria, BC V8W 1R7

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**PRESENT:**

B. Desjardins (Chair), L. Helps (Vice-Chair)(in 1:33), D. Blackwell, S. Brice, J. Brownoff (for F. Haynes), B. Isitt (in 1:33), J. Loveday, R. Martin, R. Mersereau, K. Murdoch, C. Plant, D. Screech, L. Seaton, Z. de Vries (for N. Taylor), M. Alto (for G. Young)

Staff: R. Lapham, Chief Administrative Officer; T. Robbins, General Manager, Integrated Water Services; L. Hutcheson, General Manager, Parks and Environmental Services; N. Chan, Chief Financial Officer; D. Fairbairn, Vice Chair, Core Area Wastewater Treatment Project Board; D. Clancy, Project Director, Core Area Wastewater Treatment Project Board; E. Scott, Deputy Project Director, Core Area Wastewater Treatment Project Board; S. May, Senior Manager, Facilities Management and Engineering Services; E. Gorman, Deputy Corporate Officer; P. Perna, Committee Clerk; S. Closson, Committee Clerk (Recorder)

Guests: J. Allman, Allman Safety Consulting Corp.; C. Johnston, KWL Consulting Engineers;  
B. Campbell, Ernst & Young LLP

#### 1. Approval of Agenda

**MOVED by Director Blackwell, SECONDED by Director Seaton,  
That the agenda for the April 17, 2019 Core Area Liquid Waste Management  
Committee meeting be approved as amended to add two reports under Item 5.1.  
CARRIED**

#### 2. Adoption of Minutes

2.1. [19-204](#) Minutes of the January 16, 2019 Core Area Liquid Waste Management  
Committee Meeting

**MOVED by Director Mersereau, SECONDED by Director Loveday,  
That the minutes of the January 16, 2019 Core Area Liquid Waste Management  
Committee meeting be adopted as circulated.  
CARRIED**

#### 3. Chair's Remarks

There were no Chair's remarks.

#### 4. Presentations/Delegations

There were no presentations or delegations.

## 5. Committee Business

### 5.1. [19-420](#) Wastewater Treatment Project Board Reports

D. Fairburn provided an overview of the February report.

D. Clancy provided an update on safety and an overview on the construction progress.

Discussion ensued on the following:

- Contingency funding
- Federal funding
- Conveyance projects and related draws from contingency
- Rationale of additional budget requirement

**MOVED by Director Helps, SECONDED by Director Screech,  
That the Core Area Wastewater Treatment Project Board recommend that the  
Core Area Liquid Waste Management Committee recommend to the Capital  
Regional District Board:**

**That the following reports be received for information:**

- WTP Monthly Report February 2019
- WTP Monthly Report January 2019
- WTP Quarterly Report October-December 2018
- WTP Monthly Report November 2018

**CARRIED**

### 5.2. [19-424](#) Wastewater Treatment Project - Safety Management System Review

D. Fairburn spoke to the Safety Management System Review.

J. Allman spoke to the Allman Safety Consulting Corp. Safety Management System Review document.

Discussion ensued on the following:

- Acceptance and implementation of the recommendations in the report
- Prime contractors responsible for each individual site
- Site inspections conducted by the project board
- Safety plans adherence

**MOVED by Director Helps, SECONDED by Director Murdoch,  
That the Core Area Wastewater Treatment Project Board recommend that the  
Core Area Liquid Waste Management Committee recommend to the Capital  
Regional District Board:**

**That the report 'Wastewater Treatment Project Safety Management System  
Review' be received for information.**

**CARRIED**

### 5.3. [19-421](#) Core Area Wastewater Treatment Project Board Refinement of Scope

D. Fairburn spoke to the Project Board Refinement of Scope.

C. Johnston of KWL Consulting Engineers spoke to the Sanitary Model Update and Flow Study Interim Results Report.

Discussion ensued on the following:

- Unintended water entering the system
- Modelling for 5, 10, and 100 year storms
- Changes to the project scope
- The Attenuation Tank life expectancy
- Implications of operational costs due to scope changes
- Outfalls at Cloverpoint

**MOVED by Director Helps, SECONDED by Director Murdoch,  
That the Core Area Wastewater Treatment Project Board recommend that the  
Core Area Liquid Waste Management Committee recommend to the Capital  
Regional District Board:**

**That this report be received for information.**

**CARRIED**

**MOVED by Director Helps, SECONDED by Director Isitt,  
That the staff prepare a report to address the full operation of the infrastructure  
and the plant.**

**CARRIED**

**5.4.**     [19-422](#)

CAWTPB-CRD Board Approval-Increase to Project Budget

D. Fairburn spoke to the overall Project Budget and the required increase to complete the project.

D. Clancy spoke to the Staff Report: Board Approval - increase to Project Budget.

B. Campbell from Ernst and Young spoke to the Independent Review.

Discussion ensued on the following:

- Remaining major infrastructure to be completed - Trent Forcemain
- Options of not approving the budget
- Confirmation of the required increase amount
- Risk management
- Opportunities for alternate sources to assist with the funding shortfall

**MOVED by Director Helps, SECONDED by Board Chair Plant,  
That the Core Area Wastewater Treatment Project Board (the Project Board)  
recommend that the Core Area Liquid Waste Management Committee  
recommend to the Capital Regional District Board:**

**1. That this report be received for information.**

**2. That the Capital Regional District approve an increase to the Wastewater  
Treatment Project's budget from \$765M (as set out in the original business case  
for the Project) to \$775M.**

**CARRIED**

**5.5.**     [19-423](#)

Independent Review of Execution of The Wastewater Treatment Project

**MOVED** by Director Helps, **SECONDED** by Director Mersereau,  
That the Core Area Wastewater Treatment Project Board recommend that the  
Core Area Liquid Waste Management Committee recommend to the Capital  
Regional District Board:  
That the report 'Independent Review of Execution of the Wastewater Treatment  
Project be received for information.  
**CARRIED**

**5.6.**     [19-391](#)     Core Area Inflow & Infiltration Program - Update

Steve May spoke to the Core Area Inflow and Infiltration Program Update.

**MOVED** by Director Helps, **SECONDED** by Director Mersereau,  
That the Core Area Liquid Waste Management Committee recommend to the  
Capital Regional District Board:  
That this report be received for information.  
**CARRIED**

**6. New Business**

There was no new business.

**7. Adjournment**

**MOVED** by Director Blackwell, **SECONDED** by Director Seaton,  
That the April 17, 2019 Core Area Liquid Waste Management Committee meeting  
be adjourned at 3:44 pm.  
**CARRIED**

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Chair

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Recorder