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**Minutes of a Meeting of the Core Area Wastewater Treatment Program Commission
Held Thursday, May 30, 2013 in the City of Victoria Council Chambers., Victoria, BC**

Present: **Directors:** B. Eaton (Chair), C. Smith (Vice-Chair), F. Cummings P. Elardo (9:47 am), L. Hughes, I. Ing, H. McConnell
Staff: R. Lapham, Chief Administrative Officer; J. Hull, Interim Program Director, Core Area Wastewater Treatment Program; T. Brcic Deputy Program Director; D. N. Walker, Program Manager; D. Blackwell, Chair, Core Area Liquid Waste Management Committee; S. Santarossa, Corporate Officer; H. Raines (recorder)

Absent:

The meeting was called to order at 9:32 am.

1. Approval of Agenda

MOVED by C. Smith, **SECONDED** by L. Hughes

That the agenda, including the supplementary, be approved as amended.

CARRIED

2. Adoption of Minutes

MOVED by H. McConnell, **SECONDED** by I. Ing,

That the minutes of the May 17, 2013, meeting be adopted as previously circulated.

CARRIED

3. Chair's Remarks: There were none.

4. Presentations/Delegations:

1. B. Gilbert re agenda item 7: Mr. Gilbert spoke against the current plan, indicating that he feels it will have a negative impact on the environment.
2. R. Atwell re agenda item 5: Mr. Atwell spoke about the timing of the SCADA RFP relative to the timing of the overall project.
3. K. Bellafontaine re agenda item 7: Ms. Bellafontaine spoke about issues with Amendment No. 8, including the apparent lack of life-cycle costs. She felt the current plan will not meet the federal and provincial requirements, and that there is better value for money with other configurations

P. Elardo entered the meeting at 9:47 am.

4. F. Ferri re agenda item 7: Mr. Ferri spoke against the current plan.
5. B. Burton-Krahn re agenda item 7: Ms. Burton-Krahn spoke against the current plan.
6. C. Witter, STAG, re agenda item 7: Ms. Witter feels the current plan needs further investigation and study. Asks that the Commission halt the project to conduct a life-cycle cost for the Program, asks that the auditor general undertake an independent audit of the program.

7. J. Riddell re agenda item 7: Ms. Riddell spoke about a full life-cycle cost estimate and triple bottom line for the proposed Viewfield site, and spoke against using Viewfield as the location.
8. J. Newcomb re agenda item 7: Mr. Newcomb spoke against the triple bottom line process and feels there needs to be an independent impact assessment for Viewfield.
9. R. Meredith agenda item 7: Mr. Meredith spoke against the current plan.

5. Request for Proposal No. MC-007 McLoughlin Point Wastewater Treatment Plant Control System Hardware (CAW 13-08)

J. Hull spoke to the report, provided background on the existing SCADA system, and highlighted the need to fit with existing infrastructure and facilities. He indicated that the Program Management team worked with the Integrated Water Services department to put together a master plan for the SCADA project to assure compatibility with existing system.

The floor was opened for discussion. Topics included:

- Integration of the current system and the new system
- Cost and time implications of upgrading vs. replacing the entire SCADA system
- The staffing and training component for the proposed system
- Timeline for completion of the SCADA masterplan
- Pros and cons of making the supplier decision now

MOVED by C. Smith, **SECONDED** by H. McConnell,

That the existing report be postponed for further consideration until staff come back with updated information on the overall SCADA system replacement.

CARRIED

6. Draft Core Area Wastewater Treatment Program Monthly Program Update (CAW 13-09)

D. Walker spoke to the report. The proposed format of the monthly report is included in attachments. This information would be provided to the Core Area Liquid Waste Management Committee (CALWMC) and the CRD Board, as well as to the funding partners. There would be an edited version for the public.

Discussion on the report followed including:

- The overall process and flow of information to the CALWMC and Board
- Confidential information vs. public information
- Accuracy of financial reporting and cost differentials

The Commission indicated their overall comfort with the proposed format, but wanted to be able to provide suggestions once the first report has been reviewed.

MOVED by C. Smith, **SECONDED** by F. Cummings,
That the Core Area Wastewater Treatment Program Commission approve, in principle,
subject to review of the first full report, the format for Monthly Program Progress Reports.
CARRIED

**7. Core Area Wastewater Treatment Program Commission Request for Information
(CAW 13-14)**

J. Hull spoke to each memorandum individually.

Discussion on all technical memoranda followed. The Commission discussed:

- The impact of inflow and infiltration on the overall system
- Economies of scale of a distributed system, and the overall Program cost for additional small scale treatment facilities
- The cost implications and associated risks for a combined configuration at Hartland or other suggested locations

A Commission member clarified that the Commission does not have jurisdiction over siting issues.

Discussion on capacity at McLoughlin continued. Staff indicated that the current configuration had sufficient capacity until at least 2040, and that there are future opportunities to adopt technology that would accommodate additional capacity.

MOVED by F. Cummings, **SECONDED** by P. Elardo,
That the Core Area Wastewater Treatment Program Commission receive the attached memoranda for information and forward them to the Core Area Liquid Waste Management Committee for information.

CARRIED

8. New Business: There was none.

9. Motion to Close the Meeting

MOVED by I. Ing, **SECONDED** by P. Elardo,
That the Committee close the meeting in accordance with the *Community Charter Part 4, Division 3, Section 90(1)(m)* a matter that, under another enactment, is such that the public may be excluded from the meeting.

Committee moved to the closed session at 11:40 am.
Committee rose from the closed session at 3:37 pm without report.

10. Adjournment

By consensus, the Commission adjourned at 3:37 pm.

CHAIR

RECORDER