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**Minutes of a Meeting of the Seaterra Program Commission  
Held Friday, May 02, 2014 in the CRD Board Room, 625 Fisgard Street**

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**Present: Commissioners:** B. Eaton (Chair), C. Smith (Vice-Chair), F. Cummings, P. Elardo, I. Ing, H. McConnell

**Seaterra Staff:** A. Sweetnam, Program Director

**CRD Staff:** G. Young, Chair, Core Area Liquid Waste Management Committee; R. Lapham, Chief Administrative Officer; S. Santarossa, Corporate Officer

M. Gibbs (recorder)

The meeting was called to order at 9:00 am.

**1. Approval of Agenda**

**MOVED** by H. McConnell, **SECONDED** by F. Cummings,  
That the agenda be approved as amended.

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by F. Cummings, **SECONDED** by P. Elardo,  
That the minutes of the February 28, 2014 meeting be adopted as previously circulated.

**CARRIED**

**3. Chair's Remarks:**

Chair Eaton observed that current siting issues gaining media attention are the domain of the CRD and that the Commission's role is to keep the project in a state of readiness for when the siting issues are resolved, while maintaining financial prudence.

**4. Presentations/Delegations**

None.

**5. Seaterra Program Monthly Progress Report No. 10 and 11 (SEA 14-10)**

The February report (No. 10) was taken as read; A. Sweetnam spoke to the March report (No. 11).

With regard to Item 3 (Resource Recovery Centre), A. Sweetnam briefly reviewed the need to begin community engagement activities 18 months prior to construction.

With regard to Item 5 (Craigflower Pump Station), A. Sweetnam provided an overview of the shoring and bracing issues which have contributed to more complicated pours. There continues to be a three month project delay, but with no impact on the overall Program schedule. Commissioner Cummings queried the budget impact as a result of the incident and subsequent delays. A. Sweetnam indicated that, as the contract was

awarded as a lump sum contract, there are no budgetary impacts anticipated. The contractor is working with their insurer, however no claims have been made to the CRD.

With regard to Item 6 (Clover Pump Station), A. Sweetnam provided a brief overview of the rezoning application to the City of Victoria, indicating the existing (original) pumping station was built in 1971 and that while the pump station is a permitted use, any change in size requires a zoning change.

**MOVED** by C. Smith, **SECONDED** by H. McConnell,  
That the Seatterra Program Commission:

1. Approve the Monthly Program Progress Reports No. 10 for February 2014, and No. 11 for March 2014.
2. Forward the Seatterra Program Progress Reports Nos. 10 and 11 to the Core Area Liquid Waste Management Committee and Capital Regional District Board.

**CARRIED**

**6. New Business**

No new business.

**7. Motion to Close the Meeting**

**MOVED** by H. McConnell, **SECONDED** by I. Ing,  
That the Core Area Wastewater Treatment Program Commission (Seatterra Program Commission) close the meeting in accordance with the *Community Charter*, Part 4, Division 3, 90(1) m) a matter that, under another enactment, is such that the public may be excluded from the meeting, and (c) Labour relations or other employee relations.

**CARRIED**

Commission moved to the closed session at 9:11 am.

Commission rose from the closed session at 1:20 pm without report.

**8. Adjournment**

By consensus, the Commission adjourned at 1:20 pm.

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CHAIR

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RECORDER