

**COMMUNITY LIAISON COMMITTEE
WOODWARD WASTEWATER TREATMENT PLANT UPGRADE
Meeting #20**

June 28th, 2017 - 7:00 p.m.
700 Woodward Avenue, Lab Boardroom

MINUTES

Attendees:

Ivan Luksic (IL)	Damin Starr (DS)
Marilyn Bell (MB)	Pat Thiessen (PT)
Mark Bainbridge (MB2)	Bert Posedowski (BP)
Atif Khan (AK)	

Regrets

Judie Choppick (JC)
Ashlee Fougere (AF)

Distribution: All

ITEM	DISCUSSION	ACTION
1.	<p>INTRODUCTIONS</p> <p>BP welcomed everyone to Meeting # 20 for the Woodward Wastewater Treatment Plant (WWTP) Upgrade Project Community Liaison Committee (CLC).</p>	
2.	<p>CLC PROCESS</p> <p>Review of Previous Meeting Minutes</p> <p>March 22nd, 2017 - previous meeting minutes were reviewed. An opportunity for questions or comments on the previous minutes was provided. Action items from the last meeting were identified and discussed as follows:</p> <p>Web Content</p> <ul style="list-style-type: none"> ➤ After the review of the web content text, it was agreed to make changes in the text in paragraph 3 by replacing <i>“focus on ensuring...of the project”</i> with <i>“assist in informing, engaging and hearing the community during all phases of the project”</i>. ➤ City to distribute the updated web content text to all CLC members. Two weeks review period will be provided for comments before posting the final version. ➤ It was agreed that the CLC meeting minutes will be placed on the website moving forward. The meeting minutes will be more focussed on Woodward 	<p style="text-align: right;">Action</p> <p style="text-align: right;">Action</p> <p style="text-align: right;">Action</p>

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	<p>Upgrade Project (WUP).</p> <p>Waiver Document</p> <ul style="list-style-type: none"> ➤ Wavier document was finalized. City to distribute the waiver document (after removing “DRAFT” watermark) to all CLC members. <p>Handout/Flyer</p> <ul style="list-style-type: none"> ➤ Draft handout/flyer was provided to CLC. The flyer layout and the content was review. Few minor changes were recommended which are as follows: <ul style="list-style-type: none"> • Replace the word “<i>effluent</i>” with “<i>treated water</i>” in the second line of the first bullet on the front page. • Make changes in the text under the heading Community Liaison Committee by replacing “<i>focus on ensuring...of the project</i>” with “<i>assist in informing, engaging and hearing the community during all phases of the project</i>”. Paragraph under the heading City Marshals to be confirmed with the WUP project team and re-worded as required. • Re-design the layout of contact information and eliminate phone number repetition. • Delete the phone number at the bottom of the back page and make the web-site www.hamilton.ca/cleanharbour more prominent. ➤ City to distribute the updated handout/flyer to all CLC members. Two weeks review period will be provided for comments before finalizing and distribution. <p>Lab. Extension Project</p> <ul style="list-style-type: none"> ➤ This project has been delayed. Currently, the project team is re-defining the scope of the project and the project start is expected in Q4-2017. <p>Odour Complaint</p> <ul style="list-style-type: none"> ➤ There were two odour complaints received in the month of May, 2017. Both complaints were in regard to odours generated from maintenance work at one of the secondary tanks. <p>CLC Membership</p> <ul style="list-style-type: none"> ➤ Existing CLC members to suggest new potential candidate to be introduced to CLC membership. ➤ For any concerns related to CLC membership please contact city staff through Ms. Cheryl Heaslip in our Water and Wastewater Planning and Capital group at 905-546-2424 x2383 	<p>Action</p> <p>Action</p> <p>Action</p> <p>Action</p> <p>Action</p> <p>Action</p> <p>Action</p> <p>INFO</p> <p>INFO</p> <p>INFO</p>

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3.	<p>GIF - WOODWARD UPGRADE PROJECT (WUP) WOODWARD UPGRADE PROJECT (WUP) AND WWTP PERFORMANCE</p> <p>GIF-WUP Review and Update</p> <ul style="list-style-type: none"> ➤ An overview of the Green Infrastructure Fund (GIF) program for the Woodward WWTP Upgrades Project (WUP) and Collection System Upgrades (CSUP). <ul style="list-style-type: none"> • WUP Engineering Office re-located near the Admin Building. • Initially one work shift 7:00am to 5:00pm but in future this might change as and when required. • Work on new entrance to begin July 2017. • Decommissioning of old contact tank is ongoing. • Excavation for Main Pump Station (MPS) starts July 2017. (Conventional excavation employing jack hammers). • Electrical System Upgrade project will be tendered in Q2 of 2017 and construction is expected to begin in late 2017. • The Tertiary Treatment Upgrade project is currently expected to start late in 2018. ➤ Recent photographs of construction mobilization activities were also shared. ➤ Ground breaking ceremony for WUP/MPS sub-project is being planned and coordinated with the Federal Government. CLC members will be extended invitation as and when dates are finalized. 	<p style="text-align: center;">INFO</p>
4.	<p>OPPORTUNITY for QUESTIONS AND ANSWERS</p> <p>Dog Park</p> <ul style="list-style-type: none"> ➤ The dog park would be shut down around June 2018 for a maximum of one month (based on the Engineer's estimated construction schedule). More specific dates will be known as the project is tendered and a Contractor finalizes the construction schedule (Fall 2017). ➤ It was recommended that signage providing the dog park closure schedule be erected at the park. 	<p style="text-align: center;">INFO</p> <p style="text-align: center;">Action</p>

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5.	<p>OTHER BUSINESS</p> <ul style="list-style-type: none"> ➤ It was recommended to extend the handout/flyer distribution footprint to cover Parkdale area. City will further review and consider this recommendation. ➤ Handout/flyer to be posted on the web-site. ➤ It suggested that the dissemination of information regarding WUP and Clean Harbour Program Web-Site be extended to other local communities such as McQuesten Community Planning Team and Homeside Hub Community. 	<p>Action</p> <p>Action</p> <p>Action</p>
6.	<p>Next Meeting</p> <ul style="list-style-type: none"> ➤ The target for the next CLC meeting is planned for last week of September, 2017. Invitations to be sent out will confirm finalized timing. <p><i>Any questions/comments related to these minutes are to be forwarded to Bert Posedowski via Cheryl Heaslip (Cheryl.Heaslip@hamilton.ca) 905-546-2424 x 2383).</i></p>	<p>Action</p> <p>INFO</p>