

Cedar Grove Environmental Centre

Community Reference Group Minutes

Meeting details

Date: Wednesday 29 April 2020

Time: 6.00pm – 8.00pm

Location: Online via Microsoft Teams

Attendees

Interim Chairperson (Acting): Tony Goodhew (Water Infrastructure Manager – Council)

Community Reference Group members: Rachel Hughes, Janet Tovell, Anthony Ormsby, Debbie Brezac, Guy Di Mattina

Logan City Council Officers: Mark Vaughan (Alliance Manager)

Logan Water Infrastructure Alliance (LoganWIA) Officers: Gus Trabolssi (Project Manager), Tania Keelan (Community and Stakeholder Engagement Officer/Minute taker)

External: Murray Swales (Principal Natural Areas – SLR Consulting)

Apologies: Tracey Hanna (CRG Member), Craig Bridges (CRG Member)

Agenda

No.	Item
1	<p>Discussion of last meeting's minutes (close out any open action items).</p> <p>Outstanding action items from previous meeting:</p> <ol style="list-style-type: none">1. Coordinate site visit by the Landcare Group Committee (LoganWIA)2. Distribute the latest drone images of the wetlands and WWTP to the CRG (LoganWIA)3. Provide an update on the status of the submission for compliance of non-functional scope items to EDQ (LoganWIA)4. Put forward a tentative date for the Cedar Grove EC opening event (LoganWIA)5. See advice from Councils HEW branch on the process to plan and apply for grant to build a koala habitat on site at the Cedar Grove EC (Council)6. Go back to Gittins family and address the previous enquiry about taking the old farmhouse offsite (Council)7. Provide cost estimates for comparison on the refurbishment of the milking shed versus construction of a new structure for consideration (LoganWIA)8. Provide clarification on the purpose and function of the large cement object on site (LoganWIA).
2	<p>Project / program status update</p> <ul style="list-style-type: none">- Project update / 3-week look ahead- Landcare Facility- Outfall pipeline works

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Meeting Minutes

No.	Details	Action	Due
1	Previous meeting's minutes		
	Previous minutes from 21 January 2020 were accepted.		
	Actions items carried over from meeting on 21 January 2020 – see agenda		
1	The site visit by the Cedar Grove Landcare Group Committee is on hold until restrictions are lifted from COVID-19.	Closed	
2	The drone images of the wetlands and WWTP were emailed to the CRG members.	Closed	
3	An update on the status of submission for non-functional scope is discussed in item 2 below.	Closed	
4	The opening event is likely to be in August 2020, but a date has not yet been set. This will be confirmed once a commissioning date is known and restrictions from COVID-19 are lifted.	Closed	
5	Further discussions are needed with Council's Health Environment and Waste (HEW) Branch to discuss the Koala habitat. Cedar Grove Landcare (CGLC) will make contact with Council to arrange further discussions with HEW.	CGLC	15 May 2020
6	The Gittins family withdrew their interest in taking the old farmhouse. The farmhouse was removed from site and Council (at the request of the CRG) retained some of the weatherboards from the house to reuse on the site.	Closed	
7	In a report from a structural engineer, the milking shed was deemed not safe for public use and not structurally sound to repair, so it was removed from site.	Closed	
8	The purpose and function of the cement object on the site was a water drinking trough for the cattle on the property.	Closed	
2	Project / program status		
2.1	Officers advised the CRG that the next milestone for the project was expected on or around 10 June 2020. This will be the first-time wastewater will be piped into the treatment plant. The commissioning process will be for a period of up to four weeks.	Note	
2.2	Electricity is connected to half of the site. The northern side is completely set up and the southern side will be connected in the next three weeks including electricity to the administration building.	Note	
2.3	All structural buildings are complete with the exception of the solar array. Upcoming activities on site will include landscaping, construction of the solar array and programming of the switchboards. Within six weeks, the solar array will fully installed and commissioned.	Note	
2.4	River water is currently filtering through the wetlands to water the plants and the MBR tank has water in it for testing of the diffusers.	Note	
2.5	An update was provided on the progress of the Landcare Facility with the following things discussed: <ul style="list-style-type: none"> - The road to the Landcare Facility is complete - The car park and turning circle is currently under construction - The toilet and office block (demountable building) will be installed within the next four weeks. 		

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No.	Details	Action	Due
	<ul style="list-style-type: none"> - Water and power to the facility will need to be connected. Power will come from the inlet switch room. - Discussions will be held between the site team and CGLC regarding the layout of the site and coordinating the logistics for plants and operational needs of the Landcare Facility. CGLC to send an email to the Project Manager. - LoganWIA Project Manager is to provide dates and lead times for the completion of the Landcare Facility. - A package of drawings was shown onscreen showing the non-functional scope delivered in various stages. Stage one will see four shelters, two at the beginning of the walking track and two along the track along the river. - Areas for planting out trees around the Landcare Facility was shown in the drawings and it was suggested that trainees from the Belong training program could potentially assist with the planting once the Landcare facility is operational. This suggestion could be part of the grant request. This will be looked into at a later date. - LoganWIA to provide a copy of all drawings shown to the CRG including a more detailed layout of the Landcare Facility site. - Once all non-functional items are accepted and endorsed by the CRG, the drawings will be used for the submission to EDQ. 	<p>CGLC</p> <p>LoganWIA</p> <p>LoganWIA</p> <p>Note</p>	<p>15 May 2020</p> <p>15 May 2020</p> <p>15 May 2020</p>
2.6	A CRG member requested a summary of all budget costs associated with the non-functional scope (i.e walking track, shelters, Landcare Facility etc). This will be prepared and emailed to the CRG by the Project Manager.	LoganWIA	15 May 2020
2.7	A CRG member asked about the cost of removing the original farmhouse and milking shed and where the money came from to remove them. Council advised that the costs for removal were out of the non-functional scope budget. The main driver for this was safety due to those areas now being used for public access space.	Note	
2.8	The bottom access gate was discussed during the meeting and the CRG were asked if they had any thoughts on times of access for public use. A CRG member thought twilight hours would need to be considered when finalising the automated gate timing system. Council will review the requirements of the front access gate and what signage is required (both operational and functional). This will be discussed at the next CRG meeting.	LCC	27 May 2020
2.9	Examples of the Cedar Grove Environmental Centre sign for the front gate off Cedar Grove Road was shown on screen and the CRG were asked their preference of colour. All CRG members agreed that the corten steel and aluminium (and white powder-coated text) coloured sign fit in best with the surrounds. A question was raised about maintenance and cleaning of the sign and LoganWIA advised the material it was made from was designed to weather so should have little upkeep. LoganWIA will look at options for sizes and prices and report back to the CRG.	<p>LoganWIA</p> <p>Note</p>	27 May 2020

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No.	Details	Action	Due
	A CRG member asked if it was possible to get external input on the sign and Council agreed to the request.		
2.10	Council will investigate the operational signage requirements for the site, including Council branding, EPA requirements and expected size of the signs.	LCC	27 May 2020
2.11	A CRG member raised the issue of speed and dust along Dennis Road during the construction of the outfall pipeline near the river. This was raised with the site team. The work in the area down the end of Dennis Road was expected for another six weeks.	Note	
2.12	A question was asked by the CRG regarding the expected timing of the Seqwater pipeline. Council would investigate and advise the CRG.	LCC	27 May 2020
3	General Business		
3.1	Council officers advised the local Councillor would be invited to Chair the CRG. Timing for this was not yet known.	Note	
Date for next meeting			
4.0	The next online meeting is planned for Wednesday 27 May at 6.00pm.	Note	

Actions

- Cedar Grove Landcare Group is to email the site Project Manager with their questions and requirements for setting up the Landcare Facility (CGLC).
- CGLC to contact Council officers about further discussions with HEW about Koala habitat (CGLC).
- The site Project Manager is to provide dates and lead times for final construction of the Landcare Facility (LoganWIA).
- Provide a copy of all drawings shown during the meeting to the CRG and include a detailed layout of the Landcare Facility site (LoganWIA).
- Provide a summary of all budget costs associated with the non-functional scope (i.e walking track, shelters, Landcare Facility etc) (LoganWIA).
- Review the requirements of the front access gate and what signage is required (both operational and functional) (LCC).
- Look at options for sizes and prices of the Cedar Grove Environmental Centre sign and report back to the CRG (LoganWIA).
- Investigate expected timing of works by Seqwater to build a pipeline along Dennis Road (LCC).