

Tuesday, September 18, 2018

Minutes of the meeting of the Sewage Commission held on Tuesday, September 18, 2018 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 1:45 pm.

## MINUTES

### Present:

<b>Chair:</b>	B. Price	Town of Comox
<b>Vice-Chair:</b>	E. Eriksson	City of Courtenay
<b>Members:</b>	D. Guerard	CFB Comox
	K. Grant	Town of Comox
	M. Swift	Town of Comox
	B. Wells	City of Courtenay
	M. Theos	City of Courtenay
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	K. Douville	Manager of Financial Planning
	M. Rutten	General Manager of Engineering Services
	J. Warren	General Manager of Corporate Services
	J. Martens	Manager of Legislative Services
	A. Baldwin	Legislative Services Assistant

### RECOGNITION OF TRADITIONAL TERRITORIES

The Chair acknowledged that the meeting was being held on the unceded traditional territory of the K'ómoks First Nation.

### MANAGEMENT REPORT:

B. Wells/K. Grant: THAT the Comox Valley Sewage Commission management report dated September 2018 be received.

Carried

### REPORTS:

The commission reported on the revised Comox Valley Sewerage System Liquid Waste Management Plan Public Advisory Committee Terms of Reference, as resolved at its August 14, 2018 in-camera meeting.

### **COMOX VALLEY SEWAGE MANAGEMENT ADVISORY COMMITTEE MINUTES**

K. Grant/B. Wells: THAT the following minutes be received:

- Minutes of the Comox Valley Sewage Management Advisory Committee meeting held September 5, 2018;  
and

- Minutes of the Comox Valley Sewage Management Advisory Committee meeting held September 10, 2018.

Carried

## **COMOX VALLEY SEWERAGE SERVICE - BUDGET FOR CAPITAL PROJECTS**

B. Wells/K. Grant: THAT the report dated September 12, 2018 regarding an update on the planned capital projects in 2018 and 2019, the updated costs for these projects, and the changes that are required to the 2018- 2022 financial plan be received.

Carried

Charlie Gore, Manager of Capital Projects, presented information regarding the budget for capital projects.

B. Wells/K. Grant: THAT the Comox Valley Sewage Commission provide approval for short term borrowing of up to \$2,700,000 in 2018, to be repaid within five years, for the completion of the equalization basin project as part of the Comox Valley Water Pollution Control Centre upgrades.

Carried

K. Grant/B. Wells: THAT the 2018 – 2022 financial plan and capital expenditure program for the Comox Valley Sewerage Service, Function 335 – 338, be amended as follows:

- In 2019, for the compost facility expansion project (1043), reduce long-term debt revenue by \$3,282,828, increase contributions from the capital works reserve (846) by \$4,200,000, decrease debt issue expense by \$32,828 and increase sewer infrastructure costs (474) by \$950,000;
- In 2018, for the Comox Valley Water Pollution Control Centre upgrades, equalization basin project (1101), add short-term debt proceeds (140) of \$2,700,000 and increase sewer infrastructure costs (474) by \$2,700,000;
- In 2018, for the Greenwood Trunk project (1074), reduce contributions from the capital works reserves (846) by \$2,500,000 and reduce sewer infrastructure costs (474) by \$2,500,000;
- In 2018, for the sewer conveyance project (1045), reduce contributions from DCC reserves (896) by \$200,000 and reduce sewer infrastructure costs (474) by \$200,000; and finally
- In 2018, for the liquid waste management plan, add transfers from reserve (145) in the operating fund of \$200,000 and increase costs for professional fees (387) by \$200,000.

Carried

## **COMOX VALLEY SEWERAGE SYSTEM – LWMP PROJECT TEAM**

K. Grant/M. Theos: THAT the report dated September 12, 2018 regarding an update on the award of the LWMP engineering consultant contract and LWMP project team be received.

Carried

Kris La Rose, Senior Manager of Water/Wastewater Services, provided an overview of the report regarding the LWMP project team.

### **IN-CAMERA:**

B. Wells/M. Theos: THAT the commission adjourn to an in-camera session pursuant to the following sub-

section of section 90 of the Community Charter:

90(1)(a) Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district.

Carried

Time: 2:10 pm.

**RISE AND REPORT:**

The commission rose from its in-camera session at 2:34 pm and reported on the following:

THAT the Comox Valley Sewage Commission approve the Comox Valley Sewerage System Liquid Waste Management Plan Technical and Public Advisory Committee membership as outlined in this staff report and appendixes dated September 12, 2018, including the following resident representatives from the City of Courtenay and the Town of Comox:

- Tamera Serviz (Courtenay)
- Sheila Carey (Courtenay)
- Kevin Niemi (Courtenay)
- Kevin Van Velzen (Comox)
- Don Jacquest (Comox)
- Ray Craig (Comox)

AND THAT the Comox Valley Sewage Commission rise and report on the Comox Valley Sewerage System Liquid Waste Management Plan Technical and Public Advisory Committee membership once approved.

**TERMINATION:**

B. Wells/K. Grant: THAT the meeting terminate.

Carried

Time: 2:34 pm.

Confirmed by:

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Barbara Price  
Chair

Certified Correct:

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Jake Martens  
Manager of Legislative Services

Recorded By:

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Antoinette Baldwin  
Recording Secretary

These minutes were received by the Comox Valley Regional District board on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.