

Tuesday, October 24, 2017

Minutes of the meeting of the Sewage Commission held on October 24, 2017 in the boardroom of the Comox Valley Regional District offices located at 550B Comox Road, Courtenay, BC commencing at 3:00 pm.

MINUTES

Present:

Chair:	B. Price	Town of Comox
Vice-Chair:	E. Eriksson	City of Courtenay
Member:	M. Theos	City of Courtenay
Members:	J. Fugulin	CFB Comox
	K. Grant	Town of Comox
	M. Swift	Town of Comox
	B. Wells	City of Courtenay
Staff:	B. Dunlop	Corporate Financial Officer
	R. Dyson	Chief Administrative Officer
	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

ATTENDANCE:

Directors Theos and Wells were not present when the meeting was called to order.

MANAGEMENT REPORT:

K. Grant/J. Fugulin: THAT the Comox Valley Sewage Commission management report dated October 2017 be received.

Carried

REPORTS:

COMOX VALLEY SEWAGE MANAGEMENT ADVISORY COMMITTEE MINUTES

K. Grant/J. Fugulin: THAT the minutes of the Comox Valley Sewage Management Advisory Committee meeting held October 11, 2017 be received.

Carried

COMOX NO. 2 PUMP STATION PROJECT – PRE-IMPLEMENTATION PHASE RESULTS

Director Nichol participated in discussions regarding the Comox No. 2 pump station project in a non-voting capacity.

K. Grant/M. Swift: THAT the report dated October 18, 2017 regarding the final results of the investigations completed during the Comox No. 2 pump station project pre-implementation phase, and a recommended

path forward, including the following appendices, be received:

- Appendix A - Courtenay Pump Station Force Main - Condition Assessment Report;
- Appendix B - Comox No. 2 Pump Station Project - Indicative Design Report;
- Appendix C - Comox No. 2 Pump Station - Groundwater Risk Assessment;
- Appendix D - Risk Analysis of CVRD Forcemain on Balmoral Beach; and
- Appendix E - Sanitary Pumping and Alignment Review.

Carried

Director Theos entered the meeting at 3:06 pm and was present for the vote.

Director Wells entered the meeting at 3:16 pm and was present for the vote.

Kris La Rose, Senior Manager of Water/Wastewater Services, presented information regarding the the final results of the investigations completed during the Comox No. 2 pump station project pre-implementation phase, and a recommended path forward.

K. Grant/B. Wells: THAT a detailed analysis of alternative forcemain alignment options be performed and compared to the Comox No.2 project;

AND THAT the Comox Valley Regional District consult with the local municipalities, the K'ómoks First Nations, the public and other stakeholders regarding alternative forcemain alignments from the Courtenay Pump Station to the Comox Valley Water Pollution Control Center;

AND THAT the Comox Valley Regional District identify and pursue grant funding opportunities to help reduce the financial impact of a solution to decommissioning the Willemar Bluffs forcemain;

AND FINALLY THAT the results of the alternative analysis and consultation on alternative forcemain alignments be brought back to the Comox Valley Sewage Commission to inform a final decision on selection of a solution to decommission the Willemar Bluffs forcemain.

Carried

CONTRACT AWARD FOR CAPITAL PROJECTS COMMUNICATIONS CONSULTANT

K. Grant/B. Wells: THAT the report dated October 18, 2017 regarding the award of a contract to Zinc Strategies Inc. (Zinc) for communication consultant services for wastewater capital projects be received.

Carried

Charlie Gore, Manager of Capital Projects, provided an overview of the report regarding the award of a contract to Zinc Strategies Inc. (Zinc) for communication consultant services for wastewater capital projects.

B. Wells/M. Theos: THAT as a result of a competitive process, the contract for the communications consultant for wastewater capital projects for year one be awarded to Zinc Strategies Inc. for an amount not to exceed \$92,325 excluding GST and disbursements;

AND FURTHER THAT subsequent years work be awarded to Zinc Strategies Inc. at the Comox Valley Regional Districts discretion for a total overall cost not to exceed \$350,000 excluding GST and disbursements for wastewater capital projects and not exceeding a five year term;

AND FINALLY THAT the Chair and Corporate Legislative Officer be authorized to execute the contract.

Carried

COMOX VALLEY WATER POLLUTION CONTROL CENTER – PHASE ONE UPGRADES – CONTRACT AWARD FOR ENGINEERING SERVICES

K. Grant/B. Wells: THAT the report dated October 18, 2017 regarding the award of a contract to Associated Engineering (BC) Ltd. for design, procurement and construction management services for the Comox Valley Water Pollution Control Center (CVWPCC) phase one upgrades be received.

Carried

Charlie Gore, Manager of Capital Projects, provided an overview of the report regarding the award of a contract to Associated Engineering (BC) Ltd. for design, procurement and construction management services for the Comox Valley Water Pollution Control Center (CVWPCC) phase one upgrades.

B. Wells/M. Theos: THAT as a result of a competitive process, the contract for engineering services for the Comox Valley Water Pollution Control Center phase one upgrades be awarded to Associated Engineering (BC) Ltd. in the amount of \$813,290 excluding GST;

AND FINALLY THAT the Chair and Corporate Legislative Officer be authorized to execute the contract.

Carried

COMOX VALLEY SEWERAGE SERVICE DEVELOPMENT COST CHARGES

B. Wells/K. Grant: THAT the Comox Valley Sewerage Service development cost charges report to September 30, 2017 be received.

Carried

TERMINATION:

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

Carried

Time: 3:45 pm.

Confirmed by:

Barbara Price
Chair

Certified Correct:

Jake Martens
Manager of Legislative Services

Recorded By:

Antoinette Baldwin
Legislative Services Assistant

These minutes were received by the Comox Valley Regional District board on the _____ day of November, 2017