

**Tuesday, April 13, 2021**

**Minutes of the meeting of the Sewage Commission held on April 13, 2021 in the Civic Room of the Comox Valley Regional District offices located at 770 Harmston Avenue, Courtenay, BC commencing at 2:15 pm.**

## **MINUTES**

### **Present:**

<b>Chair:</b>	D. Hillian	City of Courtenay
<b>Vice-Chair:</b>	M. Swift	Town of Comox
<b>Members:</b>	K. Grant	Town of Comox
	W. Cole-Hamilton	City of Courtenay
	K. Stevens	CFB Comox
	W. Morin	City of Courtenay
	N. Minions	Town of Comox
<b>Staff:</b>	R. Dyson	Chief Administrative Officer
	J. Warren	Deputy Chief Administrative Officer
	M. Foort	Chief Financial Officer
	M. Rutten	General Manager of Engineering Services
	J. Martens	General Manager of Corporate Services
	L. Dennis	Manager of Legislative Services
	A. Baldwin	Legislative Services Assistant

### **ATTENDANCE:**

With the exception of Chair Hillian and Director Morin, all commission members attended via electronic means.

Director Hamir participated in discussion by electronic means as per the policy "Electoral Area B Director Participation at Sewage Commission" approved by the Sewage Commission on November 5, 2019.

Director Swift was not in attendance when the meeting was called to order.

Also in attendance was K. Douville, CVRD.

### **RECOGNITION OF TRADITIONAL TERRITORIES:**

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

### **DELEGATIONS:**

#### **ALTERNATIVE APPROVAL PROCESS - SEWAGE PIPE CONSTRUCTION LOAN AUTHORIZATION**

W. Cole-Hamilton/W. Morin: THAT the information presented by Erik Eriksson regarding his request for the Comox Valley Regional District to mail an elector response form to each eligible elector for the upcoming

alternative approval process for the sewage system conveyance project be received.

Carried

#### **MANAGEMENT REPORT:**

W. Cole-Hamilton/N. Minions: THAT the Sewage Commission management report dated April 2021 be received.

Carried

#### **REPORTS:**

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

W. Morin/W. Cole-Hamilton: THAT the minutes of the Comox Valley Sewage Management Advisory Committee meeting held April 1, 2021 be received.

Carried

##### **SEWER SYSTEM CONVEYANCE PROJECT - IMPLEMENTATION STRATEGY**

Director Swift joined the meeting at 2:39 pm.

W. Cole-Hamilton/K. Stevens: THAT the report dated April 9, 2021 regarding the implementation strategy for the sewage system conveyance project, including the project delivery method and project schedule be received.

Carried

C. Gore, Manager of Capital Projects, presented information regarding the implementation strategy for the sewage system conveyance project, including the project delivery method and project schedule.

K. Grant/W. Cole-Hamilton: THAT the Sewage Commission approve the sewage system conveyance project implementation strategy, project delivery method and project schedule in the April 9, 2021 staff report, including breaking out the cut and cover portion through the Town of Comox as a separate Design-Bid-Build contract whilst completing the remainder under a Design-Build contract.

Carried

##### **APPORTIONMENT OF 2021 SEWER MUNICIPAL REQUISITION**

W. Morin/W. Cole-Hamilton: THAT the report dated April 8, 2021 regarding the 2020 contributory flows under the Comox Valley Sewerage Service and resulting flow percentage that determines the 2021 requisition apportionment be received.

Carried

K. La Rose, Senior Manager of Water/Wastewater Services, provided an overview of the report regarding the 2020 contributory flows under the Comox Valley Sewerage Service and resulting flow percentage that determines the 2021 requisition apportionment.

#### **TERMINATION:**

W. Morin/W. Cole-Hamilton: THAT the meeting terminate.

Carried

Time: 2:53 pm.

Confirmed by:

\_\_\_\_\_  
Doug Hillian  
Chair

Certified Correct:

\_\_\_\_\_  
Lisa Dennis  
Manager of Legislative Services

Recorded By:

\_\_\_\_\_  
Antoinette Baldwin  
Recording Secretary

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