

Minutes of the meeting of the Comox Valley Water Management Advisory Committee held on January 17, 2019 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 10:40 am.

PRESENT:	R. O'Grady, Director of Engineering	City of Courtenay
	T. Kushner, Director of Public Works Services	City of Courtenay
	G. Westendorp, Public Works Superintendent	Town of Comox
	S. Ashfield, Municipal Engineer	Town of Comox
	M. Rutten, General Manager of Engineering Services	CVRD
	K. La Rose, Senior Manager of Water/Wastewater Services	CVRD
	K. Douville, Manager of Financial Planning	CVRD
	M. Herschmiller, Manager of Water Services	CVRD
	C. Gore, Manager of Capital Projects	CVRD
	Z. Berkey, Engineering Analyst	CVRD
	Z. Norcross-Nu'u, Engineering Analyst arrived at 3:14 pm	CVRD
	C. Wile, Manager of Operational Communications	CVRD
	A. Baldwin, Legislative Services Assistant & Recording Secretary	CVRD

ITEMS:

Water Management Advisory Committee management report

The committee reviewed the January 2018 Comox Valley Water Management Advisory Committee management report. The management report has been updated.

Minutes from the following Water Management Advisory Committee meetings:

The committee reviewed the September 5, 2018 and November 22, 2018 Water Management Advisory Committee meeting minutes and no errors or omissions were noted.

Draft Staff Report: 2019 - 2023 Financial Plan – Comox Valley Water System– Function 300-301

K. La Rose provided a PowerPoint presentation regarding the 2019-2023 financial plan for the Comox Valley water system. Feedback from the committee included:

- Revenue slide – mention the bulk water rate increases over three years (ending in 2019) which were approved by the Water Committee in 2016 and that an amendment to the bylaw will be required later in 2019 to address increases for the next three years.
- Capital Projects slide - include a placeholder with an approximate amount for repairs to the steel watermain (the contract for repairs will be awarded prior to budget approval in March).
- 2019 Work Plan Slide - a bullet point will be added for the repair of the steel watermain. (A written report regarding the steel watermain leak will be circulated to the advisory committee members prior to submission at the February 5th Water Committee meeting).
- Funding Strategy slide – consider including a table that shows the reductions in reserve contributions with the funding of the large capital projects and the increase in annual debt servicing costs for borrowing the \$29 million.

Municipal Natural Assets Initiative Project Document - Comox Lake Watershed – For Discussion

K. La Rose provided an update on the above-noted document. The project document will be submitted to MNAI today and it is expected that MNAI will return with a proposed draft MOU. Both these documents will be distributed via email to the advisory committee members prior to submission at the February 5th Water Committee meeting.

The committee discussed the importance of a unified approach and although not a prerequisite, obtaining signatures from all the CAOs would demonstrate support across all jurisdictions. Although this is a municipal driven initiative, other stakeholders, including KFN, Hydro and private landowners, are being approached as potential project partners. The committee further discussed cost sharing and the sensitivity around engaging with private landowners.

Development Cost Charges Reserve Continuity Schedule at November 30, 2018

The committee reviewed the Development Cost Charges Reserve Continuity Schedule. No comments or concerns were raised.

Water Consumption Report to November 2018

Mike Herschmiller provided an overview of the timeline of events and steps taken to determine the source of the unaccounted for consumption. With the help of Pure Technologies a significant leak on the east side on the Puntledge River crossing was identified. Measures taken by CVRD staff to mitigate the impact of the leak caused discoloration of the water, which resulted in many calls from the public to the Town and City. City staff requested that the municipalities be given a 'heads up' when major work or flow changes are performed on the transmission line.

CVRD staff confirmed that the unaccounted for consumption would be a service loss. A question arose around fire flows during repairs. CVRD staff confirmed that the reservoirs would provide fire flows protection, but staff will run the water model to alleviate any concerns. Further discussion was around developing a contingency plan for redundancy in case of a secondary break during construction, which would essentially leave the east side of the City and the Town without water. CVRD staff are working towards solutions to ensure minimum 'down time' and a call to local engineering firms has been made to assist with option analysis. The CVRD has also notified all applicable regulatory authorities of the leak. The committee discussed messaging out to the public in order to inform the public about the leak and the reasons behind the discolouration of the water.

An updated water consumption report to December 2018 was distributed at the meeting.

CONFIDENTIAL ITEMS:**In-camera Minutes of the Water Management Advisory Committee**

The committee reviewed the September 5, 2018 and November 22, 2018 in-camera Water Management Advisory Committee meeting minutes and no errors or omissions were noted.

GENERAL:

The next Water Management Advisory Committee meeting will be held on February 28, 2019 commencing at 9:00 am in the Comox Valley Regional District boardroom.

TERMINATION:

The meeting terminated at 10:57 am.

Recorded by:

Certified correct:

A. Baldwin
Legislative Services Assistant

M. Rutten, P. Eng.
General Manager of Engineering Services