

Minutes of the meeting of the Comox Valley Water Management Advisory Committee held on February 28, 2019 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 9:53 am

<b>PRESENT:</b>	T. Kushner, Director of Public Works Services/Asst CAO	City of Courtenay
	R. Kanigan, Chief Administrative Officer	Town of Comox
	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, Manager of Water/Wastewater Services	CVRD
	M. Herschmiller, Manager of Water Services	CVRD
	Z. Berkey, Engineering Analyst	CVRD
	Z. Norcross-Nu'u, Engineering Analyst	CVRD
	C. Wile, Manager of Operational Communications	CVRD
	L. Dennis, Legislative Services Assistant & Recording Secretary	CVRD

## **ITEMS:**

### **Management report**

The committee reviewed the February 2019 Comox Valley Water Management Advisory Committee management report.

### **Minutes**

The committee reviewed the minutes of the January 17, 2019 Water Management Advisory Committee and no errors or omissions were noted.

### **Draft staff report: Referral of Development Permit Applications for Lands Adjacent to Comox Lake**

Z. Norcross Nu'u provided an overview of the above-noted report. The report is in response to an inquiry as to whether development permits (DPs) adjacent to Comox Lake should be referred to the advisory committee for review. Staff determined that as DPs are not discretionary, they would not be referred to the advisory. Rezoning applications, temporary use permits (TUP) and Official Community Plan (OCP) amendments, however, could be referred to the advisory committee through staff during the interdepartmental referral process. The committee suggested that referral to the advisory committee should be done by policy rather than at staff's discretion. Staff could request that the Electoral Areas Services Committee refer rezonings, TUPs and OCP amendments to the advisory committee and Water Committee via the external agency referral list. Engineering staff will work further with planning staff before a recommendation is presented to the Water Committee.

### **Draft staff report: Comox Valley Water Treatment Project Update**

K. La Rose provided an overview of the above-noted report. The project procurement team have been working with the three design-build teams on design and affordability. Final proposals will be due in May 2019. Staff are working on the right-of-ways which should be finalized by April 2019. Staff are proposing a bi-monthly bulletin as a communication tool for the project. The report will be presented to the Water Committee at the March 12, 2019 meeting with a recommendation to approve the plan for these communications updates.

**Draft staff report: Water Main Leak under Puntledge River- Update**

M. Herschmiller provided an overview of the above-noted report. The report outlines the process undertaken to determine the best approach to repairing a leak under the east bank of the Puntledge River. The repair will be conducted by the installation of valves on the water main and patching of the leak from inside the water main. During the repair, the welder will also do an integrity test and check for other leaks. This work is scheduled to be done at the end of March. This report will be presented to the Water Committee for information only at the March 5, 2019 meeting.

M. Herschmiller left the meeting at 10:35 am.

**Draft Staff report: 2019-2023 Recommended Financial Plan - Comox Valley Water System- Function 300-301**

M. Rutten provided an overview of the above-noted staff report, including updated personnel allocations, water consumption projections and other minor changes. The recommended financial plan for functions 300-301 will be presented to the Water Committee at the March 5, 2019 meeting for approval.

**GENERAL:**

The next Water Management Advisory Committee meeting will be held on April 4, 2019 commencing at 9:00 am in the Comox Valley Regional District boardroom.

**TERMINATION:**

The meeting terminated at 10:39 am.

Recorded by:

Certified correct:

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L. Dennis  
Legislative Services Assistant

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