

Minutes of the meeting of the Comox Valley Water Management Advisory Committee held on August 2, 2018 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 10:02 am

<b>PRESENT:</b>	R. O’Grady, Director of Engineering	City of Courtenay
	G. Westendorp, Public Works Superintendent	Town of Comox
	R. Dyson, CAO	CVRD
	M. Rutten, General Manager of Engineering Services	CVRD
	C. Gore, Manager of Capital Projects	CVRD
	M. Herschmiller, Manager of Water Services	CVRD
	Z. Berkey, Engineering Analyst	CVRD
	Z. Norcross-Nu’u, Engineering Analyst (arrived 9:10 am)	CVRD
	C. Wile, Manager of Operational Communications	CVRD
	L. Dennis, Legislative Services Assistant & Recording Secretary	CVRD

**ITEMS:**

**Management report**

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

**Minutes**

The committee reviewed the minutes of the June 28, 2018 Water Management Advisory Committee and no errors or omissions were noted.

**Draft staff report: Comox Valley Water Treatment Project – Request for Proposals Direction**

C. Gore provided an overview of the above-noted report. CVRD staff sought advisory committee agreement on two key points in the report: the process for evaluating proposals and the selection of target groups for Community Employment benefits. The committee agreed with staff’s recommendations to use the “tie-breaker” method of evaluation and to submit Indigenous peoples, apprentices and under-represented populations as the three target groups for Community Employment Benefits. The committee also requested that the staff report include the four names of the evaluation committee: the three external consultants and Charlie Gore as the sole CVRD representative.

**Comox Valley water supply system consumption report**

The committee reviewed the June 30, 2018 water supply consumption report.

**CONFIDENTIAL ITEMS:**

The committee discussed confidential material at 10:33 am and resumed its open session at 10:42 am.

**Municipal Service/Project Updates**

Committee members provided municipal updates from their communities.

**NEW BUSINESS:**

**Watershed Protection Plan and Outreach**

C. Wile notified the committee that work is underway on the watershed protection plan and outreach and the consultant will begin reaching out to the municipalities for input. The team will consult with and keep the committee involved in the process including content and messaging. A committee member expressed caution related to perceived bias associated with an individual on the consultants team.

**GENERAL:**

The next Water Management Advisory Committee meeting will be held on August 30, 2018 commencing at 9:00 am in the Comox Valley Regional District boardroom.

**TERMINATION:**

The meeting terminated at 10:55 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