

Minutes of the meeting of the Comox Valley Water Management Advisory Committee held on May 3, 2018 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 9:41 am

PRESENT:	D. Allen, Chief Administrative Officer	City of Courtenay
	T. Kushner, Director of Public Works Services	City of Courtenay
	R. Kanigan, Chief Administrative Officer	Town of Comox
	S. Ashfield, Municipal Engineer	Town of Comox
	G. Westendorp, Public Works Superintendent	Town of Comox
	R. Dyson, Chief Administrative Officer	CVRD
	M. Rutten, General Manager of Engineering Services	CVRD
	K. La Rose, Senior Manager of Water/Wastewater Services	CVRD
	C. Gore, Manager of Capital Projects	CVRD
	M. Imrie, Manager of Wastewater Services	CVRD
	Z. Berkey, Engineering Analyst	CVRD
	C. Wile, Manager of Operational Communications	CVRD
	A. Baldwin, Legislative Services Assistant & Recording Secretary	CVRD

ITEMS:

Management report

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

Minutes

The committee reviewed the minutes of the March 29, 2018 Water Management Advisory Committee and no errors or omissions were noted.

Discussion regarding updates to the advisory committee's terms of reference and distribution list

This item was discussed earlier during the Sewage Management Advisory Committee meeting. The committee agreed to amend the terms of reference to reflect that agenda material will be distributed four days prior to the meeting date.

Draft staff report: Value Planning Study Final Report – Comox Valley Water Treatment Project

C. Gore provided an overview of the above-noted draft staff report. The City of Courtenay staff requested that information regarding the connection into the Courtenay sewer system be included in the list of value alternatives highlighted in the staff report. A public announcement will be made after the May 15th Water Committee meeting if the recommendation is supported.

Draft staff report: Comox Valley Water Treatment Project – Permitting Update

C. Gore provided an overview of the above-noted draft staff report. The committee discussed the importance of partnering with KFN for all aspects of permitting and approvals for the project, particularly the required additional water license capacity. Opus has predicted that the consumption rate would consistently reach our peak annual withdrawal capacity of 9.1 million cubic meters per year in approximately five years.

Reporting on the Comox Valley Water Consumption Report and DCC Reports

The committee agreed that consumption reports are to be presented monthly to the advisory committee and quarterly to the Water Committee. The committee further agreed that it is not necessary to submit DCC reports to the Water Committee, however quarterly reports will be presented to the advisory committee.

Municipal Service/Project Updates

An opportunity was provided for service/project updates from municipal staff. The City of Courtenay advised they are replacing water mains in downtown Courtenay and have initiated the first phase of their complete streets program with work along 5th between Menzies and Fitzgerald. City of Courtenay staff raised a concern regarding a transmission line that runs through the back of residential properties along Thorp Road and the risk of liability this poses. It was suggested that a letter be sent to these residents to inform them of the transmission line. It was agreed that CVRD would draft a letter.

Town of Comox advised they have completed their flushing program and replacing water meters on an ongoing basis. Town of Comox staff advised that they are planning to continue negotiations with landowners to gain access to develop a multi-use path that will connect the Town of Comox and the City of Courtenay. CVRD staff has offered assistance in the negotiations if required.

CONFIDENTIAL ITEMS:**In-camera minutes**

The committee reviewed the in-camera minutes of the March 29, 2018 Water Management Advisory Committee and no errors or omissions were noted.

GENERAL:

The next Water Management Advisory Committee meeting will be held on May 31 2018 commencing at 9:00 am in the Comox Valley Regional District boardroom.

TERMINATION:

The meeting terminated at 11:32 am.

Recorded by:

Certified correct:

A. Baldwin
Legislative Services Assistant

M. Ruten
General Manager of Engineering Services