

Minutes of the meeting of the Comox Valley Sewage Management Advisory Committee held on October 24, 2019 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 9:00 am

PRESENT:	T. Kushner, Director of Public Works Services/ Asst CAO	City of Courtenay
	C. Perry, Public Works Superintendent	Town of Comox
	S. Ashfield, Municipal Engineer	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
	M. Herschmiller, Manager of Water Services	CVRD
	C. Gore, Manager of Capital Projects	CVRD
	M. Imrie, Manager of Wastewater Services	CVRD
	J. Warren, Corporate Legislative Officer	CVRD
	C. Wile, Manager of External Relations	CVRD
	L. Dennis, Legislative Services Assistant & Recording Secretary	CVRD

ITEMS:

Management report

The committee reviewed the October 2019 Comox Valley Sewage Management Advisory Committee management report.

Minutes

The committee reviewed the minutes of the September 26, 2019 Sewage Management Advisory Committee meeting and no errors or omissions were noted.

Draft staff report: CVWPCC Odour Dispersion Modelling Results and Path Forward

K. La Rose provided an overview of the above-noted staff report. The odour control study has been completed by ISL Engineering and staff are hoping to conduct further research to establish more detailed comparisons with other communities, to undertake further sampling of the bioreactors to build a larger data set, and to conduct a broader odour control systems options analysis to consider alternate solutions. Staff are proposing to bring forward the ISL study results to the Sewage Commission at the November 5, 2019 meeting with a recommendation for staff to report back before finalizing the proposed 2020-2024 financial plan.

Advisory comments:

The advisory committee agreed with the proposed recommendation for staff to report back to the Sewage Commission in early 2020.

DCC Reserve Continuity Schedule at October 10, 2019

The committee reviewed the DCC Reserve Continuity Schedule at October 10, 2019.

Advisory comments: There were no comments or questions from the advisory committee.

Comox Valley Sewerage System flows reports

The committee reviewed the August 2019 Comox Valley Sewerage System flows reports.

Advisory comments: There were no comments or questions from the advisory committee.

CONFIDENTIAL ITEMS:

The committee discussed confidential material at 9:25 am and resumed its open session at 9:27 am.

ADDENDUM:**Draft staff report: Area B Director Participation at Sewage Commission Meetings**

J. Warren provided an overview of the above-noted staff report. The report will present a policy describing Electoral Area B Director participation at Sewage Commission meetings, in a defined capacity, for the commission's consideration at the November 5, 2019 meeting.

Advisory comments: The committee suggested that policy item 3(a) be amended to reference the governance study recommendation that the Area B Director should vacate the table once discussion on a matter is concluded and that the cover report reference this practice as is used in Electoral Areas Services Committee meetings.

GENERAL:

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

TERMINATION:

The meeting terminated at 9:34 am.

Recorded by:

Certified correct:

L. Dennis
Legislative Services Assistant

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