

Minutes of the meeting of the Comox Valley sewage management advisory committee held on June 29, 2017 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 9:00 am

<b>PRESENT:</b>	D. Allen, Chief Administrative Officer	City of Courtenay
	T. Kushner, Director of Public Works Services	City of Courtenay
	R. O’Grady, Director of Engineering	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
	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
	M. Imrie, Manager of Wastewater 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 June 2017 Comox Valley sewage management advisory committee management report.

Town of Comox staff reported that in regards to item 3, they have not yet received payment for the Knight Road sewer trunk line. CVRD staff and City of Courtenay staff will look into where they are at in the process

### Minutes

The committee reviewed the minutes of the April 27, 2017 sewage management advisory committee meeting and no errors or omissions were noted.

### Draft staff report: Comox No. 2 Pump Station Project – Pre-Implementation Phase Investigations

K. La Rose provided an overview of the draft staff report regarding the Comox No. 2 pump station project pre-implementation phase investigations. Staff and consultants have been working to resolve three identified issues: the forcemain condition assessment, capital costs to date, and the potential impact on well water in the neighbourhood. The draft forcemain condition assessment was recently completed and will be shared with the advisory committee members, as will the draft groundwater risk assessment report.

The staff report will be provided to the sewage commission at the July 11 meeting as an update only. Final results will be brought forward to inform an implementation decision at the September Sewage Commission meeting. CVRD staff will arrange a special advisory committee meeting for the week of July 17<sup>th</sup> to continue to gather input for a recommendation to present at the September meeting.

### Draft staff report: Comox Valley Sewerage System DCC Update - Public Consultation Summary

Z. Berkey provided an overview of the draft staff report regarding the public consultation on the Comox Valley sewerage system development cost charge (DCC) update. The report will be

presented at the July 11, 2017 Sewage Commission meeting with a recommendation to give three readings to the amended sewerage DCC and capital cost charge (CICC) bylaws.

Update: Staff are working with municipal staff to clean up the list of properties exempted from the water CICC. Both sewer and water DCC reports and proposed bylaw amendments will be brought forward to the August sewage commission and water committee reports.

**Draft staff report: Comox Valley Regional District Sewerage Emergency Spill Response Plan**

Z. Berkey provided an overview of the draft staff report regarding the CVRD sewerage emergency spill response plan. CVRD staff have already begun to implement parts of the plan including operator and contractor training and procurement of required repair and replacement materials. The next step in the implementation process is to consult with City of Courtenay and Town of Comox staff and train operators in plan implementation. The report will be presented at the July 11, 2017 Sewage Commission meeting for information only.

**Pump station hour metre and totalizer log**

The committee reviewed the May 2017 hour meter and totalizer log. Courtenay staff requested that the colours in the graph be reversed so that precipitation is blue and flow is red.

**All flows summary**

The committee reviewed the May 2017 all flows summary details for all contributory system flows.

**ADDENDUM:**

**Draft staff report: Alternate Option for Comox Valley Water Pollution Control Center Phase 1 Upgrades**

K. La Rose provided an overview of the draft staff report regarding an alternative option for the Comox Valley Water Pollution Control Centre Phase 1 upgrades. An independent third-party review of the 2016 ISL Engineering and Land Services (ISL) report identified an alternate option: to replace addition of a cloth media filter with construction of a fourth clarifier (Option 9 in the report). The committee suggested the recommendation in Section 5.0 be clarified to include the likelihood of future regulatory changes. CVRD staff confirmed that further regulatory changes are unlikely in the near future and that should the fabric filter be required, it will not negate the need for the fourth clarifier. The report will go to the July 11, 2017 Sewage Commission meeting recommending to proceed with Option 9 in the ISL report dated June 27, 2017.

**GENERAL:**

The next sewage management advisory committee meeting will be held on July 27, 2017 commencing at 9:00 am in the Comox Valley Regional District boardroom.

**TERMINATION:**

The meeting terminated at 10:00 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