

Minutes of the meeting of the Comox Valley Sewage Management Advisory Committee held on April 29, 2021 in the CVRD Civic Room at 770 Harmston Avenue, Courtenay, and via Zoom conference commencing at 9:05 am

**PRESENT:**

Via Zoom	G. Garbutt, Chief Administrative Officer	City of Courtenay
Via Zoom	K. Shaw, Director of Public Works	City of Courtenay
Via Zoom	S. Ashfield, Director of Operations	Town of Comox
Via Zoom	C. Perry, Public Works Superintendent	Town of Comox
Via Zoom	R. Dyson, Chief Administrative Officer	CVRD
Via Zoom	M. Rutten, General Manager of Engineering Services	CVRD
Via Zoom	K. La Rose, Senior Manager of Water/Wastewater Services	CVRD
Via Zoom	C. Gore, Manager of Capital Projects	CVRD
Via Zoom	M. Herschmiller, Manager of Water Services	CVRD
Via Zoom	M. Imrie, Manager of Wastewater Services	CVRD
Via Zoom	J. Warren, Deputy Chief Administrative Officer	CVRD
Via Zoom	C. Wile, Manager of External Relations	CVRD
In Person	M. Briggs, Engineering Services Assistant/Recording Secretary	CVRD

**ITEMS:**

**Management Report**

The committee reviewed the April 2021 Comox Valley Sewage Management Advisory Committee management report and staff provided updates.

K. Shaw joined the meeting via Zoom at 9:06 am.

K. La Rose provided an update on the Liquid Waste Management Plan (LWMP) management report item. Staff are working to finalize the draft of the Stage 2 LWMP. Draft to be circulated to the advisory committee by mid to late summer. One more round of consultation and revision is expected before submission to the province near the end of the year. An RFP for the CVWPCC site master plan is expected to go out at end of year and should be finalized by end of 2022 or early 2023.

City of Courtenay staff asked if this was a new LWMP or a revision of an old one. CVRD staff explained that this was the first LWMP devised by the CVRD.

M. Rutten provided a brief update on the sani-dump station item. The CVRD is continuing to work with KFN on a potential location for a sani-dump station at their IR#2 campsite.

**Minutes**

The committee reviewed the minutes of the April 1, 2021 Sewage Management Advisory Committee meeting and no errors or omissions were noted.

**Discussion Item: Sewer Conveyance Project Update**

K. La Rose provided an update on the Sewer Conveyance Project. The project has been split into two parts for the CVRD portion and cut and cover through Comox. Cut and cover through Comox is design-bid-build; remainder of project is design-build. RFP for an owner's engineer is out for CVRD section and expected to be announced in May; the Comox portion RFP will go out in June. The Sewage Commission in April approved the project implementation strategy.

C. Gore provided further details on the project. The CVRD is working with the Town of Comox on the design of their cut and cover section. Staff are looking at a route along Beaufort Ave rather than Comox Ave, taking into consideration concerns from Town staff and the development at St. Joseph's. A set of drawings has been provided to the Town and will continue to be updated so staff can analyze the route and determine which infrastructure along the route may require upgrades.

K. La Rose provided an update on the Lazo groundwater portion of the project. Property owners have expressed concern about potential impacts on groundwater. The CVRD has held two open houses already and will hold another in May. GW Solutions is working on mapping existing groundwater wells to plan out the route of the pipeline and maintain minimum distance from all wells. Three-quarters of property owners have responded, and CVRD continues to engage with the rest of area residents. Jim Riches has been hired in preparation for statutory ROW negotiations. The CVRD has also made a commitment to pre-dig the route through KFN IR#1 along the dyke road, and to reach an agreement on a cultural heritage policy by the end of the year.

**Advisory comments:**

City of Courtenay staff enquired if the CVRD was aware of restoration plans for KusKusSum property and if that has been taken into consideration. CVRD staff responded that the pump station would likely be re-sited due to age of infrastructure. The siting study would be completed after hiring the owner's engineer. Also, the current feed pipe from the syphon may infringe on plans for restoration of the adjacent site, supporting a discussion about optimum pump station siting. City of Courtenay staff expressed a preference for CVRD staff to keep in touch with the contractor restoring the site and the City of Courtenay, and to keep the Sewage Commission informed.

CVRD staff recommended that consideration should be made to keep the Town of Comox council informed, with a potential presentation to be prepared. Town of Comox staff added that they have presented to the Town council twice to keep the councilors informed, with the most recent presentation being a month ago, but that it would be good to keep them updated on the project timeframe and any time constraints.

Town of Comox staff requested to be included in discussions with the developer or owner of the property near the Comox roundabout and hospital site once plans are close to being finalized to ensure coordination between different sections of the project.

**Comox Valley Sewerage System Flows Reports**

The committee reviewed the March 2021 Comox Valley Sewerage System flows reports. There were no comments or questions from the advisory committee.

**Municipal Service/Project Updates**

No updates were provided.

**NEW BUSINESS:**

None.

**GENERAL:**

The next Sewage Management Advisory Committee meeting will be held on May 27, 2021 commencing at 9:00 am in the CVRD Civic Room at 770 Harmston Avenue, Courtenay and via Zoom conference.

**TERMINATION:**

The meeting terminated at 9:31 am.

Recorded by:

***M. Briggs***

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M. Briggs  
Engineering Services Assistant/Recording  
Secretary

Certified correct:

***M. Rutten***

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