

Minutes of the meeting of the Comox Valley Sewage Management Advisory Committee held on Thursday, April 1, 2021 in the CVRD Civic Room at 770 Harmston Avenue, Courtenay, commencing at 9:02 am

PRESENT:

Via Zoom	K. Shaw, Director of Public Works	City of Courtenay
Via Zoom	J. Wall, Chief Administrative Officer	Town of Comox
Via Zoom	S. Ashfield, Director of Operations	Town of Comox
Via Zoom	R. Dyson, Chief Administrative Officer	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	Z. Berkey, Engineering Analyst	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 March 2021 Comox Valley Sewage Management Advisory Committee management report.

Minutes

The committee reviewed the minutes of the February 25, 2021 Sewage Management Advisory Committee meeting and no errors or omissions were noted.

Draft staff report: Sewer System Conveyance Project – Implementation Strategy

C. Gore provided an overview of the sewer system conveyance project. The cut-and-cover portion in the Town of Comox is to be treated as a separate project and delivered via design-bid-build. The report includes a high-level schedule that will prove key to progressing with the project and keeping it on time.

C. Gore provided a summary of the project schedule (Appendix B). Comox and CVRD portions are to occur concurrently. Time is included for coordinating with and receiving feedback from Town staff. Two key milestones include scope presented to Sewage Commission during summer 2021 and report describing to Sewage Commission how it will be constructed and who will pay for what during fall 2021. Timing of design and construction for connection between Town and CVRD portions will need to be coordinated between both parties.

CVRD staff are expecting west Comox drawings in next few weeks and an RFP for owner's engineer for the design-build project is to be released after April Sewage Commission. Construction in Comox is expected to start in spring to fall 2023 and then continue until spring and summer of 2024.

Advisory comments:

Town of Comox staff expressed approval for separating Comox portion and addressing their prior comments.

Town staff voiced concerns that the timeline was tight with other ongoing projects limiting resources for their engineering staff. Consideration has been given to bringing in extra staff or resources, but nothing has been pursued yet. The Town may be able to use extra resources or rely on contractors for other projects so staff can focus more on the conveyance project. The CVRD reiterated offer for additional assistance if needed.

Town staff requested clarification on the timeline for construction, expressing concern that the timeline was aggressive for all parties involved (Town, CVRD, contractors). CVRD staff addressed concerns about the aggressive timeline, explaining that it is necessary due to the pressing issue of the Willemar bluffs, but will listen to concerns from all parties and adjust as needed.

R. Dyson recommended that a schedule focused on political decisions or issues relevant to the Sewage Commission may need to be developed to provide the committee members with the relevant information without overwhelming them, and that any schedules should be moved to earlier in the report to avoid being overlooked.

Appreciation was shown by advisory members for keeping residents in the Lazo area informed and that the public should continue to be informed as much as possible going forward.

Draft staff report: Apportionment of 2021 Sewer Municipal Requisition

K. La Rose provided a brief overview, explaining that the report was a revised version of a report that went to the February 25 advisory committee following comments requesting the inclusion of Department of National Defence and K'ómoks First Nation contributory flows.

Advisory comments:

There were no comments or questions from the advisory committee.

Discussion item: Odour Control Update

C. Gore provided an update on the odour control project. Project was delayed last year due to COVID-19, but still on track to complete by summer 2021. 24-hour shutdowns will be necessary in later stages and more conversations with Curtis Road residents is expected. The importance of meeting the original deadline was stressed to maintain confidence in the project.

Advisory comments:

There were no comments or questions from the advisory committee.

Discussion item: Sani-Dump Update

K. La Rose provided a brief update. CVRD, City of Courtenay and Town of Comox staff met a few weeks earlier to discuss potential locations for a sani-dump station. A location in Courtenay was recommended as the preferred choice due to its central location, and consideration was given to discussing with KFN the use of the IR #2 campsite. Locations near Vanier and Piercy Road were also considered. The CVRD is currently waiting to hire a new engineering analyst before proceeding with the project. A station is not expected to be in place for the 2021 recreational season.

Advisory comments:

There were no comments or questions from the advisory committee.

Comox Valley Sewerage System Flows Reports

The committee reviewed the February 2021 Comox Valley Sewerage System flows reports. M. Imrie mentioned that staff would be arranging the calibration of meters in next few months. There were no comments or questions from the advisory committee.

Municipal Service/Project Updates

K. Shaw reminded the committee members of the upcoming 5th Street bridge renovation and the impacts it will have on traffic and potentially other projects.

NEW BUSINESS:

None.

GENERAL:

The next Sewage Management Advisory Committee meeting will be held on April 29, 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 9:42 am.

Recorded by:

M. Briggs

M. Briggs
Engineering Services Assistant/Recording
Secretary

Certified correct:

K. La Rose

K. La Rose, P.Eng.
Senior Manager of Water/Wastewater Services