

Minutes of the meeting of the Comox Valley Sewage Management Advisory Committee held on August 2, 2018 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 9:00 am

PRESENT:	R. O'Grady, Director of Engineering	City of Courtenay
	G. Westendorp, Public Works Superintendent	Town of Comox
	R. Dyson, CAO	
	M. Rutten, General Manager of Engineering Services	CVRD
	C. Gore, Manager of Capital Projects	CVRD
	M. Herschmiller, Manager of Water Services	CVRD
	Z. Berkey, Engineering Analyst	CVRD
	Z. Norcross-Nu'u, Engineering Analyst (arrived 9:10 am)	CVRD
	C. Wile, Manager of Operational Communications	CVRD
	L. Dennis, Legislative Services Assistant & Recording Secretary	CVRD

ITEMS:

Management report

The committee reviewed the July 2018 Comox Valley Sewage Management Advisory Committee management report. The management report has been updated.

Minutes

The committee reviewed the minutes of the May 31, 2018 Sewage Management Advisory Committee meeting and no errors or omissions were noted.

Draft staff report: Greenwood and Hudson Trunk Metering Strategy

C. Gore provided an overview of the above-noted staff report. The report will present the proposed metering strategy that includes isolating jurisdictional flows for billing purposes once the Greenwood and Hudson Trunks are complete. City of Courtenay staff expressed concern for making sure that I&I for Courtenay would be zero and CVRD staff confirmed that any flow that is recorded down the line will be apportioned to Comox. The report will be presented to the Sewage Commission at the August 14, 2018 meeting, with the recommendation to proceed with the installation of meters as per the technical memo from McElhanney dated July 23, 2018.

Pump station hour metre and totalizer logs

The committee reviewed the May and June hour meter and totalizer logs. Z. Berkey outlined the new format for reports which are generated from the SCADA system.

All flows summaries

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

CONFIDENTIAL ITEM:

The committee discussed confidential material at 9:21 am and resumed its open session at 9:58 am.

Municipal Service/Project Updates

Committee members provided municipal updates from their communities.

GENERAL:

The next Sewage Management Advisory Committee meeting will be held on August 30, 2018 commencing at 9:00 am in the Comox Valley Regional District boardroom.

TERMINATION:

The meeting terminated at 10:01 am.

Recorded by:

Certified correct:

L. Dennis
Legislative Services Assistant

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