

Minutes of the meeting of the Comox Valley Sewage Management Advisory Committee held on January 3, 2019 in the Comox Valley Regional District boardroom located at 550B Comox Road, Courtenay, BC, commencing at 9:02 am.

PRESENT:	T. Kushner, Director of Public Works Services	City of Courtenay
	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
	Z. Berkey, Engineering Analyst	CVRD
	D. Monteith, Manager of Liquid Waste Planning	CVRD
	A. Baldwin, Legislative Services Assistant & Recording Secretary	CVRD

ITEMS:

Sewage Management Advisory Committee management report dated January 2019

The committee reviewed the January 2019 Comox Valley Sewage Management Advisory Committee management report. The management report has been updated.

The Town of Comox staff raised a concern from a resident regarding a stormwater drainage issue on the west side of the Hudson Trunk right of way, which they forwarded to the CVRD. CVRD staff to follow up.

Minutes from the Sewage Management Advisory Committee meetings:

The committee reviewed the minutes of the September 5th, September 10th and November 22nd 2018 Sewage Management Advisory Committee meetings and no errors or omissions were noted.

Draft staff report: Emerald Shores Strata Complex – Septage Tipping Fee Refund

Z. Berkey provided an overview of the above-noted report. It was suggested that the report include the following:

- Clarify that tipping fees have already been collected from the company and therefore the only effect on revenue is a reduction in septage disposal.
- that Emerald Shores initially approached the Town of Comox for a refund and that their request was denied;
- A proposition to review procedures to deal with private infrastructure system failures. It was noted that the City of Courtenay has a bylaw in place to allow private lift stations to discharge wastewater into a gravity system under supervision when these types of situations occur within the City boundaries. The Town of Comox staff agreed to consider this option.

Draft staff report: Work Plan to Advance Service Negotiations with the Comox Valley Sewage Commission

D. Monteith provided an overview regarding the above-noted report. The report was presented to the South Sewer Select Committee in September and will be presented to the Sewage Commission on January 15, 2019 for information. The committee discussed revised timelines and it was clarified that the final reports for both the governance study and the technical evaluation through Stage 1 of

the LWMP will now be finalized at the same time. It was also clarified that the governance study will present a number of governance options to consider.

CVRD staff agreed to share the proposal from WSP on the impact of Electoral Area A wastewater flows on the options being evaluated in stage one of the LWMP process with the committee members to provide clarity on the scope of work undertaken by WSP.

Pump Station Hour Meter and Totalizer Log to November 2018

The committee reviewed the Pump Station Hour Meter and Totalizer Log to November 2018.

All Flows Summary Details for all Contributory System Flows for September, October, and November 2018

The committee discussed the Jane Place pump station I&Is. It was acknowledged that the pump station infrastructure is aged and is due for upgrades. However, in the interim and in addition to their regular I&I inspections, the Town of Comox are considering measures such as undertaking smoke testing to try and determine the source of inflows in an effort to help identify solutions to reduce inflows and also to assist with planning for upgrades. The Town reiterated that although they continue to identify and address I&I issues, the CVRD should not expect or design for a reduction in flow.

Development Cost Charges and Capital Improvement Cost Charges Revenue at November 30, 2018

The committee reviewed the Development Cost Charges and Capital Improvement Cost Charges Revenue at November 30, 2018. No comments or questions were raised.

CONFIDENTIAL ITEMS:

Minutes from the in-camera Sewage Management Advisory Committee meetings:

The committee reviewed the minutes of the September 5th, September 10th 2018 in-camera Sewage Management Advisory Committee meetings and no errors or omissions were noted.

GENERAL:

The next Sewage Management Advisory Committee meeting will be held on January 17, 2019 commencing at 9:00 am in the Comox Valley Regional District boardroom.

TERMINATION:

The meeting terminated at 9:42 am.

Recorded by:

Certified correct:

A. Baldwin
Legislative Services Assistant

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