

Minutes of the meeting of the Comox Valley Sewage Management Advisory Committee held on Thursday, February 11, 2021 in the CVRD Civic Room at 770 Harmston Avenue, Courtenay, commencing at 9:19 am

**PRESENT:**

Via Zoom	T. Kushner, Deputy CAO	City of Courtenay
Via Zoom	S. Ashfield, Director of Operations	Town of Comox
Via Zoom	C. Freundlich, Director of Finance	Town of Comox
Via Zoom	C. Perry, Public Works Superintendent	Town of Comox
In Person	M. Rutten, General Manager of Engineering Services	CVRD
Via Zoom	K. La Rose, Senior Manager of Water/Wastewater Services	CVRD
Via Zoom	M. Imrie, Manager of Wastewater Services	CVRD
Via Zoom	Z. Berkey, Engineering Analyst	CVRD
Via Zoom	M. Foort, Chief Financial Officer	CVRD
Via Zoom	J. Warren, Deputy Chief Administrative Officer	CVRD
In Person	C. Wile, Manager of External Relations	CVRD
Via Zoom	R. Dyson, CAO	CVRD
Via Zoom	C. Gore, Manager of Capital Projects	CVRD
Via Zoom	K. Douville, Manager of Financial Planning	CVRD
In Person	J. Boguski, Engineering Services Assistant/Recording Secretary	CVRD

**ITEMS:**

**Management report**

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

**Minutes**

The committee reviewed the minutes of the January 28, 2021 Sewage Management Advisory Committee meeting and no errors or omissions were noted.

**Draft staff report: Sewer System Conveyance Project – Implementation Decisions**

Kris La Rose provided an overview and presentation of the staff report. The updated cost estimate is between Class D and Class C cost estimates at this time with a 35 per cent contingency. Staff have identified that although the cost estimate for Option 2 is now highest, when Option 1's cost estimate is inflated based on the same factors that increased Option 2's estimate, Option 1 would still be proportionally higher than Option 2.

Myriah Foort provided an overview of project funding options including debt impacts, tax payer impacts and requisition amounts. Discussion of how staff produced the requisition/debt estimates between Option 1 and Option 2. City and Town CFO's have been included in development and review of Options 1 and 2. The committee considered adding a third and fourth option for funding to the February 23<sup>rd</sup> Sewage Commission report. CFO's will develop additional options and then narrow down to three to present to the Sewage Commission. Additional options will focus on steeper increases to the requisition in order to reduce overall requisition and long term costs.

It must be strongly considered how the tax increases for the Liquid Waste Management Plan (LWMP) aligns with the bulk water rate increase from the Comox Valley Water Treatment Plant and how CVRD requisition impacts the municipalities' budgets.

Courtenay's perspective is that if we can amortize over the longest term then both current and future tax payers will contribute to the debt and the service life of the pipe and be less of a tax burden now to residents who will be faced with other rate and tax increases.

The committee reviewed the conveyance timeline and alternate approval process.

Christianne Wile provided a summary of the public engagement process. CFO's should be able to produce an updated, accurate cost impact per household that can be messaged to the public for the next round of public engagement and for the February 23 Sewage Commission.

J. Warren left the meeting at 10:15

### **Discussion item: Comox Road Restorations Related to Sewer Conveyance**

Kris La Rose discussed the impacts to Town of Comox roads from the sewer conveyance alignment and how the restoration of those roads would impact the scope and schedule of the LWMP project. Committee members were provided with a technical memo from WSP for review.

#### Advisory comments:

Comox staff are waiting to obtain the base scope. It's difficult to estimate costs and understand the full project impact when the final sewer alignment is unknown. Town staff feel that the conveyance contract should include town road restoration.

Courtenay staff suggests that perhaps an alternative solution is to set an allowance for the Town of Comox that could be used for road restoration, or other upgrade, rather than include restoration costs in the LWMP project.

CVRD staff would prefer to see any Town of Comox road restorations managed as a separate contract conducted by the Town (possibly at the same time and by the same contractor) so that the civil road works are not within the scope of the LWMP project managed by the CVRD. The civil works would be a Town of Comox contract.

This topic will require further discussion and CVRD will arrange a dedicated meeting with City and Town engineering staff.

### **Comox Valley Sewerage System Flows Reports**

The committee reviewed the December 2020 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 Thursday, February 25, 2021 commencing at 2:00 pm in the CVRD Civic Room at 770 Harmston Avenue, Courtenay and via Zoom Conference.

**TERMINATION:**

The meeting terminated at 11:02 am.

Recorded by:

*J. Boguski*

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J. Boguski  
Engineering Services Assistant/Recording  
Secretary

Certified correct:

*M. Rutten*

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