

Minutes of the meeting of the Liquid Waste Management Plan (LWMP) Joint Technical and Public Advisory Committees (TACPAC) Meeting #1 held on Tuesday, November 13, 2018 in the Comox Valley Regional District Boardroom located at 600 Comox Road, Courtenay, BC, commencing at 9:00am

PRESENT:

A. Habkirk, Chair and Facilitator	
P. Nash, LWMP Project Coordinator	
M. Rutten, General Manager of Engineering Services	CVRD
K. La Rose, Senior Manager of Water/Wastewater Services	CVRD
M. Imrie, Manager of Wastewater Services	CVRD
C. Wile, Manager of Operational Communications	CVRD
J. Boguski, Branch Assistant – Engineering Services	CVRD
A. Gibb, WSP	WSP
A. Bennett, WSP	WSP
W. Cole-Hamilton, City of Courtenay Councilor	PAC
M. Swift, Town of Comox Councilor	PAC
A. Hamir, Lazo North (Electoral Area B) Director	PAC
C. McColl, K'ómoks First Nation	PAC/TAC
T. Ennis, Comox Valley Conservation Partnership	PAC
A. Gower, Comox Valley Chamber of Commerce	PAC
A. Munro, BC Shellfish Growers Association	PAC
S. Wood, Comox Business Improvement Association	PAC
S. Carey, Courtenay Resident Representative	PAC
K. Niemi, Courtenay Resident Representative	PAC
K. VanVelzen, Comox Resident Representative	PAC
D. Jacquest, Comox Resident Representative	PAC
R. Craig, Comox Resident Representative	PAC
M. Holm, Area B Resident Representative	PAC
M. Lang, Area B Resident Representative	PAC
L. Aitken, Area B Resident Representative (Observer)	PAC
B. Vroom, Ministry of Environment	TAC
D. Cherry, VIHA	TAC
P. Kumar, VIHA	TAC
R. O'Grady, City of Courtenay Engineering	TAC
S. Ashfield, Town of Comox Engineering	TAC
G. Bonekamp, Department of National Defence Engineering	TAC

ITEMS:

The committee met for the introductory Liquid Waste Management Plan Joint Technical and Public Advisory Committees meeting to review the LWMP process.

November 13, 2018 LWMP Joint TACPAC meeting agenda.

ITEM, TIME	DESCRIPTION	OWNER
1.1	Call to Order The meeting was called to order at 9:00	Allison Habkirk
1.2	Welcome Marc Rutten, the CVRD GM of infrastructure, gave the welcome and opening remarks	Marc Rutten
1.3	Introductions Brief round the table	Allison
1.4	Description of CVRD Wastewater System Kris gave a detailed PowerPoint presentation about the history of the CVRD wastewater system. <ul style="list-style-type: none"> • Special emphasis was given to the history of the forcemain along Willemar bluffs noting; <ul style="list-style-type: none"> ○ The pipe was installed according to the standards of the day ○ The concrete pipe itself is in good condition, had no leaks detected and has many years of service life left. ○ The erosion of the same banks of the Willmar bluffs prompted the placement of rip rap at the base of the bluffs ○ The rip rap stopped the bank erosion but lead to sand loss on the beach, exposing pipes sections ○ Rock gabions were placed to cover the pipe ○ These gabions are nearing the end of their life 	Kris La Rose
1.5	Purpose – why are we here? Kris gave a quick summary of the three issues to be addressed by the LWMP; <ul style="list-style-type: none"> ○ Conveyance – find the best way to resolve the environmental risk along Willemar Bluff and the conveyance capacity limitations ○ Treatment – deciding the capacity and effluent quality requirements of future treatment upgrades ○ Resource Recovery – identifying possibilities for beneficial recovery and re-use of resources from wastewater Process- How are we going to do it? An LWMP process.	Kris La Rose
	A ten minute break was taken at 10:30	
1.6	Expectations of the BC Ministry of Environment Bryan gave a brief talk outlining the Ministry of Environments view on the LWMP process <ul style="list-style-type: none"> • They congratulate the CVRD on embarking on it, and getting the TACPAC organized • Key technical focus is to ensure that the requirements environmental regulations, in particular the Municipal Wastewater Regulation, will be met by the adopted solutions • The importance of a robust and thorough public engagement process • The Ministry will likely not attend future TACPAC meetings, but will be working with the CVRD staff and consultants throughout the process 	Bryan Vroom, MoE

1.7	<p>Public consultation in the LWMP process</p> <p>Christianne gave an overview of how the public engagement will work</p> <ul style="list-style-type: none"> • Intent is to give the public as, much information, and seek as much input as reasonably practical. • The proposed Goals, Options developed by the TACPAC will go to public review via facilitated sessions and online feedback, and then come back to the TACPAC for consideration before decision making • After the final decisions, public will be informed via open houses and online to explain the direction being taken 	Christianne Wiles
1.8	<p>Implementation of the LWMP process</p> <p>Paul gave a brief overview of</p> <ul style="list-style-type: none"> • The three stage structure of the LWMP as a Systems Approach” to problem solving • Final approved plan includes borrowing authority to enable construction of the works • How the TACPAC functions for making decisions/recommendations • How the recommendations go to the Comox Valley Sewage Commission for adoption • 	Paul Nash
1.9	<p>Presentation by Technical Consultants WSP Inc</p> <p>Al Gibb from WSP gave an overview of their background and role in this LWMP</p> <ul style="list-style-type: none"> • Extensive experience with LWMP’s in BC • WSP (previously OPUS Dayton & Knight) has done work on the • Noted that WSP did the conceptual design and cost estimates for the Comox #2 pump station in 2017, and also developed some alternatives to it. • For this LWMP they will be doing the <ul style="list-style-type: none"> ○ Technical analysis ○ Cost estimating ○ Report preparation 	WSP
1.10	<p>The road map for 2018 and 2019 Stage 1&2 LWMP.</p> <p>Paul gave the outline of how the LWMP will play out over 2018 and 2019</p> <ul style="list-style-type: none"> • Will be a combined Stage 1 and 2 process • Plan to have decision made in Q3 of 2019 and report completed and submitted to MoE by end of the 2019. • Once the Conveyance option is decided upon, it may be split out of the LWMP process to enable expedited implementation • 	Paul Nash
1.11	<p>Preview of Meeting #2</p> <p>The meeting will develop the aspirational goals of the community, to be used in developing and evaluating the options.</p> <p>Committee members were asked to bring their ideas, and review an community Plans, such as OCP’s that they think are relevant to the LWMP process.</p>	Paul & Allison

1.12	Round Table discussion A very brief question period was held	Allison Habkirk
1.13	Adjournment The meeting was adjourned at 12pm	Allison Habkirk

Summary of TACPAC meeting schedule

TACPAC Meeting #	Theme	Purpose
1. Nov 13 , 2018	Introduction	Introductions, explain process and purpose
2. Nov 23, 2018	Goals	Develop Goals
3. Dec 11, 2018		Review and recommend Goals
4. Jan 17, 2019 (TBC)	Long List Options	Develop long list Options
5. Feb 7		Review and recommend Options for conceptual study
6. Mar 21		Evaluate to shortlist, recommend Options for detailed study,
7. June 13	Short List Options	Discuss studies of shortlist options, evaluate to preferred option(s)
8. June 27		Review evaluation, final recommendation of preferred options
9. Oct TBD	LWMP Report	Review draft Stg 1 and 2 report
10. Nov TBD		Approve Stg 1 and 2 Report

GENERAL:

The next LWMP Joint TACPAC meeting will be held on November 23, 2018 commencing at 9:00am in the Comox Valley Regional District Boardroom.

TERMINATION:

The meeting terminated at 12:00pm