

DATE: March 7, 2019

FILE: 5330-20/CVWTP

TO: Chair and Directors
Comox Valley Water Committee

FROM: Russell Dyson
Chief Administrative Officer

Supported by Russell Dyson
Chief Administrative Officer

R. Dyson

RE: Comox Valley Water Treatment Project Update

Purpose

To provide an update on the Comox Valley Water Treatment Project (the Project) and describe the plan for keeping the Comox Valley Water Committee and the public informed on the project looking forward.

Recommendation from the Chief Administrative Officer:

THAT the Comox Valley Water Committee approve the plan for Comox Valley Water Treatment Project updates every two months to Directors and the public.

Executive Summary

- The Project procurement process is ongoing, with proposals due in May;
- CVRD have received an Environmental Assessment Office Exemption Certificate for the Project, another major milestone achieved;
- CVRD's water license is now under consideration and is expected to be approved in April;
- Staff propose that a standardised project update bulletin be issued bi-monthly through until the end of the Project, to keep both the Comox Valley Water Committee and the public up to date;
- The bulletin will be reviewed through the Comox Valley Water Advisory Committee to ensure stakeholder input prior to issuance.

Project Update

The Project is currently in procurement and is half way through the Request for Proposals period. The Project procurement team have been working with each of the three design-build teams to ensure the project requirements and their proposals, which are due in May, are compliant and provide best value to the Comox Valley Regional District (CVRD).

In parallel, CVRD have been working on finalizing permits and land use agreements. CVRD recently received an Environmental Assessment Office Exemption Certificate for the Project, which is a major milestone. This certificate allows our water license application to be considered by the Ministry of Forest Lands and Natural Resource Operations and Rural Development (MFLNRO), which is our last major permit required for the Project. The water license is expected to be approved in April 2019.

Land use agreements are also expected to be complete in April 2019. Those outstanding include agreements with Comox Timber and TimberWest for portions of the water mains required by the Project.

Project Update Bulletin

CVRD recognize the importance of keeping all stakeholders informed for project success. With such an extended project timeline, it shall be important to provide regular updates on Project progress.

CVRD propose that a quarterly update bulletin be the most appropriate form of keeping all stakeholders up to date. With Comox Valley Water Committee support, our communications team shall develop a bulletin format that can be used as a standard moving forward. The bulletin shall be maximum two pages and shall be designed to be easily digested by the public.

The update bulletin is proposed to be reviewed through the Comox Valley Water Advisory Committee and issued to the Comox Valley Water Committee and public on a bi-monthly basis. Any additional information, above and beyond that included in the bulletin that staff feel is especially pertinent to the Comox Valley Water Committee, will be added to a staff report which the bulletin shall be attached.

May 2019 is proposed to be the first Project update bulletin, updating stakeholders on permits and land agreements, with the summer 2019 edition likely to announce the winning proposal and design-builder CVRD shall be working with through until 2022.

Prepared by:

C. Gore

Charlie Gore, P.Eng
Manager of Capital Projects

Concurrence:

K. La Rose

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

Concurrence:

M. Rutten

Marc Rutten, P.Eng
General Manager of
Engineering Services