

File: 5340-01

April 24, 2024

**Sent via email:** aproton@courtenay.ca

Mayor and Council  
City of Courtenay  
830 Cliffe Ave.  
Courtenay, BC V9N 2J7

Dear Mayor and Council:

**Re: Sani-Dump Next Steps**

The Sewage Commission (Commission) passed the following resolution on April 9, 2024:

THAT staff pause further work towards siting a Comox Valley Sewerage Service sani-dump facility until the City of Courtenay allocates staff capacity to assess the Dove Creek Place site, or either the City of Courtenay or Town of Comox identify another site that meets the siting criteria with the intent of having an operational sani-dump by 2025;

AND FURTHER THAT a letter be sent to the City of Courtenay and Town of Comox councils sharing this direction, and encouraging them to explore options for temporary provision of sani-dump services connected to their sewer collection systems to provide interim relief in summer 2024.

The Commission continues to support the installation of a sani-dump facility for the Comox Valley as a priority project that will reduce risk to the environment and provide a necessary solution for Recreation Vehicle owners.

Staff have determined that any new sani-dump facility is best connected to the municipal wastewater collection system and as such close collaboration with municipal staff is required for permitting, traffic impacts, final siting, design and construction, and operation. If the Dove Creek Place location is not supported by the City of Courtenay (City) for additional due diligence, then we are asking that the City identify other potential locations for consideration.

The Commission, as noted in the above resolution, is interested in having the facility operational by Summer 2025. To meet this timeline, a partnership between the Comox Valley Regional District (CVRD) and the City is needed to agree to the potential location and to complete the due diligence required. Once a location has been finalized, time is required for CVRD staff to obtain permits, design and construct the facility in early 2025 in order that this can be operational by summer 2025. Its estimated that CVRD and municipal staff need to begin working together on the location and due diligence by September 2024 to meet the deadline.

By way of this letter, we request that the City of Courtenay:

- a) clarify its support for additional due diligence for a sani-dump at the proposed Dove Creek Place location;
- b) include the sani-dump project in its 2024 and 2025 workplan; and
- c) identify other potential locations for consideration of a permanent sani-dump facility.

Please confirm that the City of Courtenay staff resources will be available to support the above efforts beginning in September 2024. Also, if possible please confirm that City of Courtenay staff are able to immediately explore options for temporary provision of sani-dump services within your collection system for summer 2024.

Yours truly,

***D. Hillian***

Doug Hillian  
Chair  
Sewage Commission

cc: James Warren, Chief Administrative Officer  
Geoff Garbutt, Chief Administrative Office, City of Courtenay  
Jordan Wall, Chief Administrative Officer, Town of Comox