



ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE

WEDNESDAY, JUNE 27, 2012 - 3:30 P.M.
CVRD Boardroom, 175 Ingram Street

AGENDA

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	Subject: Waste & Recycling Collection and Processing	
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7.	<u>NEW BUSINESS:</u>	
	NB1 Saltair Water System – Increase in Maximum Annual Tax Requisition Limit Dave Leitch, Manager, Water Management Division	
8.	<u>QUESTION PERIOD:</u>	
9.	<u>CLOSED SESSION</u>	
	Motion that the meeting be closed to the public in accordance with the Community Charter Part 4, Division 3, Section 90, subsection as noted in accordance with each agenda item.	

SM1	Committee Minutes of March 28, 2012	19 – 20
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10. ADJOURNMENT

The next meeting of the Engineering & Environmental Services Committee will be held July 25, 2012.

Distribution:

Director Iannidinardo, Chair
Director Dorey, Vice-Chair
Director Duncan
Director Fraser
Director Giles
Director Lefebure

Director Marcotte
Director McGonigle
Director Morrison
Director Walker
Director Weaver

As Well As:

Director Hutchins, Chair, CVRD
Warren Jones, CAO
Brian Dennison, General Manager, Engineering & Environmental Services
Bob McDonald, Manager, Recycling & Waste Management
Dave Leitch, ASCT., Manager, Water Management
Kate Miller, Manager, Regional Environmental Policy
Mark Kueber, Manager, Corporate Services

Agenda Cover Only:

Directors Hartmann, Kent, Lines
Norm Olive, P. Eng., Manager, Capital Projects
Tom Anderson, General Manager, Planning & Development

PRESENT:

Minutes of the regular meeting of the Engineering & Environmental Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on May 23, 2012 at 3:30 p.m.

PRESENT:

Director Iannidinardo, Chair
Director Dorey, Vice-Chair
Directors Duncan (3:40 p.m.), Fraser, Giles, Hutchins, Kent, Marcotte, McGonigle, Walker, Weaver and Alternate Director Darling

ABSENT:

Directors Lefebure and Morrison

ALSO**PRESENT:**

W. Jones, CAO, CVRD
B. Dennison, P. Eng., General Manager, E & E
D. Leitch, ASCT., Manager, Water Management
K. Miller, Manager, Regional Environmental Policy
J. Bath, Recording Secretary

**APPROVAL
OF AGENDA**

The following items were added under New Business:

1. Styrofoam Collection at Steel Pacific
2. Lambourn Water System

It was moved and seconded that the agenda be approved as amended.

MOTION CARRIED

**ADOPTION
OF MINUTES**

It was moved and seconded that the minutes of the March 28, 2012 regular Engineering & Environmental Services Committee meeting be adopted.

MOTION CARRIED

**BUSINESS ARISING OUT
OF MINUTES**

No business arising

DELEGATIONS**D1**

Youbou Water System - Mr. Ian Graeme presented, representing himself and his four neighbours on Sa-see-nos Crescent in Youbou. Mr. Graeme requested the following:

- 1) That the five properties on Sa-see-nos Road be provided access to the Youbou Water System.
- 2) That water system levies be stopped until access is provided.
- 3) That the five homeowners be refunded levies paid for the water system since 2007.

Mr. Graeme advised the Committee that he has sent numerous letters to the CVRD regarding this issue and had no response.

Dave Leitch, Manager, Water Management Division, gave a brief history explaining why these properties are not yet connected to the water system. He suggested that he provide a report at the next Engineering & Environmental Services Committee meeting.

It was moved and seconded that staff provide a report to the Committee that explains the project timing, why levies are collected for services not provided and provide a history of communications between the CVRD and Mr. Graeme.

MOTION CARRIED

(Director Hutchins left the meeting 3:50 p.m.)

REPORTS

R1

A staff report was considered regarding installation of two critical streetlights in Electoral Area I.

It was moved and seconded that it be recommended to the Board that two *critical location streetlights* be installed at the following locations in Electoral Area I:

- 1. Intersection of Indian Road and Beaver Road**
- 2. 8365 Beaver Road**

MOTION CARRIED

R2

A staff report was brought forward regarding a request from the owner of the Burnum Water System for CVRD takeover.

It was moved and seconded that it be recommended to the Board that:

- 1. First stage approval and authorization of staff time be provided to investigate the takeover of the Burnum Water System, located in Electoral Area B, as requested by Julie Hall owner of Burnum Utility, subject to the following conditions and with the understanding that nothing is intended by this approval to fetter future CVRD Board decisions on required bylaws:**
 - All lands with infrastructure works are to be transferred to the CVRD, or, if not possible be placed within registered Statutory Rights-of-way, using the CVRD's standard charge terms;**
 - A utility transfer agreement be executed between the CVRD and the owner;**
 - A CVRD review of the system be undertaken in order to address deficiencies in the water system;**
 - The owner of the utility be willing to transfer the system to the CVRD;**
 - A public consultation process regarding CVRD takeover be undertaken;**

- A petition process be carried out and completed by at least 50% of the owners of parcels within the proposed service area with the total value of the parcels representing at least 50% of the net taxable value of all land and improvements in the service area.
 - This list is not exhaustive and items may be added, deleted or altered prior to a formal agreement being executed; and further
2. That an assessment of the system be carried out, funded to a maximum cost of \$15,000 from the CVRD Feasibility Study Function and repaid upon establishment of a CVRD function.
 3. That, upon completion of a successful petition process, bylaws be prepared to create a service area for this utility.

MOTION CARRIED

R3

A staff report was considered regarding submission of a Brownfield Renewal Funding Application for a Stage 1 Preliminary Site Investigation at 3900 Drinkwater Road (Bings Creek Solid Waste Management Complex).

It was moved and seconded that it be recommended that the Board support the submission of an application to the Brownfield Renewal Funding Program in regard to undertaking a Stage 1 Preliminary Site Investigation at the Bings Creek Solid Waste Management Complex, 3900 Drinkwater Road, Duncan.

MOTION CARRIED

R4

A staff report was considered introducing Loan Authorization Bylaw No. 3607 for purchase of 3 collection trucks and wheel totes for the In-house Curbside Program, which will commence in the Spring of 2013.

The Committee discussed the need for an educational component prior to going out to the electorate to obtain approval through an Alternative Approval Process for Loan Authorization Bylaw No. 3607..

It was moved and seconded that the staff recommendation be referred to a special meeting of the Engineering & Environmental Services Committee to be held prior to the June 13, 2012 Board meeting, and that staff provide the Committee with the plan for developing an educational component to be undertaken prior to an Alternate Approval Process being carried out.

MOTION CARRIED

R5

A staff report was brought forward regarding preparation of a Capital Reserve Fund Bylaw for works to the Mesachie Lake Water System.

It was moved and seconded that it be recommended to the Board that a Capital Reserve Fund Expenditure Bylaw be prepared for withdrawal of funds not exceeding \$25,000 from the *Mesachie Lake Water System Capital Reserve Fund* to finance reservoir access, security and water treatment plant controls, and further that the bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

R6

A staff report was considered regarding an amendment to Cobble Hill Drainage System Service Merger Bylaw No. 3538.

It was moved and seconded that "CVRD Bylaw No. 3538 – Cobble Hill Drainage System Service Merger Bylaw, 2011", be amended by changing the maximum requisition limit from \$18,800 to \$19,600; and that the amended bylaw be forwarded to the Board for consideration of the third reading as amended; and following provincial approval, be forwarded to the Board for consideration of adoption.

MOTION CARRIED

R7

A staff report was provided for information regarding the Environmental Strategic Plan.

INFORMATION ONLY

R8

A staff report was provided for information regarding the Ministry of Forests, Lands & Natural Resource Operations 2012 *Notice Of Intent To Treat* under the South Coastal Multi-agency Pesticide Management Plan.

The Chair requested that staff provide Committee members with a list of local invasive plant species and contact information regarding management/disposal options.

INFORMATION ONLY

(Director Hutchins rejoined the meeting at 4:55 p.m.)

R9

A staff report was brought forward regarding first stage approval for CVRD takeover of the Cherry Blossom Estates Water System in Electoral Area E.

It was moved and seconded that first stage approval be granted to owners of Cherry Blossom Estates, "Lot 1, Section 8, Range 6, Sahtlam District, Plan 12309, except those parts in Plans 22890, 23708, 25003 and 29157" be amended to be consistent with Zoning Amendment Bylaw No. 3285 (Cherry Blossom Estates) by acknowledging that the approval is for servicing of a 50 unit strata lot subdivision and by adding the following conditions:

1. That the sewage system be designed and constructed to treat and distributed effluent for irrigation and toilet use;
2. That water meters be installed at the developer's cost and a rate structure established to encourage conservation;
3. That a covenant be registered on all properties proposed for connection to the water and sewer systems to require "low flow" fixtures and appliances and the use of native and drought tolerant plant species for landscaping;
4. This list is not exhaustive and items may be added, deleted or altered prior to a formal agreement being executed.

MOTION CARRIED

R10

A staff report was considered requesting consideration of a Sole Source 3-year contract with Schnitzer-Steel Pacific Inc. for metal processing.

It was moved and seconded that the CVRD Board approve a sole source three-year contract with Schnitzer-Steel Pacific Inc. for scrap metal processing from July 1, 2012 to June 30, 2015, and further that the Board Chair and Corporate Secretary be authorized to sign the contract.

NEW BUSINESS

MOTION CARRIED

NB1

Director Giles asked staff to look at CVRD collection of the large quantities of Styrofoam being dropped off at Steel Pacific's site and put into the garbage without being compacted.

NB2

Staff were thanked for hosting barbecues at Lambourn Estates and Dogwood Ridge Water Systems during Safe Drinking Water Week, providing residents with an opportunity to tour the new facilities.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 5:20 p.m.

Chair

Recording Secretary

Dated: _____

PRESENT:

Minutes of the special meeting of the Engineering & Environmental Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on June 13, 2012 at 4:30 p.m.

PRESENT:

Director Iannidinardo, Chair
Director Dorey, Vice-Chair
Directors Duncan, Fraser, Giles, Hutchins,
Lefebure, Marcotte, McGonigle, Morrison, Walker,
Weaver

ALSO**PRESENT:**

W. Jones, CAO, CVRD
B. Dennison, P. Eng., General Manager, E & E
B. McDonald, Manager, Recycling & Waste Man.
J. Adair, Superintendent, Solid Waste Operations
M. Kueber, Treasurer, CVRD
H. Huffman, Environmental Technologist
J. Bath, Recording Secretary

**APPROVAL
OF AGENDA**

It was moved and seconded that the agenda be approved as presented.

MOTION CARRIED**REPORTS****R1**

A staff report was considered regarding CVRD Bylaw 3607 – In-house Curbside Collection Service Loan Authorization (Trucks and Totes) Bylaw, 2012, including the Alternate Approval Process and educational component.

Jason Adair, Superintendent, Solid Waste Operations, provided the Committee with a PowerPoint presentation, illustrating information that would be part of a public awareness campaign regarding the new automated curbside collection system.

Mr. Adair pointed out the benefits to having a CVRD-operated system, including:

- 1) Allows for curbside collection from smaller commercial institutional and multi-family sectors that wish to recycle;
- 2) More stable user fees;
- 3) Upgraded service with no extra cost to customers.

The Committee discussed the necessity to hold public education sessions in each community prior to release of the AAP.

It was moved and seconded that it be recommended to the Board that:

- 1. That an automated curbside collection service be established to apply only to those services currently contracted and billed by the CVRD and that the service be established at no additional cost to tax payers.**
- 2. CVRD Bylaw No. 3607 – In-House Curbside Collection Service Loan Authorization (Trucks and Totes) Bylaw, 2012, to purchase of three fully automated curbside collection trucks and 17,500 wheeled totes for an amount not to exceed \$1,775,000, to be paid back over 15 years, be forwarded to the Board for consideration of three readings, and, following provincial and voter approval, adoption.**
- 3. Electoral approval be obtained over the entire service area through an alternate approval process for the adoption of Loan Authorization Bylaw No. 3607.**

MOTION CARRIED

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 5:25 p.m.

Chair

Recording Secretary

Dated:

D1



CVRD

REQUEST TO APPEAR AS A DELEGATION

(Submit completed form to Corporate Secretariat Division – Fax 250.746.2513)

REQUEST TO ADDRESS: ☐ CVRD BOARD
☒ ENGINEERING AND
ENVIRONMENTAL SERVICES COMMITTEE

at the meeting of JUNE 27th, 2012 at _____ pm

APPLICANT NAME MICHAEL TRIPP

REPRESENTING: BFI CANADA INC.
(name of organization if applicable)

AS: DISTRICT MANAGER - CONTRACTOR
(capacity/office)

NUMBER ATTENDING: 1-2

Applicant mailing address: 2240 KEATING X ROAD

Applicant Telephone: (250) 652-4414 Fax: (250) 652-5172

Applicant email: MICHAEL.TRIPP@BFICANADA.COM

PRESENTATION TOPIC and NATURE OF REQUEST:

WASTE AND RECYCLING COLLECTION AND PROCESSING

(If more space is required, please attach an additional page to this form)

F

Michael Tripp
Signature

June 12/12
Date

Cowichan Valley Regional District, 175 Ingram Street, Duncan BC V9L 1N8
Please address inquiries to the Corporate Secretariat Division at 250.746.2508.



STAFF REPORT

R1

ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF JUNE 27, 2012

DATE: June 14, 2012

FILE No:

Bylaws

FROM: David Leitch, ASCT., Manager, Water Management Division

SUBJECT: 2012 Capital Reserve Fund Bylaw – Lambourn Estates Water System

Recommendation:

That it be recommended to the Board that a Capital Reserve Fund Expenditure Bylaw be prepared for withdrawal of funds not exceeding \$15,000 from the *Lambourn Estates Water System Capital Reserve Fund* to finance upgrades to the existing water reservoir and water treatment system, and further that the bylaw be forwarded to the Board for consideration of three readings and adoption.

Relation to the Corporate Strategic Plan: Provides a reliable essential service.

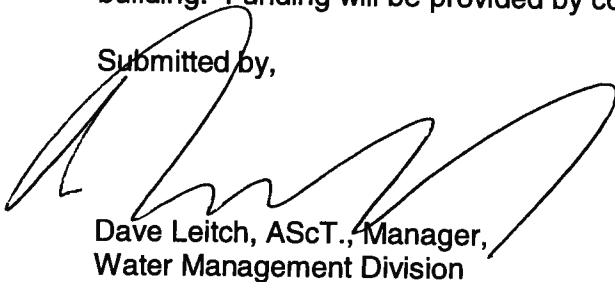
Financial Impact: (Reviewed by Finance Division: *SEN*)

As part of the 2012 approved budget, monies from the Lambourn Estates Water System were identified to be withdrawn from capital reserve funds to assist in paying the capital cost of the above-mentioned works. Without the contribution of reserve funds, there is insufficient money in the operating budget to complete these capital projects. Currently the Lambourn Estates Water system has an uncommitted reserve balance of \$15,460.

Background:

Since 2009, upgrades to the Lambourn Estates Water System have included well rehabilitation, distribution and control upgrades, totalling approximately \$622,000. Funds have been provided by MFA borrowing, gas tax funding and developer contributions. In the 2012 budget, \$30,000 has been approved in capital upgrades to the existing water reservoir and water treatment building. Funding will be provided by connection fees and the capital reserve fund.

Submitted by,



Dave Leitch, ASCT., Manager,
Water Management Division

LK/jlb

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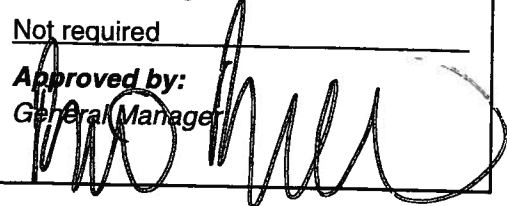
Reviewed by:

Division Manager:

Not required

Approved by:

General Manager





STAFF REPORT

R2

ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF JUNE 27, 2012

DATE: June 20, 2012 **FILE NO:** 2240-20-Agr/Wat
FROM: Emily Doyle-Yamaguchi, Senior Environmental Analyst
SUBJECT: Agricultural Land Use Inventory and Water Demand Model Development for the CVRD

Recommendation/Action: For information.

Relation to the Corporate Strategic Plan:

Developing water planning policies to guide community planning and development decisions is identified as a strategic action under the "Healthy Environment" section of the Corporate Strategic Plan. The research completed through this project will provide a strong information base to support water-related planning policies and development decisions.

Financial Impact: *(Not at this time)*

Background:

In partnership with the CVRD Environment Commission and a number of other local governments, the CVRD Environmental Policy Division is working with the *Partnership for Water Sustainability* to conduct a survey of land use in agricultural areas of our region, in order to calculate agricultural water demand specific to the CVRD.

The Cowichan Basin Water Management Plan and the subsequent CVRD Area Agricultural Plan identified the need for increased access to water for irrigation, but did not specify how much water or under what circumstances. The *Agricultural Land Use Inventory and Water Demand Model Development* will speak to water-related concerns by providing a closer look at agricultural activities in our community and calculating how much water is needed for these activities to exist, under both current and possible future climate scenarios.

The land use inventory is an important part of calculating agricultural water needs, allowing the results to be tailored to local conditions. The *Water Demand Model* will be built with information about types of soil, crops and livestock, and how much water is required when each is present. When information is added about actual local land use, including type of soil, crops and livestock, the model is able to calculate water demand that is specific to our community's agricultural sector. In time, the model will also provide the local agricultural community with a tool that will optimize the use of both power and water resources for agricultural purposes.

Two key deliverables will be obtained from this project:

1. A detailed inventory of agricultural activities in the CVRD, which can be used to better understand the profile and trends of our agricultural sector, as well as forecast our potential for increased food security and a stronger local agriculture-based economy.

.../2

2. An accurate estimate of water demand, now and under possible futures. The Water Demand Model will indicate how much water is needed to support agriculture now, and under different climate change scenarios, where changes in soil moisture and water patterns and supply are likely to occur.

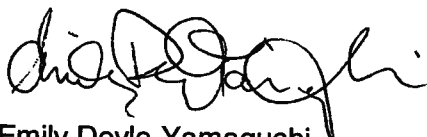
Progress Update

Steps 1 and 2 of the inventory process have been completed and step 3, field surveying, is now underway. Field surveying will continue for the next 13 weeks, after which the data will be used to calculate the CVRD's agricultural water demand.

To confirm that all appropriate areas in the CVRD have been surveyed, the Environmental Policy Division is planning to discuss the project with local farmer groups, including the Cowichan Agricultural Society, the Cobble Hill Farmers' Institute, "District A" Farmers' Institute and the Nanaimo-Cedar Farmers' Institute.


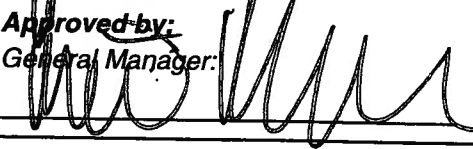
Area Directors and our partner Municipalities will be provided with an informational article about this project to share with their constituents.

Submitted by,



Emily Doyle-Yamaguchi
Senior Environmental Analyst
Environmental Policy Division

EDY:jlb

Reviewed by: Division Manager:	
Approved by: General Manager:	

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STAFF REPORT

R3

ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF JUNE 27, 2012

DATE: June 19, 2012 **FILE NO:** 5380-01/ZERO Waste
FROM: Bob McDonald, Manager, Recycling & Waste Management
SUBJECT: Zero Waste Status Report

Recommendation/Action: For information.

Relation to the Corporate Strategic Plan: Responsible Waste Management - the purpose of this report is to provide an overview of the public efforts being made towards Zero Waste.

Financial Impact: (Reviewed by Finance Division: Not required)
As outlined in the 515 and 520 Budgets for the year 2012.

Background:

In 2002, the CVRD adopted the goal of Zero Waste in order to help our region steadily and incrementally decrease the amount of garbage we produce and dispose of. What started as more of a CVRD policy direction than a specific goal, has quietly become a major part of more people's lives than ever before. And with more diversion options on the horizon, even greater public participation is expected. The following is a listing of a number of program-specific factors and corresponding results that are part of this trend:

- Local residents can recycle the widest range of materials in BC through their curbside program. Electoral Areas have 12,500 homes, and 100,000 pick-ups/year;
- CVRD Recycling Depots by far accept the widest range of materials of any BC depots;
- People and families are busier than ever and one-stop-drop recycling depots work;
- A busy day at Bings Creek used to be 200 customers, today we often exceed 600;
- Recycling depot tills are the busiest in the region, with the following transactions last year:
Bings Creek: 66,401; Peerless Road: 14,569; Meade Creek: 6,246
Plus many more (estimated 30%) unpaid transactions through free recyclables, free store visits, etc.
- In 2011, Bings Creek, Peerless Road, and Meade Creek had revenues of \$3.7 million;
- The year 2011 saw increased recycling volumes at CVRD Drop-Off Depots. Popular recyclable commodities boasted collected quantities as follows: 3,900 T Yard & Garden Material; 1,864 T Scrap Lumber & Wood Waste; 1,430 T Scrap Metal; 1,000 T Organic Food Waste; 733 T Asphalt Roofing; 362 T Gypsum; 203 T Corrugated Cardboard; 72 T Paint; 61 T Tires; and 42 T Used Oil.
- Incentives to recycle include having disposal bans on many materials, such as mixed demolition waste (wood and metal now separated for recycling), toxic materials and commercial food waste;
- Incentives to recycle also include having the broadest range of free/no charge tipping items (see attached listing) in BC, and having no charge (e.g. \$2 - \$5) to enter the recycling area at the depots;

.../2

- Years of school education programs and materials have been well received by all;
- This region (on an Island) has one of the highest diversion rates in BC, and offers one of the most progressive recycling programs in the country. Our high rate of public participation enables us to recycle approximately 70% of what we currently consume in the region;
- The growing list of diversion options now stands at more than 415 different items that can be recycled at all CVRD recycling depots (please attached product listing).

While many waste management facilities and planned initiatives have recently received more media attention, it is worth noting that the everyday options being provided to the public are being met with great and growing participation. As well, even though not everyone understands or consciously participates in Zero Waste as a program, the environmental ethic in the region is very strong. In fact, although residents are not sure what they can or should do about many other environmental issues, e.g. biodiversity, invasive species, climate change, etc., they do like to recycle. It is a tangible, measurable, visual, personal contribution that involves young and old alike.

The CVRD Board has endorsed and promoted many key initiatives that is making it easier for people to "*do the right thing*", and it is being well received. Part of residents wanting to "*do the right thing*" is knowing it is right (education and awareness), but equally important is feeling like it is part of a bigger movement of which one should be a part (social endorsement). With the growing participation and growing list of recyclables, it is a 'tale worth telling' and staff plan to be promoting both in upcoming communications efforts.

Submitted by,

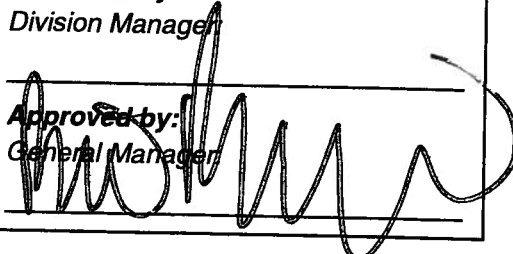


Bob McDonald, Manager
Recycling & Waste Management

BMc/KM:jlb

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Reviewed by: Division Manager
Approved by: General Manager



APPENDIX

Tally of Items Available for Recycling at CVRD Drop-Off Depots:

Household Recyclables:

Office Paper, Newsprint, Magazines, Flyers, Envelopes, Catalogues, Telephone Directories, File Folders, Calendars, Packing Paper, Gift Wrap, Post-It Notes, Boxboard, Corrugated Cardboard, Paper Egg Cartons, Aluminum Foil, Aluminum Pie Plates, Glass, Tin Cans, Plastic Milk Jugs, Yogurt Containers, Shampoo Bottles, Detergent Bottles, Clamshell Containers, Plastic Bags, Plastic Wrap (Total = 26 Items)

Yard & Garden Materials

Grass, Leaves, Branches, Garden Plants, Shrubs, Hedge Trimmings (Total = 6 Items)

Small Appliances (Powered by Electricity or Batteries)

Blenders, Beverage Fountains, Can Openers, Cheese Makers, Coffee Grinders, Cotton Candy Makers, Drink Mixers, Electric Knife Sharpeners, Food Bag Openers, Food Choppers, Food Processors, Food Slicers, Gelato Makers, Germ Killing Cutting Boards, Hand Mixers, Ice Crushers, Ice Cream Makers, Ice Cream Whippers, Juice Extractors, Juice Presses, Knives, Smoothie Makers, Stand Mixers, Meat Grinders, Pasta Makers, Potato Peelers, Salt and Pepper Mills, Spice Grinders, Wine Bottle Openers, Countertop Barbecues, Bread Makers, Buffet Warmer Trays, Chocolate Fountains, Contact Grills, Countertop Ovens, Countertop Rotisserie Ovens, Crème Brûlée Makers, Deep Fryers, Double Burners, Egg Cookers, Fondue Pots, Food Bag Sealers, Food Dehydrators, Food Steamers, Fry Pan/Griddles, Heating Coils, Hot Air Corn Poppers, Hot Plates, Mini Hot Dog Rollers, Panini Presses, Portable Stoves, Pressure Cookers, Rice Cookers, Sandwich Makers, Slow Cookers, Soup Makers, Tabletop Grills, Toaster Ovens, Toasters, Waffle Irons, Woks, Yogurt Makers, Coffee Urns, Drip Coffee Makers, Espresso/Cappuccino Makers, Hot Beverage Makers, Kettles, Percolators, Pod Coffee Makers, Tea Makers, Countertop Microwave Ovens, Alarm Clocks, Wall Clocks, Timers, Bathroom Scales, Countertop Food Scales, Personal Luggage Scales, Active Ironing Boards, Boot Dryers/Glove Dryers, Clothes Shavers, Cordless Irons, Garment Steamers, Garment Sanitizing Devices, Household Irons, Pant Presses, Stationary Irons, Shoe Brushes, Travel Irons, Air Purifiers, Air Flow Equalizers, Aromatherapy Machines, Portable Air Cleaners, Portable Fans, Portable Heaters, Portable Heaters/Fireplaces built to resemble furniture (120V), Portable Humidifiers, Desktop Fans, Tabletop Fans, Automatic Soap Pump Dispensers, Beard Trimmers, Curling Irons/Brushes, Denture and Toothbrush Sanitizers, Facial Cleansing Devices, Facial Anti-Aging Devices, Facial Saunas, Flossing Devices, Foot Baths, Hair Clippers, Hair Crimpers/Straighteners, Hair Curlers, Hair Dryers, Hair Shavers/Removers, Heated Footrests, Hot Roller/Curler Sets, Massagers, Mascara Devices, Oral Irrigators, Rechargeable Razors, Portable Household Paraffin or Hot Oil Baths, Rechargeable Toothbrushes, Vanity Mirrors with Lighting, Upright Vacuum Cleaners, Canister Vacuum Cleaners, Floor or Surface Steamers, Floor Scrubbers/Polishers, Full-Size Extractor Carpet Cleaners, Portable Extractor Carpet Cleaners, Robotic Vacuums, Large Wet-dry Vacuum Cleaners, Bug Vacuums, Electric Dust Pans, Handheld Vacuum Cleaners, Plug-in Vacuum Cleaners for use in Vehicles, Steam Mops, Stick Vacuum Cleaners, Wet Hard Floor Cleaners, Small Wet-dry Vacuum Cleaners, Air Fresheners, Frothers, Lint Removers, Mug Warmers, Mini Massagers, Personal Fans, Battery Powered Razors, Pocket-Sized Scales, Battery Powered Toothbrushes (Total = 145 Items)

CFC Appliances

Fridges, Freezers, Air Conditioning Units (Total = 3 Items)

Scrap Metal

Washers, Dryers, Dishwashers, Stove-Top Ovens, Built-In Microwave Ovens, Bicycles, Depressurized Hot Water Tanks, Barbeques, Automobile Engines, Automobile Parts, Wood Stoves, Fireplace Inserts, Metal Bath Tubs, Water Coolers, Conduit Piping, Dehumidifiers, Depressurized Heating Oil Tanks, Furnaces, Heat Pumps/Exchangers, Metal Shower Enclosures, Pool Heaters/Pumps/Metal Filters, Lawn Mowers, Aluminum Awnings, Aluminum Ladders, Aluminum Siding, Aluminum Gutters, Aluminum Signs, Steel Barrels, Aluminum Barrels, Leaf Blowers, Brass/Bronze, Cast Iron, Catalytic Converters, Chain Saws, Circuit Breakers, Steel Coat Hangers, Compressors, Copper Pipe, Copper Gutters, Demolition Scrap, Diesel Engines/Blocks, Duct Work, Exercise Equipment, Fencing, Depressurized Fire Extinguishers, Fireplace Grates, Lawn Furniture, Light Fixtures, Nails, Plumbing Fixtures, Poles, Pots and Pans, Radiators, Rebar, Rims, Screen Doors/Windows, Sinks, Cabinetry, Beams, Gas Stoves, Electric Stoves, Structural Steel, Tin, Tobacco Racks, Hand Tools, Tractor Parts, Weed Whackers, Wire, Wrought Iron (Total = 74 Items)

Household Hazardous Waste

Latex Paint, Acrylic Paint, Water-Based Paint, Alkyd Paint, Enamel, Oil-Based Consumer Paint, Deck Coatings, Floor Paints, Varnishes, Urethanes, Concrete/Masonry Paints, Drywall Paints, Primers, Undercoats, Stucco Paint, Marine Paints, Wood Finishing Oils, Wood Preservatives, Melamine Paint, Metal Paint, Anti-Rust Paint, Stains, Shellac, Swimming Pool Paints, Stain Blocking Paints, Textured Paints, Block Fillers, Wood Sealers, Masonry Sealers, Driveway Sealers, Water Repellents, Empty Paint Containers, Consumer Aerosol Paints, Industrial Aerosol Paints, Automotive Aerosol Paints, Acetone, BBQ Lighter Fluid, Camping Fuels, Fondue Fuel, Furniture Stripper, Kerosene, Flammable Degreasers, Flammable Lubricants, Flammable Liquid Adhesives, Flammable Fuel Treatment & Additives, Methanol, Methyl Hydrate, Mineral Spirits, Paint Stripper, Paint Thinners, Paint Remover, Varnish Remover, Turpentine, Varsol, Flammable Solvents, Flammable Aerosols, Liquid Domestic Pesticides, Solid Domestic Pesticides, Aerosol Domestic Pesticides, Leftover Gasoline, Spoiled Gasoline, Old Gasoline Contaminated with Oil or Water (Total = 63 Items)

Used Oil and Antifreeze

Engine Oil, Hydraulic Oil, Transmission Oil, Gear Oil, Oil Containers, Oil Filters, Antifreeze, Antifreeze Containers, Vegetable Oil (Total = 9 Items)

Batteries

Disposable, Rechargeable, Vehicle (Total = 3 Items)

Tires

Car, Light Truck, Rims, Bicycle Tires, Bicycle Tubes (Total = 5 Items)

Cell Phones

Cell Phones, Batteries, Chargers (Total = 3 Items)

Safety Alarms

Smoke Alarms, Carbon Monoxide Alarms, Combination Smoke and Carbon Monoxide Alarms (Total = 3 Items)

Thermostats

Mercury Thermostats, Electric Thermostats (Total = 2 Items)

Propane Tanks

Disposable Tanks, Refillable Tanks, Disposable Canisters, Refillable Canisters (Total Items = 4)

Styrofoam

Packaging, Packing Peanuts, Egg Cartons, Cups, Plates, Meat Trays (Total = 6 Items)

Fluorescent Lights

Compact Fluorescent Lights, Fluorescent Tubes, Fluorescent Ballasts (Total = 3 Items)

Scrap Lumber & Wood Products

Stumps, Fencing, Wood Cuttings, Cabinetry, Doors, Desks, Decks, Cedar Shakes
(Total = 8 Items)

Organic Food Waste (Bings Creek)

Fruits, Vegetables, Meat, Bones, Fish, Poultry, Dairy, Grains, Cooked Foods, Grease, Eggshells, Paper Towels, Napkins, Tea Bags, Coffee Grounds, Wooden Stir Sticks, Paper Bags, Waxed Milk/Soy Cartons, Pizza Boxes, Waxed Cardboard, Paper Plates, Paper Cups
(Total = 22 Items)

Clothing (Bings Creek)

Gently Used Clothing, Cloth Based Items, Bedding, Sleeping Bags, Belts/Ties, Yarn, Blankets, Drapes, Pillows, Footwear (Total = 10 Items)

Bulk Plastics (Bings Creek)

Kids' Swimming Pools, Lawn Chairs, Plastic Buckets, Playhouses, Play Sets, Coolers, Plastic Totes, Plastic Tubs, Miscellaneous Items (Total = 8 Items)

Drywall (Bings Creek)

Drywall (Total = 1 Item)

Free Store (Bings and Peerless)

Furniture, Exercise Equipment, Books, Art, Kitchen Ware, Small Appliances, Large Appliances, Bikes, Clothing, Toys (Total= 10 Items)

Asphalt Roofing (Bings Creek and Peerless)

Asphalt Roofing (Total = 1 Item)

Total Number of Recyclables = 415+ Items



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STAFF REPORT

ENGINEERING AND ENVIRONMENTAL SERVICES COMMITTEE MEETING OF JUNE 27, 2012

DATE: July 4, 2012 **FILE NO:** 5600-30-SWS/01

FROM: Dave Leitch, Manager, Water Management Division

SUBJECT: Saltair Water System – Electoral Area G
Increase in Maximum Annual Tax Requisition Limit.

Recommendation:

That it be recommended to the Board:

1. That the *Certificate of Sufficiency*, confirming that sufficient petitions requesting an increase to the maximum annual tax requisition limit for the Saltair Water System be received; and
2. That "CVRD Bylaw No. 3615 – Saltair Water System Service Amendment Bylaw, 2012" that amends "Bylaw No. 2178 – Saltair Water System Service Establishment Bylaw, 2001", by increasing the maximum annual tax requisition from \$190,000 to \$490,000, be forwarded to the Board for consideration of three readings and, following provincial approval, adoption.

Relation to the Corporate Strategic Plan: Provides a reliable essential service.

Financial Implications: (Reviewed by Finance Division: *sen*)

The maximum amount of money that may be requisitioned annually in support of the service will be increased from \$190,000 to \$490,000, for a period of up to 15 years.

Based on the 2012 budget, the anticipated annual cost for the service will be:

\$584.00 per year to be collected by parcel tax; (an increase of \$358 per year), and
\$190.00 per year to be collected by user fees (\$95 billed bi-annually).

Background:

The Saltair Water System is an aging system that for the last several years has been experiencing an increase in watermain breaks every year. Repairs have proven to be very costly and at times resulted in property damage to individual homes. The majority of the distribution system consists of old asbestos cement pipes, inadequately sized with a large variation of elevation throughout the system, resulting in very high water pressure in many areas, which causes frequent water breaks. Additionally, there are many "dead-end" water lines which lead to stagnant water and a distribution system that in certain areas cannot meet minimum fire flow requirements.

As a result of these ongoing problems, the CVRD began working with the Saltair Ratepayers' Association over the course of the last year, attending meetings, answering questions and putting together a community presentation that would help provide the residents of Saltair with an opportunity to learn more about what is going on with their water system and to comment and provide feedback on some of the recommendations being brought forward.

On February 2, 2012, the CVRD and the Saltair Ratepayers' Association hosted a public information meeting regarding the water system, which was attended by approximately 150 residents. The presentation provided the water system's history, the current status of operations, the increasing cost of repairs, planned capital projects and finally a number of financial options and associated timelines.

A summary of the upgrade proposal to improve the operation of the water system consists of:

1. Pipe installation to replace and upgrade aging infrastructure and to loop existing network.
2. Construction of two new pressure-reducing valve stations to alleviate all high/low pressure concerns.
3. Construction of a booster and fire pump station to meet fire flow requirements on Old Victoria Road.

The cost to complete these upgrades and improvements is estimated to be **\$4,500,000.**

The overwhelming results received at the meeting were that the community would like to see the CVRD immediately pursue the steps that will allow for annual upgrades to the system over a 10 to 15 year period, without having to borrow money and create debt to the water system.

The majority of the residents present at the meeting were in favour of increasing the annual parcel tax in order to generate the necessary funds to complete the upgrades to the works. Increasing the parcel tax by **\$358/year** would generate enough revenue to construct \$300,000.00 worth of improvements every year for a period of up to 15 years with a total estimated value of **\$4,500,000.** These estimated costs and timelines may be reduced through the receipt of financial grants and funding opportunities that may become available.

With a 91% vote of those attending the February 2, 2012 meeting, the residents provided the CVRD with direction to commence a *Petition Process* to obtain elector consent for the parcel tax increase. The process succeeds when consent from at least 50% of the property owners representing 50% of the net taxable value of all land and improvements within the Saltair Water System Service Area is received.

The petition represents elector consent to increase the Saltair Water System parcel tax to **\$584/year** (this includes the current **\$226/year** parcel tax with the addition of **\$358/year** to upgrade the works). User fees will remain unchanged.

A total of 489 out of 844 petitions to increase the maximum annual tax requisition limit of the CVRD Bylaw 2178 – Saltair Water System Service Establishment Bylaw, 2001 were received, of which 489 were accepted as valid. Pursuant to Section 797.4 of the *Local Government Act*, a petition is deemed sufficient if at least 50% of the owners of parcels within the proposed service area sign it, **and** the total value of their parcels represent at least 50% of the net taxable value of all land and improvements within the service area. In this case, the petitions received equal 57.94% of the property owners holding 59.6% of the net taxable value of all land and improvements within the proposed service area. Therefore the petitions are deemed sufficient and the CVRD has the authority to proceed with an increase to maximum annual tax requisition limit of the CVRD Bylaw 2178 – Saltair Water System Service Establishment Bylaw, 2001. (the Certificate of Sufficiency is attached.)

Submitted by,


Dave Leitch, Manager
Water Management Division

Reviewed by:

Division Manager:

Approved by:

General Manager:

NOT AVAILABLE



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 3615

A Bylaw to Amend Saltair Water System Service Establishment Bylaw No. 2178

WHEREAS the Board of the Cowichan Valley Regional District established the *Saltair Water System Service Area* under the provisions of Bylaw No. 2178, cited as "CVRD Bylaw No. 2178 – Saltair Water System Service Establishment Bylaw, 2001", as amended;

AND WHEREAS the Regional District wishes to amend Bylaw No. 2178 by increasing the maximum annual requisition limit from \$190,000 to \$490,000;

AND WHEREAS the Board of the Cowichan Valley Regional District has obtained the approval of the service area electors in accordance with the *Local Government Act* and the *Community Charter*;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This bylaw may be cited as "**CVRD Bylaw No. 3615 – Saltair Water System Service Amendment Bylaw, 2012**".

2. **AMENDMENT**

That CVRD Bylaw No. 2178 be amended by deleting and replacing the text in paragraph One of Section 4 "Cost Recovery" with the following:

"The maximum amount of money that may be requisitioned annually in support of this service shall not exceed Four Hundred and Ninety Thousand Dollars (\$490,000)".

READ A FIRST TIME this _____ day of _____, 2012.

READ A SECOND TIME this _____ day of _____, 2012.

READ A THIRD TIME this _____ day of _____, 2012.

I hereby certify this to be a true and correct copy of Bylaw No. 3615 as given Third Reading on the _____ day of _____, 2012.

Corporate Secretary

Date

APPROVED BY THE INSPECTOR OF MUNICIPALITIES UNDER SECTION 802(3) OF
THE LOCAL GOVERNMENT ACT this _____ day of _____, 2008.

ADOPTED this _____ day of _____, 2012.

Chair

Corporate Secretary



CERTIFICATE OF SUFFICIENCY

I hereby certify that the petition to increase the maximum annual tax requisition of CVRD Bylaw No. 2178 – Saltair Water System Service Establishment Bylaw, 2001, from \$190,000 up to \$490,000 per annum, in order to cover the costs to upgrade the works of the *Saltair Water System Service Area*, within a portion of Electoral Area G – Saltair/Gulf Islands, is sufficient pursuant to section 797.4 of the *Local Government Act*.

DATED at Duncan, British Columbia
this 27th day of June, 2012.

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Kathleen Harrison, Deputy Corporate Secretary

Saltair Water System Service Area

Total Number of Parcels in the Service Area:
(Excluding 26 Exempt Parcels)

844

Net Taxable Value of All Land and Improvements of Parcels
(not exempt from taxation) within the Service Area:

\$353,980,875

Total Number of Parcels requesting requisition increase:

Number of Valid Petitions received (57.94%):

489

Net Taxable Value of Petitions received (Land and Improvements):
(59.6%)

\$210,942,942