

Minutes of the regular meeting of the Engineering & Environmental Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on July 25, 2012 at 3:30 p.m.

PRESENT: Director Iannidinardo, Chair
Directors Duncan, Fraser, Giles, Hutchins, Lefebure, Marcotte <3:42 p.m.>, Morrison, Walker, Weaver and Alternate Director Nelles

ABSENT: Directors Dorey and McGonigle

ALSO PRESENT: Warren Jones, CAO, CVRD
Brian Dennison, General Manager, E & E
Dave Leitch, Manager, Water Management
Jason Adair, A/Manager, Recycling & Waste Man.
Kate Miller, Manager, Regional Environmental Policy <4:25 p.m.>
Laura Nessman, Environmental Resource Assistant
Joanne Bath, Recording Secretary

APPROVAL OF AGENDA

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

MOTION CARRIED

ADOPTION OF MINUTES

It was moved and seconded that the minutes of the June 27, 2012 regular Engineering & Environmental Services Committee meeting be adopted.

MOTION CARRIED

BUSINESS ARISING OUT OF MINUTES

No business arising

CORRESPONDENCE

From: Ian Graeme
Re: Youbou Water System

To be discussed under Report R14.

REPORTS

R1

A staff report was considered regarding Woodley Range Water System - Service Establishment and Loan Authorization Bylaws

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

1. That the *Certificate of Sufficiency*, confirming that sufficient petitions requesting establishment of a Water System Service Area and authorizing the borrowing of up to \$50,000.00, be received.

2. That Service Establishment and Loan Authorization bylaws

for the Woodley Range Water System Service Area be prepared and forwarded to the CVRD Board for consideration of three readings, and, following provincial approval, adoption.

3. That, following adoption of the Service Establishment and Loan Authorization Bylaws, a Capital Reserve Fund Establishment Bylaw, a Parcel Tax Roll Bylaw and a Management Bylaw be prepared for the Woodley Range Water System, and that these bylaws be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

R2

A staff report was considered regarding Dogwood Ridge Capital Works Upgrades/Cowichan Tribes Agreement.

It was moved and seconded that staff continue to pursue discussions with the Cowichan Tribes to expand the Dogwood Ridge Water System and develop a servicing agreement with Cowichan Tribes and INAC to provide water to "Cowichan Indian Reserve No. 1, Parcel 112-1" on Cowichan Tribes lands; and further that the Area Director be included in all negotiations and consultations.

MOTION CARRIED

R3

A staff report concerning first stage approval for CVRD takeover of the Fairbridge Water System was considered.

Director Duncan asked that henceforth he be involved at the beginning in any discussions regarding requests of this nature.

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 Fairbridge Water System, located in Electoral Area E, as requested by Doug McPhee, operator of the Fairbridge Strata Water 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 for this water system.
 3. That, upon completion of a successful petition process, bylaws be prepared to create a service area for this utility.

MOTION CARRIED

R4

A staff report was presented providing CVRD Bylaw No. 3614 - Cowichan Valley Regional District Garbage & Recycling Materials Collection Amendment Bylaw, 2012.

Discussion took place regarding:

- 1) Timeline for putting garbage/recycling out as shift workers may not be home between the hours of 5:00 a.m. and 8:00 a.m.
- 2) The Committee voiced strong opposition to allowing residents in Electoral Area B, north of the Koksilah River to opt into garbage collection on a subscription basis, suggesting that the whole area would need to opt into this service...

It was moved and seconded that Bylaw 3614 - Cowichan Valley Regional District Garbage & Recycling Materials Collection Amendment Bylaw, 2012 be referred back to staff for further study.

MOTION CARRIED

R5

A staff report was considered requesting an amendment to the Lanes Road Drainage Service Areas Amendment Request

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

1. That the *Certificate of Sufficiency*, confirming that a sufficient petition requesting inclusion into the Lanes Road Drainage service area be received.
2. That "*CVRD Bylaw No. 3078 - Lanes Road Drainage System Service Establishment Bylaw, 2008*", be amended to include "*PID 001-098-241, Lot 3, Section 4, Range 6, Plan 32 129, Cowichan District*".
3. That the amended bylaw be forwarded to the Board for

consideration of 3 readings and adoption.

R6

A staff report was provided regarding raising the Mill Bay Critical Streetlighting Maximum Requisition Limit.

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

1. That a bylaw be prepared to amend "CVRD Bylaw No. 2137 - Electoral Area A - Mill Bay/Malahat Critical Location Street Lighting Service Establishment Bylaw, 2001", to increase the maximum requisition limit from \$2,000 to \$5,000.
2. That the amendment bylaw be forwarded to the Board for consideration of three readings and, following provincial and voter approval, adoption.
3. That voter approval for adoption of the amendment bylaw be obtained through an Alternative Approval Process.

MOTION CARRIED

R7

A staff report was considered regarding Shellwood Water System Service Establishment and Loan Authorization Bylaws

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

1. That the *Certificate of Sufficiency*, confirming that sufficient petitions requesting establishment of a Water System Service Area and authorizing the borrowing of up to \$85,000.00, be received.
2. That Service Establishment and Loan Authorization bylaws for the Shellwood Water System Service Area be prepared and forwarded to the CVRD Board for consideration of three readings and, following provincial approval, adoption.
3. That, following adoption of the Service Establishment and Loan Authorization Bylaws, a Capital Reserve Fund Establishment Bylaw, a Parcel Tax Roll Bylaw and a Management Bylaw be prepared for the Shellwood Water System, and that these bylaws be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

R8

A staff report and PowerPoint presentation was provided for information regarding the new Cowichan Recyclopeda - The A to Z of Zero Waste.

Director Hutchins asked that staff communicate this initiative to Town of Ladysmith staff so that it can be brought forward in their quarterly newsletter.

FOR INFORMATION

- R9 A staff report and PowerPoint presentation was provided for information regarding the new *Mattress and Box Spring Diversion Pilot Program*.

FOR INFORMATION

- R10 A staff report was considered regarding Carlton Water System, Service Establishment and Loan Authorization Bylaws

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

- 1. That the *Certificate of Sufficiency*, confirming that sufficient petitions requesting establishment of a Water System Service Area and authorizing the borrowing of up to \$50,000.00, be received.**
- 2. That Service Establishment and Loan Authorization bylaws for the Carlton Water System Service Area be prepared and forwarded to the Board for consideration of three readings and, following provincial approval, adoption.**
- 3. That, following adoption of the Service Establishment and Loan Authorization Bylaws, a Capital Reserve Fund Establishment Bylaw, a Parcel Tax Roll Bylaw and a Management Bylaw be prepared for the Carlton Water System, and that these bylaws forwarded to the Board for consideration of three readings and adoption.**

MOTION CARRIED

- R11 A staff report was reviewed regarding the Shawnigan Lake North Water System Conservation Fee.

It was moved and seconded that it be recommended that the CVRD apply a Water Conservation Fee of \$10,000 per connection to properties requesting inclusion into the Shawnigan Lake North Water System Service Area, lying within the Village Containment Area in the South Cowichan Official Community Plan, for the purpose of continued funding of the *Water Conservation, Metering and Backflow Prevention Program*.

MOTION CARRIED

- R12 A staff report was provided regarding the 2012 Community Emission and Inventory Information.

FOR INFORMATION

- R13 A staff report was provided for information regarding the Plan2Adapt Website and Tool.

FOR INFORMATION

R14 A staff report was brought forward regarding a request for a refund of parcel taxes for the Youbou Water System.

It was moved and seconded that a refund of 2009, 2010 and 2011 Youbou Water System parcel tax and debt payments not be granted to Mr. Ian Graeme, owner of Lots 50, 51, 52 and 53 on Sa-Seen-Os Crescent in Electoral Area I.

MOTION CARRIED

NEW BUSINESS There was no new business.

RESOLVE INTO CLOSED SESSION 5:09 p.m. **It was moved and seconded that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, Sections 90 (1) (e).**

MOTION CARRIED

RISE FROM CLOSED SESSION 5:50 p.m. **It was moved and seconded that the Committee rise without report.**

MOTION CARRIED

ADJOURNMENT **It was moved and seconded that the meeting be adjourned.**

MOTION CARRIED

The meeting adjourned at 5:50 pm

Chair

Recording Secretary

Dated: