

Minutes of the regular meeting of the Engineering & Environmental Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on April 28, 2010 at 3:30 p.m.

**PRESENT:** Director Cossey, Chair  
Director Kuhn, Vice-Chair  
Directors Dorey, Duncan, Giles, Harrison, Iannidinaro,  
Marcotte, Morrison

**ABSENT:** Directors Haywood and Kent

**ALSO**

**PRESENT:** Warren Jones, CAO, CVRD  
B. Dennison, P. Eng., General Manager, E & E  
D. Leitch, AScT., Manager, Water Management  
B. McDonald, Manager, Recycling & Waste Management  
J. Bath, Recording Secretary

**APPROVAL  
OF AGENDA**

The following items were added under New Business:  
NB1 – Green Municipal Funding for Meade Creek Incinerator Project.  
NB2 – Dogwood Ridge Water System – Gas Tax Funding  
NB3 – Correspondence from Shawnigan Improvement District

**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 24, 2010 regular Engineering & Environmental Services Committee meeting be adopted.**

**MOTION CARRIED**

**BUSINESS ARISING  
OUT OF MINUTES**

Mr. Dennison advised that the recommendation for Item R5 will be adjusted at Special Board meeting tonight.

**DELEGATIONS**

No delegations

**REPORTS**

**R1**

Request for Critical Streetlight location – Electoral Area B.

Discussion took place regarding the CVRD's policy for installation of critical streetlights.

**It was moved and seconded that it be recommended to the Board that a *critical location* streetlight be installed at the corner of Cameron Taggart and Lovers Lane in Electoral Area B – Shawnigan Lake, as requested by a local resident, with endorsement from the RCMP.**

**MOTION CARRIED**

**R2** Request for inclusion in the Shawnigan Lake North Water System Service Area.

**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 Shawnigan Lake North Water System Service Area, be received.**
- 2. That the boundaries of the Shawnigan Lake North Water System Service Area be amended to include "*PID 009-480-901, District Lot 12, Shawnigan District except that part in Plans 10129, 24926, 32212 & 37171*".**
- 3. That "*CVRD Bylaw No. 1967 – Shawnigan Lake North Water System Service Establishment Bylaw, 1999*", be amended to include *PID 009-480-901, District Lot 12, Shawnigan District except that part in Plans 10129, 24926, 32212 & 37171*, and that the amended bylaw be forwarded to the Board for consideration of three readings and adoption.**

**MOTION CARRIED**

**R3** Satellite Park Water System Management Amendment Bylaw to change billing from bi-annual to quarterly as a pilot project.

Discussion took place regarding providing customers the option of receiving invoices via e-mail and paying on-line.

**It was moved and seconded that it be recommended**

- 1. That "*CVRD Bylaw No. 3385 – Satellite Park Water System Management Amendment Bylaw, 2010*" be forwarded to the Board for three readings and adoption,**
- 2. That billings be sent via e-mail for this pilot project and customers be given ability to pay online.**

**MOTION CARRIED**

**R4** Request for inclusion in the Brulette Place Sewer System Service Area.

**I 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 Brulette Sewer System Service Area be received.**
- 2. That the boundaries of the Brulette Sewer System Service Area be amended to include "*PID 025-382-667, Lot 1, Section 4, Range 8, Shawnigan District, Plan VIP73512*".**
- 3. That "*CVRD Bylaw No. 3296 – Brulette Place Sewer System Service Establishment Bylaw, 2009*", be amended to include *PID 025-382-667, Lot 1, Section 4, Range 8, Shawnigan District, Plan VIP73512*, and that the amended bylaw be forwarded to the Board for consideration of three readings and adoption.**

**MOTION CARRIED**

R5

First stage approval to investigate CVRD takeover of the sewer and water systems of a 147 lot subdivision in Electoral Area H.

Discussion took place regarding reuse of wastewater for irrigation purposes.

**It was moved and seconded that the Board provide first stage approval and authorize staff time to continue with the process of investigating takeover of the water and sanitary sewer systems for a proposed 147 lot manufactured home strata subdivision, described as: "*District Lot 51, Oyster District, Except the Right-of-Way of the Esquimalt & Nanaimo Railway Company, except part coloured red on plan deposited under DD27279I & except part shown outlined in red on plan deposited under DD28555I, AND, that part of District Lot 51, Oyster District, shown coloured red on plan deposited under DD27279I*", as requested in a letter from Bruce Muir for Heart Lake Developments Ltd., dated April 13, 2010, subject to the following conditions and without prejudice to the rezoning process:**

- 1. The preliminary concepts, detailed design and installation must be approved by Engineering Services staff to ensure compliance with CVRD Design Standards and Subdivision Bylaw 1215;**
- 2. The developer must have a qualified professional prepare and submit the Registration of Discharge form, Operation Plan and Environmental Impact Study, and all other necessary documentation, to the Ministry of Environment for the sewage treatment and disposal system;**
- 3. That the developer provide a two-year warranty on the completed works, backed by an irrevocable Letter of Credit;**
- 4. All lands on which infrastructure works are located are transferred to the CVRD, except where not practical, in which case will be placed within registered Statutory Rights-of-way using the CVRD's standard charge terms;**
- 5. All sewage disposal capacities must be confirmed by the developer;**
- 6. The developer is required to provide a suitable reserve fund to start the water and sewer functions;**
- 7. The developer is required to provide all water and sewer servicing infrastructure, including but not limited to, pumps, reservoir, SCADA system, fire protection, controls and mainlines, and sewage treatment works, disposal system, pumps, controls, gensets, and mainlines for the proposed development;**
- 8. The developer shall pay all costs associated with monitoring and sampling requirements for the sewer system for the initial intensive monitoring period;**
- 9. A utility transfer agreement must be executed between the CVRD and the owner/developer;**

- 10. That the water source, treatment, reservoir and distribution works have adequate capacity and fire flow and have received approval from the Vancouver Island Health Authority.**
- 11. That a successful petition process be carried out for establishment of service areas for the water and sewage systems;**
- 12. This list is not exhaustive and items may be added, deleted or altered prior to a formal agreement being executed.**

**and further that the necessary bylaws be prepared to create water and sewer service areas for these systems.**

**MOTION CARRIED**

**It was moved and seconded that the motion be amended to add two additional conditions:**

- 13. That the treatment system be designed to meet “effluent re-use standards”.**
- 14. That use of recycled wastewater for agricultural irrigation purposes be investigated.**

**MOTION CARRIED**

Directors Marcotte, Kuhn, Morrison asked that their opposition to this amendment be reflected in the minutes

## **NEW BUSINESS**

### **NB1**

Federation of Canadian Municipalities – Green Municipal Funding for Meade Creek Incinerator Project.

**It was moved and seconded:**

- 1. That staff apply for funding under the Federation of Canadian Municipalities’ Green Municipal Fund, to assist in the completion of the Meade Creek Ash Landfill Remediation Project; and further**
- 2. That should the application for funding from the Green Municipal Fund be approved, that the Chair and Corporate Secretary be authorized to enter into the funding agreement on behalf of the CVRD.**

**MOTION CARRIED**

### **NB2**

Use of Gas Tax Funding for upgrades to the Dogwood Ridge Water System.

**It was moved and seconded that staff bring the Gas Tax funding requisition report back to the next appropriate committee meeting for discussion.**

**MOTION CARRIED**

**NB3**

Correspondence was received from the Shawnigan Improvement District regarding formation of a working group to include representation from Fire Improvement Districts and the CVRD Engineering & Environmental Services Department to obtain a better understanding of Bylaw 2020.

Mr. MacDonald advised that staff would like to consider including CVRD Fire Departments and representation from the Environment Commission.

**It was moved and seconded that staff investigate the formation of a working group for the purpose of:**

- **Improving communications between Fire Improvement Districts and the CVRD Engineering and Environmental Services Department.**
- **Monitoring and, if necessary, suggest changes to CVRD Bylaw No. 2020.**
- **Reviewing the issues associated with general backyard burning practises.**
- **Reviewing existing backyard burning regulations, and determine the feasibility of attempting to further restrict current practise.**
- **Advising the Engineering and Environmental Services Committee of their findings.**

**MOTION CARRIED**

**RESOLVE INTO  
IN CAMERA  
4:44 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, Section 90 ( 1) (e).**

**MOTION CARRIED**

**RISE FROM  
IN CAMERA  
4:46 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 4:46 pm

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

Dated: \_\_\_\_\_