

Minutes of the regular meeting of the Engineering & Environmental Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on May 26, 2010 at 3:30 p.m.

PRESENT: Director Kuhn, Acting Chair
Directors Dorey, Duncan, Harrison, and Alternate
Directors Gutensohn, Heinio, Krug

ABSENT: Directors Cossey, Giles, Haywood, Iannidinardo,
Kent, Marcotte, Morrison

ALSO

PRESENT: W. Jones, CAO, CVRD
B. Dennison, P. Eng., General Manager, E & E
D. Leitch, AScT., Manager, Water Management
(3:55 pm). K. Miller, Manager, Environmental Regional Policy
J. Bath, Recording Secretary

**APPROVAL
OF AGENDA**

Amendments:

1. Item R2 was deleted from agenda.
2. NB1 – Staff report providing an amendment to Budget 575 was added under New Business.

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 April 28, 2010 regular Engineering & Environmental Services Committee meeting be adopted.

MOTION CARRIED

**BUSINESS ARISING
OUT OF MINUTES**

Mr. Dennison advised that staff would bring the Gas Tax funding requisition report is being brought forward to the next Electoral Area Services Committee meeting.

DELEGATIONS

No delegations

REPORTS

R1

Staff report regarding request for critical streetlight at 935 Whittaker Road, Electoral Area A.

It was moved and seconded that a *critical location* streetlight be installed on the hydro pole adjacent to the Malahat Fire Hall, 935 Whittaker Road in Electoral Area A – Mill Bay/Malahat, as requested in a petition from local residents.

MOTION CARRIED

R2 Deleted.

R3 A staff report suggesting an amendment to Schedule B of the Honeymoon Bay Water System Management Bylaw.

It was moved and seconded that it be recommended that "CVRD Bylaw No. 3390 – Honeymoon Bay Water System Management Amendment Bylaw, 2010" be forwarded to the Board for three readings and adoption.

MOTION CARRIED

R4 Staff report providing Service Establishment and Loan Authorization Bylaws for the Douglas Hill Water System.

It was moved and seconded:

- 1. That "CVRD Bylaw No. 3382 – Douglas Hill Water System Service Establishment Bylaw, 2010", be forwarded to the Board for consideration of three readings and, following provincial approval, be adopted.**
- 2. That "CVRD Bylaw No. 3383 - Douglas Hill Water System Loan Authorization Bylaw, 2010", be forwarded to the Board for consideration of three readings and, following provincial approval, be adopted.**
- 3. That it be recommended to the Board that, in order to provide service area residents with the option of paying their portion of borrowing costs up front, the necessary Parcel Tax Roll Bylaw include terms and conditions for waiving or reducing the parcel tax charge.**

MOTION CARRIED

R5 Staff report regarding the Koksilah River hydrometric gauge.

Discussion took place regarding the most appropriate location for placement of the hydrometric gauge.

It was moved and seconded that the CVRD request that the Ministry of Environment have the Koksilah River at Cowichan Station (08HA003) hydrometric gauge converted from an “active, archival” gauge to an “active, real-time telemetry” gauge.

MOTION CARRIED

R6 Staff report regarding funding an Engineering Feasibility Study for the Shellwood Water System.

It was moved and seconded that the CVRD Board approve 100% funding to carry out an engineering assessment of the Shellwood Improvement District Water System, to a maximum cost of \$15,000 with the funding coming from the CVRD Electoral Area Feasibility Study Function, and that, if a new water service area function is created, these funds be paid back to the study function by the newly created service area.

MOTION CARRIED

R7 Staff report regarding potential CVRD takeover of the Sylvania Improvement District Water System, Electoral Area A.

The Director for Electoral Area A asked that the words “provide First Stage Approval” be removed from the staff recommendation.

It was moved and seconded that the Board authorize staff time to continue with the process of investigating takeover of the Sylvania Improvement District Water System, located in Electoral Area A, as requested by Sylvania Improvement Trustees, 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 on which infrastructure works are located will 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 owners;**
- **A CVRD review of the system be undertaken in order to address deficiencies in the water system;**

- The owner of utility be willing to sell and/or 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 that an assessment of the system be carried out, funded to a maximum cost of \$15,000, with \$5,000 from the CVRD Feasibility Study Function and \$10,000 through a Provincial Feasibility Study Grant; and that, upon completion of a successful petition process, bylaws be prepared to create a service area for this utility.

MOTION CARRIED

NEW BUSINESS

NB1

Staff report providing an amendment to approve short term borrowing for Budget 575.

It was moved and seconded that it be recommended that the CVRD Board approve short term borrowing, to be paid back over 5-years under the Liabilities Agreement, Section 175 of the Community Charter, for the following items:

- 1) Up to \$75,000.00 for the purchase of a mini Excavator
 - 2) Up to \$76,000.00 for the purchase of two Hybrid vehicles
- and further that the 2010 Engineering and Environmental Services Control Budget 575 be amended accordingly.

MOTION CARRIED

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 4:43 p.m.

Chair

Recording Secretary

Dated: _____