

Minutes of the regular meeting of the Engineering Services Committee held in the Boardroom, 175 Ingram Street, Duncan, on August 13, 2008 at 4:00 p.m.

PRESENT: Director Walker, Chair
Directors Allan, Cossey, Dorey, Duncan, Giles,
Hodson, Kent, Peake, Tansley

ABSENT: Directors Hartmann, Hutchins, Lefebure, Marcotte

ALSO Dave Leitch, Manager, Utilities

PRESENT: Bob McDonald, Manager, Solid Waste & Environment
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 July 9, 2008 regular Engineering Services Committee meeting be adopted.

MOTION CARRIED

**BUSINESS ARISING
OUT OF MINUTES**

No business arising.

DELEGATIONS

No delegations.

REPORTS

R1

A staff report was considered providing a Hydro Works and Servicing Agreement for the Honeymoon Bay Water System.

It was moved and seconded that the Board accept the Hydro Works and Servicing Agreement between Raymond Mogg and the CVRD, and further that the Board Chair and Corporate Secretary be authorized to sign the agreement.

MOTION CARRIED

R2

A staff report was considered regarding a lease agreement for a new pick-up truck for the Utilities Department.

It was moved and seconded that the Board Chair and Corporate Secretary be authorized to sign the financial agreement for a 3-year lease from Ken Evans Ford for a new pick-up truck for the Engineering Services Outside Utilities Department, in accordance with their submitted quotation of \$734.26 per month, including taxes; and that the cost for the lease be funded from Budget 575.

MOTION CARRIED

R3

A staff report was considered regarding an amendment to the Arbutus Mountain Estates Utility Transfer Agreement.

It was moved and seconded that the Board accept the amended Utility Transfer Agreement between the CVRD and Arbutus Mountain Estates Ltd. for CVRD takeover of the sewer, water, streetlighting and drainage systems for the Arbutus Mountain Estates modular home development in Shawnigan Lake, and further that the Chair and Corporate Secretary be authorized to sign the amended Utility Transfer Agreement.

MOTION CARRIED

R4

A staff report was provided regarding approval in principle for CVRD takeover of a sewer system in Mill Bay.

It was moved and seconded that the CVRD grant approval in principle for takeover of sanitary sewer systems for two existing Strata subdivisions, one proposed subdivision and one additional lot in Mill Bay, as requested in letters from the owners, RidgeView Estates Strata Corporation VIS 4140, Sunset Maples Strata Corporation VIS 4597 and Jim Taggart, property owner of the remainder of 915 Brulette Place, subject to the following conditions:

- 1. The preliminary concepts, detailed design and installation for future expansion must be approved by Engineering Services staff to ensure compliance with CVRD Design Standards and Subdivision Bylaw 1215 and the South Sector Liquid Waste Management Plan;**
- 2. The developer must have a qualified professional prepare and submit the Registration of Discharge form, Operation Plan and Environmental Impact Study for future registration under the Municipal Sewage Regulation, and all other necessary documentation, to the Ministry of Environment for the Class "A" sewage treatment and disposal system;**
- 3. The developer undertakes to provide a two-year warranty on any future sewer works, backed by a 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 technically proven by the developer;**
- 6. The owners are required to transfer existing reserve funds for the sewer system to the CVRD;**
- 7. The developer is required to provide all sewer servicing infrastructure for future upgrades, including sewage treatment works disposal system, pumps, controls, gensets, SCADA system 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 after registration to a Class A standard;
9. A utility transfer agreement must be executed between the CVRD and the owners/developer;
10. A public consultation process regarding CVRD takeover must be undertaken by the owner, and petitions completed by at least 50% of the owners of parcels within the proposed service area and the total value of their parcels represent at least 50% of the net taxable value of all land and improvements in the service area.

and further that an assessment of the system be carried out, funded to a maximum cost of \$20,000, with \$10,000 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

R5

A staff report was considered regarding an amendment to the Shawnigan Lake North Water System service area.

It was moved and seconded that the Board receive the petition for inclusion into the Shawnigan Lake North Water System Service area, and that a bylaw be prepared to amend "CVRD Bylaw No. 1911 – Shawnigan Lake North Water System Service Establishment Bylaw, 1999", by extending the boundaries of the service area to include the property described as "*Lot A, Section 6, Range 1, Shawnigan District, Plan VIP72158*", subject to the property owner agreeing to providing the CVRD with a statutory right-of-way over the lands, and further that the amendment bylaw be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

R6

A staff report was considered regarding approval in principle for takeover of the Maple Hills Drainage System.

Discussion took place regarding CVRD takeover of small drainage catchment areas, prior to an overall plan being undertaken.

1. That the CVRD grant approval in principle for takeover of the Maple Hills Drainage System as requested in a letter from the Strata Council, subject to the following conditions:

- (a) 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;
 - (b) A utility transfer agreement must be executed between the CVRD and the owners/Strata;
 - (c) A public consultation process regarding CVRD takeover must be undertaken by the owner, the petitions completed by at least 50% of the owners of parcels within the proposed service area and the total value of their parcels represent at least 50% of the net taxable value of all land and improvements in the service area;
2. That a feasibility study of the system be carried out, funded to a maximum cost of \$15,000 from the CVRD Electoral Area Feasibility Study function and from the Provincial Infrastructure Planning Grant Program, and that the funding, paid from the CVRD Electoral Area Feasibility Study function be reimbursed by the homeowners in the service area of the system once the system is taken over by the CVRD;
 3. That, upon receipt of a successful petition, bylaws be prepared to create a service area for this utility.

MOTION CARRIED

R7

A staff report was considered regarding utility management bylaw amendments.

It was moved and seconded:

1. That "CVRD Bylaw 3147 – Lambourn Estates Water System Management Amendment Bylaw, 2008" be forwarded to the Board for three readings and adoption.
2. That "CVRD Bylaw 3153 – Arbutus Mountain Estates Water System Management Amendment Bylaw, 2008" be forwarded to the Board for three readings and adoption.
3. That "CVRD Bylaw 3175 – Lambourn Estates Sewer System Management Amendment Bylaw, 2008" be forwarded to the Board for three readings and adoption.
4. That "CVRD Bylaw 3193 – Cobble Hill Sewer System Management Amendment Bylaw, 2008" be forwarded to the Board for three readings and adoption.

MOTION CARRIED

R8

A staff report was considered regarding establishment of the utilities for the Bald Mountain development.

It was moved and seconded:

1. That "CVRD Bylaw No. 3179 – Bald Mountain Sewer System Service Establishment Bylaw, 2008" be forwarded to the Board for consideration of three readings.

2. That "CVRD Bylaw No. 3180 – Bald Mountain Water System Service Establishment Bylaw, 2008" be forwarded to the Board for consideration of three readings.
3. That "CVRD Bylaw No. 3181 – Bald Mountain Street Lighting System Service Establishment Bylaw, 2008" be forwarded to the Board for consideration of three readings.
4. That "CVRD Bylaw No. 3179 – Bald Mountain Drainage System Service Establishment Bylaw, 2008" be forwarded to the Board for consideration of three readings.
5. That, following provincial approval and adoption of Bylaws Nos. 3179, 3180, 3181 and 3182, the necessary parcel tax rolls, reserve fund establishment and management bylaws be prepared for each service and forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

Staff were requested to contact the CVRD Parks Department regarding extending the water and sewer service areas to include the CVRD Park.

R9

A staff report was considered regarding a request for additional funding to complete a joint study between the RDN and the CVRD.

It was moved and seconded that the Board authorize an additional \$5,000 to complete the Assessment of New Treatment Technologies joint study with the Regional District of Nanaimo.

MOTION CARRIED

R10

A staff report was considered regarding solid waste export and disposal to Regional Disposal Company's site in Washington State.

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

1. That the CVRD Chair and Corporate Secretary be authorized to execute the agreement proposal between Regional Disposal Company (aka Allied Waste Services or Rabanco) and the CVRD, dated August 13, 2008, for approximately \$1.9 million annually, for solid waste export to Washington State from October 1, 2008 through December 31, 2011.
2. That the CVRD allow the existing solid waste export contract with Metro Vancouver to continue through its proposed duration of December 31, 2008, but that the CVRD notify Metro Vancouver of its plans to redirect the remainder of its waste through 2008.

3. That the CVRD request Metro Vancouver to extend the existing Solid Waste Export Agreement through 2011 on a 'contingency basis' only to allow for unexpected interruptions in service to Washington State.

MOTION CARRIED

R11

A staff report was discussed providing tender results for the trucking component of solid waste export to Surrey, BC.

It was moved and seconded that the CVRD accept the bid from Marpole Transport in the amount of \$1,054,998 annually for the trucking component of waste export from the CVRD's Bings Creek Solid Waste Management Complex to Surrey BC, and that the Board Chair and Corporate Secretary be authorized to sign the agreement for Contract ES-011-08.

MOTION CARRIED

R12

A verbal report from the Director for Electoral Area C was considered regarding removal of debris from a portion of Patrolas Creek.

It was moved and seconded that it be recommended to the Ministry of Environment that the application by Gordon Truswell to clear debris from that portion of Patrolas Creek downstream from Hillbank Road bridge be approved, subject to a qualified environmental professional undertaking an environmental impact assessment on Patrolas Creek that identifies the debris suitable for removal and that which should remain to protect stream habitat; and further that a qualified environmental professional supervise the work, should the Ministry of Environment issue the permit; and further that, if applicable, the pre and post elevations be surveyed.

MOTION CARRIED

NEW BUSINESS

There was no new business.

**QUESTIONS FROM
THE PUBLIC**

Public Member: Why are we looking at shipping our waste when it could be a viable resource and could be effectively treated locally? What if we were to convert that garbage locally into usable products?

Response: The Manager, Solid Waste and Environment, responded that shipping waste is just buying the CVRD time until another more viable solution becomes available. The more we can keep these resources on the Island and out of the disposal stream the better, but none of these solutions are at our doorstep at this time.

Public Member: Technologies are definitely available, where would I go to present those to the CVRD?

Response: The Chair suggested that the Regional Services Committee would be the most appropriate venue.

**RESOLVE INTO
IN CAMERA
5:15 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)(j)}

MOTION CARRIED

**RISE FROM
IN CAMERA
5:18 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 5:20 p.m.

Chair

Recording Secretary

Dated: _____