

Minutes of the regular meeting of the Engineering & Environmental Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on September 22, 2010 at 3:35 p.m.

**PRESENT:** Director Kuhn, Acting Chair  
Directors Dorey, Duncan, Giles, Harrison, Morrison

**ABSENT:** Directors Cossey, Iannidinardo, Marcotte, Kent, Haywood

**ALSO**

**PRESENT:** W. Jones, CAO, CVRD  
B. Dennison, P. Eng., General Manager, E & E  
D. Leitch, ASCT., Manager, Water Management  
B. McDonald, Manager, Recycling & Waste Management  
K. Milward, Environmental Technologist  
K. Miller, Manager, Regional Environmental Policy  
J. Bath, Recording Secretary

**APPROVAL  
OF AGENDA**

The following amendments were made to the agenda:

1. R2 – moved ahead of R1.
2. Under New Business Add:  
NB1 Thetis Island Recycling  
NB2 Eco Depot discussion

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

**MOTION CARRIED**

**BUSINESS ARISING  
OUT OF MINUTES**

No business arising

**DELEGATIONS**

No delegations

**REPORTS**

**R2**

Kathleen Milward, Environmental Technologist, provided a presentation and summary report on the monitoring of residential wood burning emissions study, undertaken by staff in January and February 2010.

**FOR INFORMATION ONLY**

R1 A staff report was considered, requesting approval for withdrawn of Capital Reserve funds from the Kerry Village Water System function.

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

1. CVRD Board Resolution No. 10-421-9-2 be rescinded.
2. A capital reserve fund expenditure bylaw be prepared for withdrawal of funds not exceeding \$10,257.00 from the *Kerry Village Water System Capital Reserve Fund* to help finance upgrades to the water treatment plant, and further that the bylaw be forwarded to the Board for consideration of three readings and adoption.

**MOTION CARRIED**

R3 A staff report was considered for discussion regarding the 2011 Engineering & Environmental Services Budget.

It was moved and seconded that the Committee support budgeting 15 months of capital to March 31, 2012.

**MOTION CARRIED**

R4 A staff report was presented for information regarding the cost of water delivery for the Saltair Water System.

**INFORMATION ONLY**

R5 A staff report was considered regarding an increase in the Youbou Street Lighting requisition limit.

It was moved and seconded that it be recommended

- .1 That a bylaw be prepared to amend "CVRD Bylaw No. 2193 – Electoral Area I – Youbou Street Lighting Service Establishment Bylaw, 2001, to increase the maximum requisition to \$21,800, and that the amendment bylaw be forwarded to the Board for consideration of three readings and, following provincial and voter approval, be considered for adoption.
- .2 That voter approval for adoption of the amendment bylaw be obtained through an Alternative Approval Process.

**MOTION CARRIED**

R6 A staff report was presented, providing a mid-year budget report for the Solid Waste and Curbside Collection functions.

**FOR INFORMATION ONLY**

- R7                      A staff report was presented, providing a mid-year budget report for the Utility functions.

**FOR INFORMATION ONLY**

(Director Walker joined the meeting at 4:43 p.m.)

- R8                      A staff report was provided regarding the Transfer of Assets Agreement for Brulette Place Sewer System.

**It was moved and seconded that the Board accept the Utility Transfer Agreement between the CVRD and Jim and Karen Taggart for CVRD takeover of the sewer system for the Brulette Sewer System in Electoral Area A, and further that the Chair and Corporate Secretary be authorized to sign the Utility Transfer Agreement.**

**MOTION CARRIED**

- R9                      A staff report was considered regarding Capital Reserve fund expenditures for Cherry Point Water System, Mesachie Lake Water System and Youbou Sewer System for capital projects budgeted in 2010.

**It was moved and seconded that the following recommendations be forwarded to the Board:**

- 1. That a capital reserve fund expenditure bylaw be prepared for withdrawal of funds not exceeding \$15,000.00 from the *Youbou Sewer System Capital Reserve Fund* to help finance sewer pump station control upgrades and further that the bylaw be forwarded to the Board for consideration of three readings and adoption.**
- 2. That a capital reserve fund expenditure bylaw be prepared for withdrawal of funds not exceeding \$5,000.00 from the *Cherry Point Water System Capital Reserve Fund* to help finance well head monitoring controls and further that the bylaw be forwarded to the Board for consideration of three readings and adoption.**
- 3. That a capital reserve fund expenditure bylaw be prepared for withdrawal of funds not exceeding \$11,000.00 from the *Mesachie Lake Water System Capital Reserve Fund* to help finance preparation of a well protection plan and further that the bylaw be forwarded to the Board for consideration of three readings and adoption.**

**MOTION CARRIED**

**R10** A staff report was provided for consideration regarding the Cowichan-Koksilah Integrated Flood Management Plan – Emergency Management Memorandum of Understanding – Draft No. 4.

The Committee discussed the necessity for further detailed discussion, once the government funding application is submitted.

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

- 1. The CVRD Board support the refined Tier 2 and Tier 3 funding application to Emergency Management BC, currently being developed by the CVRD.**
- 2. The CVRD Board support the recommended development of the Draft 9 Cowichan Valley Flood Protection Memorandum of Understanding.**

**MOTION CARRIED**

#### **NEW BUSINESS**

**NB1** Director Dorey advised that Thetis Island are requesting assistance with their recycling program, which they now run on the own.

**It was moved and seconded that staff set up a meeting with Thetis Island residents to discuss provision of recycling service on Thetis Island.**

**MOTION CARRIED**

**NB2** Director Duncan discussed continuing to seek alternative sites, while awaiting results of studies on selected Eco Depot site.

The Committee agreed that this was a topic for discussion at the Board level.

**RESOLVE INTO  
IN CAMERA  
6:00 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) (j).**

**MOTION CARRIED**

**RISE FROM  
IN CAMERA  
6:22 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 6:23 p.m.

\_\_\_\_\_  
Chair

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

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