



## C.V.R.D

### ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE

WEDNESDAY, OCTOBER 26, 2011 - 3:30 P.M.

CVRD Boardroom, 175 Ingram Street

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#### AGENDA

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2. **ADOPTION OF MINUTES:**  
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3. **BUSINESS ARISING FROM THE MINUTES:**
4. **DELEGATIONS:**  
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Subject: Proposed partnership to collect waste vegetable oil
5. **CORRESPONDENCE** N/A
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7. **NEW BUSINESS:**
8. **QUESTION PERIOD:**
9. **CLOSED SESSION**
10. **ADJOURNMENT**

The next meeting of the Engineering & Environmental Services Committee will be held November 23, 2011.

**Distribution:**

Director Cossey, Chair  
Director Kuhn, Vice-Chair  
Director Dorey  
Director Duncan  
Director Giles  
Director Harrison

Director Haywood  
Director Iannidinardo  
Director Kent  
Director Marcotte  
Director Morrison

**As Well As:**

Warren Jones, CAO  
Brian Dennison, General Manager, Engineering & Environmental Services  
Bob McDonald, Manager, Recycling & Waste Diversion  
Dave Leitch, ASCT., Manager, Water Management  
Kate Miller, Manager, Regional Environmental Policy  
Mark Kueber, Manager, Corporate Services

**Agenda Cover Only:**

Directors Hutchins, McGonigle, Seymour, Walker  
Tom Anderson, General Manager, Planning & Development  
Joe Barry, Corporate Secretary

**The Full Agenda Package is available on-line at: <http://cvrd.bc.ca/Archive.asp?AMID=50>**

**PRESENT:**

Minutes of the special meeting of the Engineering & Environmental Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on September 21, 2011 at 3:30 p.m.

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

**ABSENT:** Directors Haywood and Kent

**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 Man.  
K. Miller, Manager, Regional Environmental Policy  
H. Huffman, Environmental Technologist  
K. Lindsay, Environmental Analyst  
R. Williams, Transit Analyst  
C. Ross, Environmental Technologist  
J. Bath, Recording Secretary

**APPROVAL  
OF AGENDA**

The following 2 items were added under New Business:

NB1 – Electric Car Purchase

NB2 – Eco Depot Communications Plan

**It was moved and seconded that:**

- 1) 20 minutes be allowed for the delegation from Chemainus Industrial Park.
- 2) Item NB2 be presented immediately after the delegation.

**MOTION CARRIED**

**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 27, 2011 regular Engineering & Environmental Services Committee meeting be adopted.**

**MOTION CARRIED**

**BUSINESS ARISING OUT  
OF MINUTES**

1. Item NB 1 – Electric Car purchase has been referred back to this Committee from the Board.
2. A staff report will be brought forward to the next Electoral Area Committee meeting of October 4, 2011 regarding the watermain break in Saltair.

3. Director Duncan asked which Committee would be looking at the issue regarding permitted uses in Area E Light Industrial zones (See NB2 from meeting of July 27, 2011). Mr. Jones advised that it should go to the Electoral Area Services Committee, but he will look into it and respond.

## DELEGATIONS

### D1

Cam Drew, Thermal Proof Windows and a delegation representing workers and residents in and around the Chemainus Industrial Park presented concerns regarding odour and health issues stemming from Chemainus Composting Inc. The delegation advised that their complaints to CVRD have been unanswered. Concern was also voiced regarding the transfer of liquid waste from porta-potties at the site.

The delegation requested the CVRD take immediate action to shut down this facility until the problems with the site are rectified.

**It was moved and seconded that the delegation be granted an additional 10 minutes.**

**MOTION CARRIED**

CVRD Staff advised that they are addressing concerns under the CVRD's authority, but have no authority to regulate the transport of septage. The CVRD has written to the Minister of Environment requesting that the Organic Matter Recycling Regulation (OMRR) be revised as it does not address the problems stemming from this type of facility.

**Director Giles asked staff to distribute a copy of this letter to all CVRD Board members.**

The Director for Electoral Area C – Cobble Hill advised that the CVRD is looking at removing this type of operation from industrial zoning.

The Director for Electoral Area E suggested that the delegation request, from the CVRD, a copy of the complete judgement regarding the court case between West Coast Landfill Diversion and the CVRD.

**It was moved and seconded that staff explore the appropriateness and methodology of temporarily suspending the license of Chemainus Composting Inc. until such time as the existing problems are resolved.**

**MOTION CARRIED**

NB2

Acumen Communications provided the committee with a PowerPoint presentation regarding the Communications Plan for presenting information to the public in Electoral Areas A, B and C regarding the opinion referendum to be held on the South Cowichan Eco Depot site on Cameron Taggart Road. This plan will provide relevant, factual information about how the proposed ECO Depot will benefit the local residents and encourage people to vote on a recycling facility at the Cameron Taggart site.

FOR INFORMATION

R1

The Committee were asked to contact staff with any direction regarding the 2012 Utilities, Curbside or South Cowichan Water Study Plan Budgets.

R2

A staff report was presented regarding a petition to join the Honeymoon Bay Water Debt Repayment Service Area.

**It was moved and seconded:**

1. That the *Certificate of Sufficiency*, confirming that sufficient petitions requesting inclusion into the Honeymoon Bay Water Debt Repayment Service Area be received.
2. That the boundaries of the Honeymoon Bay Water Debt Repayment Service Area be amended to include "PID 001-974-726, Lot 9, Section 13, Renfrew District, Plan 1074".
3. That "CVRD Bylaw No. 3555 – Honeymoon Bay Water System Debt Repayment Service Amendment Bylaw, 2011" be forwarded to the Board for three readings and adoption.

MOTION CARRIED

R3

A staff report was considered regarding a petition to join the Cowichan Bay Sewer Service Area.

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

1. The *Certificate of Sufficiency*, confirming that a sufficient petition requesting inclusion into the Cowichan Bay Sewer Service Area be received.
2. "CVRD Bylaw No. 3560 – Cowichan Bay Sewer System Service Area Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.

**based on the following conditions:**

- One sewer capacity unit be transferred from Cowichan Bay Estates to service this property.

- A covenant be placed on this property, confirming only one sewer capacity unit is available for this property and further development requiring sewer service not be allowed until additional sewer capacity is available.
- A Statutory Right of Way is placed on this property for sanitary sewer construction and maintenance of the sewer collection main and for public access for a walking trail.

**MOTION CARRIED**

**R4** A Recycling & Waste Management Division mid-year budget report was provided for information purposes.

**FOR INFORMATION**

**R5** A Regional Environment Policy Division mid-year budget report was provided for information purposes.

**FOR INFORMATION**

**R6** A staff report was considered regarding a temporary borrowing requirement for the Brulette Place Sewer System capital upgrade project.

**It was moved and seconded that CVRD Bylaw 3559 – Brulette Place Sewer System Service Temporary Borrowing Bylaw, 2011 be forwarded to the Board for consideration of 3 readings and adoption.**

**MOTION CARRIED**

## **NEW BUSINESS**

**NB1** A staff report was provided regarding purchase of a new electric car for the Engineering & Environmental Services Department.

**It was moved and seconded that it be recommended to the Board that, as approved in the 2011 budget, the Board authorize short-term borrowing for an amount not to exceed \$47,000.00 for purchase of a new electric Nissan Leaf, plus charging station, for the Engineering & Environmental Services Department; to be paid back within 5-years under the Liabilities Under Agreement, Section 175 of the Community Charter."**

**MOTION CARRIED**

Director Kuhn requested that his opposition be recorded.

**RESOLVE INTO  
CLOSED SESSION  
5:35 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  
6:02 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 6:05 p.m.

\_\_\_\_\_  
Chair

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

Dated:

**D1****Request to Appear as a Delegation****Meeting Information**

Request to Address:



CVRD Board



Committee

If Committee, specify the Committee here:

Engineering and Environment Serv

Meeting Date: 10/26/2011

Meeting Time: 3:30

**Applicant Information**

Applicant Name: Brian Roberts

Representing: Cowichan Energy Alternatives (Name of organization if applicable)

As: Executive Director (Capacity / Office)

Number Attending: 1

**Applicant Contact Information**

Applicant Mailing Address: 1 - 55 Station St

Applicant City: Duncan

Applicant Telephone: 250-597-1491

Applicant Fax: 250-597-1492

Applicant Email: brian@cowichanenergy.org

**Presentation Topic and Nature of Request:**

A proposed partnership between CVRD and Cowichan Energy Alternatives to collect residential waste vegetable oil at existing CVRD facilities (Bings, Peerless Rd, Meade Creek, possible future Eco-Depot), to be processed by Cowichan Energy Alternatives into biofuel.





**R1**

## STAFF REPORT

### ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF OCTOBER 26, 2011


**DATE:** October 6, 2011 **FILE NO:** 5600-30-ARW/01  
5340-30-ARS/01  
**FROM:** Louise Knodel-Joy, Senior Environmental Technologist, Water Management Division  
**SUBJECT:** Arbutus Ridge Water and Sewer System Management Amendment Bylaws

#### Recommendation/Action:

That it be recommended to the Board:

1. That "CVRD Bylaw No. 3561 – Arbutus Ridge Water System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.
2. That "CVRD Bylaw No. 3562 – Arbutus Ridge Sewer System Management Amendment Bylaw, 2011" be forwarded to the Board for consideration of three readings and adoption.

Relation to the Corporate Strategic Plan: Provides a reliable essential service.

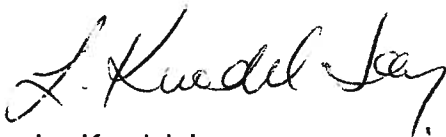
Financial Impact: (Reviewed by Finance Division: )

Under the current management bylaws, the Arbutus Ridge Golf Course pays 3.5% or a minimum of \$5,796 of the operating budgets. As it is not required, staff are recommending a revision in the water and sewer management bylaws to remove the minimum charge requirement.

#### Background:

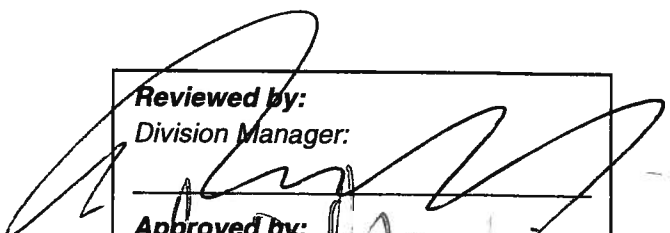
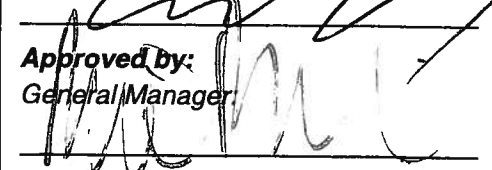
See Financial impact above.

Submitted by,



Louise Knodel-Joy  
Senior Engineering Technologist

LKJ/jlb

<b>Reviewed by:</b> Division Manager:

<b>Approved by:</b> General Manager:




**COWICHAN VALLEY REGIONAL DISTRICT**

**BYLAW No. 3562**

**A Bylaw to Amend the Arbutus Ridge Sewer System Management  
Bylaw No. 3306**

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**WHEREAS** the Board of the Cowichan Valley Regional District established the management of the Arbutus Ridge Sewer System pursuant to "CVRD Bylaw No. 3306, cited as "CVRD Bylaw No. 3306 – Arbutus Ridge Sewer System Management Bylaw, 2009";

**AND WHEREAS** the Board of the Cowichan Valley Regional District deems it desirable to revise Schedule B to the bylaw.

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This Bylaw may be cited for all purposes as "**CVRD Bylaw No. 3562 - Arbutus Ridge Sewer System Management Amendment Bylaw, 2011**".

2. **AMENDMENT**

That the classification for "**Golf Course**" in Schedule B be deleted in its entirety and replaced as follows:

**Golf Course:** Based on 3.5% of the total sewer system operating budget.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Secretary



**COWICHAN VALLEY REGIONAL DISTRICT**

**BYLAW No. 3561**

**A Bylaw to Amend the Arbutus Ridge Water System Management  
Bylaw No. 3305**

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**WHEREAS** the Board of the Cowichan Valley Regional District established the management of the Arbutus Ridge Water System pursuant to "CVRD Bylaw No. 3305, cited as "CVRD Bylaw No. 3305 – Arbutus Ridge Water System Management Bylaw, 2009";

**AND WHEREAS** the Board of the Cowichan Valley Regional District deems it desirable to revise Schedule B of the bylaw.

**NOW THEREFORE** the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. **CITATION**

This Bylaw may be cited for all purposes as "**CVRD Bylaw No. 3561 - Arbutus Ridge Water System Management Amendment Bylaw, 2011**".

2. **AMENDMENT**

That Group K of Schedule B be deleted in its entirety and replaced as follows:

**Group K**

**Golf Course:** for potable water only. Based on 3.5% of the total water system operating budget.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Secretary



## STAFF REPORT

# R2

### ENGINEERING AND ENVIRONMENTAL SERVICES COMMITTEE MEETING OF OCTOBER 26, 2011

**DATE:** October 13, 2011 **FILE NO:** 5340-30-SBE/09

**FROM:** Gord Bonekamp, Water Management, Engineering & Environmental Services

**SUBJECT:** Shawnigan Beach Estates Sewer System Service Area Amendment Request

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**Recommendation:**

That it be recommended to the Board that "CVRD Bylaw No. 1910 – Shawnigan Beach Estates Sewer System Service Establishment Bylaw, 1999", be amended to change the service area boundaries include "PID 025-002-678, Lot 30, Section 3, Range 2, Shawnigan District, Plan VIP72148", and that the amended bylaw be forwarded to the Board for consideration of three readings and adoption.

**Relation to the Corporate Strategic Plan:** Provides a reliable essential service.

**Financial Impact:** (Reviewed by Finance Division: )

New users brought into the service area will generate an increased assessment base, thereby improving the financial stability of this system.

**Background:** The CVRD Parks, Recreation and Culture Department has requested that the Shawnigan Hills Athletic Park be included in the Shawnigan Beach Estates Sewer System Service Area, in order to facilitate the construction of a new public washroom facility at the park. An amendment bylaw must be prepared to extend the boundaries of the Shawnigan Beach Estates Sewer System Service Area, to include the park, as shown on the attached Schedule A.

As this parcel is CVRD parkland, a petition and certificate of sufficiency are not required.

Submitted by



Gord Bonekamp, ASCT  
Senior Engineering Technologist

GB/jlb

**Reviewed by:**  
Division Manager:

**Approved by:**  
General Manager:



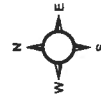
The Regional District does not warrant the accuracy.

The original Bylaws should be consulted for all purposes of interpretation and application of the Bylaws.

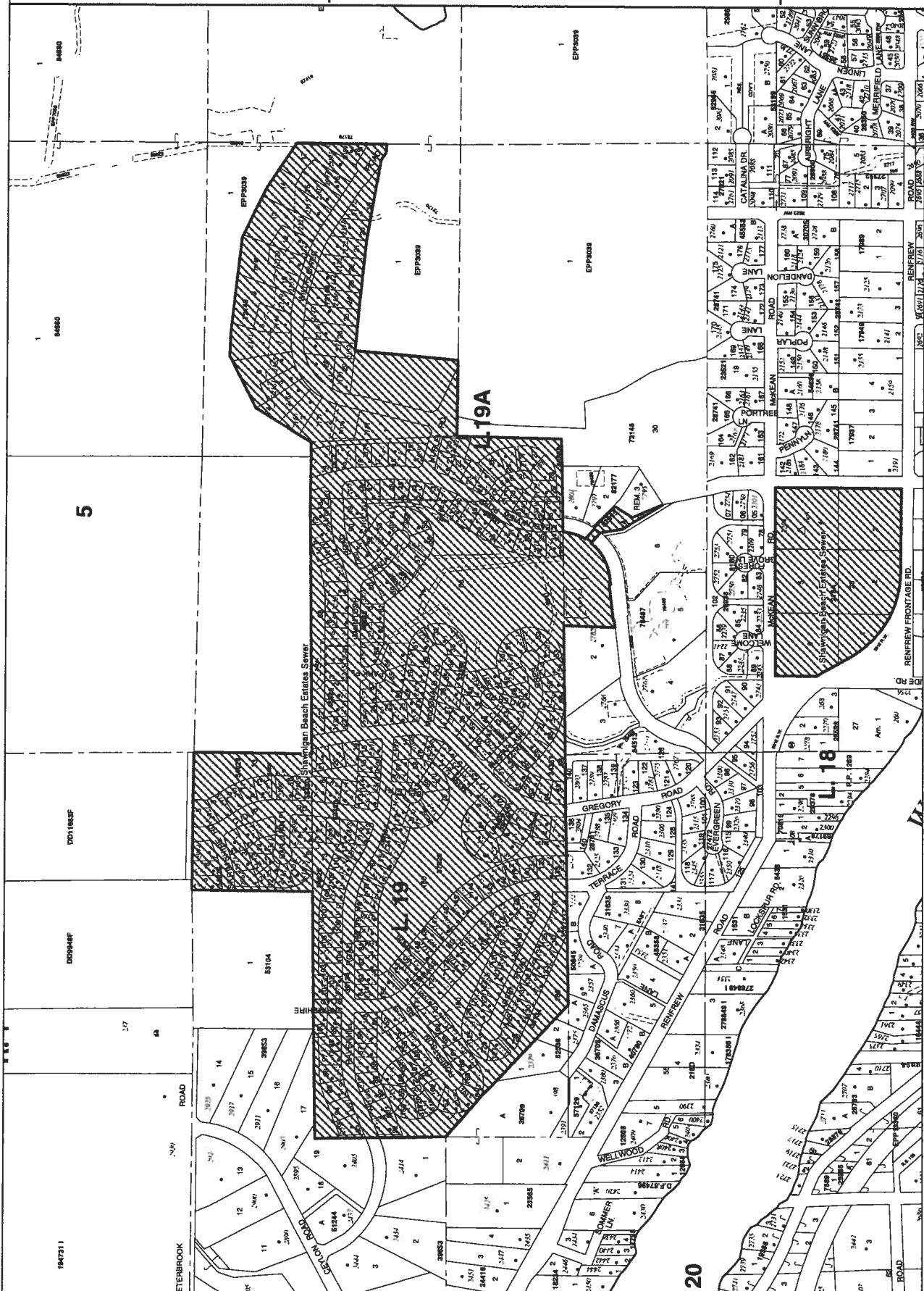
Printed: October 17, 2011

## SCHEDULE A

Area to be included  
in the Shawnigan Beach  
Estates Sewer Area



Scale: 1:5,453





## STAFF REPORT

# R3

### ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF OCTOBER 26, 2011

**DATE:** October 18, 2011

**FILE NO:** 2320-20-MAR/SWH  
2240-20-RDC

**FROM:** Jason Adair, Operations Superintendent


**SUBJECT:** Solid Waste Export Contract Extensions

#### Recommendation::

**That it be recommended that:**

1. That the Cowichan Valley Regional District enter into two year contract extension with Marpole Transport Limited for the period of January 1, 2012 to December 31, 2013.
2. That the Cowichan Valley Regional District enter into a two year contract extension with Regional Disposal Company (Rabanco) for the period of January 1, 2012 to December 31, 2013

**Relation to the Corporate Strategic Plan:** Financial Stability

**Financial Impact:** (Reviewed by Finance Division: )

The contractors have agreed to maintain current rates over the term of the contract extensions. The total value of these two contracts is budgeted at \$2.5 million annually, dependent on exchange and fuel rates.

#### Background:

The CVRD is currently under three year contracts with Marpole Transport Limited and Regional Disposal Company for the purpose of waste export to Washington State. Both contracts expire on December 31, 2011, and staff are recommending that the CVRD enter into two year service extensions for both contracts. No practical export alternatives currently exist.

A two year extension, as opposed to issuing a tender for a three to five year contract, allows the CVRD more flexibility should a local disposal option become available. With the possibility of securing landfill space on Vancouver Island, potentially a waste to energy facility in Gold River and/or at the Elk Falls Pulp and Paper Mill, the extension best positions the CVRD for these options or others should they become available.

The contractors, in exchange for the extensions, have agreed to maintain the current contracted rates over the extension term. Both firms have provided excellent service over the past three years.

Submitted by,

  
per: Jason Adair

Solid Waste Operations Superintendent

JA:jlb

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**Reviewed by:**

Division Manager:

**Approved by:**

General Manager: