



ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE

WEDNESDAY, NOVEMBER 28, 2012 - 3:30 P.M.

CVRD Boardroom, 175 Ingram Street

AGENDA

		<u>PAGES</u>
1.	<u>APPROVAL OF AGENDA:</u>	1 - 2
2.	<u>ADOPTION OF MINUTES:</u>	
	M1 Minutes of the October 24, 2012 meeting of the Engineering & Environmental Services Committee.	3 - 7
3.	<u>BUSINESS ARISING FROM THE MINUTES:</u>	
4.	<u>DELEGATIONS:</u>	
	D1 Presenter: Chemainus Secondary School Students Topic: Donation towards a Recycling Station	8
	D2 Presenter: Mr. Carlyle Topic: Youbou Water System Overage	9
	D3 Presenter: Brian Roberts Topic: Status Update on Biodiesel pump/distribution system for Bings Creek operations.	10
5.	<u>CORRESPONDENCE</u> – no correspondence.	
6.	<u>REPORTS</u>	
	R1 Zero Waste Pilot Demonstration Project, Chemainus Secondary Jason Adair, Superintendent, Solid Waste Operations	11
	R2 Twin Cedars Sewer System Service Area Amendment Request Dave Leitch, Manager, Water Management Division	12 – 14
	R3 Douglas Hill Water System Management Amendment Bylaw Dave Leitch, Manager, Water Management Division	15 – 23
	R4 Inclusion of Hecate Park into Cowichan Bay Waterworks I.D. Dave Leitch, Manager, Water Management Division	24 - 25
	R5 Lambourn Estates Sewer Service Area Amendment Request Dave Leitch, Manager, Water Management Division	26 - 30

R6	Draft Packaging and Printed Paper Stewardship Plan Bob McDonald, Manager	31 – 39
R7	Cobble Hill Drainage System Management Bylaw Dave Leitch, Manager, Water Management Division	40 – 53
R8	2011 Regional Recycling Data Summary Kathleen Milward, Environmental Technologist	54 - 56

7. NEW BUSINESS:

8. QUESTION PERIOD:

9. CLOSED SESSION

Motion that the meeting be closed to the public in accordance with the Community Charter Part 4, Division 3, Section 90, subsection as noted in accordance with each agenda item.

SM1 Minutes of the July 25, 2012 Closed Session Minutes 57

SIN Labour Relations – {Sub (1) (c)} Verbal

10. ADJOURNMENT

Distribution:

Director Iannidinardo, Chair
Director Dorey, Vice-Chair
Director Duncan
Director Fraser
Director Giles
Director Lefebure

Director Marcotte
Director McGonigle
Director Morrison
Director Walker
Director Weaver

As Well As:

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

Agenda Cover Only:

Directors Hartmann, Kent, Lines
Norm Olive, P. Eng., Manager, Capital Projects
Tom Anderson, General Manager, Planning & Development

Complete agenda package available at:

<http://bc-cowichanvalley.civicplus.com/Archive.aspx?AMID=50>

Minutes of the regular meeting of the Engineering & Environmental Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on October 24, 2012 at 3:30 p.m.

PRESENT: Director Iannidinardo, Chair
Directors Dorey, Duncan, Fraser, Giles, Hutchins,
Lefebure, Marcotte, Morrison, Walker, Weaver

ABSENT: Director McGonigle

ALSO PRESENT: Warren Jones, CAO, CVRD
Brian Dennison, General Manager, E & E
Dave Leitch, Manager, Water Management
Bob McDonald, Manager, Waste Man. & Recycling
Kate Miller, Manager, Regional Environmental Policy
Kuan-Jian Foo, Senior Environmental Analyst
Joanne Bath, Recording Secretary

APPROVAL OF AGENDA

The following items were added under New Business:

NB1 – On-site Sewer System Maintenance
NB 2 – CVRD Curbside Collection FAQ
NB3 – Rural Well Water and Septic tank Workshops

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 25, 2012 regular Engineering & Environmental Services Committee meeting be adopted.

MOTION CARRIED

BUSINESS ARISING FROM MINUTES

No business arising

INFORMATION

"Highlights from the Canadian Infrastructure Report Card 2012" report was provided for information only.

FOR INFORMATION

REPORTS

R1

A staff report was considered regarding amendments to the Arbutus Ridge sewer and water management bylaws to increase user fees.

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

1. That "CVRD Bylaw No. 3641 – Arbutus Ridge Sewer System Management Amendment Bylaw, 2012" be forwarded to the Board for consideration of three readings and adoption.
2. That "CVRD Bylaw No. 3640 – Arbutus Ridge Water System Management Amendment Bylaw, 2012" be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

R2

A staff report was considered regarding amending the Kerry Village Water System service area to include one additional property.

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 Kerry Village Water System Service Area be received.
2. That "CVRD Bylaw No. 2491 – Kerry Village Water System Service Establishment Bylaw, 2004", be amended to include "*Lot 1, Section 2, Range 7, Shawnigan District, Plan VIP 81051*", and that the amendment bylaw be forwarded to the CVRD Board for three readings and adoption.

MOTION CARRIED

R3

A staff report was considered regarding new CVRD management bylaws for the Woodley Range Water System.

It was moved and seconded that the following bylaws be forwarded to the Board for consideration of three readings and adoption:

1. CVRD Bylaw No. 3635 – Woodley Range Water System Management Bylaw, 2012
2. CVRD Bylaw No. 3636 – Woodley Range Water System Parcel Tax Roll Bylaw, 2012
3. CVRD Bylaw No. 3637 – Woodley Range Water System Capital Reserve Fund Bylaw, 2012

MOTION CARRIED

- R4** A staff report was provided regarding new CVRD management bylaws for the Shellwood Water System.

It was moved and seconded that the following bylaws be forwarded to the Board for consideration of three readings and adoption:

- 1. CVRD Bylaw No. 3644 – Shellwood Water System Management Bylaw, 2012**
- 2. CVRD Bylaw No. 3645 – Shellwood Water System Parcel Tax Roll Bylaw, 2012**
- 3. CVRD Bylaw No. 3646 – Shellwood Water System Capital Reserve Fund Bylaw, 2012**

MOTION CARRIED

- R5** A staff report was provided regarding new CVRD management bylaws for the Carlton Water System.

It was moved and seconded that the following bylaws be forwarded to the Board for consideration of three readings and adoption:

- 1. CVRD Bylaw No. 3647 – Carlton Water System Management Bylaw, 2012.**
- 2. CVRD Bylaw No. 3648 – Carlton Water System Parcel Tax Roll Bylaw, 2012.**
- 3. CVRD Bylaw No. 3649 – Carlton System Capital Reserve Bylaw Fund, 2012.**

MOTION CARRIED

- R6** A staff report was provided regarding a request to be excluded from the Honeymoon Bay Water System and Debt Repayment service areas.

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

- 1. That "CVRD Bylaw No. 2967 – Honeymoon Bay Water System Debt Repayment Service Establishment Bylaw, 2007 be amended to exclude Lot 2, Plan 5744, Section 13, Renfrew Cowichan Lake District, (PID 000-279-471), and that the amendment bylaw be forwarded to the CVRD Board for three readings and adoption.**
- 2. That "CVRD Bylaw No. 1588 – Honeymoon Bay Local Service (Community Water Supply and Distribution) Establishment Bylaw No. 10, 1993 be amended to exclude Lot 2, Plan 5744, Section 13, Renfrew Cowichan Lake District, (PID 000-279-471), and that the amendment bylaw be forwarded to the CVRD Board for three readings and adoption.**

3. That the request from Raymond and Nancy Hughes, owners of Lot 2, Plan 5744, Section 13, Renfrew Cowichan Lake District, (PID 000-279-471), to refund their 2011 and 2012 parcel taxes for Honeymoon Bay Water System and Honeymoon Bay Debt Service System be denied.

MOTION CARRIED

R7

A staff report was considered regarding provision of fire protection to the Sutton Creek / Gordon Bay Provincial Park area.

It was moved and seconded that staff be authorized to proceed with a Fire Protection Study for the Sutton Creek / Gordon Bay Provincial Park area, and that the study be funded to a maximum amount of \$15,000 to be withdrawn from the Electoral Feasibility Studies Function and repaid upon establishment of a CVRD function.

MOTION CARRIED

R8

A staff report was provided regarding amendments to Bylaw 2108.

It was moved and seconded that CVRD Bylaw No. 3651 – Solid Waste Management Charges and Regulations Amendment Bylaw, 2012, be forwarded to the Board for consideration of three readings and adoption.

MOTION CARRIED

R9

A staff report was considered regarding the Corporate greenhouse gas inventory and emissions reduction plan.

The Director for Electoral Area E requested that staff provide a report to the Board in regard to the ***Cowichan Station School Energy Upgrade Project.***

That the Cowichan Valley Regional District Corporate Greenhouse Gas Inventory and Emissions Reduction Plan, 2012 report be received by the CVRD Board, and further, that it be provided to the Environment Commission and the consulting group working on the Regional Environmental Strategy for inclusion where appropriate.

MOTION CARRIED

NEW BUSINESS

NB1

A staff report was considered regarding on-site sewer system maintenance.

It was moved and seconded that staff investigate options for the creation of an on-site sewer system maintenance function as part of the South Sector Liquid Waste Management Plan amendment process.

MOTION CARRIED

NB2

An FAQ handout was provided regarding the CVRD curbside collection program and AAP process.

FOR INFORMATION

NB3

The Director for Electoral Area G provided a handout regarding rural well water and septic system workshops offered by the RDN, requesting that staff look at the cost of setting up a similar series of workshops.

Staff advised that the CVRD were selected to pilot a Well Protection Public Education program, in partnership with the Province and VIHA. Two workshops have been hosted by the CVRD this year, with another one planned for the fall..

The Director for Electoral Area F noted that the Watershed Board is also looking at a water conservation education program.

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 5:00 p.m.

Chair

Recording Secretary

Dated: _____

Request to Appear as a Delegation

D1

Meeting Information

Request to Address:

☐ CVRD Board☒ Committee

If Committee, specify the Committee here:

engineering and environment

Meeting Date: 11/28/2012

Meeting Time: 3:30

Applicant Information

Applicant Name: michelle staples

Representing: chemainus secondary (Name of organization if applicable)

As: program coordinator (Capacity / Office)

Number Attending: 6

Applicant Contact Information

Applicant Mailing Address: 247 cairnsmore

Applicant City: duncan

Applicant Telephone: 2507097972

Applicant Fax:

Applicant Email: michelle.staples@cowichan.net

Presentation Topic and Nature of Request:

request from students for a recycle station for their school the students are working towards taking their school to zero waste and developing a replicable model - they have been working with input from Jason Adair who will be presenting with the youth on this topic. thanks, michelle staples

D2

Request to Appear as a Delegation

Meeting Information

Request to Address:

☐ CVRD Board

☒ Committee

If Committee, specify the Committee here:

Engineering and Env

Meeting Date: 11/28/2012

Meeting Time: 3:30pm

Applicant Information

Applicant Name: Brian Roberts

Representing: Cowichan Energy Alternatives Society

(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: 597-1491

Applicant Fax: 597-1492

Applicant Email: brian@cowichanenergy.org

Presentation Topic and Nature of Request:

Status update on biodiesel pump/distribution system for CVRD Bings Creek operations.

**D3**

REQUEST TO APPEAR AS A DELEGATION

(Submit completed form to Legislative Services Division – Fax 250.746.2513)

REQUEST TO ADDRESS: ☐ CVRD BOARD

☒ Engineering Environment COMMITTEE

at the meeting of Nov 28, 20 12 at 3:30 pm

APPLICANT NAME Robert Carlyle

REPRESENTING: Self
(name of organization if applicable)

AS: _____
(capacity/office)

NUMBER ATTENDING: 1

Applicant mailing address: 1001 1010 View St Victoria BC V8V 4Y3

Applicant Telephone: 250-388-4195 Fax: _____

Applicant email: bobcarlyle@shaw.ca

PRESENTATION TOPIC and NATURE OF REQUEST:

Excessive water bill for period 15 Apr - 15 Oct

Normal \$150 Now \$961.00

8160 Saseenos Crescent, Youbou BC

(If more space is required, please attach an additional page to this form)

Robert Carlyle
Signature

Nov 22/12
Date

Cowichan Valley Regional District, 175 Ingram Street, Duncan BC V9L 1N8
Please address inquiries to the Legislative Services Division at 250.746.2508.



STAFF REPORT

R1

ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF NOVEMBER 28, 2012

DATE: November 20, 2012

FILE NO: 2240-20-CGC

FROM: Jason Adair, Superintendent, Solid Waste Operations

SUBJECT: Chemainus Secondary School Recycling Centre Donation

Recommendation/Action:

That it be recommended that a one-time donation of \$850 be provided from Function 520 towards the Chemainus Secondary School's purchase of recycling centres to assist with the School's "Zero Waste Pilot Demonstration Project".

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

Financial Impact:

The Solid Waste 520 budget has \$1500 allocated toward donations, historically used by non-profit groups to fund community cleanup of public lands. In this instance, the account could be accessed to fund Chemainus Secondary's demonstration project. There is currently a balance of \$850 in this account.

Background:

The Chemainus Secondary School has been actively pursuing the zero waste goal and are interested in launching a pilot project whereby they track their waste production with the goal of meeting zero waste and laying a blueprint that the entire School District can follow. They have formed a green team that has initiated programs and educational materials within their school. They have recently made arrangements with the Municipality of North Cowichan for the curbside collection of organic waste. With the assistance of the CVRD they plan on measuring and eliminating as much waste from the landfill as possible.

Their team has identified two areas within the school that would be suitable for the placement of a recycling centre that would collect recyclable items that are currently collected in the CVRD Curbside Recycling Program. The school's *Green Team* plans to develop a Zero Waste Program that can be adopted district wide and are currently working with maintenance and administrative staff at the School District on this effort, with the CVRD providing support and guidance for this initiative. With the implementation of this pilot program, the School District hopes to generate significant savings on their waste hauling contract that will allow for the purchase of future waste infrastructure.

Submitted by,

FOR:
Jason Adair, Superintendent
Solid Waste Operations

JA:jlb

\\Cvrdstore1\e_e\Administration\Staff Reports\E&E\2012\ChemainusSecondaryDonation-Nov28-12.docx

Reviewed by: Division Manager:	
Approved by: General Manager:	



C.V.R.D

STAFF REPORT

R2

ENGINEERING AND ENVIRONMENTAL SERVICES COMMITTEE MEETING OF NOVEMBER 28, 2012

DATE: November 8, 2012

FILE NO: 5340-30-TCS/09

FROM: Jeralyn Jackson, AScT., PMP, Capital Projects

SUBJECT: Twin Cedars Sewer System Service Area Amendment Request

Recommendation:

That it be recommended to the Board:

1. That "CVRD Bylaw No. 2871 – Twin Cedars Sewer System Service Establishment Bylaw, 2006", be amended to revise the service area boundaries to include the following CVRD Parks properties:

Quarry Nature Park:

PID 025-019-058, Lot 1, Sections 11 & 12, Range 5, Shawnigan District, Plan 72280

PID 000-546-640 Lot A, Sections 12 & 13, Range 5, Shawnigan District, Plan 41279

Cobble Hill Common:

PID: 006-913-211, Lot 1, Block 32, Section 12, Range 6, Shawnigan District, Plan 1809

PID: 006-913-229; Lot 2, Block 32, Section 12, Range 6, Shawnigan District, Plan 1809

PID: 006-913-253; Lot 3, Block 32, Section 12, Range 6, Shawnigan District, Plan 1809

PID: 006-913-261; Lot 4, Block 32, Section 12, Range 6, Shawnigan District, Plan 1809

PID: 006-913-300; Lot 5, Block 32, Section 12, Range 6, Shawnigan District, Plan 1809

PID: 006-913-326; Lot 6, Block 32, Section 12, Range 6, Shawnigan District, Plan 1809

PID: 006-913-270; Lot 7, Block 32, Section 12, Range 6, Shawnigan District, Plan 1809

PID: 006-913-296; Lot 8, Block 32, Section 12, Range 6, Shawnigan District, Plan 1809

Watson Avenue Wetland Park:

PID: 017-390-842; Lot 4, Section 12, Range 6, Shawnigan District, Plan VIP84630

2. That the amended bylaw be forwarded to the Board for consideration of three readings and adoption.
3. That all connection fees for the above note properties be waived.

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

Financial Impact: (Reviewed by Finance Division: SEM)

The CVRD Parks, Recreation and Culture Department has requested that the CVRD Cobble Hill Parks be included in the Twin Cedars Sewer System Service Area, in order to facilitate the new public washroom facility and effluent re-use for irrigation.

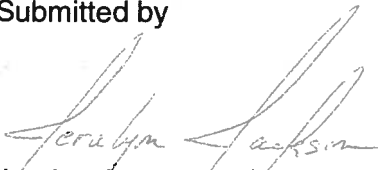
The current connection charge for the Twin Cedars Sewer System is \$3,500. However, as *The Towns For Tomorrow Cobble Hill Sewer System Amalgamation and Sewer Effluent Re-use Project* has been funded through grants and Municipal Finance Authority borrowing and the Parks Division are paying a portion of this project, they have requested that all connection fees be waived.

Background:

The Towns For Tomorrow Cobble Hill Sewer System Amalgamation and Sewer Effluent Re-use Project will produce high quality effluent for re-use for parks irrigation and for toilet flushing in the proposed new park washroom. An amendment bylaw must be prepared to extend the boundaries of the Twin Cedars Sewer System Service Area, to include the parks, as shown on the attached plans.

As these parcels are CVRD parkland, a petition and certificate of sufficiency are not required.

Submitted by



Jeralyn Jackson, AScT., Project Engineer
Capital Projects Division
Engineering & Environmental Services

JHJ/LKJ:jlb

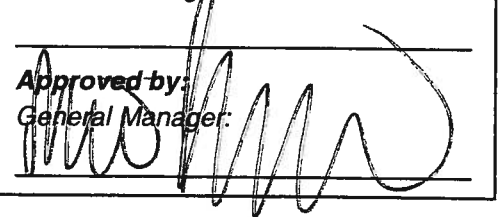
\\Cvrdstore1\e_e\Administration\E&E Staff Reports\E&E\2011\TCSewerServiceAreaAmdtNov28-12.doc

Reviewed by:

Division Manager:

Approved by:

General Manager:





Covachan Valley Regional District

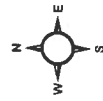
This map is compiled from various sources for internal use and is designed for reference purposes only.

The Regional District does not warrant the accuracy.

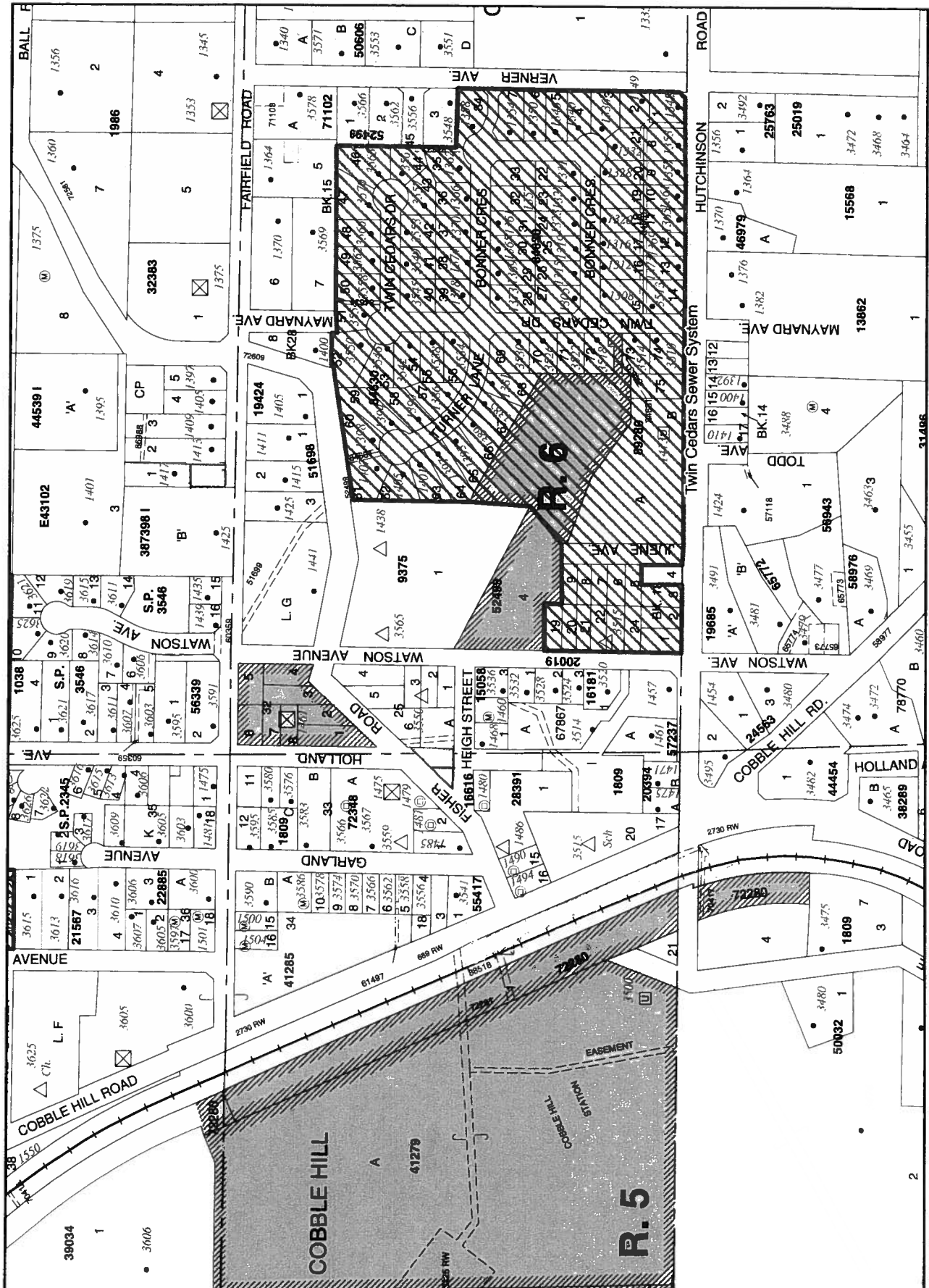
All persons making use of this compilation are advised that the boundaries shown are for reference purposes only and that boundaries are not guaranteed.

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

Printed: November 13, 2012



Scale: 1:5,000





STAFF REPORT

R3

ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF NOVEMBER 28, 2012

DATE: November 14, 2012

FILE NO:

5600-30/DHW

FROM: Dave Leitch, Manager, Water Management

SUBJECT: Douglas Hill Water System Management Amendment Bylaw

Recommendation/Action:

That it be recommended to the Board That "CVRD Bylaw No. 3657 – Douglas Hill Water System Management Amendment Bylaw, 2012" 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: SEN)

The proposed increase in billing frequency at Douglas Hill will evoke extra costs which will be recovered from the Douglas Hill Water System function.

Background:

As requested by the Douglas Hill rate-payers group, it has been requested that the frequency of billing for the Douglas Hill Water System be revised from bi-annual to quarterly billings. The intent is to provide lower, but more frequent, invoices for the customers and identify leaks earlier. This change will require additional man-hours required for Engineering and Environmental Services inside and outside staff by approximately 2 days per year. As well, additional time will be required from the Financial Services Department to prepare and mail out the invoices.

Furthermore, the group has requested that the base amount of annual water consumption be increased from 400 m³ per year to 600 m³ per year. Currently, the majority of CVRD water systems allot 400 m³ per year, with the exceptions of Fern Ridge Water System – 500 m³ year and Woodley Range – 200 m³ for metered service.

Submitted by,

Dave Leitch, Manager
Water Management

Reviewed by:

Division Manager:

Approved by:

General Manager:

LKJ/jlb

\\Cvrdstore1\1_e\Administration\Staff Reports\E&E\2012\Bylaw Amendment-DHW\November 28, 2012.docx



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 3657

**A Bylaw to Amend the Douglas Hill Water System
Management Bylaw No. 3406**

WHEREAS the Board of the Cowichan Valley Regional District established the management of the Douglas Hill Water System pursuant to "CVRD Bylaw No. 3406, cited as "CVRD Bylaw No. 3406 – Douglas Hill Water System Management Bylaw, 2010";

AND WHEREAS the Board of the Cowichan Valley Regional District deems it desirable to revise Schedules B and C 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. 3657 - Douglas Hill Water System Management Amendment Bylaw, 2012**".

2. **AMENDMENT**

That Schedules B and C be deleted in their entirety and replaced with Schedules B and C attached to and forming part of this bylaw.

READ A FIRST TIME this _____ day of _____, 2012.

READ A SECOND TIME this _____ day of _____, 2012.

READ A THIRD TIME this _____ day of _____, 2012.

ADOPTED this _____ day of _____, 2012.

Chairperson

Corporate Secretary



SCHEDULE B

TO BYLAW NO. 3406

DOUGLAS HILL METERED WATER RATES

Water Rates and Charges

The **Consumer** of **District Water** supplied through **Water Meters**, shall pay the minimum charge set out in subsection (b) below. A 10% will be applied for timely payment.

Water Rates and Charges per Classification per three (3) month period:

CLASSIFICATION	USER CHARGES			
	Water Use	Charge		
Group A				
Single Family Dwelling: Per Dwelling	0 - 150 m ³	\$ 62.50		
Laundromat: Minimum charge for each washing machine	151 - 225 m ³	\$ 62.50	+ 1.00	per m ³ over 150 m ³
Elementary/Middle School: Minimum charge per 20 students or portion thereof	226 - 300 m ³	137.50	+ 1.50	per m ³ over 225 m ³
	over 300 m ³	250.00	+ 2.25	per m ³ over 300 m ³
Group B				
Apartment: Per Unit	0 - 120 m ³	\$ 46.88		
Mobile/Modular Home Park: Per Unit	121 - 180 m ³	\$ 46.88	+ 1.00	per m ³ over 120 m ³
	181 - 240 m ³	106.88	+ 1.50	per m ³ over 180 m ³
	over 240 m ³	196.88	+ 2.25	per m ³ over 240 m ³
Group C				
Commercial: Minimum charge for each 10 employees or portion thereof per shift	0 - 98 m ³	\$ 37.50		
	99 - 146 m ³	\$ 37.50	+ 1.00	per m ³ over 98 m ³
	147 - 195 m ³	\$ 86.25	+ 1.50	per m ³ over 146 m ³
	over 195 m ³	159.38	+ 2.25	per m ³ over 195 m ³
Group D				
Continuing Care Facility: Minimum charge for each bed	0 - 75 m ³	\$ 31.25		
	76 - 113 m ³	\$ 31.25	+ 1.00	per m ³ over 75 m ³
	114 - 150 m ³	\$ 68.75	+ 1.50	per m ³ over 113 m ³
	over 150 m ³	\$125.00	+ 2.25	per m ³ over 150 m ³
Group E				
RV Trailer Park/Campground-Site Connected to Sewer: <u>Per service pad or Site</u>	0 - 50 m ³	\$ 20.83		
	51 - 75 m ³	\$ 20.83	+ 1.00	per m ³ over 50 m ³
Restaurant: Per 10 seats or patrons, or portion thereof	76 - 100 m ³	\$ 45.58	+ 1.50	per m ³ over 75 m ³
Hotel/Motel: per housekeeping unit	over 100 m ³	\$82.71	+ 2.25	per m ³ over 100 m ³

Group F Bed & Breakfast House: includes the minimum charge for a single family dwelling unit as defined in Group A above, plus a minimum charge per each Guest Group	0 - 30 m ³	\$ 12.50					
	31 - 45 m ³	\$ 12.50	+	1.00	per m ³ over	30 m ³	
	46 - 60 m ³	\$ 27.50	+	1.50	per m ³ over	45 m ³	
	over 60 - m ³	\$ 50.00	+	2.25	per m ³ over	60 m ³	
Group G RV Trailer Park/Campground-Site not Connected to Sewer: - Per service pad or Site	0 - 15 m ³	\$ 6.25					
	16 - 23 m ³	\$ 6.25	+	1.00	per m ³ over	15 m ³	
	24 - 30 m ³	\$ 13.75	+	1.50	per m ³ over	23 m ³	
	over 30 - m ³	\$ 25.00	+	2.25	per m ³ over	30 m ³	
Group H High School: Minimum charge per 20 students or portion thereof per shift	0 - 203 m ³	\$ 78.13					
	204 - 304 m ³	\$ 78.13	+	1.00	per m ³ over	203 m ³	
	305 - 405 m ³	179.38	+	1.50	per m ³ over	304 m ³	
	over 405 - m ³	331.25	+	2.25	per m ³ over	405 m ³	
Group I Hotel/Motel: per room or suite	0 - 38 m ³	\$ 15.63					
	39 - 56 m ³	\$ 15.63	+	1.00	per m ³ over	38 m ³	
	57 - 75 m ³	\$ 34.38	+	1.50	per m ³ over	56 m ³	
	over 75 - m ³	\$ 62.50	+	2.25	per m ³ over	75 m ³	
Group J Licensed Premises: Per 10 seats or portion thereof	0 - 62 m ³	\$ 25.00					
	63 - 94 m ³	\$ 25.00	+	1.00	per m ³ over	62 m ³	
	95 - 125 m ³	\$ 56.50	+	1.50	per m ³ over	94 m ³	
	over 125 - m ³	\$103.75	+	2.25	per m ³ over	125 m ³	

UNDETECTED LEAKS

User Charges will be adjusted on a one-time forgiveness basis where an undetected leak on the consumer's property has resulted in water usage greatly exceeding typical usage of water, according to the applicable classification(s), and where there is no indication that water was knowingly allowed to run to waste. Written verification from the consumer describing the nature of the leakage and the action taken to rectify the problem must be shown to the satisfaction of the Manager before the one-time forgiveness will be granted. The water service must be replaced in its entirety, or for longer than typical water services a significant portion of the water service must be replaced, to prevent any re-occurrence of leakage. Consumers are required to report to the **Manager** within 30 days of the most recent billing date.

The leakage problem must be rectified by the consumer within 30 days upon discovery or notification of the problem. Forgiveness will only be considered for a single billing period. Additionally, a cap of \$1,500.00 per owner is in place for subsequent leaks after the first "forgiveness" of a water overage charge.

USER CLASSIFICATION DESCRIPTIONS

Single Family Dwelling: Applies to any connection servicing a single segregated self-contained residential dwelling used for, or intended for the domestic use of one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities including, but not limited to a townhouse, semi-detached, residential home, duplex and a cabin.

Apartment: Applies to any connection servicing a multiple occupancy residential building(s) with self-contained and segregated units consisting of two or more rooms used for, or intended for the domestic use by one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities.

Mobile/Modular Home Park: Applies to a connection servicing land used or occupied for the purposes of providing space for the accommodation of mobile homes either on a rental or ownership basis. A mobile home means any structure containing one dwelling whether ordinarily equipped with wheels, or not, that is designated, constructed or manufactured to be moved from one place to another by being towed, or carried, but not including travel trailers, campers, or other vehicles exempt from the provisions of the Mobile Home Act.

RV Trailer Park/Campground: Applies to any connection servicing land used, temporarily occupied for the purpose of providing space for the accommodation of recreational vehicles or recreational structures. A recreational vehicle or recreational structure means a vehicle, trailer, coach, tents, structure, or conveyance designed to travel, or be transported on a highway and constructed and equipped to be used as temporary living or sleeping quarters for travellers.

Where individual spaces for the above accommodations are connected directly to a **Sanitary Sewer** disposal system, the minimum charge shall be based on the charges set forth in the applicable schedule(s).

Where individual spaces or sites are not serviced directly by an individual and/or separate **Sanitary Sewer** disposal system, but have the use of common or centrally located sanitary facilities, the minimum charge shall be based on the charges set forth in the applicable schedule(s).

Hotel/Motel: Applies to any connection servicing a building or structure that contains sleeping units for the overnight accommodation of transient paying guests. Auxiliary assembly, commerce, entertainment, or restaurant uses as well as areas licensed to service alcoholic beverages and staff accommodation shall pay the charges according to the classification set forth in the applicable schedule(s).

Where units contain cooking facilities, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per housekeeping or kitchenette unit.

Where units contain sleeping and sanitary facilities only, the minimum charge shall be based on the charges set forth in the applicable schedule(s) per room or suite.

Restaurant: Applies to any connection servicing a building or structure, or segregated self-contained unit used for, or intended to be used for, the commercial sale of refreshments, prepared or assembled food, and/or meals together with non-alcoholic beverages for sale to the public.

Licensed Premises: Applies to the connection servicing a licensed beverage establishment as governed by the Liquor Licensing Board of British Columbia, and includes, but is not limited to pubs, restaurants, eateries, lounges, cafeterias and private clubs where alcoholic beverages are served.

Laundromat: Applies to a connection servicing a building, self-contained unit, or separately owned business entity where washing machines are available for public use for a fee or charge.

Commercial: Applies to a connection servicing a complex, facility, or parcel of land used to manufacture, sell, repair goods, or provide a service including, but not limited to retail stores, offices, convenience store, service establishment, and light industrial.

Elementary School and High School: Applies to a connection servicing an institution of learning, or teaching facility, as defined by the School Act.

Continuing Care Facility: Applies to a connection servicing a multiple occupancy complex providing long-term care, and living accommodations that include residents requiring full-time professional care, including living, sleeping, cooking, and sanitary facilities, but not including an acute care facility.

Bed & Breakfast: Applies to any connection servicing a single family dwelling, with an accessory use for overnight accommodation for transient paying guests in which breakfast is the only meal served.

Rooming House: Applies to any connection servicing a single family dwelling with an accessory use of rooms for rent by individuals for living and sleeping, but with common cooking and sanitary facilities shared by the occupants.



SCHEDULE C
TO CVRD BYLAW NO. 3406
UNMETERED WATER CHARGES

WATER RATES:

The **Consumer** of **Unmetered District Water** shall pay the charges set out below. A 10% will be applied for timely payment.

Water Rates and Charges per Classification per three (4) month period:

	<u>Charge</u>
<i>Single Family Dwelling:</i>	\$62.50
<i>Apartment/Suite</i>	46.88
<i>Mobile Home Park:</i>	46.88
<i>RV Trailer Park/Campground:</i>	
<u>Site Connected to Sewer:</u> per serviced pad or site.	20.83
<u>Site Not Connected to Sewer - per pad or site.</u>	20.83
<i>Hotel/Motel:</i>	
a) Room or Suite: per room or suite.	15.63
b) Kitchenette or Housekeeping Unit:	20.83
<i>Restaurants:</i>	
Minimum charge for the first 10 seats or patrons or portion thereof	20.83
Each additional 10 seats or patrons or portion thereof .	20.83
<i>Licensed Premises:</i>	
Minimum charge for the first 10 seats or patrons or portion thereof .	25.00
Each additional 10 seats or patrons or portion thereof .	25.00
<i>Laundromat:</i> Minimum charge for each washing machine	62.50
<i>Commercial:</i>	
Minimum charge for the first 10 employees or portion thereof per shift.	37.50
Each additional 10 employees or portion thereof per shift .	37.50
<i>Elementary/Middle School:</i> Minimum charge for 20 students or portion thereof	62.50
<i>High School:</i> Minimum charge for 20 students or portion thereof	78.13

Charge

Continuing Care Facility: Minimum charge for each bed

31.25

Bed & Breakfast/Rooming House:

The minimum charge for such facility shall include the minimum charge for a single family dwelling unit plus a minimum charge for each and every guest room .

a) Single Family Dwelling

62.50

b) Per guest room

12.50

Other:

The minimum charge and the volume of water to be apportioned for a three (3) month period for other types of developments that, in the opinion of the **Manager**, do not fall within the above classifications shall be determined by the Manager of Engineering Services and his decision shall be final.

Aggregate Allotment:

Where more than one of the above classifications including "**Other**" is in use, or intended for use, then the applicable charges shall be applied to each and every classification.

Single Family Dwelling

Applies to any connection servicing a single segregated self-contained residential dwelling used for, or intended for the domestic use of one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities including, but not limited to a townhouse, semi-detached, residential home, duplex and a cabin.

Apartment:

Applies to any connection servicing a multiple occupancy residential building(s) with self-contained and segregated units consisting of two or more rooms used for, or intended for the domestic use by one or more individuals as a single housekeeping unit with cooking, living, sleeping and sanitary facilities.

Mobile/Modular Home Park:

Applies to a connection servicing land used or occupied for the purposes of providing space for the accommodation of mobile homes either on a rental or ownership basis. A mobile home means any structure containing one dwelling whether ordinarily equipped with wheels, or not, that is designated, constructed or manufactured to be moved from one place to another by being towed, or carried, but not including travel trailers, campers, or other vehicles exempt from the provisions of the Mobile Home Act.

RV Trailer Park/Campground:

Applies to any connection servicing land used, or temporarily occupied for the purpose of providing space for the accommodation of recreational vehicles or recreational structures. A recreational vehicle or recreational structure means a vehicle, trailer, coach, tents, structure, or conveyance designed to travel, or be transported on a highway and constructed and equipped to be used as temporary living or sleeping quarters for travelers.

Where individual spaces for the above accommodations are connected directly to a sanitary sewer disposal system, the minimum charge shall be based on the **Allotment** of water as set forth in the applicable schedule(s).

Where individual spaces or sites are not serviced directly by an individual and/or separate sanitary sewer disposal system, but have the use of common or centrally located sanitary facilities, the minimum charge shall be based on the **Allotment** of water as set forth in the applicable schedule(s).

Hotel/Motel:

Applies to any connection servicing a building or structure, which contains sleeping units for the overnight accommodation of transient paying guests. Auxiliary assembly, commerce, entertainment, or restaurant uses as well as areas licensed to service alcoholic beverages and staff accommodation shall pay the charges according to the classification set forth in the applicable schedule(s).

Restaurant:

Applies to any connection servicing a building or structure, or segregated self-contained unit used for, or intended use for the commercial sale of refreshments, prepared or assembled food, and/or meals together with non-alcoholic beverages for sale to the public.

Licensed Premises:

Applies to a connection servicing a licensed beverage establishment as governed by the Liquor Licensing Board to British Columbia, and includes, but is not limited to pubs, restaurants, eateries, lounges, cafeterias and private clubs where alcoholic beverages are served.

Laundromat:

Applies to a connection servicing a building, self-contained unit, or separately owned business entity where washing machines are available to public use for a fee or charge.

Commercial:

Applies to a connection servicing a complex, facility, or parcel of land used to manufacture, sell, repair goods, or provide a service including, but not limited to retail stores, offices, convenience store, service establishment, and light industrial.

Elementary School and High School:

Applies to a connection servicing an institution of learning, or teaching facility, as defined by the School Act.

Continuing Care Facility:

Applies to a connection servicing a multiple occupancy complex providing long-term care, and living accommodations that include for residents requiring full-time professional care that include living, sleeping, cooking, and sanitary facilities, but not including an acute care facility.

Bed & Breakfast:

Applies to any connection servicing a single family dwelling, with an accessory use for overnight accommodation for transient paying guests in which breakfast is the only meal served.



R4

STAFF REPORT

**ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING
OF NOVEMBER 28, 2012**

DATE: November 15, 2012 **FILE No:** 5340-30-CBS/09
FROM: Louise Knodel-Joy, Senior Engineering Technologist Water Management Division
SUBJECT: Inclusion of Hecate Park into Cowichan Bay Waterworks Improvement District

Recommendation/Action:

That a petition be submitted to the Cowichan Bay Waterworks District to include Hecate Park and the Cowichan Bay Boat Launch (legally described as "Water Lease Lots 645 & 648, Cowichan Land District"), within the Cowichan Bay Waterworks District, and that the Board Chair and Corporate Secretary be authorized to sign the necessary documents.

Relation to the Corporate Strategic Plan:

Develop long-range plans for sustainability in land use.

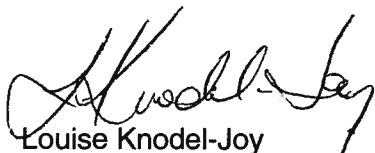
Financial Impact: *(Reviewed by Finance Division: Not Required)*

Cowichan Bay Waterworks District has advised that there will be no change in the current charges to the CVRD.

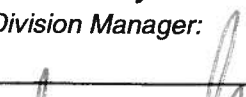

Background:

It has recently come to staff's attention that Hecate Park and the Cowichan Bay Boat Launch are not within the Cowichan Bay Waterworks District service area, despite the fact that these properties have had water service for decades for both for the park and the Cowichan Bay Sewer System.

Submitted by,


Louise Knodel-Joy
Senior Engineering Technologist
Water Management Division

LKJ/jlb

Reviewed by: Division Manager:

Approved by: General Manager:


Bath\Z:\ES\Memos2012\HecateParkInclusionCBWWNov28-2012.docx

Petition to Extend a Boundary

I (we), the undersigned owner(s) of land more particularly described below, hereby petition the Lieutenant Governor in Council on the matter of extending the boundary of the **COWICHAN BAY WATERWORKS DISTRICT** District under Section 734 of the *Local Government Act* to include my (our) tract of land legally described as:

DL 648, 1825 Cowichan Bay Road (Hecate Park)
DL 645, 1845 Cowichan Bay Road

Registered Owner(s) - (PLEASE PRINT)

Signature(s)

Date:

The trustees of the **COWICHAN BAY WATERWORKS DISTRICT** District hereby agree to request the Lieutenant Governor in Council amend the Letters Patent for the **COWICHAN BAY WATERWORKS DISTRICT** District to include the above noted land within its boundary.

Trustee

Trustee

Trustee

Trustee

Trustee

Dated the _____ day of _____, 20 ____.



C·V·R·D

STAFF REPORT

R5

ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF NOVEMBER 28, 2012

DATE: November 8, 2012 **FILE NO:** 5340-30-LES/09
FROM: Jeralyn Jackson, AScT., PMP, Capital Projects
SUBJECT: Lambourn Estates Sewer Service Area Amendment Request

Recommendation:

That it be recommended to the Board:

1. That the *Certificate of Sufficiency*, confirming that sufficient petitions requesting inclusion into the Lambourn Estates sewer service area be received.
2. That *CVRD Bylaw No. 3052 – Lambourn Estates Sewer System Service Establishment Bylaw, 2008* be amended to include:
“PID 003-753-131, Lot 2, Section 4, Range 6, Plan 18564, Cowichan District”
“PID 003-698-823, Lot 2, Section 4, Range 6, Plan 19165, Cowichan District”
“PID 003-698-521, Lot 4, Section 4, Range 6, Plan 19165, Cowichan District”
“PID 003-698-475, Lot 1, Section 4, Range 6, Plan 19165, Cowichan District” and
“PID 002-802-571, Lot 1, Section 4, Range 6, Plan 24679, Cowichan District”

and further 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: JEM)

Each new user brought into the service area will generate the following fees, thereby improving the financial stability of this system:

	<u>User Fee</u>	<u>Parcel Tax</u>
Sewer System:	\$350.00	\$200.00

Background:

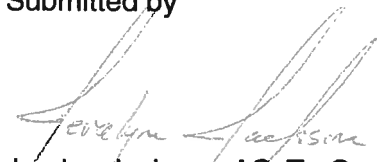
Lanes Road residents in the Lambourn Estates subdivision have expressed interest in connection to the community sewer system at a number of public meetings held by the CVRD. The CVRD has combined the timelines and financial efforts of five Developers to pay for the extension of the sewermain to provide service to the 24 homes situated along Lanes Road, Chestnut Road and Greenbriar Road, which were not included in the original sewer service area. The extension of the existing sewer system has just been completed and a 2-year window of opportunity, commencing October 1, 2012, will be granted to the 24 residents to connect to the sewer system.

.../2

This Sewer Service Area Amendment deals with 5 of the existing 24 residents who have requested inclusion to the service area, paid the \$4,000 connection fee and are requesting service.

The amendment bylaw requires the approval of the service area voters before it can be adopted. In cases where a sufficient petition for service has been received, voter approval may be obtained by the Electoral Area Director consenting, in writing, to the adoption of the Bylaw. Engineering & Environmental Services are responsible for the operation and administration of this service. A valid and sufficient Petition for Service has been received. The *Certificate of Sufficiency* and a site plan are attached for consideration.

Submitted by



Jeralyn Jackson, ASCT., Capital Projects,
Engineering & Environmental Services

JHJ/LKJ:jlb

\\Cvrdstore1\e_e\Administration\E&E Staff Reports\E&E\2012\ LES ServiceAreaAmdtNovember28-12.doc

Reviewed by:

Division Manager

Approved by:

General Manager

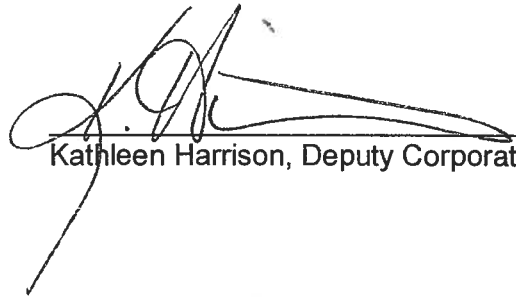


CERTIFICATE OF SUFFICIENCY

I hereby certify that the petition for inclusion in the *Lambourn Estates Sewer System Service Area* within a portion of Electoral Area D – Cowichan Bay is sufficient, pursuant to section 797.4 of the *Local Government Act*.

DATED at Duncan, British Columbia)
this 16th day of November, 2012)

)
)
)


Kathleen Harrison, Deputy Corporate Secretary

Lambourn Estates Sewer System Service Area

Total Number of Parcels requesting inclusion in Service Area:	5
Net Taxable Value of All Land and Improvements of Parcels requesting inclusion in the Service Area:	\$1,800,000
PID 003-753-131, Lot 2, Section 4, Range 6, Cowichan District, Plan 18564;	
PID 003-698-823, Lot 2, Section 4, Range 6, Cowichan District, Plan 19165;	
PID 003-698-521, Lot 4, Section 4, Range 6, Cowichan District, Plan 19165;	
PID 003-698-475, Lot 1, Section 4, Range 6, Cowichan District, Plan 19165;	
PID 002-802-571, Lot 1, Section 4, Range 6, Cowichan District, Plan 24679.	
Number of Valid Petitions received:	5
Net Taxable Value of Petitions received (Land and Improvements):	\$1,800,000



Cowichan
Valley
Regional
District

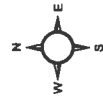
This map is compiled from various sources for internal use and is designed for reference purposes only.

The Regional District does not warrant the accuracy.

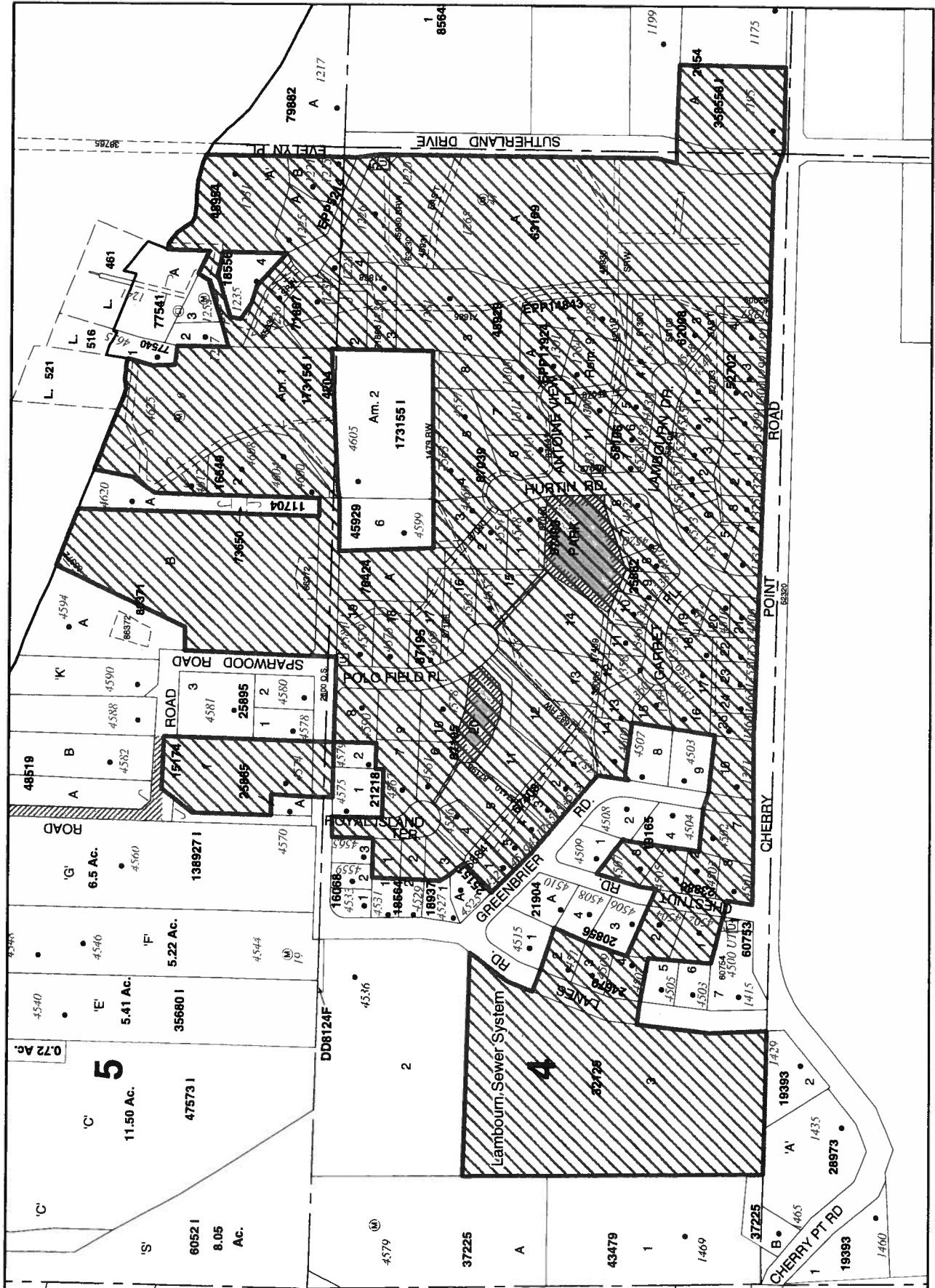
All persons making use of this compilation are advised that the boundaries shown are for convenience purposes only and that boundaries are not guaranteed.

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

Printed: November 19, 2012



Scale: 1:5,000





**Cowichan
Valley
Regional
District**

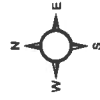
This map is compiled from various sources for internal use and is designed for reference purposes only.

The Regional District does not warrant the accuracy.

All persons making use of this compilation are advised that any reliance on the information contained herein has been made at their own risk and that boundaries are representational.

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

Printed: November 19, 2012



Scale: 1:5,000





STAFF REPORT

R6

ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF NOVEMBER 28, 2012

DATE: November 21, 2012 **FILE NO:**

FROM: Harmony Huffman, Environmental Technologist

SUBJECT: Draft Packaging and Printed Paper (PPP) Stewardship Plan

Recommendation/Action: For information only.

Relation to the Corporate Strategic Plan: Not applicable.

Financial Impact: None

Background:

Introduction:

As has been reported on by staff on a number of occasions in recent years, the Province has required industry to take responsibility for recycling of its Packaging and Printed Paper (PPP) products. Many details of this forthcoming stewardship program scheduled for May 2014 are still not known, although the general approach is outlined below in this report and the attachment.

Basically, the cost of collecting all these materials will fall on the producers, meaning the CVRD stands to have many of its current costs for curbside collection, depot collection, education and administration paid for in part, entirely or in excess, when the program is introduced. Such payments could go towards lowering user fees, introducing enhanced services such as curbside organics collection, related capital initiatives, or a blend.

One option also to be offered to local governments is to bow out of one or all such services and force the producers to take over such services e.g. a separate curbside recycling truck, depots, communications, etc. this would seriously undermine existing programs and one-stop-drop depots, as well as established and expected services e.g. our recycling hotline. This option is expected to be accepted by more rural jurisdictions where little infrastructure or services currently exist. Nonetheless, CVRD staff will continue to monitor and update the committee on developments in this area, but plan to continue to pursue receipt of payments for providing current services directly, and developing options for use of such payments in the future when more details are available.

The stewardship program was raised by the South Cowichan Chamber of Commerce as one of several issues related to curbside collection at the November 14th Board meeting. It was suggested that the proposed CVRD program be delayed until more details are known. Although there is some reason to this suggestion, the degree of risk or exposure is minimal at best, as the main question is exactly how much the CVRD could benefit financially in the future. All such future financial incentives have not been included in any public curbside discussion to date in the same manner as potential Gas Tax funding is not included in (arena) referendum proposals.

PPP Program Details:

The Province of BC, under the Recycling Regulation and Environmental Management Act, has required that producers of all Packaging and Printed Paper (PPP) in BC develop and implement a plan to collect and manage the materials they supply to residents. The PPP stewardship program will be the latest in a series of extended producer responsibility initiatives in the Province and will join established programs such as those for beverage containers, tires, paint, electronic goods, etc. The new program represents a historic shift for local governments which have traditionally been responsible for the collection and recycling and/or disposal of residential PPP. This responsibility will now shift to producers.

The Recycling Regulation required that all producers of PPP submit a stewardship plan to the BC Ministry of Environment by November 19, 2012. The stewardship plan will describe how reasonable access to PPP collection services will be provided to residential single and multi-family households and along streetscapes. Producers may submit a plan either individually or as members of a larger stewardship organization. At this time, it appears that the majority of large producers in BC (such as Black Press, Canadian Tire, Costco, Loblaws, Johnson & Johnson, etc.), are represented by the stewardship organization Multi-Materials BC (MMBC).

On October 29, 2012, MMBC released the first draft of its stewardship plan for Packaging and Printed Paper (PPP). Excerpts of the plan relevant to local governments have been compiled by MMBC and are included as a backgrounder to this report. Key findings of the plan are discussed below.

Curbside Collection of PPP

Local governments with existing curbside collection programs will have 'right of first refusal' for continuing those collection programs. MMBC will provide a market-clearing price¹ to local governments who provide curbside collection of PPP; the market-clearing price will include PPP collection services, public education, promotion and first point of contact for curbside collection service customers. While MMBC has yet to clearly define how the market-clearing price will be established, the CVRD can reasonably expect that the MMBC market-clearing price will be sufficient to significantly or entirely offset the District's costs related to residential curbside collection.

In areas where the local government does not accept the MMBC market-clearing price for curbside collection, MMBC will be obligated to provide that service directly. MMBC will also be responsible for all administration and education related to the program. While some local governments may choose to have MMBC provide collection services in their areas, a significant benefit for the CVRD in accepting the market-clearing price and providing curbside collection services itself is the retention of local control over the program and the ability to respond quickly to resident concerns such as missed pick-ups, snow days, etc.

Although the MMBC market-clearing price may not cover the full cost of the CVRD curbside program (the market-clearing price will not be defined until the second quarter of 2013), at worst it will offset it significantly, while the potential for any remaining costs is balanced against the benefits of retaining local control over the service. A CVRD curbside program also retains flexibility to allow addition of services in future (such as organics pick up in select areas), and ensures that local curbside services continued to be delivered in the most efficient and cost-effective manner i.e. an MMBC program would not collect film plastics at curbside, which is part of our current curbside service.

¹ Market-clearing price: a payment available to service providers designed to stimulate marketplace activities and act as a market clearing mechanism (MMBC PPP Stewardship Plan 2012, page 7).

Depot Collection of PPP + Customer Service

MMBC will also offer a financial incentive to any interested party for collection of PPP from single- or multi-family residences at drop-off depots. Where a local government accepts the offer of the financial incentive, an additional incentive will be offered to provide public education, promotion and first point of contact for collection service customers. The CVRD may also reasonably expect to receive additional revenues from MMBC for the PPP materials that are currently collected at depots including the Bings Creek Solid Waste Management Complex, and Meade Creek and Peerless Road recycling drop-off depots.

Summary

Shifting responsibility for end-of-life management of Packaging and Printed Paper from local governments to producers is a positive development and one that will support established waste reduction principles including user-pay and design-for-environment. The CVRD can also expect to benefit financially from this development as producers will now be required to reimburse local governments for costs incurred in the management of residential PPP, or provide for the management of that material privately. With well-established curbside and depot collection programs already in place, the CVRD is well-situated to take advantage of these financial incentives.

The proposed shift to an automated curbside collection system will enhance the efficiency of the current system while ensuring that the CVRD is able to offer a sustainable and cost-effective curbside program to residents over the long-term. Although the value of the financial incentives offered by MMBC has yet to be determined, it is expected that the incentives will help to offset the cost of the automated program, while ensuring residents continue to have access to a reliable and efficient service that is managed locally.

Comments regarding the draft stewardship plan may be submitted to the Ministry of Environment until December 14, 2012. Staff remains engaged in the MMBC consultation and continue to actively communicate with other stakeholders (including local municipalities) regarding the draft stewardship plan and planned implementation. Staff will provide further updates to this Committee in through to 2014 when the incentives are expected to begin.

Submitted by,


Harmony Huffman, Environmental Technologist
Recycling & Waste Management Division

HH:jlb
\\Cvrdstore1\le_e\Administration\Staff Reports\EE&E\2012\PPPCollection-Nov28-12.docx

Reviewed by:

Division Manager: 

Approved by:

General Manager: 

Excerpts from PPP Stewardship Plan for Briefing Local Government Boards and Councils

BC Regulatory Context

The British Columbia (BC) Recycling Regulation (B.C. Reg. 449/2004) under the *Environmental Management Act* requires that, as of May 2014, every producer of packaging and printed paper (PPP) product that wishes to sell, offer for sale or distribute their products to residents in British Columbia must operate, or be a member of, an approved plan concerning the end-of-life management of their products. The Regulation stipulates that producers wishing to receive BC Ministry of Environment approval for such a plan must submit their plan to the Ministry on or before November 19, 2012.

Multi-Material British Columbia

A PPP Stewardship Plan has been developed by Multi-Material British Columbia (MMBC) to comply with the Recycling Regulation. MMBC is a not-for-profit agency established under the British Columbia Society Act formed to develop, submit and implement a stewardship plan for PPP. MMBC is acting as a stewardship agency on behalf of producers in order to discharge their obligations under Schedule 5 of the Recycling Regulation.

MMBC is governed by a Board of Directors comprising members appointed by the Retail Council of Canada, Food and Consumer Products of Canada, Canadian Federation of Independent Grocers, Canadian Restaurant and Foodservices Association, Loblaw Companies Limited, Overwaitea Food Group, Tim Hortons and McCain Foods.

Recovery Target

The Recycling Regulation specifies that the PPP stewardship program must achieve, or is capable of achieving within a reasonable time, a 75% recovery rate. Based on surveys carried out in late 2011¹, it is estimated that approximately 200,000 tonnes of residential PPP were recycled in BC. This represents a recovery rate between 50% and 57%.

MMBC is committed to building the residential PPP collection and recycling system in BC to deliver the required 75% recovery target within a reasonable time and within the framework of the pollution prevention hierarchy.

To estimate the time required to achieve a 75% recovery target, MMBC requires:

- Information from collectors on the time required to modify their collection systems to accept a broader range of PPP and their interest and ability to expand service areas;
- Information from processors on the time required to modify their processing systems to accept a broader range of PPP and larger quantities of PPP;

¹ Refer to the report titled *The Current System for Managing Residential Packaging and Printed Paper in BC*, March 2012.

Excerpts from PPP Stewardship Plan for Briefing Local Government Boards and Councils

- Information from recycling end-markets on their ability to manage larger quantities of PPP currently collected and their interest and ability to accept new types of PPP not currently collected; and
- Accurate information from producers on the quantity of PPP being supplied to BC residents.

Within six months following the first three years of program implementation, MMBC will develop an estimate of the timeline required to achieve the 75% recovery rate in consultation with its producers, collectors, processors, recycling end-markets and other interested stakeholders.

Packaging and Printed Paper to be Collected

MMBC's aspiration is to have all PPP supplied into BC households effectively collected and recycled.

Achieving this outcome will involve a number of steps of which the first will be to expand the existing collection system to accommodate a uniform province-wide list of PPP materials. This list will be predicated on the existence of recycling end-markets for each material on the list. Collecting in all areas of the province the full range of PPP for which there are existing markets will require adjustments to the majority of collection programs² and by the primary and downstream processors that receive the collected material. It will also require effort to ensure that the additional PPP is effectively marketed with minimal disruption to local commodity market arrangements.

Subsequently, the uniform list of materials will be expanded incrementally over time to ensure collection, processing and marketing of additional materials will not compromise the operation and reliability of the existing collection and recycling system, the quality of materials shipped to end-markets, the viability of these end-markets, the confidence of residents in their recycling program and the environmental performance of the system.

Collection Services

The approach to delivery of PPP collection services is based on providing opportunity for those involved in the collection of PPP today to be part of the PPP collection system when producers assume responsibility for the PPP recovery system in May 2014.

Qualified collectors will be offered financial incentives for PPP collection. The value offered will be established as market-clearing prices³. Consistent with an outcomes-based approach to program operation, MMBC will pay collectors once the PPP they have collected has been accepted for processing by a primary processor under contract with MMBC.

² Approximately 30% of single-family households and less than 15% of multi-family households are currently receiving collection of all rigid plastics.

³ A market-clearing price is a payment available to collection service providers (subject to executing an agreement to provide the collection service, comply with the collector qualification standard on a continuous basis, report specified data on a defined schedule) designed to stimulate collection activities and act as a market clearing mechanism.

Excerpts from PPP Stewardship Plan for Briefing Local Government Boards and Councils

MMBC will establish a set of collector qualification standards that will include basic qualifications common to all PPP collectors today as well as additional requirements for tracking and reporting sources and quantities of collected PPP. Local governments, private companies and not-for-profit organizations that meet these collector qualification standards will be qualified as MMBC collectors, subject to the following approach.

Where single-family and multi-family residents deliver PPP to curbside⁴ in areas that meet the reasonable access criteria, MMBC will offer a financial incentive to a local government or First Nation government for the provision of services that include PPP curbside collection services, public education, promotion and first point of contact for curbside collection service customers. Where the local government or First Nation government declines the offer, MMBC will issue a tender for collection services, will select a service provider to provide PPP collection services⁵ and will provide public education, promotion and management of collection service customers through its own means.

Where multi-family residents deliver PPP to a central storage area accessible by all residents of the multi-family complex and collection occurs from this central storage area, MMBC will offer a financial incentive for multi-family building PPP collection services to any interested party that is able to comply with the collector qualification standards. Where a local government accepts the offer of the financial incentive, an additional incentive will be offered to provide public education, promotion and first point of contact for collection service customers.

Where residents deliver PPP to depots, MMBC will offer a financial incentive to any interested party that is able to comply with the collector qualification standards for PPP collection services contingent on the types of materials accepted from residents. Where a local government accepts the offer of the financial incentive, an additional incentive will be offered to provide public education, promotion and first point of contact for collection service customers.

To service streetscapes in areas that meet the reasonable access criteria, MMBC will offer a financial incentive⁶ to the local government for the provision of services that include PPP collection services⁷, public education, promotion and first point of contact for collection service customers. Where the local government declines the offer, MMBC may issue a tender for PPP

⁴ While the majority of PPP diverted is collected in dedicated recycling systems, some local governments accept specific types of PPP, such as soiled paper packaging, in organic waste collection programs. MMBC will undertake research to determine the quantity of PPP in organic waste collection programs and will, if the quantity is significant, develop a market-clearing price financial incentive reflecting the portion of PPP in the organic waste stream. Should local governments decline the offer, MMBC will not directly undertake collection of organic waste given the relatively small portion of PPP compared to food waste in this collection stream.

⁵ MMBC will work with the local government to co-ordinate delivery of PPP collection service by MMBC and delivery of garbage collection service by the local government.

⁶ Prior to offering a financial incentive for streetscape collection services, MMBC will conduct audits of PPP and garbage in existing streetscape collection programs and conduct one or more pilot projects in order to develop a preferred approach to streetscape collection and recycling services.

⁷ Streetscape collection activities include collection of PPP generated by routine pedestrian traffic and by those participating in public events where waste management services are provided by local governments, rather than event organizers.

Excerpts from PPP Stewardship Plan for Briefing Local Government Boards and Councils

streetscape collection services, may select a service provider and may provide public education, promotion and management of collection service customers through its own means, subject to reaching agreement with the local government on the management of the garbage component of streetscape system.

Post-Collection Services

MMBC will contract directly for post-collection services which include all activities subsequent to the collection of PPP from BC residents through the collection channels described above. Post-collection activities include receiving PPP from collection vehicles, picking up PPP from depots, consolidation and transfer where required, handling and sorting PPP, preparing PPP for shipment to end-markets or downstream processors, marketing PPP to maximize commodity revenue, appropriately managing residual materials and reporting the quantities of material received and marketed and other metrics to MMBC as required.

Primary processors are considered to be the first receivers of collected PPP that market at least some types of processed PPP directly to end markets. Primary processors may engage sub-contractors to provide consolidation, transfer and transportation services to move PPP from the collection location to the processing facility. Primary processors may also engage secondary or downstream processors that can more efficiently or effectively sort, process and market some types of PPP.

MMBC will first issue a Request for Expressions of Interest (REOI) to PPP processors to gauge processors' capacity to receive, process and market a defined list of PPP received from collectors. MMBC will then issue a Request for Proposals (RFP) to PPP processors that are able to manage the defined list of PPP.

Relationship between Collectors and Processors

Collectors will have a contractual relationship with MMBC in order to receive the market-clearing price for the PPP collection services they provide to MMBC. Similarly, processors will have a contractual relationship with MMBC in order to receive payment for the post-collection services they provide to MMBC.

Collectors and processors are also able to establish relationships with one another. Arrangements between qualified collectors and processors will be left to the discretion of the parties through arrangements made in the free-market. These relationships are expected to be established, on a prospective basis, as processors prepare their bids to respond to the post-collection RFP.

A processor and collector may establish mutually agreeable terms that would take effect should the processor be selected by MMBC to provide post-collection services for the PPP collected by the collector. Such terms might include:

Excerpts from PPP Stewardship Plan for Briefing Local Government Boards and Councils

- Delivery procedures and freight arrangements;
- Consolidation and transfer arrangements;
- Capacity to receive materials for processing including service assurance;
- Material quality requirements including degree of commingling, material quality premiums and material contamination surcharges;
- Payments for services outside of MMBC's scope of service such as management of ICI PPP;
- Other financial arrangements independent of MMBC; and
- Dispute resolution independent of MMBC.

Reporting

MMBC will report on the performance of the PPP program in an annual report submitted to the BC MOE and posted on its website by July 1st each year. MMBC will include a reasonable assurance opinion of the accessibility indicators and operational effectiveness indicators by a third-party in its annual report.

During implementation of the PPP stewardship plan, MMBC will compile data in order to report on the following indicators:

- **Accessibility indicators** to describe access to PPP collection services in the province of BC such as:
 - Single-family and multi-family households receiving household collection service;
 - Number and location of depots accepting PPP;
- **Operational effectiveness indicators** characterizing program performance such as:
 - Tonnes of PPP collected within each regional district;
 - Kilograms per capita of PPP collected within each regional district;
 - Tonnes of PPP recycled and recovered for the province;
 - Kilograms per capita of PPP recycled and recovered for the province;
 - Recovery rate expressed as a percentage for the province;
- **Management of collected PPP in relation to the pollution prevention hierarchy**
 - Tonnes of PPP managed by recycling;
 - Tonnes of PPP managed by recovery;
 - Tonnes of PPP managed by disposal;
- **Operational efficiency indicators** reflecting program performance in financial terms such as:
 - Total program cost per tonne recovered;
 - Total program cost per household;
- **Environmental impact measures** to characterize actions intended to reduce the environmental impacts of packaging and printed paper by producers who are members of MMBC and by MMBC; and
- **Resident awareness indicators** to assess public awareness and engagement such as:

Excerpts from PPP Stewardship Plan for Briefing Local Government Boards and Councils

- Percentage of residents aware of PPP stewardship program;
- Percentage of residents reporting use of available collection services; and
- Visits to the 'resident' section of MMBC website.

Next Steps

Local governments should consider if changes are required to their PPP collection system to accommodate MMBC's proposed list of PPP to be collected and to accommodate collector qualification standards. A draft list of PPP to be collected is posted for review on MMBC's website⁸ and a draft collector qualification standard is expected to be available for review in Quarter 1, 2013.

Local governments should also prepare to consider the market-clearing price offer for curbside, multi-family and depot collection services which is anticipated to be made in Quarter 2, 2013. If the local government accepts the offer, collection subcontracts would continue but may require modification to reflect the list of PPP to be collected and the collector qualification standards. Processing contracts may require modification or termination, depending on the outcome of MMBC's RFP for post-collection services.

⁸ www.multimaterialbc.ca/consultation



STAFF REPORT

R7

ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF NOVEMBER 28, 2012

DATE: October 10, 2012

FILE NO:

Bylaws

FROM: Louise Knodel-Joy, Senior Engineering Technologist

SUBJECT: Cobble Hill Drainage System Management Bylaw

Recommendation/Action:

That it be recommended that "CVRD Bylaw No. 3650 – Cobble Hill Drainage System Management Bylaw, 2012", be forwarded to the CVRD Board for three readings and adoption.

Relation to the Corporate Strategic Plan: Responsible waste management.

Financial Impact: (Reviewed by Finance Division: Not required)

The annual cost of providing this service is recovered from property value taxes, requisitioned and collected on the basis of the net taxable value of land and improvements within the service area.

Background:

CVRD Bylaw No. 3538 – Cobble Hill Drainage System Service Merger Bylaw, 2012 was adopted by the CVRD Board on September 12, 2012. This bylaw merged the Twin Cedars, Cobble Hill and Cobble Hill #2 drainage service areas into one. Staff have therefore now created a new management bylaw for the new merged service area. With adoption of the new bylaw, Bylaw No. 3123 – Cobble Hill Drainage #2 System Management Bylaw, 2008 and CVRD Bylaw No. 2948 – Twin Cedars Drainage System Management Bylaw, 2008, will be repealed.

Submitted by,

Louise Knodel-Joy
Senior Engineering Technologist
Water Management Division

LKJ:jlb

Reviewed by:

Division Manager

Approved by:

General Manager



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 3650

A Bylaw for the Regulation and Management of the Cobble Hill Drainage System

WHEREAS the Board of the Cowichan Valley Regional District established the *Cobble Hill Drainage System Service Area* under the provision of CVRD Bylaw No. 3538, cited as "CVRD Bylaw 3538 – Cobble Hill Drainage System Service Merger Bylaw, 2011", for the purpose of providing services to a defined portion of Electoral Area C – Cobble Hill;

AND WHEREAS it is deemed necessary and expedient that provisions be made for the regulation and management of discharge of waste into the storm sewers and watercourses, and for terms and conditions upon which stormwater services may be provided, and for a tariff of charges for such services;

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. 3650 – Cobble Hill Drainage System Management Bylaw, 2012**".

2. DEFINITIONS

In this bylaw, unless the context otherwise requires:

"Active Floodplain" means an area of land within a boundary that is indicated by the visible high water mark or water level of a **Stream** that is reached during annual flood events as evidenced by **Riparian Area** conditions described in the definition of "**Riparian Area**".

"Air" means the atmosphere but, except in a **Storm Drain** or a **Stormwater Management Facility** or as the context may otherwise require, does not include the atmosphere inside a constructed enclosure that is not open to the weather.

"Air Contaminant" means any **Substance** or odour whether gaseous, liquid, solid or a combination that is emitted into the air and that:

- a) injures or is capable of injuring the health or safety of a person;
- b) injures or is capable of injuring property or any life form;
- c) interferes with or is capable of interfering with visibility;
- d) interferes with or is capable of interfering with the normal conduct of business;
- e) causes or is capable of causing material physical discomfort to a person; or
- f) damages or is capable of damaging the environment.

"Biomedical waste" means biomedical waste as defined in "Guidelines for the Management of Biomedical Waste" established by the Canadian Council of Ministers of the Environment (CCME) and dated February, 1992 or most recent edition.

"Board" means the Board of Directors of the Cowichan Valley **Regional District**.

"Colour" means the true **Colour** of water from which turbidity has been removed, as determined by the appropriate procedure in **Standard Methods**.

"Composite Sample" means a sample which is composed of equivalent portions of a specified number of **Grab Samples** collected manually or automatically at the same sampling point, at specified times or flow intervals during a specified sampling period.

"Condensed Water" means water, which is produced through the process of condensation and includes condensate drainage from refrigeration equipment, **Air** conditioning equipment and steam heating systems.

"Contaminant" means any **Substance**, whether dissolved or suspended, or any **Wastewater** quality parameter that, when present above a certain concentration in **Wastewater**.

- a) injures or is capable of injuring the health or safety of a person;
- b) injures or is capable of injuring property or any life form;
- c) interferes or is capable of interfering with the proper operation of a sewer or **Stormwater Management Facility**;
- d) causes or is capable of causing material physical discomfort to a person; or
- e) damages or is capable of damaging the environment.

"Development" includes the construction of a building or structure, the placement of fill, the paving of land or any other alteration to land, which causes a change to the existing drainage characteristics.

"Discharge" means to directly or indirectly introduce a **Substance** by spilling, disposing of, abandoning, depositing, leaking, seeping, pouring, draining, emptying, or by any other means.

"Domestic Waste" means **Waste, Sanitary Waste** and the water-carried wastes from drinking, culinary uses, washing, bathing, laundering or food processing which is produced on a **Residential Property**.

"Enactment" means any applicable act, regulation, bylaw, order, or authorization, by a federal, provincial, regional, municipal government or their authorized representatives.

"Fecal Coliform" means the portion of coliform bacteria from fecal sources, as determined by the appropriate procedure in **Standard Methods**.

"Fish-bearing Stream" means a **Stream** in which fish are present or potentially present if introduced barriers or obstructions are either removed or made passable for fish.

"Grab Sample" means a sample of water or **Stormwater** collected at a particular time and place.

"Impermeable Material" means a paved or roof surface that prevents or retards the entry of water into the soil and which causes **Stormwater** to run off the surface in quantities and at increased flow rates greater than the quantities and the flow rates of the natural environment.

"Improvement District" means an Improvement District incorporated under the *Local Government Act*.

"Manager" means the General Manager of the Engineering & Environmental Services Department for the **Regional District** and includes any other employee acting under his authority.

"Non-Domestic Waste" means all **Waste**, except domestic **Waste**, **Trucked Liquid Waste**, **Sanitary Waste**, **Stormwater**, and **Uncontaminated Water**.

"Non Fish-bearing Stream" means a **Stream** that:

- a) is not inhabited by fish; and
- b) provides water, food and nutrients to a down.

"Oil and Grease" means an organic **Substance** or **Substances** recoverable by procedures set out in **Standard Methods** or procedures authorized by the **Manager** and includes, but is not limited to, hydrocarbons, esters, fats, oils, waxes, and high-molecular weight carboxylic acids.

"Owner" means any person who is registered under the *Land Title Act* as the **Owner** of land, or any other person who is in lawful possession of land or who is in lawful possession or occupancy of any buildings situated on the land.

"PCB" means any monochlorinated, dechlorinated, or polychlorinated biphenyl or any mixture that contains one or more of these.

"Permanent" means, in relation to a **Fish-bearing Stream**, that it typically contains continuous surface waters or flows for periods more than six months in duration.

"Permanent Structure" means any building or structure that was lawfully constructed, placed or erected on a secure and long lasting foundation on land in accordance with any local government bylaw or approval condition in effect at the time of construction, placement or erection.

"Pesticides" means **Pesticides** regulated under the *Pesticide Control Act* of British Columbia.

"**pH**" means the expression of the acidity or basicity of a solution as defined and determined by the appropriate procedure described in **Standard Methods**.

"**Pollution**" means the presence in the environment of **Substances** or **Contaminants** that substantially alter or impair the usefulness of the environment.

"**Pool**" means any water receptacle designed for decorative purposes or used for swimming or as a bath or hot tub designed to accommodate more than one bather at a time.

"**Potential Vegetation**" is considered to exist if there is a reasonable ability for regeneration either with assistance through enhancement or naturally, and is considered to not exist on that part of an area covered by a **Permanent Structure**.

"**Premises**" means any land or building or both or any part thereof.

"**Prohibited Waste**" means **Prohibited Waste** as defined in Schedule "A" to this Bylaw.

"**Radioactive Materials**" means radioactive material as defined in the *Atomic Energy Control Act* of Canada and Regulations under that Act.

"**Ravine**" means a narrow, steep sided valley that is commonly eroded by running water and with slope grades greater than 3:1.

"**Regional District**" means the Cowichan Valley **Regional District**.

"**Regional District Drainage System**" means **Storm Drains** and **Stormwater** management facilities owned or operated by the **Regional District**.

"**Residential Property**" means a property, which is used primarily for the purpose of residence by persons on a **Permanent**, temporary or seasonal basis.

"**Riparian Area**" means the area adjacent to a **Stream** that may be subject to temporary, frequent or seasonal inundation, and supports plant species that are typical of an area of inundated or saturated soil conditions, and that are distinct from plant species on freely drained adjacent upland sites because of the presence of water.

"**Sanitary Waste**" means waste that contains human feces, urine, blood or body fluids originating from sanitary conveniences or other sources.

"**Special Waste**" means **Special Waste** as defined in the *Waste Management Act* of British Columbia or any legislation that replaces the *Waste Management Act*.

"**Special Waste Regulation**" means the **Special Waste Regulation** enacted pursuant to the *Waste Management Act* or any legislation that replaces the *Waste Management Act*.

"**Standard Methods**" means the most recent edition of "**Standard Methods** for the Examination of Water and **Wastewater**" jointly prepared and published from time to time by the American Public Health Association, American Water Works Association, and the Water Environment Federation.

"**Storm Drain**" means a pipe, conduit, drain or other equipment or facilities for the collection and transmission of **Stormwater** or **Uncontaminated Water**.

"**Stormwater**" means water resulting from natural precipitation from the atmosphere.

"**Stormwater Management Facility**" means an impoundment and appurtenant structures, connections and controls for containment, detention or retention of **Stormwater** and its delayed release at a controlled rate to a receiving **Storm Drain** or **Watercourse**.

"**Stream**" includes a pond, lake, river, creek, brook, spring or wetland.

"**Streamside Protection Area**" means an area adjacent to a **Stream** that links aquatic or terrestrial ecosystems and includes both the **Riparian Area** vegetation and the adjacent upland vegetation that exerts an influence on the **Stream**, the width of which is determined according to Section 5.

"**Substance**" includes any solid, liquid or gas.

"**Suspended Solids**" means the portion of total solids retained by a filter, as determined by the appropriate procedure in **Standard Methods**.

"**Top of Bank**" means the point closest to the wetted boundary of a **Stream** where a break in the slope of the land occurs such that the grade beyond the break is flatter than 3:1 at any point for a minimum distance of 15 metres measured perpendicularly from the break.

"**Top of Ravine Bank**" means the first significant break in a **Ravine** slope where the break occurs such that the grade beyond the break is flatter than 3:1 for a minimum distance of 15 metres measured perpendicularly from the break, and the break does not include a bench within the **Ravine** that could be developed.

"**Trucked Liquid Waste**" means any **Waste** that is collected and transported from the site where the **Waste** originated by means other than **Discharge** to a sewer including, but not limited to, holding tank **Waste**, septic tank **Waste**, chemical toilet contents, catch basin **Waste**, **Oil and Grease** from interceptors or traps, and other sludge of organic or inorganic origin.

"**Uncontaminated Water**" means any water excluding **Stormwater**, but including cooling water, **Condensed Water** and water from municipal waterworks or a private water supply to which no **Contaminant** has been added.

"**Waste**" means any **Substance** whether gaseous, liquid or solid, that is or is intended to be discharged or discarded, directly or indirectly, to the **Regional District Drainage System**.

"**Wastewater**" means the composite of water and water-carried wastes from residential, commercial, industrial or institutional **Premises** or any other source.

"**Wastewater quality parameter**" means any parameter used to describe the quality of **Wastewater**.

"**Water**" includes surface water, groundwater and ice.

"**Watercourse**" means:

- a) a **Stream**; or
- b) a canal, ditch, reservoir, **Stormwater Management Facility** or other man-made surface feature designed to carry or hold water or **Stormwater**, whether it contains or conveys water continuously or intermittently.

"**Waterworks**" means any works owned or otherwise under the control or jurisdiction of the City or the **Regional District** that distributes, transports, or stores drinking water.

3. **DISCHARGES TO STORM DRAINS AND WATERCOURSES**

1. No person shall **Discharge** or allow or cause to be discharged into a **Storm Drain** or **Watercourse** any **Domestic Waste, Trucked Liquid Waste, Prohibited Waste, or Sanitary Waste**.
2. Despite the prohibition contained in Section 3.1, a person may **Discharge** into a **Storm Drain** or **Watercourse** water resulting from domestic activities customarily incidental to a residential use of land including:
 - a) water resulting from natural precipitation, and drainage of such water;
 - b) water resulting from garden and lawn maintenance, non-commercial car washing, building washing and driveway washing; and
 - c) **Uncontaminated Water**.
3. Despite the prohibition contained in Section 3.1, a person may **Discharge** into a **Storm Drain** or **Watercourse** water resulting from the following non-domestic activities:
 - a) street, hydrant and water main flushing; and
 - b) firefighting activities.

4. **APPROVAL FOR WORK IN REGIONAL DISTRICT DRAINAGE SYSTEM**

1. No person shall, without the prior written approval of the **Manager**,
 - a) alter, repair, remove, fill in, reconstruct, divert or carry out any other works within the **Regional District Drainage System**;
 - b) enclose any **Watercourse** in a drain or culvert; or
 - c) cut or remove a tree, cut or remove vegetation, remove or deposit soil, construct or build structures, or install drainage works within a **Streamside Protection Area** of a **Watercourse** where the proposed activity or work is likely to impair the quality of **Stormwater** or alter **Stormwater** flow patterns or flow rates in a manner that is likely to increase the risk of flooding or environmental damage or interfere with the proper functioning of the **Regional District Drainage System**.

2. A person who wishes to do work referred to in Section 4.1 shall submit to the **Manager**.
 - a) a plan of the proposed work showing the design;
 - b) a written report evaluating the potential impacts of the proposed work on the quality of **Stormwater** and the **Regional District Drainage System** or **Watercourse** including changes in water flow patterns, hydraulic changes and the potential for flooding; and
 - c) a written report indicating measures that the applicant will take to minimize adverse effects on the environment while the work is carried out.
3. The **Manager** may waive the requirements under Section 4.2, if, in the opinion of the **Manager**, the proposed works are of such a minor nature that they are unlikely to have any appreciable impact on a **Watercourse** or on the **Regional District Drainage System**.
4. If the **Manager** reviews an application for approval under this section and determines that the proposed work:
 - a) will not impair the quality of **Stormwater**, and
 - b) will not alter **Stormwater** flow patterns and flow rates in a manner which is likely to increase the risk of flooding or environmental damage or interfere with the proper functioning of the **Regional District Drainage System**, then the **Manager** may issue the approval.

5. **DETERMINATION OF THE WIDTH OF STREAMSIDE PROTECTION AREAS**

1. **Streamside Protection Areas** are those areas determined with reference to the following existing or **Potential Vegetation** conditions by measuring perpendicularly away from the top of the bank or top of the **Ravine** bank on either side of a **Stream**:
 - a) intact and continuous areas of existing or **Potential Vegetation** equal to or greater than 50 metres wide;
 - b) limited but continuous areas of existing or **Potential Vegetation** equal to 30 metres wide or discontinuous but occasionally wider areas of existing or **Potential Vegetation** between 30 and 50 metres wide;
 - c) narrow but continuous areas of existing or **Potential Vegetation** equal to 15 metres wide or discontinuous but occasionally wider areas of existing or **Potential Vegetation** between 15 and 30 metres wide;
 - d) very narrow but continuous areas of existing or **Potential Vegetation** up to 5 metres wide or discontinuous but occasionally wider areas of existing or **Potential Vegetation** between 5 and 15 metres wide interspersed with **Permanent Structures**.
2. With reference to vegetation conditions in Section 5.1, **Streamside Protection Areas** must be:
 - a) if Section 5.1(a) or (b) applies, 30 metres wide measured perpendicularly away from the top of the bank for all **Fish-bearing Streams** or for **Non Fish-bearing Streams** that are **Permanent**;

- b) if Section 5.1(a), (b) or (c) applies, 15 metres wide measured perpendicularly away from the top of the bank for **Non Fish-bearing Streams** that are non-**Permanent**;
 - c) if Section 5.1(c) applies, 15 metres wide measured perpendicularly away from the top of the bank for **Non Fish-bearing Streams** that are **Permanent**;
 - d) if Section 5.1(d) applies, 15 metres wide measured perpendicularly away from the top of the bank for all **Fish-bearing Streams**;
 - e) if Section 5.1(d) applies, 5 metres wide measured perpendicularly away from the top of the bank for all **Non Fish-bearing Streams**.
3. If a **Stream** is in a **Ravine** that is less than 60 metres in total width from top of the **Ravine** bank to top of the **Ravine** bank, not including the **Stream** channel within its **Active Floodplain** boundaries, protection must be consistent with Section 5.2(a) through (e), where appropriate, from the top of the **Ravine** bank.
4. If a **Stream** is in a **Ravine** that is more than 60 metres in total width from top of the **Ravine** bank to **Top of Ravine Bank**, not including the **Stream** channel within its **Active Floodplain** boundaries, a **Streamside Protection Area** must be 10 metres wide measured perpendicularly away from the top of the **Ravine** bank.

6. OBSTRUCTING WATERCOURSES

No person shall obstruct or impede the flow of a **Stream**, creek, waterway, **Watercourse**, waterworks, ditch, drain or **Storm Drain** whether or not it is located on private property.

AUTHORITY OF THE GENERAL MANAGER,

7. ENGINEERING & ENVIRONMENTAL SERVICES DEPARTMENT

The **Manager** has the powers set out in this Bylaw and the responsibilities in relation to the administration of this Bylaw as set out in the Bylaw.

8. INSPECTION

The **Manager**, an employee of the **Regional District** authorized by the **Manager**, or a bylaw enforcement officer may enter at all reasonable times, on any property that is subject to this bylaw to ascertain whether the regulations of this bylaw are being observed or the requirements of this bylaw are being met.

9. DISCONNECTION

1. Where an **Owner** or occupier of real property discharges any **Domestic Waste**, trucked **Waste** or **Prohibited Wastes** into a **Storm Drain**, and where a Court of competent jurisdiction determines that the **Discharge** creates a nuisance, then the **Manager** is authorized to require the **Owner** or occupier of the real property to immediately abate the nuisance, and where the nuisance is not abated, the **Manager** is authorized to cause the nuisance to be abated by the disconnection or plugging of any **Storm Drain** connection at the expense of the person in default.
2. If action in default is taken under Section 9.1, the expense may be recovered from the **Owner** of the real property in accordance with Section 376 of the *Local Government Act*.

10. OFFENCES AND PENALTIES

1. A person who contravenes this bylaw commits an offence and is liable upon conviction to a fine not exceeding \$2,000.
2. Each day that a violation occurs or continues shall constitute a separate offence.

11. GENERAL

1. No person shall hinder or prevent the **Manager**, a person authorized by the **Manager**, or a bylaw enforcement officer from entering any **Premises** or from carrying out his duties with respect to the administration of this Bylaw.
2. The Schedules annexed to this bylaw shall be deemed to be an integral part of this bylaw.
3. If any provision of this bylaw is found to be invalid by a Court of competent jurisdiction it may be severed from the bylaw.
4. The headings in this bylaw are inserted for convenience and reference only.
5. This bylaw, other than Section 7, comes into force upon adoption.

12. PURPOSE:

1. This bylaw must be interpreted in accordance with this section despite any other provision of this bylaw.
2. This bylaw is enacted for the purpose of regulating **Discharges** to and works and activities in relation to **Watercourses** and the **Regional District Drainage System** in order to reduce the risk of flooding or **Pollution** or interference with the proper functioning of the **Regional District Drainage System**. The purpose of this bylaw does not extend:

- a) to the protection of any person from economic loss;
 - b) to the assumption by the Regional District of responsibility for ensuring that any **Discharge of Wastewater** to a **Watercourse** or the **Regional District Drainage System**, or activity or works in relation to **Watercourses** or the **Regional District Drainage System** does not cause flooding, **Pollution** or interference with the proper functioning of the **Regional District Drainage System**; or
 - c) to provide any person with a warranty that any **Discharge of Wastewater** or activity or works referred to in paragraph (b) will not cause flooding, **Pollution** or other nuisance to any person.
3. Nothing in this bylaw shall be interpreted as relieving a person discharging **Wastewater** from complying with Federal, Provincial and local government **Enactments** governing the **Discharge of Wastewater** into **Storm Drains** and **Watercourses**, and in the event of a conflict between the provisions of this Bylaw and a Federal or Provincial **Enactment**, the provisions of the Federal or Provincial **Enactment** shall prevail.

13. **REPEAL**

The following bylaws and all amendments thereto are hereby repealed and replaced with "**CVRD Bylaw No. 3650 – Cobble Hill Drainage System Management Bylaw, 2012**":

- a) "CVRD Bylaw No. 3123 – Cobble Hill Village Drainage #2 System Management Bylaw, 2008, and amendments thereto, is hereby repealed; and
- b) "CVRD Bylaw No. 2948 – Twin Cedars Drainage System Management Bylaw, 2008, and amendments thereto, is hereby repealed.

READ A FIRST TIME this _____ day of _____, 2012.

READ A SECOND TIME this _____ day of _____, 2012.

READ A THIRD TIME this _____ day of _____, 2012.

ADOPTED this _____ day of _____, 2012.

Chairperson

Corporate Secretary



CVRD

SCHEDULE A
TO CVRD BYLAW NO. 3650

PROHIBITED WASTE

Prohibited Waste means:

1. **Special Waste**

Special Waste as defined by the *Waste Management Act* (British Columbia) and its Regulations or any legislation that replaces the *Waste Management Act*.

2. **Biomedical Waste**

Any ***Biomedical Waste***.

3. **Air Contaminant Waste**

Any ***Waste*** which, by itself or in combination with another ***Substance***, is capable of creating, causing or introducing an ***Air Contaminant***, causing ***Air Pollution*** outside any ***Storm Drain*** or ***Stormwater Management Facility*** or is capable of creating, causing or introducing an ***Air Contaminant*** within any ***Storm Drain*** or ***Stormwater Management Facility*** which would prevent safe entry by authorized personnel.

4. **Flammable or Explosive Waste**

Any ***Waste***, which by itself or in combination with another ***Substance***, is capable of causing or contributing to an explosion or supporting combustion in any ***Storm Drain***, ***Watercourse*** or ***Stormwater Management Facility*** including, but not limited to gasoline, naphtha, propane, diesel, fuel oil, kerosene or alcohol.

5. **Obstructive Waste**

Any ***Waste*** which by itself or in combination with another ***Substance*** is capable of obstructing the flow of, or interfering with, the operation, performance or flow of any ***Storm Drain***, ***Watercourse*** or ***Stormwater Management Facility*** including, but not limited to earth, sand, sweepings, gardening or agricultural ***Waste***, ash, chemicals, paint, metal, glass, sharps, rags, cloth, tar, asphalt, cement-based products, plastic, wood, ***Waste***, portions of animals, fish or fowl, and solidified fat.

6. **Corrosive Waste**

Any ***Waste*** with corrosive properties which, by itself, or in combination with any other ***Substance***, may cause damage to any ***Storm Drain*** or ***Stormwater Management Facility*** or which may prevent safe entry by authorized personnel.

7. High Temperature Waste

- a) Any **Waste** which, by itself or in combination with another **Substance**, will create heat in amounts which will interfere with the operation and maintenance of a **Storm Drain** or **Stormwater Management Facility**;
- b) Any **Waste** which will raise the temperature of **Waste** discharged by a **Storm Drain**, **Watercourse** or **Stormwater Management Facility** by 1 degree Celsius or more; or
- c) Any **Waste** with a temperature of 18 degrees Celsius or more at the point of **Discharge**.

8. PCB's and Pesticides

Any **Waste** containing **PCB's** or **Pesticides**.

9. Pool Water

Any water from a **Pool** containing residual chlorine, chloramine, bromine or chloride.

10. Radioactive Waste

Any **Waste** containing **Radioactive Materials** that, prior to the point of **Discharge** into a **Storm Drain** or **Watercourse**, exceeds radioactivity limitations as established by the Atomic Energy Control Board of Canada.

11. pH Waste

Any **Waste** which, prior to the point of **Discharge** into a **Storm Drain** or **Watercourse**, has a **pH** lower than 6.5 or higher than 9.0 as determined by either a **Grab Sample** or **Composite Sample**.

12. Dyes and Colouring Material

Dyes or colouring materials that produce, in a **Grab Sample** or **Composite Sample**, a **Colour** value greater than or equal to 50 true **Colour** units, or that causes discolouration of water to such an extent that the **Colour** cannot be determined by the visual comparison method as set out in **Standard Methods** except where the dye is used by a municipality or **Regional District** as a tracer.

13. Miscellaneous Wastes

Any **Waste** which by itself or in combination with another **Substance**:

- a) constitutes or may constitute a health or safety hazard to any person;
- b) causes **Pollution** in any **Storm Drain**, **Watercourse** or **Stormwater Management Facility**.

14. Disinfectant Process Water

Any water from a waterworks containing residual chlorine or chloramine remaining from the disinfection of the waterworks or any part of the waterworks, but does not include water containing chlorine or chloramine ordinarily added to a supply of potable water by a municipality, the **Regional District** or an **Improvement District**.

15. Fill

Soil, sand, clay, gravel, rock or other material of which land is composed.

16. Oily Wastewater

Any **Wastewater** that contains visible oil floating on the surface.

17. Wastewater containing Suspended Solids

Any **Wastewater** that contains **Suspended Solids** in concentrations that would:

- a) exceed 75 milligrams per litre as determined by either a **Grab Sample** or a **Composite Sample**, or
- b) cause the **Water Quality** in the **Watercourse** receiving the **Wastewater** to exceed the **Suspended Solids** criteria as set out in Table 2, title "Summary of Approved Water Quality Criteria for Particulate Matter" in the "British Columbia Approved Water Quality Guidelines (Criteria): 1998 Edition, 2000", or the most recent edition, published by the Ministry of Environment.

18. Wastewater containing Fecal Coliform

Any **Wastewater** that contains **Fecal Coliform** in concentrations above 200 colony counts/100-ml as determined by a **Grab Sample** or **Composite Sample**.



STAFF REPORT

R8

ENGINEERING & ENVIRONMENTAL SERVICES COMMITTEE MEETING OF NOVEMBER 28, 2012

DATE: November 21, 2012

FILE NO: 5385-20-SWMP/MWLA

FROM: Kathleen Milward, Environmental Technologist

SUBJECT: Regional Recycling Data Summary for Year 2011

Recommendation/Action:

This report is intended for information purposes only.

Relation to the Corporate Strategic Plan: Responsible Waste Management

Financial Impact: *(Reviewed by Finance Division: Not applicable)*

Background:

Every summer the Recycling & Waste Management Division conducts an informal survey of the local recycling industry in an effort to account for all recycling and waste reduction activities that have occurred within the district during the previous year; figures provided represent all private, governmental, and non-profit recycling. This report provides valuable information to both CVRD office staff and the public; moreover, it is required of us by the Ministry of Environment. The Recycling & Waste Management Division also reports out on this data to the CVRD Environment Commission, which acts as a monitoring committee for the CVRD's Solid Waste Management Plan.

Although best efforts have been undertaken to make the report as comprehensive as possible in its scope, it should still be acknowledged that provision of information is voluntary, and as such, obtaining accurate or wholly accountable figures can be challenging; having said that, the summary provided below should still be considered to contain a fairly reliable representation of recycling efforts within the regional district.

Annual CVRD Waste Disposal and Recycling Totals

	1	2	3	4	5	6	7	8
Year	Population	Disposal to Private Facilities	Disposal to CVRD Facilities	Total Waste Disposed[1]	Per Capita Disposal Rate[2]	Per Capita Disposal Rate Decrease[3]	Total Recycling[5]	Recycling Rate (%) [6]
1990	59,059	11,000	29,500	45,475 ^[4]	0.77	-	3,661	6.48
1997	72,691	11,249	30,571	41,820	0.58	25.30%	18,691	30.29
1998	73,735	10,500	27,823	38,323	0.52	32.50%	20,019	29.60
1999	76,386	7,747	24,164	31,911	0.42	45.70%	23,566	31.72
2000	76,820	4,675	23,413	28,088	0.37	52.50%	26,107	33.25
2001	71,998	4,919	21,780	26,699	0.37	51.80%	29,817	33.02

	1	2	3	4	5	6	7	8
Year	Population	Disposal to Private Facilities	Disposal to CVRD Facilities	Total Waste Disposed[1]	Per Capita Disposal Rate[2]	Per Capita Disposal Rate Decrease[3]	Total Recycling[5]	Recycling Rate (%) [6]
2002	73,129	3,060	24,881	27,941	0.38	50.40%	33,769	34.09
2003	74,260	3,275	26,487	29,762	0.40	48.00%	37,877	31.69
2004	75,392	5,125	27,987	33,112	0.44	43.00%	41,173	39.13
2005	76,523	4,225	27,556	31,781	0.42	46.10%	46,730	46.14
2006	76,929	5,204	27,112	32,316	0.42	45.40%	57,975	64.21
2007	78,060	3,593	27,948	31,541	0.40	47.50%	67,503	68.15
2008	80,936	5,328	28,278	33,606	0.42	46.10%	85,924	71.89
2009	81,796	5,422	27,985	33,407	0.41	46.96%	71,802	68.25
2010	82,871	4,855	27,139	31,994	0.39	49.86%	69,294	68.41
2011	80,332	2,193	23,743	25,936	0.32	58.07%	73,038	73.80

[1] Sum of columns 2 and 3.

[2] Column 4 divided by column 1.

[3] Per capita disposal rate decrease = (1990 rate - current rate)/1990 rate; another name for this is the Diversion Rate.

[4] Total waste disposed for the year 1990 includes 4,975 tonnes of alternative waste disposal (e.g. backyard burning etc.).

[5] Figures represent all private, governmental, and non-profit recycling

[6] Recycling Rate = Total Recycling/Total Waste Potential x 100

Firstly, given that the year 2011 was a census year, the stated population figure can be considered accurate. As the population predictions for the intervening years between federal census reports (undertaken every five years) are reliant on forecast projections, reverse fluctuations can be observed over time. Resultantly, the projected population appears to have been overinflated in the years leading up to 2001 and 2011; however, year 2006 appears to have been on par with the forecast projection.

The year 2011 saw the CVRD's Per Capita Disposal Rate Decrease jump to the highest it has ever been, at 58%, with a healthy margin over previous yearly gains. Also known as the Diversion Rate, this statistic measures the average waste disposed of per person, each year, as compared to the baseline year of 1990. This disregards recycling itself and just measures reduction in disposal; it is where the previous Zero Waste goal of 50% (that we have now exceeded) came from.

The Recycling Rate is strictly how much of the total waste at any point in time is being recycled - a simple percentage. For 2011, our regional Recycling Rate rose to a record 74%. Although it is positive that this number is climbing on a yearly basis, it also means that our consumption rate is ever increasing, despite our recycling most of it. It should also be noted that this figure takes into account all recycling within the region (eg. metal, asphalt, gravel etc.), so cannot be assumed to accurately reflect the average amount of recycling occurring on a per household basis (as these heavy tonnages up the rate substantially).

In summary, our regional consumption rate is ever increasing; however, even though our total disposal tonnage is creeping upward, it is more than offset by the growing population, which allows the Diversion Rate (per person) to increase. Additionally, as we like to recycle most of what we consume, our Recycling Rate is ever increasing.

These encouraging results are considered a good news story and in support of our Cowichan Zero Waste Challenge initiative; we fully intend to increase the public profile of these results and expect to engage in media relations to promote this positive trend.

As the recycling survey was completed on a confidential basis, we cannot divulge the quantities collected by individual businesses; however, for interest, we have included the broad groupings below.

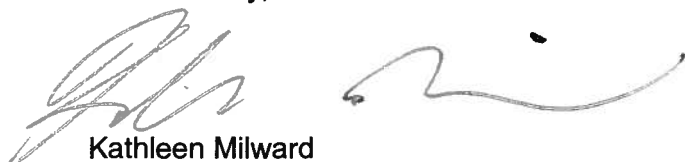
2011 Recycling Quantities

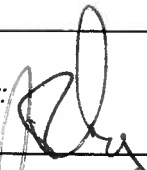
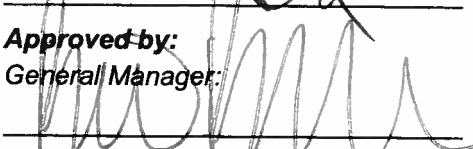
(Quantities are in metric tonnes.)

Metals	= 36,544.22
Newspaper/Mixed Waste Paper	= 251.00
Corrugated Cardboard	= 1,622.72
Organics	= 2,876.90
Yard & Garden	= 6,405.70
Glass and Plastic	= 2,847.37
Commingled household recyclables	= 2,023.44
Gypsum	= 699.17
Clean Wood Waste	= 2,830.77
Roofing Asphalt	= 1,919.75
Road Asphalt and Concrete	= 11,417.50
Road Base Gravel	= 600.00
Cooking Oil	= 251.00
Used Oil, Containers & Oil Filters	= 619.20
Antifreeze	= 16.51
Tires	= 1,279.00
Paints, Aerosols, Pesticides, Solvents	= 154.51
Fluorescent Tubes, Bulbs & Ballasts	= 4.80
White Goods	= 43.10
Textiles and Hard goods	= 117.41
Electronics	= 427.75
Other Recyclables	= 86.63

Total Recycling = 73,038.45

Submitted by,


Kathleen Milward
Environmental Technologist

Reviewed by: Division Manager:	
Approved by: General Manager:	

KM:jlh

\\Cvrdstore1\e_e\Administration\Staff Reports\E&E\2012\2011 Recycling Data SummaryNov-28-12.docx