

Minutes of the regular meeting of the Engineering & Environmental Services Committee held in the CVRD Boardroom, 175 Ingram Street, Duncan, on January 26, 2011 at 3:30 p.m.

**PRESENT:** Director Kuhn, Chair  
Directors Dorey, Duncan, Giles, Haywood, Iannidinardo,  
Kent, Marcotte, Morrison

**ABSENT:** Directors Cossey and Harrison

**ALSO** Warren Jones, CAO, CVRD

**PRESENT:** B. Dennison, P. Eng., General Manager, E & E  
D. Leitch, AScT., Manager, Water Management  
B. McDonald, Manager, Recycling & Waste Management  
K. Miller, Manager, Regional Environmental Policy  
J. Bath, Recording Secretary

**APPROVAL  
OF AGENDA**

The following items were added under New Business

- NB1 District Energy Study
- NB2 Curbside Collection – snow days
- NB3 Construction Sites
- SNB1 Labour Relations / Employee Relations {{Sub (1) (c)}}

**It was moved and seconded that the agenda be approved as amended.**

**MOTION CARRIED**

**ADOPTION  
OF MINUTES**

**It was moved and seconded that the minutes of the November 24, 2010 regular Engineering & Environmental Services Committee meeting be adopted.**

**MOTION CARRIED**

**BUSINESS ARISING  
OUT OF MINUTES**

1. Plastic Bag Reduction  
The General Manager, Engineering & Environmental Services, advised that a letter, brochure and cloth bags were hand delivered to 100 businesses in July 2009. These businesses were also asked if they would run the video produced by Bench Elementary School students. As well, cloth bags were handed out that year at the Cowichan Valley Folk Festival.
2. Cowichan Bay Heights – Exchange of JUB Units  
Director Kent asked if the transfer of units financial agreement was being drafted for the Board's review? Staff advised that it is being developed by the CVRD's Development Services Department and would be going to the Board in the near future.
3. Central Sector Liquid Waste Management Plan (CSLWMP)  
Director Kent inquired about the status of the Delcan report. Mr. Dennison advised that there is still work to be done, but he will provide Director Kent with an update.

**DELEGATIONS**

No delegations

**REPORTS**

**R1** The Manager, Water Management Division presented a staff report regarding an amendment to CVRD Bylaw no. 3382 – Douglas Hill Water System Service Establishment Bylaw, 2010, to exclude one property.

**It was moved and seconded that it be recommended to the Board that "CVRD Bylaw No. 3382 – Douglas Hill Water System Service Establishment Bylaw, 2010", be amended to exclude "PID 001-624-784, Part of Section 2, Range 5, Cowichan District, Except part of Plans 24340 & 24750 and 16041", and that the amendment bylaw be forwarded to the CVRD Board for three readings and adoption.**

**MOTION CARRIED**

**R2** The Manager, Water Management Division, presented a staff report requesting capital expenditures prior to adoption of the 2011 budget.

**It was moved and seconded:**

- 1. That the Board authorize short-term borrowing of \$26,000.00 to buy-out the lease on the Water Management Division's 2008 Ford 4x4 F-350 truck, to be paid back within 5-years under the Liabilities Agreement, Section 175 of the Community Charter, and further that the Board waive the CVRD Purchasing Policy and approve this expenditure prior to approval of the 2011 budget.**
- 2. That the Board waive the CVRD Purchasing Policy and, prior to approval of the 2011 budget, authorize purchase of three generator sets and electrical components for the Arbutus Ridge Sewer System, in the amount of \$80,00.00.**
- 3. That the Board waive the CVRD Purchasing Policy and, prior to approval of the 2011 budget, authorize undertaking capital works for the Douglas Hill Water System in the amount of \$20,000.**

**MOTION CARRIED**

**R3** The Manager, Recycling and Waste Management, presented a staff report requesting an extension to the Local Garbage Transfer contract.

**It was moved and seconded that the Cowichan Valley Regional District extend Contract ES-011-05 for Local Garbage Transfer with Active Industrial Waste Management Ltd. for the period of January 1, 2011 to April 30, 2012; and that the Chair and Corporate Secretary be authorized to sign the extension agreement.**

**MOTION CARRIED**

R4

The Manager, Recycling and Waste Management, presented a staff report regarding options to ensure local composting is better managed.

**It was moved and seconded that staff pursue the following activities to improve composting in the CVRD:**

1. **Recommend amendments to the Provincial Organic Matter Recycling Regulation.**
2. **Amend "CVRD Bylaw No. 2570 – Waste Stream Management Licensing Bylaw, 2004" to allow more prescriptive terms and conditions.**
3. **Amend "CVRD Bylaw No. 3209 - Ticket Information Authorization Bylaw, 2008", to allow greater enforcement options.**
4. **Review adoption of a bylaw similar to the Capital Regional District's composting bylaw.**
5. **Investigate the possibility of developing a CVRD regional compost facility.**
6. **Work with Municipal partners on zoning bylaws to restrict composting operations.**

**MOTION CARRIED**

R5

The Manager, Water Management Division, presented a staff report regarding an amendment to the Toilet Replacement Rebate Program.

Staff were asked to notify suppliers of this revision, specifying that the program only extends to CVRD operated sewer and/or water systems...

**It was moved and seconded that the CVRD Toilet Replacement Rebate Program be amended to offer rebates for 4 8 litre per flush or "Dual Flush" toilets – 6/3 litres per flush or less, for homes connected to a CVRD water or sewer system.**

**MOTION CARRIED**

R6

The Manager, Water Management Division, presented CVRD Bylaw 3459 - Douglas Hill Water System Management Amendment Bylaw, 2011, which revises Schedule H – Flat Rate Charge.

**It was moved and seconded that it be recommended that "CVRD Bylaw No. 3459 – Douglas Hill Water System Management Amendment Bylaw, 2011" be forwarded to the Board for three readings and adoption.**

**MOTION CARRIED**

R7

The Manager, Regional Environmental Policy, provided an update on the Federal Infrastructure proposal for flood works.

**FOR INFORMATION**

**NEW BUSINESS**

**NB1**

The Manager, Water Management Division presented a staff report regarding a District Energy Study for Cowichan Bay Heights.

**It was moved and seconded that this motion be deferred until the next meeting of the Engineering & Environmental Services Committee meeting.**

**MOTION CARRIED**

**It was moved and seconded that Items NB2, NB3 and SNB1 be deferred to the next meeting.**

**MOTION CARRIED**

**ADJOURNMENT**

**It was moved and seconded that the meeting be adjourned.**

**MOTION CARRIED**

The meeting adjourned at 5:46 p.m.

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Chair

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

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