



CENTRAL SECTOR STEERING COMMITTEE

MONDAY, June 18, 2012 - 9:00 A.M.

CVRD Boardroom, 175 Ingram Street

AGENDA

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1. <u>ELECTION OF CHAIR</u>	
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3. <u>ADOPTION OF MINUTES:</u>	
M1 Minutes of the May 16, 2012 meeting of the Central Sector Liquid Waste Management Plan Steering Committee.	3 - 5
4. <u>BUSINESS ARISING FROM THE MINUTES:</u>	
5. <u>CORRESPONDENCE</u>	
C1	
6. <u>REPORTS</u>	
R1 Funding Formula for Central Sector Function Brian Dennison, General Manager, E& E	6-7
R2 Drainage and Non-point Pollution Dave Leitch, Manager, Water Management Division	Hand-out
7. <u>NEW BUSINESS:</u>	
8. <u>CLOSED SESSION</u>	
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 Closed Session Minutes of May 16, 2012	
SSR1 Land Acquisition {Sub (1) (e)}	Presentation
9. <u>ADJOURNMENT</u>	

Distribution:

Chief Alphonse, Cowichan Tribes
Director Duncan, Electoral Area E
Director Iannidinardo, Electoral Area D
Mayor Kent, City of Duncan
Mayor Lefebure, North Cowichan

As Well As:

John MacKay, P. Eng., North Cowichan
Brian Dennison, P. Eng., CVRD
Dave Leitch, CVRD
Kate Miller, CVRD
Louise Knodel-Joy, CVRD
Baljeet Mann, MoE
Cheri Ayers, Cowichan Tribes
Maureen Tommy, Cowichan Tribes

Copy To:

Rob Hutchins, CVRD Chair
Warren Jones, CAO, CVRD

Minutes of the meeting of the Central Sector Liquid Waste Management Plan Steering Committee held in the Boardroom, 175 Ingram Street, Duncan, on May 16, 2012 at 12:15 p.m.

PRESENT: Director Duncan, CVRD Electoral Area E
Director Iannidinardo, CVRD Electoral Area D
Mayor Kent, City of Duncan
Mayor Lefebure, North Cowichan

ABSENT: Chief Alphonse, Cowichan Tribes

ALSO PRESENT: Brian Dennison, P. Eng., CVRD
Louise Knodel-Joy, CVRD
Kate Miller, CVRD
Dave Devana, CAO, North Cowichan
John MacKay, P. Eng., North Cowichan
Baljeet Mann, MoE
Deborah Epps, MoE
Cheri Ayers, Cowichan Tribes
Joanne Bath, Recording Secretary

ELECTION OF CHAIR John Lefebure was nominated and accepted the position of Chair of the Central Sector Liquid Waste Management Plan Steering Committee.

APPROVAL OF AGENDA It was moved and seconded that the agenda be approved as presented.

MOTION CARRIED

ADOPTION OF MINUTES It was moved and seconded that the minutes of the October 13, 2012 Central Sector Liquid Waste Management Plan Steering Committee meeting be adopted.

MOTION CARRIED

BUSINESS ARISING OUT OF MINUTES
BA1

JUB Governance Options - The Committee discussed at length governance options for the Joint Utilities Board, as well as the broader issue of governance of the Central Sector Liquid Waste Management Plan process. It was noted that the plan document does not deal with ownership or management structure of facilities that fall within the Central Sector boundaries.

It was moved and seconded that staff form a sub-committee of all the partners (City of Duncan, Municipality of North Cowichan, CVRD and Cowichan Tribes) and bring a report back to the Steering Committee providing governance options for the Joint Utilities Board.

MOTION CARRIED

BA2

Central Sector LWMP Funding - A staff report was presented providing a recommendation to commence the process to re-establish the CVRD Central Sector Liquid Waste Management Plan function in order to carry out amendment to the plan. Included in the report was a funding formula.

The Committee discussed several options for cost-sharing with the partners.

It was moved and seconded that it be recommended to the CVRD Board that the necessary bylaw be prepared with the City of Duncan, the South-end of the Municipality of North Cowichan and CVRD Electoral Areas D and E for the purpose of funding an amendment to the Central Sector Liquid Waste Management Plan, and further that the bylaw be forwarded to the CVRD Board for consideration of three readings, and following provincial approval, adoption.

MOTION CARRIED

It was moved and seconded that staff look at financial cost-sharing options to fund a Central Sector Liquid Waste Management Plan function and bring a report back to the Steering Committee.

MOTION CARRIED

It was moved and seconded that a Memorandum of Understanding be created between the CVRD and Cowichan Tribes regarding provision of a funding contribution towards amendments of the Central Sector Liquid Waste Management Plan.

MOTION CARRIED

BA3

Joint Utilities Board Capacity Unit Distribution and Sales – Mr. MacKay provided a brief history on the allocation of JUB capacity units.

Director Iannidinardo provided the Committee with an excerpt from the Cowichan Bay Official Community Plan , which spoke to the requirement for an additional 215 JUB capacity units to accommodate infill growth in Cowichan Bay Sewer Service Area.

Discussion took place regarding long and short term solutions to accommodate potential growth within the Central Sector service area.

It was moved and seconded that a letter be sent to the Joint Utilities Board requesting access to provision of 215 additional capacity units for the Cowichan Bay Sewer System to accommodate potential growth within the service area.

MOTION CARRIED

CORRESPONDENCE No correspondence.

REPORTS

R1 **Update on JUB application for funding** - to be discussed in Closed Session.

R2 **Terms of Reference for Central Sector Liquid Waste Management Plan amendment** - Referred to the next meeting of the Steering Committee.

R3 **Public & Technical Advisory Committee** - Referred to a future meeting of the Steering Committee.

R4 **Sewer Servicing to accommodate growth in Cowichan Bay**
Discussed under item BA3 above.

**RESOLVING INTO
CLOSED SESSION
2:25 p.m.**

It was moved and seconded that the meeting be closed to the public in accordance with the Community Charter Part 4, Division 3, Section 90, Subsection (1) (e) Land Acquisition.

MOTION CARRIED

**RISE FROM
CLOSED SESSION
2: 36 p.m.**

It was moved and seconded that the Central Sector Liquid Waste Management Plan Steering Committee rise without report.

MOTION CARRIED

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 2:38 p.m.

Chair

Recording Secretary

Dated: _____



C.V.R.D.

STAFF REPORT

R1

**CENTRAL SECTOR LIQUID WASTE MANAGEMENT PLAN
STEERING COMMITTEE MEETING
OF JUNE 18, 2012**

DATE: June 4, 2012

FILE No: 5340-20-CSWLMP

FROM: Louise Knodel-Joy, Sr. Engineering Technologist, Water Management

SUBJECT: Central Sector Liquid Waste Management Plan Funding Allocation Options

Recommendation/Action: Direction is requested.

Relation to the Corporate Strategic Plan:

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

The following six cost allocation models are provided for the Steering Committee's consideration. Once the Committee has agreed upon a formula, the allocation would form the basis for the Central Sector Liquid Waste Management Plan.

Option 1 – Based on formula from previous CSLWMP Establishment Bylaw.

North Cowichan	46%	\$46,000
City of Duncan	18%	\$18,000
Electoral Area D	18%	\$18,000
Electoral Area E	18%	\$18,000

By separate agreement, Cowichan Tribes also contributed an 18% share.

Option 2 – Based on Joint Utility Board Allocations - Operating

North Cowichan	53.15%	\$53,150
City of Duncan	32.72%	\$32,720
Electoral Area D	6.66%	\$6,080
Electoral Area E	6.08%	\$6,660
Cowichan Tribes	1.39%	\$1,390

Option 3 – Based on 2012 Completed Converted Assessment Values. It includes all the City of Duncan, Electoral Areas D & E, S.E. portion of the Municipality of North Cowichan, as well as the some or all of the Cowichan Tribes within the watershed area.

North Cowichan S.E.	59.9%	\$59,863
City of Duncan	13.8%	\$13,786
Electoral Area D	10.4%	\$10,403
Electoral Area E	11.8%	\$11,817
Cowichan Tribes	4.1%	\$4,131

Option 4 - Based on Island Savings Center Recreation (Events & Services) Assessment Model

North Cowichan S.E.	62.4%	\$62,443
City of Duncan	14.4%	\$14,380
Electoral Area D	10.9%	\$10,851
Electoral Area E	12.3%	\$12,326

Option 5 –Based on Lower Watershed Flood Plain Model (Mar-12-Flood Protection Report)

It includes only those areas that drain directly into the Cowichan River (excluding areas that drain into Cowichan Lake) and all or portions of Cowichan Tribes, Electoral Areas B, D, E, F, I, as well as the City of Duncan and Municipality of North Cowichan.

North Cowichan	64.40%	\$64,400	Electoral Area E	6.50%	\$6,500
City of Duncan	17.80%	\$17,800	Electoral Area F	4.70%	\$4,700
Electoral Area B	0.40%	\$400	Electoral Area I	0.50%	\$500
Electoral Area D	0.40%	\$400	Cowichan Tribes	5.30%	\$5,300

Option 6 – Based on Watershed Model (Mar-12-Flood Protection Report)

It includes areas located in the Cowichan and Koksilah watershed including some or all of Cowichan Tribes, Electoral Areas B, C, D, E, F, I as well as the City of Duncan, Municipality of North Cowichan and Town of Lake Cowichan.

North Cowichan	45.30%	\$45,300	Electoral Area D	1.30%	\$1,300
City of Duncan	12.30%	\$12,300	Electoral Area E	9.70%	\$9,700
Town Lake Cowichan	6.40%	\$6,400	Electoral Area F	7.80%	\$7,800
Electoral Area B	3.00%	\$3,000	Electoral Area I	8.20%	\$8,200
Electoral Area C	2.30%	\$2,300	Cowichan Tribes	3.70%	\$3,700

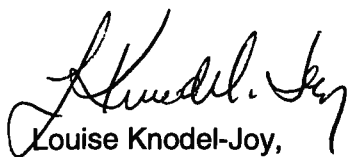
Note that Options 5 and 6 are more reflective of the Central Sector Liquid Waste Management Plan, including initiatives involving drainage and non-point pollution sources throughout some or all of the catchment area., but the existing CSLWMP does not include land in Electoral Areas B, C F and I, or the Town of Lake Cowichan.

Background:

The above options are brought forward in response to the following resolution, which was ratified at the Central Sector Liquid Waste Management Plan Steering Committee meeting held May 16, 2012:

"That staff look at financial cost-sharing options to fund a Central Sector Liquid Waste Management Plan function and bring a report back to the Steering Committee."

Submitted by



Louise Knodel-Joy,
Water Management
Engineering & Environmental Services,

LKJ:jlb

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Reviewed by:

Division Manager



Approved by:

General Manager

