

Minutes of the **Engineering Committee Meeting** of the Regional District of Central Okanagan held at the Regional District Offices, 1450 KLO Road, Kelowna, B.C. on September 6, 2007 @ 9:00 a.m. in the Kalamoir Room

Members	Colin Day, Vice Chair Brian Given David Knowles Doug Findlater Patty Hanson James Baker Graham Reid Hilary Hettinga	Councillor, City of Kelowna Councillor, City of Kelowna Director, Westside Electoral Area Alternate (Westside Director Dinwoodie) Director, East Electoral Area Mayor of Lake Country Mayor of Peachland Director, Engineering Services
Staff:	Carol Suhan Gillian Campbell	Waste Reduction Coordinator Recording Secretary
Absent:	Aaron Dinwoodie, Chair Len Novakowski	Director, Westside Electoral Area Director, Westside Electoral Area
Guests:	Mark Watt Jason Luciw	Environment Mgr. City of Kelowna Reporter, Capital News

Vice Chair Colin Day chaired the meeting.

1. **MINUTES**

KNOWLES/GIVEN

THAT the Minutes of the June 28, 2007 meeting be adopted as circulated.

CARRIED

2. **SOLID WASTE MANAGEMENT**

a) **Solid Waste Management Permitting Bylaw**

Carol Suhan advised that two private companies are interested in providing a gypsum collection and recycling service in the region (toxic residual material). Other areas have experienced problems with private companies in that the materials have not been processed appropriately. To correct this, solid waste management permitting bylaws have been implemented. Staff is recommending that a similar bylaw to regulate the management of all privately operated municipal solid waste and recyclable material facilities be adopted by the RDCO, its member municipalities and the Westbank First Nation. The Solid Waste Management Technical Advisory Committee and the RDCO Chief Bylaw Enforcement Officer endorse the proposed bylaw.

REID/GIVEN

THAT the Engineering Committee recommends that Waste Reduction staff commence consultations with the member municipalities, the Westbank First Nation and the administrator of the new Westside municipality to adopt a Solid Waste Management Permitting Bylaw.

CARRIED

b) Automated Curbside Collection Program RFP Process

Carol Suhan explained that the garbage, recycling and yard waste collection contracts terminate in June 2008, and that RFPs will soon be issued. CH2MHill has completed a draft financial business analysis, and the findings and recommendations of the report will form part of the RFP. There will be an increase in cost to residents but this should be offset by the savings of not having to purchase bags (Port Coquitlam estimated this to be \$35-\$60 per household, per year).

Carol highlighted the recommendations identified in her report:

- Consistency of manufacturer, size and colour for RDCO and municipalities to obtain better pricing.
- Cart inventory should be owned by the RDCO and municipalities.
- Maintenance of carts should be the responsibility of the contractor and consistent in all contracts.
- Garbage, yard waste and recyclables' collection services should be consolidated under the same contract to allow private sector operators to optimize staff and fleets.
- Minimum five year term, with consideration to 6, 7 or 8 year terms to make contracts more competitive.
- Specific clauses for fuel-cost escalations.
- Split compartment trucks are not recommended.
- Revisit the cost benefit analysis of the transfer station option at the Westside Landfill re. new equipment capabilities.

The CH2MHill report recommends proceeding with the automated collection program and a meeting has been scheduled for Sept. 12th to meet with the Purchasing and Finance Departments of each municipality and WFN, to discuss costs and purchasing of carts. Discussion ensued:

- Program will take 9 months to set up so staff is working with haulers re. extensions to the current contracts.
- There may be a cost saving with automated collection as another 'manual' contract could be 25% higher.
- It was suggested that the business case be summarized so that it is easy to comprehend.
- Savings are implied but comparative costs are needed.
- District of Peachland is concerned that the financing of carts would impair its borrowing power.
- Suggested that councillors or senior staff be included in the pilot project to try the program themselves and help promote it. However, surveys and informational packages have already been sent out to the selected areas and staff believed a blind selection to be best.
- The three areas chosen are a combination of old and new Glenmore, Glenrosa and the downtown area of Peachland and represent the greatest challenges to haulers and/or residents with limited storage space in small multi-family units (seniors and families), long drive-ways, steep terrain, narrow streets with tight turn space, mixed use (small business and residential), back alleys, large lot sizes and homes, and multi age and socio-economic backgrounds.
- Approximately 450 homes and businesses are included in the pilot test.

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- Cost of carts is the largest expense. Warranty is for 10 years.
- Could amortize over 10 years to minimize costs.
 - 2 stream max. pricing would be approx. \$25 more/per household/per year.
 - 3 stream - \$35 (\$13 - \$45 identified in the report is based on 5 years).
- Leasing of carts will be investigated at the Sept 12th meeting.
- Media campaign starts today and carts will be delivered next week with information teams going door to door.
- 3 or 4 companies have shown interest in bidding. There could be 2 zones.
- Cost of report from CH2MHill was \$35,000 (without a model). It was felt that the model was not required as much information has been received from other areas.
- Suggested that a GPS system in the trucks would make the program more efficient and cost effective. It is not being stipulated in the RFP because of the cost, although some bidders may include it.

Action

Carol to forward the finalized edition of CH2MHill's Automated Curbside Collection Program Considerations to Committee Members.

KNOWLES/BAKER

THAT the Engineering Committee receives the draft report from CH2MHill: Automated Curbside Collection Program Considerations;

AND FURTHER THAT a clear and concise business case summary be prepared and forwarded to Committee Members.

CARRIED

c) Waste Reduction Update Report

BAKER/GIVEN

THAT the report be received.

CARRIED

Action

Director Knowles requested that staff prepare a synopsis of the garbage, recycling and yard waste contracts and commitments for the new Westside municipality.

3. ENGINEERING SERVICES

a) Sewer Agreement with Westbank First Nation

Hilary Hettinga advised that a sewer agreement with the Westbank First Nation, modelled after the Peachland Agreement, is nearing completion. There will ultimately be 3 agreements

with Peachland, the new Westside municipality and WFN.

Action

Hilary Hettinga to forward the Sewer Agreement to Committee Members once the lawyer has completed his review (mid September).

b) Sewer Odours

Hilary Hettinga circulated a technical report (e-mail) by Earthtech Consultants with respect to sewer odours detected at the Gellatly CNR Wharf. He advised that a consultant has been retained and an analysis will be done as to where the odours are coming from, and why. One suggestion was that charcoal filters on the manhole covers could curb the odour. A report will be prepared by mid-September with recommendations on how to correct the problems.

c) Valley of the Sun / Upper Fintry Water Service

Hilary Hettinga advised that an analysis was completed by Agua Consulting Inc. into the feasibility of providing domestic water and fire flows to Upper Fintry, Valley of the Sun, and the Kubas development property. (Lower Fintry and the Fintry Provincial Park are not included). Cost estimates were established at approx. \$20,000 per lot. There are 600 – 800 lots, most of which are vacant and thus it is unlikely that grants could be obtained. Representatives of the areas were petitioned informally re. the estimated cost and they appeared optimistic. Staff will meet with the community to discuss further later in September.

BAKER/GIVEN

THAT the report be received.

CARRIED

d) Westside Landfill Closure (added item)

Hilary Hettinga explained that the life of landfill is anticipated to be to 2011. When the residential program is retendered, the trucks will go to the Glenmore Landfill, but the Westside Landfill will still be used for self drop off, demolition and commercial, until there is no more fill opportunity. The area will remain a regional function with some public works programs e.g. a transfer station, and then possibly include a dog park.

The chipping program is very successful and will probably stay. A joint program with a nursery was suggested. It was stressed that there should always be a yard waste/chipping program on the Westside to encourage residents to clean up their yards for fire safety etc. However, it is believed that the new automated program will help.

3. FIRE SERVICES

a) Westside Fire/Rescue Station – Award of Architectural Services

Hilary advised that nine proposal submissions were received for the Design Consulting Services for the new Westside Fire/Rescue station. The proposals were evaluated and rated by the Evaluation Team, and four proponents were thoroughly interviewed. Staff is recommending design consulting services be awarded to KMBR / Allen + Maurer in the amount of \$456,900 (including estimated disbursements), plus GST. as they had the superior presentation, are very well qualified and had the lowest fee. Proposals are available for review.

Discussion ensued re. expending funds and going over budget, taking money out of the feasibility fund and reimbursing it as part of the 2008 budget, or waiting for the new municipality to take over.

The consensus of the Committee was that the project should move ahead as soon as possible, and recommended that the Regional Board make the final decision subject to the Finance Department's recommendations.

FINDLATER/KNOWLES

THAT the Engineering Committee recommends the Regional Board award the Design Consulting Services for the new Westside Fire/Rescue Station to KMBR / Allen + Maurer, in the amount of \$456,900 plus GST, subject to the Finance Department's recommendations on financing.

CARRIED

NEXT MEETING
November 8, 2007 @ 9:00 a.m.
Kalamoir Room

4. Meeting adjourned @ 10.30 a.m.

CERTIFIED TO BE TRUE AND CORRECT

Colin Day (Vice Chair)

Hilary Hettinga, Director of Engineering Services)