



Making a difference...together

Minutes of a Meeting of the Magic Lake Estates Water and Sewer Local Services Committee

Held Tuesday, May 1, 2012 in the Main Conference Room, 479 Island Highway, Victoria, BC

- PRESENT:** **Committee Members:** Director D. Howe, J. Fisher, J. MacDonald, J. Petrie (Chair), P. Watson,
Staff: M. Harper, Manager, Saanich Peninsula and Gulf Islands Operations; S. Mason, Manager, Regional Infrastructure; T. Tanton, Senior Manager, Infrastructure Engineering; L. Siemens (recorder)
- ABSENT:** M. Steel, J. Gill

The meeting was called to order at 9:30 a.m.

1. Approval of Agenda

MOVED by P. Watson, **SECONDED** by J. MacDonald,
That the agenda be approved as circulated.

CARRIED

2. Adoption of Minutes of April 3, 2012

MOVED by J. Fisher, **SECONDED** by J. MacDonald,
That the minutes of the April 3, 2012 meeting be adopted as previously circulated.

CARRIED

3. Review of Action List

The action list was reviewed and updated.

4. Operations Update

M. Harper provided a verbal report on operations:

Sewer

- New "muffin monster" was ordered for the Schooner wastewater treatment plant with a cost of \$18,000 including labour - from operating budget.
- Pump replacement required – approximately \$20,000 from operating budget.
- Ministry of Environment inspection revealed several issues that are out of compliance.
- Ministry of Environment is requesting outfall inspections for the Schooner and Canon wastewater facilities that are required every five years. The inspections have not been conducted for several years. Costs will be determined.
- Environmental Operators Certificate Program – request to re-submit facility information every five years to determine if reclassification is required for Operator certification.

Water

- In response to questions regarding how high usage is determined – a report is generated on a regular basis showing meter data for anything over 100 cubic metres in the period, the users are identified and leak detection is carried out.
- Water main break by caused by BC Hydro was repaired.
- Plans underway to expand BC One Call coverage to include the Southern Gulf Islands.

5. Project Update

S. Mason provided a verbal report:

Dam Improvements

- Design and tender complete.
- Committee made recommendation to the CRD Board to award the spillway work to G&E Contracting Ltd. for \$457,200 + HST. Notice of Award has been issued.
- Work is expected to begin late August/September when Buck Lake level is down.
- Seismic assessment is being finalized. A staff report will be brought to a future meeting.

Water Supply, Treatment and Distribution - AECOM

- Design is being finalized. Design drawings were provided to the Chair and discussed by the committee.
- Change noted subsequent to drawings, highlighted in yellow showing new route for pipeline for cost saving reasons.
- Due to go to tender in May (within two weeks) to close in June.
- Mandatory site meeting will be held.

Sewer Related Work

- Stantec conducted a higher level review of the sewers last year. A draft report will be brought to the committee at a future meeting with a covering staff report with implications.
- Conclusion was made that the sewer system is old and requires several improvements over the next 20 years.

Director Howe left the meeting at 10:40 a.m.

6. New Business

Chair Petrie submitted eight items by e-mail prior to the meeting that were addressed by staff as follows:

1. Revenue and expenses monthly balance sheets specifically the charge against both Water and Sewer budgets for the CRD Building Dept. This was discussed at the budget meeting last year however obviously has not been resolved to date.

The issue of building inspector allocations to local services was put on the agenda for the recent meeting of the Electoral Area Services Committee for discussion. Director Howe may be able to give the committee an update of what transpired.

2. How are unconnected or faulty water meters being identified and/or repaired/replaced?

The CRD Billing Department has automated software that looks at every bill going out. If there is a sudden jump, an automatic call is generated from the computer requesting that the customer call the CRD for more information. If there is a very low reading, the software will also detect this and will trigger an inquiry.

3. Where are we at this time regarding the introduction of consumption based billing?

The user fee is currently fixed at \$250 which funds your annual operating costs. This could be tied to consumption based billing as described in a previous staff report which considered three scenarios.

The committee preferred a scenario that reduces the fixed fee slightly and does not pose a large risk to revenues. Detailed analysis will be conducted by staff. A staff report will be brought to the committee at a future meeting.

J. Fisher left the meeting at 10:58 a.m.

4. When will the documents for the water treatment plant be available and can we expect to view them prior to tendering?

Drawings were provided to the chair and discussed by the committee.

5. Drawing #9 of Spillway Inlet Weir shows a 200mm x 650mm stainless steel sleeve installed and capped. What is the purpose of this?

For future pipe replacement for the inlet from Buck Lake.

6. Have we been reimbursed for expenditures to date from the grant monies awarded?

A claim was submitted in March.

7. Is there a monthly balance available of expenditures both from the consultants and the CRD on this project?

Staff will provide a copy of the project cost statement to the chair.

8. During meetings with AECOM prior to the contract award the consultant indicated that monthly on-island updates would be given to the committee. Has this been established?

Meetings would not be very useful until the project has started. The consultant could attend committee meetings on request. Memos from the consultant to staff could be sent to the committee showing work done and proposed.

7. Adjournment

The meeting was adjourned at 11:34 a.m.