



Making a difference...together

MINUTES OF THE MEETING OF THE PORT RENFREW UTILITY SERVICES COMMITTEE
Held Wednesday, October 23, 2019 at the Port Renfrew Recreation Centre, 6638 Deering Road, Port Renfrew BC

PRESENT: **Committee Members:** Director M. Hicks, K. Ablack, M. Tremblay, C. Welham, J. Wells

Staff: M. McCrank, Senior Manager, Infrastructure Operations; I. Jesney, Senior Manager, Infrastructure Engineering; J. Marr, Manager, Water Distribution Engineering and Planning; T. Watkins, Manager, Solid Waste Services; L. Xu, Manager, Financial Services; S. Orr (recorder)

Public: 10

The meeting was called to order at 6:15 p.m.

1. ELECTION OF CHAIR

Nominations were called for election of Chair for the Port Renfrew Utility Services Committee for a one-year term. Director Mike Hicks was nominated and agreed to stand. Nominations were called two additional times, and hearing none, Director Mike Hicks was elected Chair by acclamation.

2. APPROVAL OF AGENDA

MOVED by J. Wells, **SECONDED** by K. Ablack,
That the agenda be approved.

CARRIED

3. ADOPTION OF MINUTES OF MEETING OF OCTOBER 30, 2018

MOVED by K. Ablack, **SECONDED** by M. Tremblay,
That the minutes of the meeting held October 30, 2018 be adopted.

CARRIED

4. 2019 OPERATING AND CAPITAL BUDGET

T. Watkins and M. McCrank provided an update of the key factors affecting the 2020 budget.

Staff answered questions from the committee and public about the maintenance and operations of the services.

MOVED by K. Ablack, **SECONDED** by C. Welham,
That the Port Renfrew Utility Services Committee:

1. Approve the 2020 Operating and Capital Budget for the:
 - Street Lighting System Local Service as presented and recommend that the 2019 actual surplus or deficit be carried forward to the 2020 operating budget;
 - Refuse Disposal Local Service as presented and recommend that the 2019 actual surplus or deficit be balanced on the 2020 transfer to the Capital Reserve Fund;
 - Water Local Service as presented and recommend that the 2019 actual surplus or deficit be balanced on the 2019 transfer to the Capital Reserve Fund;
 - Snuggery Cove Water Local Service as presented and recommend that the 2019 actual surplus be returned as negative requisition to the taxpayers;
 - Sewer Local Service as presented and recommend that the 2019 actual surplus or deficit be balanced on the 2019 transfer to the Capital Reserve Fund; and
2. Approve the Wastewater Local Service Capital Reserve Funding in the amount not to exceed \$17,000 for emergency replacement of a hydro service pole estimated at \$7,000 and failed air diffuser piping for the activated sludge tank estimated at \$10,000 at the Wastewater Treatment Plant; and
3. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2020 Operating and Capital Budget and the five year Financial Plan for the Port Renfrew Utility Services as presented.

CARRIED

5. WATER SYSTEM IMPROVEMENTS UPDATE AND PROPOSED SERVICE AREA BOUNDARY CHANGE

J. Marr introduced the report as presented.

Staff answered questions from the committee and the public.

The Chair requested that K. Ablack abstain from voting on the motion due to a conflict of interest.

MOVED by M Hicks, **SECONDED** by C. Welham,
That the Port Renfrew Utility Services Committee receive this report for information and provide “approval in principle” of an expansion of the Port Renfrew water service area to include the Pacific Gateway Marina Lands upon completion of the second storage tank.

CARRIED

ABSTAINED: K. Ablack

A discussion took place about the storage tank.

6. NEW BUSINESS

K. Ablack provided an update on the water storage tank.

7. **ADJOURNMENT**

MOVED by J. Wells, **SECONDED** by C. Welham,
That the meeting be adjourned at 7:27 p.m.

CARRIED

Chair

Secretary