



Making a difference...together

PORT RENFREW UTILITY SERVICES COMMITTEE
 Notice of Meeting on **Friday, November 27, 2020 at 2:00 p.m.**
 Main Conference Room, 479 Island Highway, Victoria, BC

For members of the public who wish to listen to the meeting via telephone please call **1-833-353-8610** and enter the **Participant Code 1911461 followed by #**. You will not be heard in the meeting room but will be able to listen to the proceedings.

Director Mike Hicks (Chair)
 Maurice Tremblay

Karl Ablack
 Chris Welham

Dan Quigley
 John Wells

**SPECIAL MEETING
 AGENDA**

1. APPROVAL OF AGENDA

Recommendation: That the agenda be approved.

2. PRESENTATIONS/DELEGATIONS

*Presentation and delegation requests can be made via email to IWSAdmin.crd.bc.ca
 Requests must be received no later than 11 a.m. on Friday, November 27, 2020.*

3. SPECIAL MEETING BUSINESS

3.1. PRUSC 2020-02 Port Renfrew Water – Proposed 2020 Capital Plan Amendment

Recommendation: The Port Renfrew Utility Services Committee recommends to the Capital Regional District Board:

That the 2020 Port Renfrew Water Capital Plan be amended to allocate \$25,000 from the Water Capital Reserve Fund towards the purchase of a truck mounted snow plow and truck.

4. ADJOURNMENT

Next meeting: At the call of the Chair.

Inquires arising from this meeting may be sent to IWSAdmin@crd.bc.ca for response after the meeting.

To ensure a quorum advise Tanya Duthie 250.474.9606 if you are unable to attend.

PRUSC 2020-02

**REPORT TO PORT RENFREW UTILITY SERVICES COMMITTEE
MEETING OF FRIDAY, NOVEMBER 27, 2020**

SUBJECT Port Renfrew Water – Proposed 2020 Capital Plan Amendment

ISSUE SUMMARY

The Port Renfrew Utility Services require a truck mounted snow plow to allow the local utility operator to clear access to the utility facilities in the event of a snow fall.

BACKGROUND

The access roads to the utility services infrastructure fall on Capital Regional District (CRD) land and are not maintained by the Province or the Provincial highways maintenance contractor. Some of the infrastructure is located at sites that have long access roads, such as the water treatment plant and well site which has an access road that is almost one kilometre long and in a remote location. In the past, during snow fall events, gaining access to the sites to conduct operations and maintenance routines or respond to emergencies, has been difficult. It is proposed to acquire a truck mounted snow plow that could be attached to the CRD operations truck stationed in Port Renfrew and used by the local utility operator to clear access to CRD sites as required. The cost of the purchase and installation of the plow equipment is estimated at \$15,000 and the existing CRD utility operator truck (Ford Ranger) would be exchanged for a one ton, four wheel drive truck suitable for the plow equipment; the residual value difference for the truck exchange is estimated at \$10,000. It is proposed to fund the plow and the truck costs in the amount of \$25,000 from the Water Capital Reserve Fund which is projected to have a balance of \$84,992 at year end.

ALTERNATIVES

Alternative 1

The Port Renfrew Utility Services Committee recommends to the Capital Regional District Board: That the 2020 Port Renfrew Water Capital Plan be amended to allocate \$25,000 from the Water Capital Reserve Fund towards the purchase of a truck mounted snow plow and truck.

Alternative 2

The Port Renfrew Utility Services Committee not recommend allocating \$25,000 from the Water Capital Reserve Fund towards the purchase of a truck mounted snow plow and truck.

IMPLICATIONS

There are sufficient funds available in the Water Capital Reserve Fund for the purchase of the plow and the truck. Having a snow plow available for use by the local utility operator will ensure that access to the critical utility infrastructure sites can be regularly maintained during a snow fall event. Access delays caused by waiting for contracted snow clearing services to arrive at these remote sites can be avoided, preventing potential public health and environmental impacts.

CONCLUSION

It is proposed to acquire a truck mounted snow plow that could be attached to the CRD operations truck stationed in Port Renfrew and used by the local utility operator to clear access to CRD sites as required. It is proposed to fund the plow and the truck costs in the amount of \$25,000 from the Water Capital Reserve Fund which is projected to have a balance of \$84,992 at year end.

RECOMMENDATION

The Port Renfrew Utility Services Committee recommends to the Capital Regional District Board: That the 2020 Port Renfrew Water Capital Plan be amended to allocate \$25,000 from the Water Capital Reserve Fund towards the purchase of a truck mounted snow plow and truck.

Submitted by:	Ted Robbins, B. Sc., C. Tech., General Manager, Integrated Water Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer