



Making a difference...together

**MINUTES OF A MEETING OF THE Port Renfrew Utility Services Committee, held Tuesday, February 22, 2022 at 3:00 p.m., In the Goldstream Meeting Room, 479 Island Highway, Victoria, BC**

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**PRESENT: Committee Members:** C. Welham (Chair); M. Hicks, Electoral Area Director; D. Quigley (EP)

**Staff:** M. McCrank, Senior Manager, Wastewater Infrastructure Operations; D. Puskas, Manager, Capital Projects; T. Watkins, Manager, Solid Waste Operations (EP); Joseph Marr, Acting Senior Manager, Infrastructure Engineering; T. Duthie, Manager, Administrative Services; M. Risvold, Committee and Administrative Clerk (Recorder)

**REGRETS:** Q. MacDonald

EP = Electronic Participation

The meeting was called to order at 3:00.

#### **1. ELECTION OF CHAIR**

The Senior Manager called for nominations for the position of Chair of the Port Renfrew Utility Services Committee for 2022.

D. Quigley nominated C. Welham. C. Welham accepted the nomination.

The Senior Manager called for nominations a second time.

The Senior Manager called for nominations a third and final time.

Hearing no further nominations, the Senior Manager declared C. Welham Chair of the Port Renfrew Utility Services Committee for 2022 by acclamation.

#### **2. APPROVAL OF AGENDA**

**MOVED** by M. Hicks, **SECONDED** by D. Quigley,  
That the agenda be approved.

**CARRIED**

#### **3. ADOPTION OF MINUTES**

**MOVED** by D. Quigley, **SECONDED** by M. Hicks,  
That the minutes of the following meetings be adopted:

- November 27, 2020 – Special Meeting
- October 25, 2021

**CARRIED**

#### **4. CHAIR'S REMARKS**

The Chair thanked everyone for attending the meeting.

## 5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

## 6. SENIOR MANAGER'S REPORT

M. McCrank provided the committee meeting schedule for the year, advising there will be three meetings held in 2022. The meetings will be held in the months of February, June and in the Fall. Additional meetings remain at the call of the Chair.

## 7. COMMITTEE BUSINESS

### 7.1. Project and Operations Update

T. Watkins provided a Capital Projects update for Port Renfrew Refuse Disposal.

Staff advised the fencing project is for the front gate access to the transfer station to control after hour's use, and an attempt to control bears accessing the area.

D. Puskas provided a Capital Projects update for Port Renfrew Water.

Staff responded to a question from the committee in regard to the Hydrant Replacement Program. Staff advised they will investigate the hydrant replacement locations to determine if the current locations are ideal or if the hydrants should be placed elsewhere. Staff will review the possibility of having a hydrant added near the marina as there is currently not a hydrant close by.

Staff responded to a question from the committee in regard to the alternative approval process (AAP), and advised there is a section of asbestos cement (AC) pipe that requires replacement. An AAP is in the current operating and capital budget plan to seek elector consent to borrow funds for the replacement. The Electoral Area Director committed to contributing Community Works Funds (CWF) to fund the design for the remainder of the supply line and section of AC pipe replacement in Beach Camp.

**MOVED** by C. Welham, **SECONDED** by D. Quigley,  
That the Port Renfrew Utility Services Committee direct staff to apply for Community Works Funds to fund the design for the remainder of the supply line and section of AC pipe replacement in Beach Camp, for a maximum of \$40,000.

**CARRIED**

D. Puskas provided a Capital Projects update for Port Renfrew Sewer.

Staff responded to a question from the Committee regarding the genset upgrade, advising the existing genset only provides power for the influent pumps. A new genset is required to provide standby power for the entire Wastewater Treatment Plant (WWTP).

Staff advised the outfall has been covered by river sediments in previous years. The WWTP is currently in compliance and costs have been recently over budget on the operational side. Questions have been raised by the Federal Government regarding shellfish closures in the San Juan area, which was determined to be due to the WWTP. A phased approach to upgrades is being proposed as there will likely be regulatory and financial pressure in the future. Discussion ensued.

### **Operational Update**

M. McCrank provided the operational update.

Discussion ensued regarding Emergency response repairing a watermain that had been struck by a third party contractor installing culverts across Parkinson's Road.

**MOVED** by M. Hicks, **SECONDED** by D. Quigley,  
The Port Renfrew Utility Services Committee receives this report for information.

**CARRIED**

### **8. CORRESPONDENCE**

There was no correspondence.

### **9. NEW BUSINESS**

Discussion ensued regarding the Port Renfrew snow plow.

### **10. ADJOURNMENT**

**MOVED** by M. Hicks, **SECONDED** by D. Quigley,  
That the February 22, 2022 meeting be adjourned at 4:03.

**CARRIED**

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**CHAIR**

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**SECRETARY**