



Making a difference...together

MINUTES OF A MEETING OF THE Sticks Allison Water Local Service Committee, held Monday, February 13, 2023 at 9:30 a.m., In the Goldstream Meeting Room, 479 Island Highway, Victoria, BC

PRESENT: Committee Members: B. Russell (Chair); H. Schofield (Vice Chair); P. Brent (Electoral Area Director); J. Fenby

Staff: J. Dales, Senior Manager, Wastewater Infrastructure Operations; J. Marr, Acting Senior Manager, Infrastructure Engineering; J. Kelly, Manager, Capital Projects; C. Moch, Manager, Water Quality Operations; L. Xu, Manager, Finance Services (EP); T. Duthie, Manager, Administrative Services; M. Risvold, Committee and Administrative Clerk (Recorder)

REGRETS: M. Menyhart

EP = Electronic Participation

The meeting was called to order at 9:31.

1. ELECTION OF CHAIR

The Senior Manager called for nominations for the position of Chair of the Sticks Allison Water Local Service Committee for the term ending December 31, 2023.

H. Schofield nominated B. Russell. B. Russell 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 B. Russell Chair of the Sticks Allison Water Local Service Committee for the term ending December 31, 2023 by acclamation.

2. ELECTION OF VICE CHAIR

The Chair called for nominations for the position of Vice Chair of the Sticks Allison Water Local Service Committee for the term ending December 31, 2023.

B. Russell nominated H. Schofield. H. Schofield accepted the nomination.

The Chair called for nominations a second time.

The Chair called for nominations a third and final time.

Hearing no further nominations, H. Schofield was declared Vice Chair of the Sticks Allison Water Local Service Committee for the term ending December 31, 2023 by acclamation.

3. APPROVAL OF AGENDA

The following items were added to the agenda:

- Sticks Allison service connection oversight
- August 29, 2022 email correspondence to committee

MOVED by H. Schofield, **SECONDED** by J. Fenby,
That the agenda be approved as amended.

CARRIED

4. ADOPTION OF MINUTES

Item 8.2 was amended to read:

“Staff advised there is a lack of space to include more information and will attempt to fix the readability. An asterisk with further detail will be included on the next tax insert.”

MOVED by H. Schofield, **SECONDED** by J. Fenby,
That the minutes of the November 24, 2022 meeting be adopted as amended.

CARRIED

5. CHAIR’S REMARKS

The Chair made the following remarks:

- Appreciates the efforts towards water conservation
- Shared concerns regarding the challenged aquifer
- Concern regarding surrounding private wells
- Increased use of water
- Requested more information regarding bylaw enforcement

Discussion ensued regarding sharing capital costs and grant funding.

The committee spoke further to item 6.1 of the November 24, 2022 minutes regarding capital project 24-01 Source Water Surveillance. The following comments were provided from the committee:

- There is no regulatory or compliance requirement
- The system user’s response to a drop in the well level, due to the data logger, is going to be the same and users will not change their habits
- Feels the project would only speed up finding leaks by a few days

6. SENIOR MANAGER’S REPORT

J. Dales provided the following updates:

- November 14, 2022 heavy metal testing and brief water outage – staff met with the operations field supervisor and made amendments to the standard operating procedure (SOP) to monitor pressure within the system.
- Sticks Allison service connection oversight – staff will provide an update to the committee via email.
- Update on water conservation bylaw – will be discussed under agenda item 8.3.
- August 29, 2022 email correspondence to Committee.
- Hydrant maintenance – there is a meeting set up with the South Island Fire Department to review the standpipe connections and committee members are able to attend.

Staff responded to a question from the committee regarding the frequency of water meter readings. Staff confirmed the pumphouse meter is read monthly and individual property meters are read every three months.

7. PRESENTATIONS/DELEGATIONS

There were none.

8. COMMITTEE BUSINESS

8.1. Presentation – Sticks Allison Water Local Service Committee Orientation

Staff provided the presentation and responded to questions regarding:

- The frequency of bacteriological testing. Staff advised the testing is completed monthly as required through the *British Columbia Drinking Water Protection Act*.
- Steps that would be taken in the event of bacteriological contamination. Staff advised an immediate resample and discussion with the regulator, Island Health (IH), would take place to determine immediate actions required. If a boil water advisory (BWA) was necessary, the notice would be issued immediately. Notices for Sticks Allison are posted the following ways:
 - Door to door
 - Sandwich boards
 - CRD website
 - IH website
 - Public Advisory Notification System (PANS) notifications sent online, via text message, and email

Staff responded to questions regarding the possibility of an informal mid-winter update on overall water consumption since this is otherwise only provided once a year in the annual report.

Committee members noted that a property adjacent to the water system's well is for sale and therefore that currently inactive well could see possible substantial use going forward.

Discussion ensued regarding grants.

The committee thanked staff for the thorough overview.

8.2. Project and Operations Update

Staff provided the capital project and operational updates.

8.3. Referral From Electoral Areas Committee – Electoral Areas Water Conservation Bylaw No. 1, 2022 (Bylaw No. 4492)

Input from the Committee received:

- Would like the following words added to page 41(b)(i): Decks, patios and tennis courts
- Happy to see item 5(e).
- Glad to see the bylaw, feels there needs to be a formal system and appreciates the efforts.

- The bylaw needs to include a restriction on residents filling their rain tanks with our system water. This has been witnessed more than once in the Sticks Allison system area during the driest months.
- This new bylaw being "complaint driven" renders it somewhat ineffectual, since water usage cannot usually be detected without trespassing due to the nature of the houses and gardens being set far back from the road amid trees.
- This new bylaw needs to be effectively communicated to the stakeholders. The Committee suggested that an explanatory and educational note be added to one or more billing mailouts as well as sandwich board notifications and other methods of communications.

9. MEETING SCHEDULE

Regular meetings of the Sticks Allison Water Local Service Committee shall be held in the Goldstream Conference Room, 479 Island Highway, Victoria, BC on Monday, February 13, Monday, June 19 and a date to be determined in November to approve the Operating and Capital Budget. Meetings will commence at 9:30 am unless otherwise determined.

10. CORRESPONDENCE

There was none.

11. NEW BUSINESS

The Chair thanked staff for the meeting and noted it is great Sticks Allison has a service. The Chair shared concerns regarding decreased rainfall and more residents having dogs which contribute to increased water use. The committee added they are feeling extreme pressure for water usage as well as financial pressure.

12. ADJOURNMENT

MOVED by H. Schofield, **SECONDED** by J. Fenby,
That the February 13, 2023 meeting be adjourned at 11:08.

CARRIED

CHAIR

SECRETARY