



Making a difference...together

**MINUTES OF A MEETING OF THE Sticks Allison Water Local Service Committee, held Monday, June 19, 2023 at 9:30 a.m., In the Goldstream Meeting Room, 479 Island Highway, Victoria, BC**

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**PRESENT: Committee Members:** B. Russell (Chair); H. Schofield (Vice Chair); C. Menyhart (EP); J. Fenby; P. Brent (EA Director)

**Staff:** J. Marr, Senior Manager, Infrastructure Engineering; D. Robson, Manager, Saanich Peninsula & Gulf Islands Operations; C. Moch, Manager, Water Quality; M. Risvold (Recorder)

**REGRETS:**

EP = Electronic Participation

The meeting was called to order at 9:31 am.

**1. APPROVAL OF AGENDA**

“Service connection issue” was added to Item 5 of the agenda.

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

**CARRIED**

**2. ADOPTION OF MINUTES**

The following amendments were made to the minutes.

Item 6: Staff confirmed the pumphouse meter is read monthly and individual property meters are read every three months.

Item 8.1: 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.

Item 8.3:

- 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.

**MOVED** by H. Schofield, **SECONDED** by J. Fenby,  
That the minutes of the February 13, 2023 meeting be adopted as amended.

**CARRIED**

### 3. CHAIR'S REMARKS

The Chair provided the following remarks:

"Thank you all for your efforts on behalf of the 37 users of SAWS (Sticks Allison Water Service).

1. Rainfall is down (Galiano Way measurements) from the 5-year average. We are grateful for the early notification of water conservation. Hopefully, having been advised, all users of the aquifer are conserving. We would like to hear further on the well levels and perhaps see this graphically as has been the past notices.
2. Our committee continues to oppose the proposed electronically monitoring of water levels from a distance expense as a SAWS expense. We feel this is technology to help the coordinator of all systems. Our impression is that the capital cost should be spread evenly through all the CRD supervised systems.
3. I ask that there be some communication from Jason with regard to Islands Trust Bylaws 283 and 284 of the matter of the exclusion of the Community Forest from these water conservation measures and ask Carmita and Jason to comment today.
4. I spoke with the acting fire chief 10 days ago. He had not heard from Jason Dales with regard to the issue of our fire hydrants. The 25,000-gallon steel tank and known end point pressure and size of the water line (is it 4" or 6") should be able to give an insurance underwriter a guideline as to how many gallons/minute the hydrant would produce. This factor seems to be one the underwriter needs to know before a favourable rate can be determined. We await further information on the matter.
5. Thanks to Lia for including the asterisk on the tax assessment notice explaining SAWS is a user funded system.

Respectfully, Brian Russell, MD, SAWS Chair"

### 4. PRESENTATIONS/DELEGATIONS

There were none.

### 5. SENIOR MANAGER'S REPORT

#### • Electoral Areas Water Conservation Bylaw No. 1, 2022 (Bylaw No. 4492) – Update

Staff advised the draft Water Conservation Bylaw was reviewed by the Electoral Areas Committee (EAC) and went to the Board for review and consideration. The Board approved the Bylaw, and it came into effect in May making water conservation measures mandatory. Inserts including information and Frequently Asked Questions will be included with the next quarterly water bills. There is an accompanying bylaw that allows CRD bylaw staff to issue fines if there is noncompliance.

- **Service Connection Issue**

Staff advised there is no update at this time. Staff stated the connection issue falls under the Freedom of Information and Protection of Privacy Policy. Any conversation regarding individual property is required to be discussed in a closed meeting. Staff will provide an update to the committee and Electoral Area Director in the coming weeks.

Staff responded to questions from the committee:

- How many gallons per minute (gpm) can be produced by a four-inch hose to fill a canvas reservoir that firetrucks draw from. Staff advised there is a device that can test the flow of the hydrant to determine the hydrant's capacity. Staff noted there is water usage and a cost associated with conducting the test.
- If flow testing can take place when the on-island operator opens the hose. Staff advised it can potentially be looked at; however, other parts of the system need to be monitored while conducting flow testing. A standard operating procedure (SOP) has been enacted to prevent too much flow which can result in other impacts to the system. Staff noted operators are traveling to the island this coming week for preventative maintenance.

## **6. COMMITTEE BUSINESS**

### **6.1. 2022 Annual Report**

D. Robson spoke to Item 6.1.

Staff responded to the following questions:

- Whether the Sticks Allison Water Service can hire a 50% funded student to check connections under the supervision of CRD staff to assist with locating leaks. Staff advised it is unlikely due to the skillset needed for leak detection. Specialized equipment is needed to determine where the water leak is believed to be. Skilled labour and specific equipment are needed, noting there is planning in place for a leak detection effort. Staff advised it is costly to send staff and equipment to the island.
- The drop in non-revenue water from the previous year. Staff advised the reduction in non-revenue water from the previous year is a direct result from the leak repair. Staff are evaluating where the non-revenue water is and is attributing it to water system leaks. Financial and environmental components need to be considered.
- Manganese levels. Staff advised the level is not high. At the end of the system, the water does not move very quick which can cause accumulation. Proactive spot flushing is done to maintain water quality.
- Routine flushing resulting in water loss. Staff advised more water was flowed than what is typically used. As more water is flowed, water pressure is impacted within the system. A flow meter and pressure gage have been installed so operators are able to maintain pressure.

**6.2. Project and Operations Update**

D. Robson spoke to Item 6.2.

Staff confirmed the well meter is read monthly and residential meters are read quarterly for billing purposes. There are costs associated increasing the frequency of residential meter readings. The committee advised they would like CRD to receive residential meter readings monthly and store the data to monitor for leaks within the homeowner's property but does not want additional charges. Staff advised the SCADA system and reservoir levels are monitored, noting an adjustment or change indicates something is happening in the field. Staff would then enact leak detection procedures which include going to each individual meter on a reaction basis only to check for high water consumption.

**7. CORRESPONDENCE**

There was no correspondence.

**8. NEW BUSINESS**

The committee expressed concern regarding an Islands Trust Bylaw that may impact a community forest and aquifer. Discussion ensued.

**9. ADJOURNMENT**

**MOVED** by B. Russell, **SECONDED** by H. Schofield,  
That the June 19, 2023 meeting be adjourned at 10:32 am.

**CARRIED**

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**CHAIR**

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**SECRETARY**