



Making a difference...together

**Minutes of a Meeting of the Surfside Park Estates Water Service Committee
Held Friday, November 22, 2013 in the Main Conference Room, 479 Island Highway,
Victoria, BC**

PRESENT: **Committee Members:** D. Burrowes, S. Everts, W. Mulvin
 Staff: B. MacDonald, Manager, Financial Planning and Treasury, D. Robson,
 Manager, Saanich Peninsula and Gulf Islands Operations, T. Tanton, Senior
 Manager, Infrastructure Engineering; L. Siemens (recorder)
ABSENT: B. Rochet, Director D. Howe

The meeting was called to order at 11:05 am.

1. Approval of Agenda

MOVED by S. Everts, **SECONDED** by D. Burrowes,
That the agenda be approved as previously distributed.

CARRIED

2. Election of Chair

Nominations were called for Chair of the Surfside Park Estates Water Service Committee for a one-year term. D. Burrowes was nominated and agreed to stand. There were no further nominations. D. Burrowes was acclaimed as chair.

3. Adoption of Minutes of November 28, 2012

MOVED by W. Mulvin, **SECONDED** by S. Everts,
That the minutes of the meeting of November 28, 2012 be adopted as distributed.

CARRIED

4. 2014 Operating and Capital Budget

T. Tanton presented a written report and the 2013 operating and capital budget document.

MOVED by S. Everts, **SECONDED** by W. Mulvin,
That the Surfside Park Estates Water Service Committee recommend that the Capital Regional District Board:

1. Approve the 2014 operating and capital budget for the Surfside Park Estates Water Service as presented;
2. Approve 2014 Parcel Tax of \$326.11 and User Charge of \$953.30;
3. Balance the 2013 actual revenue and expense on the 2014 contingency; and

4. Transfer \$8,000 from the Capital Reserve Fund #1066 to finance a 2014 capital project to replace the Bowsprite main under Wood Dale.

CARRIED

5. New Business

A discussion took place on the status of fire hydrants in the service area. Staff will provide further information to the committee on fire hydrants.

A discussion took place on the Strategic Asset Management Plan (SAMP). Staff advised that the SAMP will be completed in 2014 and brought to the committee for review.

6. Adjournment

The meeting was adjourned at 12:00 pm.