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**Minutes of a Meeting of the Surfside Park Estates Water Service Committee
Held Tuesday, September 22, 2015 in the Main Conference Room, 479 Island Highway,
Victoria, BC**

PRESENT: **Committee Members:** S. Everts (C), B. Rochet W. Mulvin, L. Vallee, P. LeBlond, Alternate Southern Gulf Islands Regional Director (for D. Howe)
Staff: P. Dayton, Senior Financial Analyst, S. Mason, Manager, Water Engineering and Planning, D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations, M. Cowley, Senior Manager, Infrastructure Engineering; L. Siemens (recorder)
One member of the public

The meeting was called to order at 11 am.

1. Approval of Agenda

MOVED by L. Vallee, **SECONDED** by B. Rochet,
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. W. Mulvin was nominated and declined the nomination. L. Vallee was nominated and agreed to stand. There were no further nominations. L. Vallee was elected as chair of the Surfside Park Estates Water Service Committee.

3. Adoption of Minutes of October 9, 2014

MOVED by B. Rochet, **SECONDED** by W. Mulvin,
That the minutes of the meeting of October 9, 2014 be adopted as distributed.

CARRIED

4. 2016 Operating and Capital Budget

M. Cowley presented a written report and the 2016 Operating and Capital budget document.

Staff recommended, that in future years, to consider transferring surplus funds into the capital reserve fund instead of carrying them forward as revenues.

Staff advised that a staff report will be brought to the committee at a future meeting addressing transfer of funds to the capital reserve funds from closed capital projects.

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

1. Approve the 2016 operating and capital budget for the Surfside Park Estates Water Local Service as presented;
2. Approve the 2016 Parcel Tax of \$329.15 and User Charge of \$1,058.10 for the Surfside Park Estates water service; and
3. Carry \$2,890 forward as surplus revenue in 2016 and balance the 2015 actual revenue and expense on the 2015 transfer to the capital reserve fund.

CARRIED

5. New Business

Current watering restrictions were discussed. Staff advised that the restrictions may be removed after water levels have been monitored. Staff will inform the committee when voluntary watering restrictions can be lifted.

The committee discussed whether to consider getting information on proposed alternatives for user rate consumption charges. Based on the service area's low average water consumption, the committee decided to stay with a fixed fee user charge model.

6. Adjournment

The meeting was adjourned at 11:45 am.