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**Minutes of a Meeting of the Surfside Park Estates Water Service Committee  
Held Wednesday, October 5, 2016 in the Main Conference Room, 479 Island Highway,  
Victoria, BC**

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**PRESENT:**    **Committee Members:** L. Vallee (C), S. Everts, Alternate Southern Gulf Islands Regional Director P. LeBlond (for D. Howe)  
**Staff:** M. McCrank, Senior Manager, Infrastructure Operations, M. Cowley, Acting Senior Manager, Infrastructure Engineering, S. Mason, Manager, Water Engineering and Planning, D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations, Kyu-Chang Jo, Financial Analyst, L. Siemens (recorder)

**ABSENT:**    L. Mahady, J. Simmer

The meeting was called to order at 11:45 a.m.

**1.    Approval of Agenda**

The following item was added under New Business:

- Short Term Vacation Rentals and Air B&B's

**MOVED** by S. Everts, **SECONDED** by P. LeBlond,  
That the agenda be approved as amended.

**CARRIED**

**2.    Election of Chair**

M. McCrank called for nominations for chair of the Surfside Park Estates Water Service Committee for a one-year term. Su Everts was nominated and declined. Louis Vallee was nominated and agreed to stand. Nominations were called for two more times, and hearing none, Louis Vallee was acclaimed as chair.

**3.    Adoption of Minutes of September 22, 2015**

**MOVED** by S. Everts, **SECONDED** by P. LeBlond,  
That the minutes of September 22, 2015 be adopted as previously circulated.

**CARRIED**

**4.    2017 Operating and Capital Budget**

M. McCrank presented a written report and the 2017 Operating and Capital Budget committee review document.

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

1. Approve the 2017 operating and capital budget for the Surfside Park Estates Water Local Service as presented;
2. Approve the 2017 Parcel Tax Rate of \$329.15 and User Charge of \$1,058.10 for the Surfside Park Estates Water Service;
3. Balance the 2016 actual revenue and expense on the 2016 transfer to the capital reserve fund; and
4. Approve the proposed transfer of \$11,438 from the Capital Project Fund WSV185142 and \$6,963 from Capital Project Fund WLA 3088 to the Capital Reserve Fund.

**CARRIED**

**5. New Business**

The committee noted their concerns regarding Air B&B's and Short Term Rentals in the Surfside Park Estates water service area. Staff advised that, although water use is a committee and a staff concern, and as we are stakeholders in any land use decision, Islands Trust is the land use authority and land use concerns should be directed to them.

**6. Adjournment**

**MOVED** by L. Vallee, **SECONDED** by P. LeBlond,  
That the meeting be adjourned at 11:20 a.m.

**CARRIED**