



Making a difference...together

MINUTES OF A MEETING OF THE Surside Park Estates Water Service Committee, held Thursday, November 24, 2022 at 2:00 p.m., In the Goldstream Conference Room, 479 Island Highway, Victoria, BC

PRESENT: Committee Members: L. Vallee (Chair); P. Brent (Electoral Area Director); W. Mulvin (EP); R. Noyes (EP); K. Wall

Staff: J. Dales, Acting Senior Manager, Wastewater Infrastructure Operations; J. Marr, Acting Senior Manager, Infrastructure Engineering; J. Kelly, Manager, Capital Projects; D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations; L. Xu, Manager, Finance Services; M. Risvold, Committee and Administrative Clerk (recorder)

EP = Electronic Participation

The meeting was called to order at 2:00 p.m.

The Chair provided a territorial acknowledgement.

1. APPROVAL OF AGENDA

MOVED by P. Brent, **SECONDED** by K. Wall,
That the agenda be approved.

CARRIED

2. ADOPTION OF MINUTES

MOVED by K. Wall, **SECONDED** by P. Brent,
That the minutes of the June 30, 2022 meeting be adopted.

CARRIED

3. CHAIR'S REMARKS

The Chair thanked staff and the Committee for attending the meeting and for all the work done for the water system.

4. PRESENTATIONS/DELEGATIONS

There were none.

5. SENIOR MANAGER'S REPORT

J. Dales introduced himself and noted he looks forward to working with the Committee. He advised that the draft Water Conservation Bylaw will be available for the Committee to review in early 2023.

6. COMMITTEE BUSINESS

6.1. 2023 Operating and Capital Budget

J. Dales presented the report.

Staff responded to questions from the Committee.

Staff advised that they are always looking for grant opportunities. Staff noted it is beneficial to have projects on the capital plan in the event a grant becomes available, noting grant programs are very competitive due to all the applicants.

Staff advised that the water tank replacement, advising it is part of Capital Project 21-01 System Review. The System Review is carried forward from 2022 and the amount of \$25,000 should appear in the carry forward column of Appendix A.

Staff advised the dedicated on-island Manager of Operations, based on Salt Spring Island, will provide oversight of the Southern Gulf Islands and Salt Spring Islands Operations, enforce regulatory requirements for the service, workload management, capital project coordination and provide additional oversight for worker health and safety.

MOVED by K. Wall, **SECONDED** by P. Brent,
The Surfside Park Estates Water Service Committee:

1. Approves the 2023 Operating and Capital Budget as presented, and recommends that the 2022 actual surplus or deficit be balanced on the 2022 Reserve Funds transfer (CRF and/or ORF); and
2. Recommends that the Electoral Area Services Committee recommend that the CRD Board approve the 2023 Operating and Capital Budget and the five-year Financial Plan for the Surfside Park Estates Water Service as presented.

CARRIED

6.2. Project and Operations Update

J. Kelly provided the capital projects update.

Staff responded to a question regarding the system review, advising the tanks are being assessed for replacement and accessibility, primarily based on where existing water tanks are located. Significant leak detection took place and leaks have been located. Staff are preparing to have the leaks repaired, which is expected to take place in the coming week.

J. Dales provided the operational update.

7. CORRESPONDENCE

There was none.

8. NEW BUSINESS

The Committee asked if the totes used for water treatment chemicals can be given out or purchased to be reused instead of recycled. Staff will inquire if this is a possibility and provide information back to the Committee.

9. ADJOURNMENT

MOVED by K. Wall, **SECONDED** by K. Wall,
That the November 24, 2022 meeting be adjourned at 2:56 p.m.

CARRIED

CHAIR

SECRETARY