

MINUTES OF A SPECIAL MEETING OF THE Port Renfrew Utility Services Committee, held Tuesday, June 29, 2021 at 10:00 a.m., Goldstream Meeting Room, 479 Island Highway, Victoria, BC

PRESENT: **Members:** M. Hicks (Chair); D. Quigley (EP); C. Wellham

Staff: I. Jesney, Senior Manager, Infrastructure Engineering; J. Marr, Manager, Water Distribution & Planning; D. Dionne, Administrative Coordinator (Recorder)

NOT PRESENT: M. Tremblay

EP = Electronic Participation

The meeting was called to order at 10:00 a.m.

1. APPROVAL OF AGENDA

MOVED by D. Quigley, **SECONDED** by M. Hicks,
That the agenda be approved.

CARRIED

2. ELECTION OF CHAIR

I. Jesney called for nominations for the position of Chair of the Port Renfrew Utility Services Committee until December 31, 2021.

C. Wellham nominated M. Hicks, M. Hicks accepted the nomination.

I. Jesney called for nominations a second time.

I. Jesney called for nominations a third and final time.

Hearing no further nominations, I. Jesney declared M. Hicks Chair of the Port Renfrew Utility Services Committee until December 31, 2021 by acclamation.

3. PRESENTATIONS/DELEGATIONS

There were none.

4. SPECIAL MEETING BUSINESS

4.1. Amendment to Bylaw No. 1747 to Expand Port Renfrew Water Local Service Area

I. Jesney introduced the report summarizing the implications.

Discussion ensued and staff responded to questions from the Committee regarding:

- Total number of Single Family Equivalents (SFE) available after the service area expansion.
- How water usage is monitored and enforced for each SFE.

MOVED by D. Quigley, **SECONDED** by C. Wellham,

That the Port Renfrew Utility Services Committee recommends the Electoral Areas Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 4442, “1747, Port Renfrew Water Supply Local Service Establishment Bylaw No. 1, 1989, Amendment Bylaw No. 5, 2021”, be introduced and read a first, second, and a third time;
2. That Bylaw No. 4442 be referred to the Inspector of Municipalities for approval;
3. That Bylaw No. 4442 be referred to the Director of the Juan de Fuca Electoral Area for consent;
4. That prior to adoption of Bylaw No. 4442, staff be directed to register a restrictive covenant on the lands to be included in the service area, limiting the number of Single Family Equivalents that can be serviced on the property;
5. That Bylaw No. 4442 be referred to staff for an evaluation of consistency with the Regional Growth Strategy and that staff report back to the Regional Board through the Planning and Protective Services Committee.

CARRIED

5. CORRESPONDENCE

5.1. MSR Solutions Inc., May 11, 2021 - Water Service to serve a 23 Lot Subdivision at 6545 Cerantes Road

I. Jesney introduced the correspondence from MSR Solutions Inc. and noted the subdivision location on the map contained on page 10 of the agenda package. He stated that staff are seeking direction from the Committee on whether it would like to proceed with this request for inclusion in the Port Renfrew Water Local Service Area.

Discussion ensued and staff responded to questions from the Committee regarding:

- The process for including this request in the Port Renfrew Water Local Service Area.
- Monies received from SFE rates being added to the Port Renfrew Water Local Service Area annual capital budget for future use.
- The benefit of adding SFE's to the Port Renfrew area.

MOVED by M. Hicks, **SECONDED** by D. Quiggley,

That the Port Renfrew Utility Services Committee receive the correspondence for information and direct staff to prepare a report regarding the inclusion of the parcel at 6545 Cerantes Road in the Port Renfrew Water Local Service Area.

CARRIED

MOVED by D. Quiggley, **SECONDED** by C. Wellham,

That the Port Renfrew Utility Services Committee raise the Single Family Equivalent rate from \$8,000 to \$10,000 for those developments that are not currently in-stream, effective immediately.

CARRIED

6. ADJOURNMENT

The meeting adjourned at 10:34 a.m.

CHAIR

SECRETARY