



Making a difference...together

MINUTES OF A MEETING OF THE Sticks Allison Water Local Service Committee, held Tuesday, October 26, 2021 at 1:30 p.m., in the Goldstream Conference Room, 479 Island Highway Victoria, BC

PRESENT: **Committee Members:** B. Russell (Chair); C. Menyhart; J. Fenby; G. Menyhart (EP); P. Brent (EP); Doug Knight (guest with G. Menyhart - EP)
Staff: M. McCrank, Senior Manager, Wastewater Infrastructure Operations; D. Puskas, Manager, Capital Projects; L. Xu, Senior Financial Advisor, Financial Services; D. Dionne, Administrative Coordinator (recorder); M. Risvold, Committee and Administrative Clerk
REGRETS: D. Howe, Southern Gulf Islands Electoral Area Director

Also In Attendance: Doug Knight

EP = Electronic Participation

The meeting was called to order at 1:32 pm.

1. ELECTION OF CHAIR

M. McCrank called for nominations for the position of Chair of the Sticks Allison Water Local Service Committee for a one year term.

C. Menyhart nominated Brian Russell. Brian Russell accepted the nomination.

M. McCrank called for nominations a second time.

M. McCrank called for nominations a third and final time.

Hearing no further nominations, M. McCrank declared Brian Russell Chair of the Sticks Allison Water Local Service Committee for a one year term by acclamation.

2. APPROVAL OF AGENDA

MOVED by P. Brent, **SECONDED** by C. Menyhart,
That the agenda be approved.

CARRIED

3. ADOPTION OF MINUTES

MOVED by P. Brent, **SECONDED** by C. Menyhart,
That the minutes of the following meetings be adopted:

- November 24, 2020 Annual General Meeting
- November 24, 2020 Budget Meeting

CARRIED

4. CHAIR'S REMARKS

The Chair made the following remarks, discussion ensued and staff responded to the questions:

- Requested progress updates on the leaks from last winter at Galiano Way and Sticks Allison West. Staff advised the leak at Sticks Allison Road was a main point for the rate increase of 22%.
- Requested more communication from the Capital Regional District (CRD). Staff advised the communication between staff and the Committee is consistent throughout all services, further communication is made when there are any abnormalities.

- Rate increase going forward, and budget for aquifer study. Staff will review a previous report and contact Islands Trust for background information in relation to a study being conducted on the Gulf Islands to assess whether the aquifer impact study is feasible going forward.
- Capital Reserve Fund, the reason for and life expectancy. Staff advised that it is up to the Committee on how they would like to handle debt. Elector approval by referendum is required to borrow money. Building up the Capital Reserve to pay for referendum, or using the alternative approval process (AAP).
- Concern around coliforms and manganese found in the report. Staff advised there were no coliforms or E.coli detected in the treated water, coliforms in the raw water could be due to heavy rains. Well and well pump inspection is scheduled for 2022. Current levels of iron and manganese are within aesthetic and Health Canada ranges, a flushing routine is completed in extreme times. Staff will review the state of the well and determine whether a seal needs to be put in around it.
- Confidentiality notice in email correspondence. Staff advised the standard confidentiality notice on the bottom of emails from staff is regarding the unlikely event the email is received by the unintended recipient.
- Annual General Meetings (AGM). Staff advised the need for AGM's going forward is currently under review. When CRD took over from the Improvement District, AGM's continued. The annual report will continue to be produced and will include the financial report from previous year.
- Requested confirmation as to whether there is an easement on properties to access wells. Staff will follow up with CRD Real Estate to obtain further information regarding easements across properties. Follow-up information will be provided back to the Committee.
- Excess consumption fees. Staff advised if the Committee recommends changing the fee structure on the variable consumption side, it can be done. It will not generate more revenue for the sale of water, but may help with conservation.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. COMMITTEE BUSINESS

6.1. Sticks Allison Water Local Service 2022 Operating and Capital Budget

M. McCrank and D. Puskas introduced the report and provided an overview of the key budget factors influencing the 2022 Operating and Capital Budget.

M. McCrank informed the Committee on the storage tank Level Indicator Transmitter (LIT). The tank has overflowed in the past for multiple days without staff knowing as there was no alarm. The level indicator is to address the concern and stop the overflow of water. Director Howe provided approval for Community Works Funds (CWF) in the amount of \$3,500 for the level indicator. The back-up generator is a five kilowatt portable generator that runs on gasoline, CRD electrician is working with BC Hydro to install the connection. The generator will be housed in a shed outside of the water treatment plant. CRD staff will be maintaining it, ensuring it stays running when needed. Due to recent weather patterns and events deriving from the weather, it was deemed high priority. Director Howe committed to \$12,000 CWF for this project.

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

- The fees structure. Staff advised this service is entirely funded by the homes within Sticks Allison, and when you are within the water service you are able to hook up to the water service however unable to install a well.
- One operator responsible for operating the generator.
- Parcel tax and user charge increase. Staff advised a main reason for this is due to carrying over an \$11,000 deficit from 2021.
- The committee discussed postponing the Aquifer Impact Study (22-02), budgeted for \$5,000, indefinitely, pending the Islands Trust Aquifer Study results.

MOVED by G. Menyhart, **SECONDED** by J. Fenby,
That the Sticks Allison Water Local Service Committee:

1. Approve the 2022 Operating and Capital Budget as presented, and recommend that the 2021 actual surplus or deficit be carried forward to 2022 budget; and,
2. Amend Excess Consumption Fee for metered water use per service connection in excess of 110 (from 136) cubic meters per three months: \$5.00 (from \$2.20) per cubic meter effective as of January 1, 2022.
3. Recommends that the Electoral Areas Committee recommend that the CRD Board approve the 2022 Operating and Capital Budget and the five-year Financial Plan for the Sticks Allison Water Service as presented and approve amending the water consumption fee.

CARRIED

7. NEW BUSINESS

M. McCrank informed the Committee of the expiring member terms on the Sticks Allison Water Local Service Committee for October 31, 2021.

8. ADJOURNMENT

MOVED by J. Fenby, **SECONDED** by C. Menyhart,
That the October 26, 2021 meeting be adjourned at 3:00 pm.

CARRIED

CHAIR

SECRETARY