

Meeting Minutes

Surfside Park Estates Water Service Committee

Thursday, October 23, 2025

2:00 PM

Goldstream Conference Room
479 Island Hwy
Victoria BC V9B 1H7

PRESENT:

L. Vallee (Chair), K. Wall (Vice Chair), P. Brent (EA Director), W. Mulvin (EP)

STAFF: J. Starke, Senior Manager, Southern Gulf Islands Administration; D. Robson, Manager, Saanich Peninsula Gulf Island Operations; J. Kelly, Manger, IWS Capital Projects; L. Xu, Manager, Local Services and Corporate Grants; M. Lagoa, Deputy Corporate Officer (EP); M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

The meeting was called to order at 2:00 pm.

1. Territorial Acknowledgement

P. Brent provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by K. Wall, SECONDED by P. Brent,
That the agenda for the Surfside Park Estates Water Service Committee meeting
of October 23, 2025 be approved.
CARRIED**

3. Adoption of Minutes

3.1. [25-1140](#) Minutes of the Surfside Park Estates Water Service Committee meeting of June 26, 2025

**MOVED by P. Brent, SECONDED by K. Wall,
That the minutes of the Surfside Park Estates Water Service Committee meeting
of June 26, 2025 be adopted as circulated.
CARRIED**

4. Chair's Remarks

Chair Vallee thanked staff for their work to distribute and administer the recent petition to authorize a loan for system repairs.

5. Presentations/Delegations

There were no presentations or delegations.

6. Commission Business

6.1. [25-1139](#) Senior Manager's Verbal Update

D. Robson presented Item 6.1. for information. Staff advised that the minimum requirements for the petition to authorize a loan to complete water system repairs were not satisfied, therefore the loan will not be authorized. A communication plan is being created to share the results with the community.

Discussion ensued regarding:

- options to best convey information to the community
- alternative methods to achieve necessary system repairs
- issues with filter media sticking to the tank wall have been reported and staff are working to mitigate future issues

6.2. [25-1040](#) Surfside Park Estates Water Service 2026 Operating and Capital Budget

L. Xu presented Item 6.2.

Discussion ensued regarding:

- amending the budget is necessary as the debt will not be incurred
- building capital reserves in order to reduce potential borrowing in the future

MOVED by L. Vallee, SECONDED by P. Brent,

That the Surfside Park Estates Water Service Committee recommends that the Electoral Areas Committee recommend to the Capital Regional District Board:

- 1. amend the Surfside Park Estates Water Service 2026 Operating Budget by
 - a. proposed Municipal Finance Authority (MFA) Debt servicing costs to be transferred to capital reserve fund in 2026 through 2030; and
 2. amend the Five-Year Financial Plan with the following changes:
 - a. 24-01 - change Debt to Grant and change 2026/2027 to 2027/2028;
 - b. 25-01 - change Debt to Grant and change 2026/2027 to 2027/2028; and**
- 3. approve the 2026 Operating and Capital Budget and the Five-Year Financial Plan for the Surfside Park Estates Water Service as amended.**

CARRIED

6.3. [25-1136](#) Capital Projects and Operational Update - October 2025

J. Kelly, D. Robson and S. Henderson presented Item 6.3. for information.

Discussion ensued regarding the introduction of support staff for committee administration moving forward.

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

MOVED by L. Vallee, **SECONDED** by K. Wall,
That the Surfside Park Estates Water Service Committee meeting of October 23,
2025 be adjourned at 3:05 pm.
CARRIED

Chair

Recorder