

## Meeting Minutes

### Surfside Park Estates Water Service Committee

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Thursday, March 6, 2025

9:30 AM

Goldstream Conference Room  
479 Island Hwy  
Victoria BC V9B 1H7

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**PRESENT:**

R. Fenton (on behalf of P. Brent, EA Director) (EP), L. Vallee, K. Wall

Staff: C. Moch, Manager, Water Quality; D. Robson, Manager, Saanich Peninsula Gulf Island Operations; N. Tokgoz, Manager, Water Distribution Engineering and Planning; M. Risvold, Administrative Secretary 3; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: P. Brent (EA Director), W. Mulvin

The meeting was called to order at 9:37 am.

#### 1. Territorial Acknowledgement

D. Robson provided a Territorial Acknowledgement.

#### 2. Election of Chair

D. Robson called for nominations for the position of Chair of the Surfside Park Estates Water Service Committee for 2025.

K. Wall nominated L. Vallee. L. Vallee accepted the nomination.

D. Robson called for nominations a second and third time.

Hearing no further nominations, D. Robson declared Louis Vallee the Chair of the Surfside Park Estates Water Service Committee for 2025 by acclamation.

#### 3. Election of Vice Chair

Chair Vallee called for nominations for the position of Vice Chair of the Surfside Park Estates Water Service Committee for 2025.

Chair Vallee nominated K. Wall. K. Wall accepted the nomination.

Chair Vallee called for nominations a second and third time.

Hearing no further nominations, Chair Vallee declared Ken Wall the Vice Chair of the Surfside Park Estates Water Service Committee for 2025 by acclamation.

#### 4. Approval of Agenda

MOVED by K. Wall, SECONDED by R. Fenton

That the agenda of the Surfside Park Estates Water Service Committee meeting of March 6, 2025 be approved as amended with the addition of the following items:

- 10.1. Clarification of Capital Project Funding Mechanism
- 10.2. Project Priorities
- 10.3 Flagging Water Meters
- 10.4 Filter Replacements
- 10.5 Leaks

CARRIED

#### 5. Adoption of Minutes

- 5.1. [25-0227](#) Minutes of the Surfside Park Estates Water Service Committee of October 31, 2024

MOVED by K. Wall, SECONDED by L. Vallee,

That the minutes of Surfside Park Estates Water Service Committee meeting of October 31, 2024 be adopted as circulated.

CARRIED

#### 6. Chair's Remarks

The Chair thanked Alternate Director Fenton for attending the meeting.

#### 7. Presentations/Delegations

There were no presentations or delegations.

#### 8. Commission Business

- 8.1. [25-0229](#) Senior Manager's Verbal Update

D. Robson presented Item 8.1. for information and provided the following updates:

- CRD Evolves and related staff support changes for the committee
- implementation of a new stage four water restriction
- installation of water conservation signage

Discussion ensued regarding:

- determination of water conservation level and related communication

- 8.2. [25-0216](#) Capital Projects and Operational Update - March 2025

D. Robson and N. Tokgoz presented Item 8.2. for information.

Discussion ensued regarding:

- funding mechanism for required water system improvements
- community awareness and engagement
- ongoing water leaks and leak detection efforts

MOVED by L. Vallee, SECONDED by K. Wall,  
"That the Surfside Park Estates Water Service Committee request staff present a report at the next meeting that outlines the following:  
- the proposed path forward to carry out water system improvements in future years;  
- the amount of borrowing required through a loan authorization bylaw; and  
- options for obtaining elector approval for the loan (petition or alternative approval process)."  
CARRIED

## 9. Notice(s) of Motion

There were no notice(s) of motion.

## 10. New Business

### 10.1. Clarification of Capital Project Funding Mechanism

Chair Vallee noted that this topic was discussed under Item 8.2.

### 10.2. Project Priorities

Chair Vallee noted that this topic was discussed under Item 8.2.

### 10.3. Flagging Water Meters

Chair Vallee noted that recent snowfall and cold weather led to leaks. Locating water meters in the snow was a challenge as the markings on the pavement were covered. A request was made for a small flag for each meter.

D. Robson stated that staff have field descriptors and GPS to help locate the meters. A flag for each meter would be expensive and difficult to maintain. Staff typically only flag the meters which are difficult to locate.

### 10.4. Filter Replacements

Chair Vallee requested information on the water system filter replacements.

D. Robson provided a description of filter types and replacement schedules.

### 10.5. Leaks

Chair Vallee noted that recent leaks have impacted the water system.

D. Robson noted that staff were recently deployed for emergency repairs. There are a number of additional locations which have been identified for ongoing repairs and maintenance.

## 11. Adjournment

MOVED by L. Vallee, SECONDED by K. Wall,  
That the Surfside Park Estates Water Service Committee meeting of March 6,  
2025 be adjourned at 10:53 am.  
CARRIED

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Chair

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Recorder