



Making a difference...together

**MINUTES OF A MEETING OF THE Lyall Harbour Boot Cove Water Local Service Committee, held Thursday, March 7, 2024 at 9:30 a.m., In the Goldstream Conference Room, 479 Island Highway, Victoria, BC**

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**PRESENT: Commissioners:** A. Olsen (Chair); J. Money (Vice Chair); P. Brent (EA Director); J. Crerar; I. Rowe (EP)

**Staff:** D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations; J. Dales, Senior Manager, Wastewater Infrastructure Operations; N. Tokgoz, Manager, Water Distribution Engineering and Planning; J. Kelly, Manager, Capital Projects; L. Hardiman, Manager, Asset Management; S. Henderson, Senior Manager, Real Estate and Southern Gulf Islands Administration; C. Moch, Manager, Water Quality; M. Risvold (Recorder)

**REGRETS:** T. McLeod

EP = Electronic Participation

The meeting was called to order at 9:30 am.

## **1. ELECTION OF CHAIR**

The Senior Manager called for nominations for the position of Chair of the Lyall Harbour/Boot Cove Water Local Service Committee for the term ending December 31, 2024.

J. Crerar nominated A. Olsen. A. Olsen accepted the nomination.

The Senior Manager called for nominations a second time.

The Senior Manager called for nominations a third and final time.

Hearing no further nominations, the Senior Manager declared A. Olsen Chair of the Lyall Harbour/Boot Cove Water Local Service Committee for the term ending December 31, 2024, by acclamation.

## **2. ELECTION OF VICE CHAIR**

The Chair called for nominations for the position of Vice Chair of the Lyall Harbour/Boot Cove Water Local Service Committee for the term ending December 31, 2024.

J. Crerar nominated J. Money. J. Money accepted the nomination.

The Chair called for nominations a second time.

The Chair called for nominations a third and final time.

Hearing no further nominations, the Chair declared J. Money Vice Chair of the Lyall Harbour/Boot Cove Water Local Service Committee for the term ending December 31, 2024, by acclamation.

### 3. APPROVAL OF AGENDA

**MOVED** by J. Money, **SECONDED** by J. Crerar,  
That the agenda be approved.

**CARRIED**

The committee asked if members of the public can join and participate in committee meetings. Staff advised there are not currently any vacancies on the committee, however, when a vacancy comes available, the Capital Regional District (CRD) will accept nominations for a qualified person. Committee vacancies will be posted locally for 30 days. Staff noted that members of the public are welcome to attend and observe committee meetings but are unable to participate or ask questions.

### 4. ADOPTION OF MINUTES

**MOVED** by J. Money, **SECONDED** by J. Crerar,  
That the minutes of the November 14, 2023 Lyall Harbour Boot Cove Water Local Service Committee meeting be adopted.

**CARRIED**

### 5. CHAIR'S REMARKS

The Chair thanked J. Crerar for her service and for her tenure as Chair.

The committee advised they attended an information session on dam safety which was very informative and well received by the community.

### 6. SENIOR MANAGER'S UPDATE

**Groundwater well update:** Progress is being made regarding entering an agreement with Natures Trust. Necessary parties have signed the required documents and CRD now has ownership of the well. A process will be established regarding the use of the well.

**Money Lake road paving:** Discussions are continuing with the Ministry of Transportation and Infrastructure (MoTI). MoTI has proposed potentially using a recycled asphalt instead of chip-sealing. CRD is working with MoTI to determine the impacts to Money Lake.

**Culvert upgrade:** CRD is working with MoTI for the culvert upgrade at the upper treatment plant. A design consultant has provided a quote and staff are looking at further negotiating the scope with MoTI.

**Turbidity meter pilot project:** The turbidity meter was installed in November 2023; data is being collected and monitored in parallel with the existing turbidity meter's data. Data will continue to be monitored throughout the wet season and the upcoming summer. A data comparison and recommendation will be provided to Island Health by the end of 2024.

**Boil water advisory (BWA) update:** The system is being monitored closely and turbidity has been consistently dropping. Staff have developed a BWA exit strategy for the service. Operational maintenance has been completed and includes flushing and cleaning of the intake, the surge tank, seepage pits and the main line from the upper treatment building to the lower treatment building. The exit strategy requires two bacteriological tests that are at least 24 hours apart and will be implemented next week.

Discussion ensued regarding:

- Separating well testing to complete it in phases
- Cost control and well monitoring
- Water quality testing
- Well study budget review and consideration
- Funding for paving near Money Lake
- Potential interference with turbidity readings

## **7. PRESENTATIONS/DELEGATIONS**

There were none.

## **8. COMMITTEE BUSINESS**

### **8.1. Project and Operations Update**

Staff provided a capital projects and operational update.

Staff advised work on the Boot Cove pressure regulating valve (PRV) is planned for March 19. The work will require a water interruption for a portion of the system. It is anticipated a water outage will occur for a couple of hours, but the notice will advise there will be an interruption for the entire day. Staff asked the committee to advise staff if there are any community conflicts with that scheduled date. The public will be notified through the CRD website, notifications placed on community boards, and through the committee.

Discussion ensued with staff responding to the following questions:

- Funding requested for the alternative approval process (AAP)
- Debt servicing
- The need for a hydrogeologist prior to conducting
- Costs for new connections being fully funded by the requestor

### **8.2. Asset Replacement Report Card**

S. Henderson spoke to item 8.2.

Staff responded to a question from the committee regarding the life expectancy of the water meters. Staff noted that assets can go beyond their useful life, aging assets can still operate but will depend on level of service and expectations of the asset.

### **8.3. Water Usage Statistics**

N. Tokgoz spoke to item 8.3.

Discussion ensued regarding:

- Having a potential tiered rate structure
- Moving to a fee based system
- The potential for zone meters
- Leak adjustment policy in place
- Emergency response process for system leaks

**9. LYALL HARBOUR/BOOT COVE WATER LOCAL SERVICE COMMITTEE MEETING SCHEDULE**

Regular meetings of the Lyall Harbour/Boot Cove Water Local Service Committee shall be held in the Goldstream Conference Room, 479 Island Highway, Victoria, BC in March, June, and November to approve the Operating and Capital Budget.

**10. CORRESPONDENCE**

There was no correspondence.

**11. NEW BUSINESS**

There was no new business.

**12. ADJOURNMENT**

**MOVED** by A. Olsen, **SECONDED** by P. Brent,  
That the March 7, 2024 Lyall Harbour Boot Cove Water Local Service Committee meeting be adjourned at 10:30 am.

**CARRIED**

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**CHAIR**

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**SECRETARY**