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LYALL HARBOUR/BOOT COVE WATER LOCAL SERVICE COMMITTEE Notice of Meeting on **Thursday, February 24, 2022 at 9:30 a.m.** Goldstream Conference Room, 479 Island Highway, Victoria, BC

For members of the **public who wish to listen to the meeting** via telephone please call **1-833-353-8610** and enter the **Participant Code 1911461 followed by #**. You will not be heard in the meeting room but will be able to listen to the proceedings.

D. Howe, Electoral Area Director J. Crerar J. Money
A. Olsen I. Rowe J. Sabre-Makofka

AGENDA

- 1. ELECTION OF CHAIR**
Pursuant to Section 5 Bylaw No. 1875
Election conducted by Joseph Marr, Acting Senior Manager, Infrastructure Engineering
- 2. APPROVAL OF AGENDA**
Recommendation: That the agenda be approved.
- 3. ADOPTION OF MINUTES2**
Recommendation: That the minutes of the October 25, 2021 meeting be adopted.
- 4. CHAIR’S REMARKS**
- 5. PRESENTATIONS/DELEGATIONS**
Due to limited seating capacity this meeting will be held by without the public present. A phone in number is provided above that will allow the public to listen to the meeting.
Presentation and Delegation requests can be made [online](#) or complete this [printable form](#) (PDF).
Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.
- 6. SENIOR MANAGER’S REPORT**
 - 6.1. 2022 Committee Schedule**
- 7. COMMITTEE BUSINESS**
 - 7.1. Project and Operations Update.....5**
Recommendation: That the Lyall Harbour/Boot Cove Water Local Service Committee receives this report for information.
- 8. CORRESPONDENCE**
- 9. NEW BUSINESS**
- 10. ADJOURNMENT**

Next Meeting: Thursday, June 30, 2022

*To ensure quorum, advise **Mikayla Risvold 250.474.9518** if you cannot attend.*



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MINUTES OF A MEETING OF THE Lyall Harbour/Boot Cove Water Local Service Committee, held Monday, October 25, 2021 at 9:30 a.m., Goldstream Conference Room, 479 Island Highway Victoria, BC

PRESENT: Committee Members: J. Crerar (Chair); J. Money; P. Brent (EP); M. Fry (EP - 9:46am); I. Rowe (EP); J. Sabre-Makofka (EP - 10:26 am)
Staff: I. Jesney, Senior Manager, Infrastructure Engineering; M. McCrank, Senior Manager, Wastewater Infrastructure Operations; 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

EP = Electronic Participation

The meeting was called to order at 9:31 am.

1. ELECTION OF CHAIR

I. Jesney called for nominations for the position of Chair of the Lyall Harbour/Boot Cove Water Local Service Committee for a one year term.

I. Rowe nominated Jeanne Crerar, Jeanne Crerar 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 Jeanne Crerar Chair of the Lyall Harbour/Boot Cove Water Local Service Committee for a one year term by acclamation.

2. APPROVAL OF AGENDA

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

CARRIED

3. ADOPTION OF MINUTES

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

- November 23, 2020 Annual General Meeting
- November 23, 2020 Budget Agenda

CARRIED

4. CHAIR'S REMARKS

The Chair discussed the several boil water advisories this year. Staff advised that they are doing everything possible to operate the system to be best of its ability and to keep community members informed.

**Lyll Harbour/Boot Cove Water Local Service
Committee Minutes – October 25, 2021**

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The Chair further stated that in 2020 there was some remediation of the infiltrator and staff provided a thorough verbal report addressing questions. The Chair extended the Committee's thanks to Director Howe for issuing a Community Works Fund grant and for making the water system a priority.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. COMMITTEE BUSINESS

6.1. Lyll Harbour/Boot Cove Water Service 2022 Operating and Capital Budget

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

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

- The lake turning over. Staff advised that the lake turns over when the temperature and density of the stratified lake changes, causing the cold water and nutrients to rise from the bottom. When nutrients are hit by sunlight, it generates algae blooms.
- Possible public referendum in 2023. Staff recommend an Alternate Approval Process (AAP) as it is less costly than a referendum.
- Staff confirmed that \$390,000 in Community Works Fund grant money was recently received.

MOVED by J. Money, **SECONDED** by M. Fry,

That the Lyll Harbour Boot Cove Water Local Service Committee:

1. Approve the 2022 Operating and Capital Budget as presented, and recommend that the actual 2021 deficit be balanced on a reduced transfer to the Capital Reserve Fund and revenue from the Operating Reserve Fund; and,
2. Recommends that the Electoral Areas Committee recommends that the CRD Board approve the 2022 Operating and Capital Budget and the five-year Financial Plan for the Lyll Harbour/Boot Cove Water Service as presented.

CARRIED

7. NEW BUSINESS

Staff responded to questions and comments from the Committee regarding:

- Short notice for the meeting and materials provided. Staff advised that they strive to provide the Committee with meeting materials a week prior to the meeting date, however staff are often unable to do so due to lack of resources and the large number of services provided to local service areas.
- Steps being taken to resolve the ongoing boil water advisories. Staff advised that there was a direct correlation with the installation of the turbidity analyzer to the boil water advisories issued, noting that the water is being analyzed for turbidity continuously.
- Water discolouration. Staff advised that this could be related to minerals in the water and that filtration would not remove colour.
- Possibility of utilizing the ozone plant. Staff advised that it couldn't be used as it is, it would have to be upgraded which is part of the Capital Plan.

- Analysis being conducted by University of Victoria (UVIC) professor. Staff advised that the CRD is working with UVIC to assess the correlation between the colour and turbidity of the water.

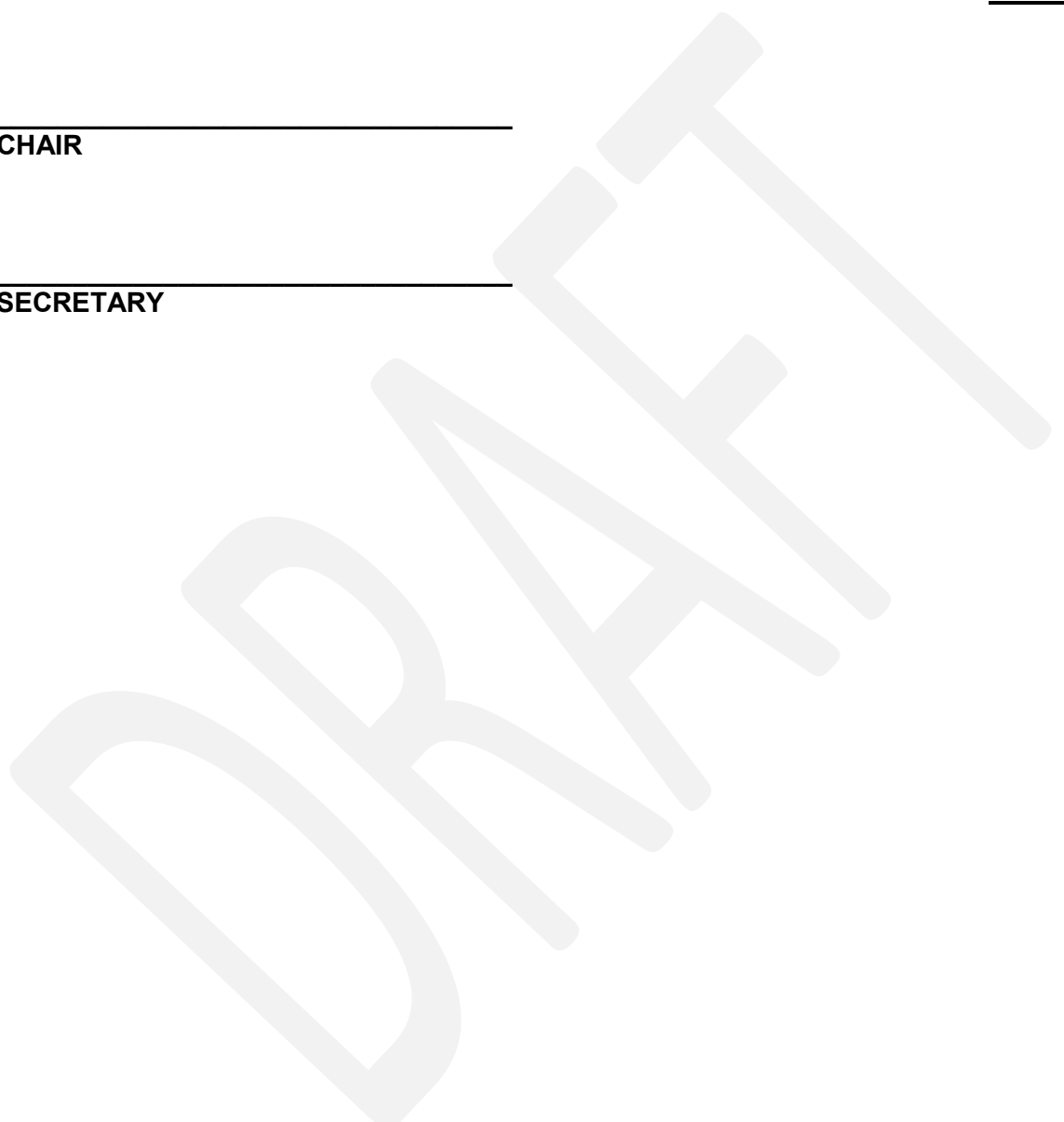
8. ADJOURNMENT

MOVED by P. Brent, **SECONDED** by J. Money,
That the October 25, 2021 meeting be adjourned at 10:58 am.

CARRIED

CHAIR

SECRETARY





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**REPORT TO LYALL HARBOUR/BOOT COVE WATER LOCAL SERVICE COMMITTEE
MEETING OF THURSDAY, FEBRUARY 24, 2022**

SUBJECT Capital Project Status Reports and Operational Updates – February 2022

ISSUE SUMMARY

To provide the Lyall Harbour/Boot Cove Water Local Service Committee with capital project status reports and operational updates.

BACKGROUND

The Lyall Harbour/Boot Cove Water System is located on the west side of Saturna Island in the Southern Gulf Islands Electoral Area and provides drinking water to approximately 153 customers. Capital Regional District (CRD) Integrated Water Services is responsible for the overall operation of the water system with day-to-day operation and maintenance, design and construction of water system facilities provided by the CRD Infrastructure Engineering and Operations Divisions. The quality of drinking water provided to customers in the Lyall Harbour/Boot Cove Water System is overseen by the CRD Water Quality Division.

CAPITAL PROJECT UPDATE

19-02 | Pressure Release Valve (PRV) Bypass Assembly Replacement

Project Description: Construct bypasses on the East Point, Narvaez and Boot Cove PRV stations to maintain system operation while the PRV's undergo maintenance.

Project Rationale: The inlet and outlet piping at the East Point, Narvaez and Boot Cove PRV stations are very corroded and there is no way to isolate the stations to replace or maintain the pressure reducing valves. It is proposed that new inlet and outlet piping be installed with 100mm gate valves and bypass piping so that customers are not without water when PRV's are being serviced.

Project Update and Milestones:

- Operations to undertake the works.
- Scheduling with other maintenance work likely to occur, currently scheduled for September 2022 unless an earlier opportunity is available.

22-02 | Dam Improvements & Regulatory Requirements

Project Description: Seismic reinforcement of Money Lake Dam based upon the 2016 Dam Safety Review. Includes seepage pit construction and Dam Safety Review.

Project Rationale: This is a continuation of project 18-03, where seismic reinforcement of the Money Lake Dam will commence. Funds are required to retain a contractor to undertake the works and retain a consultant to conduct the dam safety review.

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Capital Project Status Reports and Operational Updates – February 2022

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Project Update and Milestones:

- The Community Works Funds (CWF) were approved in 2021 for design work to start in 2022.
- Staff are currently engaging consultants to provide quotes for design and construction services.

Milestone	Completion Date
CWF Approval	October 10, 2021
Consultant RFP	February 23, 2022

OPERATIONAL UPDATE

This is an operational update reporting period from November 2021 through January 2022.

- November 2021 – Emergency response to significant weather event that occurred on November 14 and 15. Flooding damage occurred at the upper treatment building and significant washout on Harris Road resulted in the Service’s 100mm diameter raw water supply line being undermined and exposed. Washout also occurred at the upper treatment building exposing water and electrical infrastructure.
- Chlorine chemical feed pump relocated from inside the water treatment building to the chlorine day tank storage area due to health and safety concerns.
- System leak detection activities completed over several weeks as a result of low reservoir alarms due to high water demands. As a result, several leaks were identified to be on private side of the system.
- Water treatment plant filter media levels were inspected and augmented in all four filter vessels.
- December 9, 2021 site visit by CRD operational and water quality staff along with University of Victoria Civil Engineering Professor and Masters Student to review and discuss the logistics of the water quality sampling project to test and analyze the effects of colour that the raw and treated water has on turbidity.
- Ongoing weekly water sampling performed for analysis by the University of Victoria to determine the effects that water colour may have on turbidity measurements.
- Ongoing operational effort to optimize water treatment processes to address high turbidity (> 1 NTU nephelometric turbidity unit) in the treated water.

RECOMMENDATION

That the Lyall Harbour/Boot Cove Water Local Service Committee receives this report for information.

Submitted by:	Joseph Marr, P. Eng., Acting Senior Manager, Infrastructure Engineering
Submitted by:	Matthew McCrank, M.Sc., P.Eng., PMP., Senior Manager, Wastewater Infrastructure Operations
Concurrence:	Ted Robbins, B.Sc., C.Tech., General Manager, Integrated Water Services