

RURAL MUNICIPALITY OF VICTORIA  
WATER & SEWER MEETING  
TUESDAY SEP 5, 2023  
9am – OLD SCHOOL  
730 VICTORIA RD, VICTORIA

MINUTES

Committee members:

Chair, Councillor Jamie-Lee Brown  
Vice-Chair, Councillor Shelley Trainor  
Commission member Hilary Price

Regrets sent: Committee Member Pat Smith

Staff: CAO Anna Keenan

1. Call to Order

2. Approval of Agenda

*Vice-Chair Trainor moves to adopt the agenda as circulated. Hilary seconds. (0/2)*

3. Declaration of Conflict of Interest

*No conflicts of interest*

4. Approval of Minutes

- a. W&S Commission meeting July 18, 2023 - [Draft minutes available on RMV website](#)

*Commissioner Price moves to adopt the minutes as circulated.*

Vice-Chair Trainor abstains as she was absent.

*Chair Brown seconds. The minutes are approved (1/0, with one abstention.)*

5 Public Presentations – None

6. Business Arising from Minutes

- a. **Generators for Water supply and Wastewater treatment - to discuss & potentially accept bids received**

Discussion:

- The bid received from Bayside Generators, in response to the tender, would result in a total project cost higher than budgeted, after HST, propane installation, and tree removal are taken into account.
- However, the discussion noted the ability to move funds from the Causeway project, which is forecast to be under-budget, to the Generators project.
- The Generators project is a high priority to complete.
- There is ongoing uncertainty around the cost of the Wharf project, which may also come in under budget.

***Vice-Chair Trainor moves that the W&S commission accept the bid from Craig Lukanchuk of Bayside Generators & Installations Inc, of \$136k+HST  
Commissioner Price seconds. Approved unanimously (2/0).***

Commissioners discussed that this would also require approval from Council, as they assign funds from the capital budget.

**b. Causeway project - update on progress**

- The CCDC contract has been signed with Island Coastal, and we are now waiting for a construction schedule, after they complete procurement for equipment.

**c. Annual Financial Statements report to IRAC - update**

- The updated Financial Statements have been provided by the Auditor, and need to be submitted to IRAC.

**d. Wharf project - update on progress**

- DFO has reviewed the package from Stantec (they are required to approve any work on the wharf) and they have requested significant changes to the design, so it is a fully sealed package (to address sea-level rise) below the deck of the wharf, rather than a design that is raised above the 100-year sea-level-rise forecast, but which is not fully sealed.
- It is now looking less likely that the Wharf project can be completed this fall, though we are still trying, as closing early is the preference of the restaurants, rather than opening later in spring.
- Extra costs are being incurred by the municipality, as well as environmental spills and inconvenience to our operator, due to the delay from Stantec's side in mid-2023:
  - according to the contract, Stantec was meant to deliver an engineering package early in the year, but changes at the municipality slowed things down at first.
  - Once Anna was settled in, she started asking insistently for the design package from Stantec in May. However, it was only delivered in August.
  - Anna wants to discuss with Stantec what they will do, to make right for this delay and the environmental impacts, ideally supported by Martin or another Councillor experienced in negotiating costs.

**e. Status of past action points assigned to staff, including followup Action Points from the July sewage leak at the Wharf**

- CAO is reporting progress on these action points regularly to Council.
- Still outstanding and higher priority:
  - Setting up a meeting with Preston to our the W&S facilities
  - Certificate of insurance/approval for the Causeway project.

**7. New Business - None**

- **Thought - shifting to water & sewer billing on a 'per litre' use basis.**
  - Would need more information.

- But setting it up administratively would be very difficult.
- Note that restaurants pay for a full year of services, at 2.9x the residential rate, even though they are only open for 3-4 months per year.
- However, because for restaurants we pay for substantially more pumpouts and maintenance, perhaps a contribution to maintenance costs.
  - Engineering technologies require investigation - the tank at the restaurants was installed with a certain size/regularity of pumpouts in mind... we could look into the municipality sharing costs appropriately.

**Adjournment at 10am.**