

Victoria Water and Sewer Commission

Meeting Minutes

Thursday, October 27, 2022

10:00 AM Old School

Present:

Commissioners - Richard LaGrange (Chair), Cecil MacDonald, Murray McAvinn

Guests - Keith Dewar (CAO), Marsha Empson (Finance & Admin Assistant), Krista Flanagan via phone (Stantec Engineer)

1. Meeting called to order at 10:05am

2. Approval of Agenda

Motion moved to approve the agenda.

Motion moved by Murray McAvinn, motion seconded by Cecil MacDonald.

Motion carried unanimously (2 votes for, 0 against).

3. Conflict of Interest

1. None declared

4. Business Arising from Minutes

1. Wharf sewage infrastructure project - Stantec to draw up RFP to replace wharf sewage holding tank using existing route to lift station.

2. Water line over causeway – The Province is requiring that we have an engineer address work required to proceed with a permanent repair to the water main over the causeway. It was suggested that the conduit supporting the new pipe be oversized to accommodate possible future expansion of our system. Being an infrastructure improvement, the project would be eligible for funding through the Gas Tax.

Motion moved to approve hiring Stantec as engineers to address causeway water main repairs.

Motion moved by Cecil MacDonald, motion seconded by Murray McAvinn.

Motion carried unanimously (2 votes for, 0 against).

3. IRAC submission – Rate increase application is complete and ready to be submitted to IRAC. CAO recommended that water & sewer commission suggest to new council to do a study on sustainability of the water & sewer commission.

Motion moved to approve the submission of a rate increase (15% water & sewer) application to IRAC.

Motion moved by Cecil MacDonald, motion seconded by Murray McAvinn.

Motion carried unanimously (2 votes for, 0 against).

4. Water and Sewer Operator agreement renewal – deferred. CAO to review contract and discuss with Preston Silliker.

Action Item – CAO to review water and sewer operator contract and discuss with Preston Silliker.

5. New Business

1. Review financial information – it was questioned why operator costs were split out, explained that that's how it's billed out to the municipality and is to keep water and sewer costs separate.

Action item – provide a copy of operator bill for review at next water and sewer meeting.

Action item – consider process for notifying residents of balance due.

Action item – consider if water meter asset value should be written off, along with other assets not being used.

2. Follow up from Hurricane Fiona – discussions surrounding the generator at the lift station and key access issues during the storm and immediately following. Tests complete for salt water complaints after water was restored to the municipality. Possible breach in system allowing salt water to enter lines. Recommended to keep lines pressurized at all times, finding breach could be difficult. Recommended prioritizing 3 phase generators. Recommended that operator perform tests monthly.

6. Adjournment – motion to adjourn made by Murray McAvinn at 12:06pm.