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**MINUTES OF A MEETING OF THE JUAN DE FUCA WATER DISTRIBUTION COMMISSION  
Held Tuesday, September 1, 2015, Goldstream Conference Room, 479 Island Highway**

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**PRESENT:**     **Commissioners:** B. Gramigna, J. Rogers, M. Hicks, G. Logan, G. Baird, K. Pearson, L. Szpak, W. Sifert  
                  **Staff:** T. Robbins, M. Cowley, S. Mason, I. Sander, M. Montague (Recorder)

The meeting was called to order at 12:00 pm.

**1. APPROVAL OF AGENDA**

The following items were added to the agenda:

- Verbal report on the Kemp Lake grant application;
- Millstream high pressure change status

**MOVED** by Commissioner Szpak and **SECONDED** by Commissioner Sifert,  
That the Juan de Fuca Water Distribution Commission approve the agenda as amended.

CARRIED

**2. ADOPTION OF MINUTES OF JUNE 2, 2015**

**MOVED** by Commissioner Szpak and **SECONDED** by Commissioner Rogers,  
That the Juan de Fuca Water Distribution Commission adopt the minutes of June 2, 2015 as distributed.

CARRIED

**3. CHAIR'S REMARKS**

The Chair introduced Malcolm Cowley, Senior Manager, Infrastructure Engineering, and welcomed him to the meeting. He noted that P. Sparanese had left the CRD at the end of August and M. Cowley was taking his place. T. Robbins will be overseeing the Infrastructure Operations division until a new Senior Manager is hired.

**4. PRESENTATIONS/DELEGATIONS**

Mr. Greg Mortimer, a resident on Citadel Place in Victoria, made a presentation pertaining to the water usage for his home.

**MOVED** by Commissioner Hicks and **SECONDED** by Commissioner Sifert,  
That the Juan de Fuca Water Distribution Commission reimburse the Mortimers 50% of the water bill for #13-3650 Citadel Place, Victoria, BC for the period February 14, 2015 to April 10, 2015.

DEFEATED

**MOVED** by Commissioner Rogers and **SECONDED** by Commissioner Hicks,  
That the Juan de Fuca Water Distribution Commission:

1. Direct staff to reimburse the Mortimers for the difference between their average water bill and the bill they received for the period February 14, 2015 to April 10, 2015; and
2. If, in future, the Mortimers receive a larger than normal water bill that is unexplainable by staff, the owner is to pay the full amount of the bill and deal directly with their strata council to resolve.

CARRIED

**5. SUMMARY OF RECOMMENDATIONS FROM OTHER WATER COMMISSIONS**

**MOVED** by Commissioner Rogers and **SECONDED** by Commissioner Szpak,  
That the Juan de Fuca Water Distribution Commission receive the staff report for information.

CARRIED

**6. JUAN DE FUCA WATER DISTRIBUTION COMMISSION RESERVOIR FALL PROTECTION –**

**AWARD OF CONSTRUCTION CONTRACT 2015-969**

**MOVED** by Commissioner Rogers and **SECONDED** by Commissioner Logan,  
 That the Juan de Fuca Water Distribution Commission award the contract for the Reservoir Fall Protection Upgrades (Tender No. 2015-969) to Brunnell Construction Ltd. for the amount of \$138,434.00, including \$10,000 construction contingency, but excluding tax, of which the total cost is \$240,922.00, including contract contingency and provisional items A-P1 and A-P3. The award of the full contract is also subject to Saanich Peninsula Water Commission approval.

CARRIED

**7. (a) VERBAL UPDATE ON THE PRESSURE INCREASE TO THE MILLSTREAM VILLAGE AREA**

T. Robbins provided an update on the status of the project to date. He noted that the Commission approved the project at the meeting in June. There are 294 properties in the pressure zone and 281 have been contacted regarding the pressure increase. A follow up notice will be included in the next bill and staff will continue to try contacting those properties that have not been contacted.

**(b) VERBAL UPDATE ON EAGLE CREEK DEVELOPMENT SERVICING – HELMCKEN ROAD**

T. Robbins reported that, in order to service the Eagle Creek Development on Helmcken Road, a hot tap is required on both the No. 1 and No. 4 mains. This project will take place on Thursday, September 3. These mains also service the Victoria General Hospital and, although some risk is involved with this project, it is considered to be very low. CRD staff are working with View Royal, who will be establishing their EOC for the day. Island Health is also involved with the project.

Commissioner Szpak left the meeting.

**(c) VERBAL UPDATE ON THE KEMP LAKE GRANT APPLICATION**

A grant application was submitted to construct an extension to the Kemp Lake Water Improvement District and CRD has been notified that the application was unsuccessful. CRD staff did follow up with the Province, who indicated that they were concerned with Kemp Lake continuing to operate as an improvement district. This information has been communicated to Kemp Lake and they are now looking at other funding sources.

**8. WATER WATCH**

**MOVED** by Commissioner Logan and **SECONDED** by Commissioner Pearson,  
 That the Juan de Fuca Water Distribution Commission receive the staff report for information.

CARRIED

**9. NEW BUSINESS**

There was no new business.

**10. ADJOURNMENT**

**MOVED** by Commissioner Rogers and **SECONDED** by Commissioner Sifert,  
 That the meeting of the Juan de Fuca Water Distribution Commission be adjourned at 1:05 pm.

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Chair

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Secretary