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**MINUTES OF A MEETING OF THE JUAN DE FUCA WATER DISTRIBUTION COMMISSION
Held Tuesday, January 5, 2016, Goldstream Conference Room, 479 Island Highway**

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

T. Robbins called the meeting to order at 12:00 pm. He extended his thanks to B. Gramigna for his role as Chair of the Juan de Fuca Water Distribution Commission in 2015 and J. Rogers for his role as Vice-Chair in 2015.

1. ELECTION OF CHAIR AND VICE CHAIR

T. Robbins called for nominations for the position of Chair of the Juan de Fuca Water Distribution Commission for 2016.

Commissioner Szpak nominated Commissioner Gramigna.

T. Robbins called for nominations a second time.

Commissioner Logan nominated Commissioner Rogers, who declined.

T. Robbins called for nominations a third time and hearing none, declared Commissioner Gramigna elected as Chair of the Juan de Fuca Water Distribution Commission for 2016 by acclamation. Commissioner Gramigna assumed the Chair.

Commissioner Gramigna called for nominations for Vice Chair of the Juan de Fuca Water Distribution Commission for 2016.

Commissioner Hicks nominated Commissioner Rogers.

Commissioner Gramigna called for nominations a second and third time and hearing none, declared Commissioner Rogers elected as Vice-Chair of the Juan de Fuca Water Distribution Commission for 2016 by acclamation.

2. APPROVAL OF AGENDA

MOVED by Commissioner Sifert, **SECONDED** by Commissioner Baird,
That the Juan de Fuca Water Distribution Commission approve the agenda.

CARRIED

3. ADOPTION OF MINUTES OF OCTOBER 6, 2015

MOVED by Commissioner Szpak, **SECONDED** by Commissioner Sifert,
That the Juan de Fuca Water Distribution Commission adopt the minutes of October 6,
2015 as distributed.

CARRIED

4. CHAIR'S REMARKS

The Chair introduced R. Coutre, representing the development company for Skirt Mountain, and S. Henderson, Manager, Real Estate Services for CRD. He thanked the Commission members for showing their confidence in him by reelecting him Chair for 2016 and noted that this year may be a very busy year with more meetings than in the past.

5. PRESENTATIONS/DELEGATIONS

There were no presentations/delegations.

6. SUMMARY OF RECOMMENDATIONS FROM OTHER WATER COMMISSIONS

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

CARRIED

7. PROPOSED SOUTH SKIRT PUMP STATION DESIGN – DEVELOPMENT COST CHARGE PROJECT

T. Robbins spoke to the report. He noted that R. Coutre was in attendance representing the development company.

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

- a) revise the 2016 Development Cost Charge capital budget to include an expenditure in the amount of \$82,000 to fund the engineering design of Pump Station 6 as identified in the 2011 Development Cost Charge Update, and
- b) direct CRD staff to prepare and execute an agreement with the developers for the engineering design of Pump Station 6 in the amount of \$82,000 with the expenditure being funded from the Juan de Fuca Water Development Cost Charge reserve fund.

CARRIED

8. WATER WATCH

T. Robbins spoke to the report. He noted that the reservoir reached full capacity on December 14, 2015 and has remained full. He advised that the Kapoor Tunnel Inspection has been deferred until December 2016 due to high turbidity levels in the Goldstream Reservoir. The last tunnel inspection was conducted in 2014 and showed no indication of structural concerns or deficiencies.

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

CARRIED

9. NEW BUSINESS

There was no new business.

10. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Logan, **SECONDED** by Commissioner Sifert,
That the Juan de Fuca Water Distribution Commission close the meeting in accordance with the Community Charter, Part 4, s. 90(1) (e) *the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

CARRIED

The meeting reconvened at 1:05 pm

11. ADJOURNMENT

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

CARRIED

Chair

Secretary