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**MINUTES OF A MEETING OF THE JUAN DE FUCA WATER DISTRIBUTION COMMISSION
Held Tuesday, February 2, 2016, Goldstream Conference Room, 479 Island Highway**

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

1. APPROVAL OF AGENDA

The following item was added to the agenda under New Business:

- Update on Potable Water Supply after an Emergency

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

CARRIED

2. ADOPTION OF MINUTES OF JANUARY 5, 2016

MOVED by Commissioner Pearson and **SECONDED** by Commissioner Hicks,
That the Juan de Fuca Water Distribution Commission adopt the minutes of January 5,
2016 as distributed.

CARRIED

3. CHAIR'S REMARKS

The Chair introduced M. McCrank, the new Senior Manager of Infrastructure Operations.
Matt provided a synopsis of his education and employment history.

4. PRESENTATIONS/DELEGATIONS

There were no presentations/delegations.

5. SUMMARY OF RECOMMENDATIONS FROM OTHER WATER COMMISSIONS

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

CARRIED

6. CORRESPONDENCE

MOVED by Commissioner Hicks and **SECONDED** by Commissioner Rogers,
That the Juan de Fuca Water Distribution Commission receive the letter from the District
of Sooke.

CARRIED

7. DISTRICT OF SOOKE RESOLUTION – JUAN DE FUCA WATER DISTRIBUTION SYSTEM EXTENSION ALONG OTTER POINT ROAD

T. Robbins spoke to the report. He noted that the District of Sooke has requested that the Juan de Fuca Water Distribution Commission extend the Juan de Fuca Water Distribution System to the municipal boundary along Otter Point Road and fund the work with the Juan de Fuca Water DCC reserve fund. Although there are no servicing policy or bylaw impediments to allowing this water service extension, the DCC reserve funds cannot be used for this purpose. It is proposed to include the requested extension for consideration in the 2016 Juan de Fuca Water DCC Plan update.

MOVED by Commissioner Baird and **SECONDED** by Commissioner Rogers, That the Juan de Fuca Water Distribution Commission direct staff to include the Otter Point Road water main extension, between Laronde Road and the District of Sooke municipal boundary, for consideration in the 2016 Juan de Fuca Water DCC Plan update with the intent of determining if there is rationale for this extension to be considered a DCC project.

CARRIED

8. PROPOSED AMENDMENTS TO THE JUAN DE FUCA WATER DISTRIBUTION SERVICE ESTABLISHMENT BYLAW AND DEVELOPMENT COST CHARGE BYLAW TO EXCLUDE PORTIONS OF THE CITY OF LANGFORD

T. Robbins spoke to the report.

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

1. Recommend to the CRD Board that Bylaw No. 4062, "Water Distribution Local Service Area Establishment Bylaw No. 1, 1997, Amendment Bylaw No. 5, 2016" be introduced and read a first and second time, and read a third time;
2. Recommend to the CRD Board that Bylaw No. 4063, "Development Cost Charges Bylaw (Juan de Fuca Water Distribution), Bylaw No. 1, 2000, Amendment Bylaw No. 8, 2016" be introduced and read a first and second time, and read a third time;
3. Direct staff to seek direction from the Regional Water Supply Commission with respect to amending the "Water Supply Agreement between Capital Regional District and The Corporation of the City of Langford" executed May 2, 2007 to include the four areas of land as requested in the City of Langford's December 21, 2015 letter and identified in Figure 1 of this staff report;
4. Subject to the Regional Water Supply Commission's agreement to amend the Water Supply Agreement, direct staff to initiate the AAP to obtain consent of the electors of the three participating areas and seek Council approval for the remaining participating areas, and to send the amendments to the CRD Board and the Province for approval; and
5. Request the City of Langford to cover the costs of amending the Juan de Fuca Water Distribution bylaws, Water Supply Agreement, and conducting the AAP.

CARRIED

9. EXTENSION OF CONTRACT NO. 2013-754 SUPPLY OF RENTAL EQUIPMENT – HYDROVAC TRUCK AND OPERATOR SERVICES

MOVED by Commissioner Baird and **SECONDED** by Commissioner Rogers, That the Juan de Fuca Water Distribution Commission approve the extension of the award of the contract for the supply of HydroVac Truck and Operator services to MacRae's Ltd. for one year, effective March 1, 2016, based on the hourly/daily rates as submitted in the 2013 tender, not including taxes.

CARRIED

10. EXTENSION OF CONTRACT NO. 2013-749 SUPPLY OF RENTAL EQUIPMENT – SLINGER TRUCK WITH OPERATOR

MOVED by Commissioner Baird and **SECONDED** by Commissioner Rogers, That the Juan de Fuca Water Distribution Commission approve the extension of the award of the contract for the supply of Slinger Truck and Operator services to Sooke Slinger Ltd. for one year, effective March 1, 2016, based on the hourly/daily rates as submitted in the 2013 tender, not including taxes.

CARRIED

11. WATER WATCH

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

CARRIED

12. NEW BUSINESS

Update on Supplying Potable Water After an Emergency – T. Robbins reported that a study will be conducted this year to determine what an emergency may look like in the Capital Region. Based on the information from the study, emergency supplies and equipment will be purchased, such as a mobile treatment plant that could be dropped next to Elk Lake to provide potable water. The Water Advisory Committee will be consulted and a report will be brought back to this Commission as the project evolves.

13. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Logan, 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 1:08 pm

14. ADJOURNMENT

MOVED by Commissioner Pearson and **SECONDED** by Commissioner Rogers,
That the meeting of the Juan de Fuca Water Distribution Commission be adjourned at
1:08 pm.

CARRIED

Chair

Secretary