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

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

1. APPROVAL OF AGENDA

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

CARRIED

2. ADOPTION OF MINUTES OF FEBRUARY 2, 2016

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Logan,
That the Juan de Fuca Water Distribution Commission adopt the minutes of February 2, 2016 as distributed.

CARRIED

3. CHAIR'S REMARKS

The Chair made no remarks.

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 Rogers and **SECONDED** by Commissioner Baird
That the Juan de Fuca Water Distribution Commission receive the letter from the BC SPCA – Wild ARC.

CARRIED

7. PROPOSED PHASING OF JACKLIN AND SOOKE ROAD WATERMAIN PROJECTS

I. Sander spoke to the report.

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

1. Approve the proposed re-phasing of budget items #2, 3, and 4 for the 600mm watermain replacement as defined in Table 2;
2. Approve the advancement of the 300mm AC main replacement on Jacklin Road with funding from come from Annual Provisional Item 27 – Distribution System Improvements; and
 - a. Direct CRD staff to negotiate a sole source contract with McElhanney Consulting Ltd. for the detailed design of water main improvements on Jacklin Road, and construction administration services for the water main works within the proposed Jacklin Road improvement area; and
 - b. Direct CRD staff to develop MOU for construction of the proposed water main works within the proposed Jacklin Road improvement area.

CARRIED

8. JUAN DE FUCA ANNUAL SMALL DIAMETER PIPE REPLACEMENT PROGRAM – 2015 SUMMARY AND 2016 PROJECT LIST

M. Cowley spoke to the report.

MOVED by Commissioner Baird and **SECONDED** by Commissioner Rogers,
That the Juan de Fuca Water Distribution Commission direct staff to execute the 2016 Annual Small Diameter Pipe Replacement Program Projects identified in this report with a total budget of \$1.07 million funded from \$235,000 in 2015 capital funding carried forward to 2016 and \$835,000 in approved 2016 capital funding.

CARRIED

9. JUAN DE FUCA FIVE-YEAR ACCELERATED FIRE UPGRADE PROGRAM – 2015 SUMMARY, 2016 PROJECT LIST, AND PROGRAM SUMMARY

M. Cowley spoke to the report.

MOVED by Commissioner Logan and **SECONDED** by Commissioner Hicks,
That the Juan de Fuca Water Distribution Commission direct staff to:

1. Execute the 2016 Five-Year Accelerated Fire Upgrade Program Project identified in this report with a total budget of \$2.98 million funded from \$1.10 million in 2012-2015 program funding carried forward to 2016 and \$1.88 million in approved 2016 program funding;
2. Execute a sole source contract with Associated Engineering to complete the Atkins Road Watermain design; and
3. Execute a MOU with City of Langford to reimburse them for separately itemized watermain works.

CARRIED

10. AWARD OF CONTRACT FOR SUPPLY OF PAVING SERVICES

M. McCrank spoke to the report.

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Logan,
That the Juan de Fuca Water Distribution Commission approve the award of the contract for the supply of asphalt paving services to Capital City Paving Ltd., effective April 6, 2016 to December 31, 2016, based on the price per unit of measurement as submitted in the tender 2016-117.

CARRIED

11. KEMP LAKE WATER EXTENSION – GRANT APPLICATION UPDATE

T. Robbins provided an update on the Kemp Lake water extension grant application. He noted that three applications will be resubmitted and staff are preparing the next submission for Kemp Lake.

12 WATER WATCH

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

CARRIED

13. NEW BUSINESS

There was no new business.

14. ADJOURNMENT

MOVED by Commissioner Logan and **SECONDED** by Commissioner Pearson,
That the meeting of the Juan de Fuca Water Distribution Commission be adjourned at 12:59 pm.

CARRIED