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**MINUTES OF A MEETING OF THE JUAN DE FUCA WATER DISTRIBUTION COMMISSION,
Held Tuesday, January 16, 2018, Goldstream Conference Room, 479 Island Highway,
Victoria, BC**

PRESENT: Commissioners: B. Gramigna, G. Baird, M. Hicks, G. Logan, K. Pearson, J. Rogers, L. Szpak, W. Sifert (12:14 pm)

Staff: T. Robbins, I. Jesney, J. Marr, S. Orr (Recorder)

Guests: S. Heffernan, Urban Systems, D. Wong, Urban Systems, M. Mahovich, Director of Engineering City of Langford, M. Dillabaugh, Director of Finance City of Langford, B Mitchell, Metchosin

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

1. ELECTION OF CHAIR AND VICE-CHAIR

T. Robbins stated that in 2017 the Commission directed staff to amend the Juan de Fuca Water Distribution Commission Procedures Bylaw No. 2888 by extending the term of the Chair and Vice-Chair to two years, and that Commissioners Gramigna and Logan will continue as Chair and Vice-Chair for 2018.

2. APPROVAL OF AGENDA

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

CARRIED

3. CHAIR'S REMARKS

The Chair stated that the discussion of the Development Cost Charge (DCC) program represents a milestone for developers and ratepayers and thanked the City of Langford, area developers, Juan de Fuca staff and T. Robbins for their work.

4. PRESENTATIONS/DELEGATIONS

There were no presentations/delegations.

5. JUAN DE FUCA WATER DISTRIBUTION DEVELOPMENT COST CHARGE PROGRAM

T. Robbins introduced the report and stated that the approach to complete the DCC program update is comprised of two key components; the establishment of a local service area and the DCC program update. He provided background on working with local municipalities, First Nations and development stakeholders and thanked them for their work. He provided overviews of the local service area establishment process and the 2018 development cost charge program update.

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

- a) Direct staff to proceed with finalizing the 2018 JDF Water DCC Program Update and drafting amendments to DCC Bylaw No. 2758 (including amendments by subsequent amending bylaws to 2017) for the Commission’s consideration; and
- b) Direct staff to proceed with drafting the Langford (Skirt Mountain/Bear Mountain) Water Local Service Area service establishment bylaw and Loan Authorization Bylaw, for the Commission’s consideration; and
- c) Direct staff to undertake stakeholder engagement to provide information and receive feedback on the proposed approach to establish the Langford (Skirt Mountain/Bear Mountain) Water Local Service Area and update the JDF Water DCC Program and Bylaw.

CARRIED

6. REQUEST TO WAIVE JUAN DE FUCA WATER DEVELOPMENT COST CHARGES

T. Robbins stated that the Knox Vision Society has requested that the Juan de Fuca Water development cost charges be waived for their affordable rental housing development in the District of Sooke. He stated that there is currently no provision in the Juan de Fuca Water Distribution DCC Bylaw No. 2758 to waive or reduce the fees and doing so would have financial implications to ratepayers and the annual capital reserve fund transfer. He stated that, if the commission approved the request to waive the fees, it would set a precedent and would therefore, recommend that the Bylaw be amended to allow charges to be waived and or reduced.

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Baird,
That the Juan de Fuca Water Distribution Commission not approve the Knox Vision Society request to waive the Juan de Fuca Distribution Service DCCs for their proposed affordable housing development in the District of Sooke.

CARRIED

7. WATER WATCH

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

CARRIED

8. NEW BUSINESS

There was no new business.

9. ADJOURNMENT

MOVED by Commissioner Logan and **SECONDED** by Commissioner Pearson,
That the meeting of the Juan de Fuca Water Distribution Commission be adjourned at 12:49 pm.

CARRIED

Chair Secretary