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**MINUTES OF A MEETING OF THE JUAN DE FUCA WATER DISTRIBUTION COMMISSION,
Held Tuesday, January 8, 2019 at 12 p.m., Goldstream Conference Room, 479 Island
Highway, Victoria, BC**

PRESENT: **Commissioners:** G. Baird; M. Hicks; K. Kahakauwila; G. Logan; J. Rogers;
N. Stewart for L. Szpak; M. Sahlstrom for R. Wade

Staff: T. Robbins, Integrated Water Services (IWS); I. Jesney, Infrastructure
Engineering; M. McCrank, Infrastructure Operations; J. Marr, Infrastructure
Engineering; T. Duthie, IWS Administrative Services; D. Dionne (Recorder)

NOT PRESENT: B. Parkinson

The meeting was called to order at 12:01 p.m.

T. Robbins advised that the Capital Regional District (CRD) is moving towards implementing CRD email addresses for all CRD Directors and Commissioners and that this will be formally rolled-out through the Legislative Services department. Until then staff will utilize municipal email addresses and any previous email addresses provided.

He thanked the Commissioners for arranging to attend this meeting.

T. Robbins suggested that, since some Commissioners were unable to attend the meeting due to email confusion, the Election of Chair and Vice Chair and the Commission Orientation be postponed to the February meeting.

The Commission agreed to postpone the Orientation to February however wished to proceed with Elections.

1. INTRODUCTIONS

T. Robbins led introductions of staff and Commissioners in attendance. He welcomed new and returning Commission members and acknowledged the work of the past Chair and Vice Chair for their service to the Commission in 2017 and 2018.

2. ELECTION OF CHAIR AND VICE CHAIR

T. Robbins reminded the Commission that in 2017 the Juan de Fuca Water Distribution Commission Procedures Bylaw No. 2888 was amended to extend the term of the Chair and Vice Chair to two years.

T. Robbins called for nominations for the position of Chair of the Juan de Fuca Water Distribution Commission for a two-year term ending December 31, 2020.

Commissioner Baird nominated Commissioner Logan.
Commissioner Logan accepted the nomination.

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

Commissioner Logan took the Chair and called for nominations for Vice Chair of the Juan de Fuca Water Distribution Commission for a two-year term ending December 31, 2020.

Commissioner Baird nominated Commissioner Rogers.
Commissioner Rogers accepted the nomination.

The Chair 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 by acclamation.

3. APPROVAL OF AGENDA

Item 7.1 was postponed to the February meeting.

Update on Emergency Hydrant Installation and Distribution Plant was added under New Businesses.

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

CARRIED

4. MINUTES OF THE MEETING HELD SEPTEMBER 4, 2018

MOVED by Commissioner Rogers and **SECONDED** by Baird,
That the Juan de Fuca Water Distribution Commission adopt the minutes of the meeting held September 4, 2018.

CARRIED

5. CHAIR'S REMARKS

The Chair thanked the Commission for his appointment to Chair. He noted the work and accomplishments of this Commission over the last number of years and that he looks forward to the coming term and meetings with this Commission.

6. PRESENTATIONS/DELEGATIONS

There were no presentations/delegations.

7. COMMISSION BUSINESS

7.1 Presentation - Juan de Fuca Water Distribution Commission Orientation

Item was postponed to the February meeting.

7.2 JWDC 19-01 Proposed Improvements in the Rocky Point Zone

T. Robbins presented the report and responded to questions from the Commission.

Discussion ensued regarding:

- Cost Sharing related to the upgrading of 560 meters (m) of pipe. It was noted that the upgrade is primarily to address the increased pressure related to the upsizing of the pump station. Any other asbestos cement (AC) pipe, outside of the 560m of pipe identified in the upgrade, would be replaced on an ongoing basis through the annual program to have remaining AC pipes replaced in the system. The \$2.5 million includes replacing the 560m of AC pipe and the upgrade to Rocky Point pump station.
- There is no firm information from the consultant regarding storage requirements for Spirit Bay. It was noted that in order to meet the fire storage requirements they would need to install a storage tank on the property. Staff are proceeding on the basis that Beecher Bay would still need to construct a reservoir, but will need to be confirmed with their consultant.
- Mount Matheson residents have applied for a grant and it is uncertain if it will be approved. Staff may have to move forward on the basis that Wilderness Mountain is not cost-sharing this project. A “Tee” would be designed at their service location for future connection. All those costs would be the responsibility of Wilderness Mountain, Department of National Defence or Beecher Bay.
- The CRD owns and operates the Wilderness Mountain water system. The CRD is responsible for complying with Island Health requirements to prepare a plan that meets the Provincial water treatment objectives. The options analysis staff reviewed included making improvements to the existing treatment system and continuing to the Juan de Fuca water system, which the customers within that service area would be financially responsible for. Staff reviewed life cycle costs of the different options. Although the preferred option has a higher initial capital cost it has a lower life cycle cost.

MOVED by Commissioner Rogers and **SECONDED** by Baird,
That the Juan de Fuca Water Distribution Commission direct CRD staff to bring back draft Water Service and Cost Sharing Agreements between the CRD (Juan de Fuca Water Distribution Service) and Beecher Bay First Nation, Department of National Defence, and Wilderness Mountain Water Service, for the proposed system upgrades, for the Commission’s approval.

CARRIED

7.3 APPOINTMENT OF JUAN DE FUCA WATER DISTRIBUTION COMMISSION REPRESENTATIVE TO THE WATER ADVISORY COMMITTEE

T. Robbins spoke to the membership of the Water Advisory Committee advising that historically the Vice Chair of the Juan de Fuca Water Distribution and the Regional Water Supply Commissions have been the representatives at the Water Advisory Committee.

He also advised that there were a number of vacancies on the Water Advisory Committee at the end of last term. Staff advertised for vacancies prior to the end of 2018 receiving only one application. Once both Commission appointments are in place and staff confirm the other Committee representation, a meeting will be set.

MOVED by Commissioner Baird and **SECONDED** by Commissioner Hicks,
That Vice Chair Rogers be appointed as the Juan de Fuca Water Distribution Commission
representative on the Water Advisory Commission.

CARRIED

7.4 SUMMARY OF RECOMMENDATIONS FROM OTHER WATER COMMISSIONS

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

CARRIED

7.5 WATER WATCH

T. Robbins advised that regular water updates are provided on the CRD website and
only the most recent report is included in the meeting agenda packages.

He noted that:

- Sooke Lake reservoir reached full capacity in December due to the heavy rain falls received.
- Due to the Lubbe dam upgrade, Lubbe Lake has been drained and Butchart Lake is operating at a lower capacity. The Goldstream system is our secondary backup system in case of emergency.
- There are no issues with water quality at this time.

Discussion ensued regarding the Lubbe Dam upgrade and the following updates were provided:

- A staff report is going to the Regional Water Supply Commission meeting next week providing a full update on the Lubbe Dam Upgrade. The report is seeking approval for an increase in the budget due to schedule delay and unexpected geological conditions.
- When the old dam was removed, two deep channels between two boreholes were found. Below the channels, the bedrock conditions were poor. As a result, extensive concrete and grout work had to be done to fill the rock voids and stabilize the bedrock. This work put the project timing behind and into winter wet conditions (work was due to be complete at the end of September) which is not ideal for clay removal and replacement.
- Water from Sooke Lake cannot be brought over to the Goldstream system. The current Goldstream flows will need to be relied on for the Salmon stocks in the Goldstream River. Water was released to the Goldstream system earlier in the season to get the fish moving up the river.

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

CARRIED

8. NEW BUSINESS

Update on Emergency Hydrant Installation and Distribution Plant:

T. Robbins advised that there has been no real change since the update provided to the Commission at its September meeting. Staff planned to have six post-disaster hydrants installed in 2018 with five being installed. Staff are currently identifying locations for installation in 2019 for another five or six hydrants. The distribution trailer and mobile module are scheduled to be delivered at the end of February with staff going to Vancouver to do pre-commissioning in mid-February.

Meeting Schedule:

T. Robbins noted that Juan de Fuca Water Distribution Commission meetings are scheduled for the first Tuesday of each month, the next meeting being February 5, 2019. The exception is that typically Commissions don't meet in August. September will be a critical meeting, as this is when the budget will be presented.

M. Hicks left the meeting

9. ADJOURNMENT

MOVED by Commissioner Rogers and **SECONDED** by Baird,
That the meeting of the Juan de Fuca Water Distribution Commission be adjourned at 12:51 p.m.

CARRIED

Chair

Secretary