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**MINUTES OF A MEETING OF THE JUAN DE FUCA WATER DISTRIBUTION COMMISSION,
Held Tuesday, October 1, 2019 at 12 p.m., Goldstream Conference Room, 479 Island
Highway, Victoria, BC**

PRESENT: **Commissioners:** G. Logan (Chair); G. Baird; E. Logins (Sooke Alternate);
L. Szpak; M. Sahlstrom for R. Wade
Staff: T. Robbins, General Manager; R. Lapham, CAO; I. Jesney, Senior
Manager, Infrastructure Engineering; M. McCrank, Senior Manager,
Infrastructure Operations; K. Vincent, Senior Financial Advisor; J. Marr,
Engineer, Infrastructure Engineering; D. Dionne (Recorder)
REGRETS: M. Hicks; J. Rogers; K. Kahakauwila

The meeting was called to order at 12:25 p.m.

1. Approval of Agenda

MOVED by Commissioner Baird, **SECONDED** by Commissioner Logins,
That the agenda for the October 1, 2019 Juan de Fuca Water Distribution Commission
meeting be approved as circulated.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Szpak, **SECONDED** by Commissioner Baird,
That the minutes of the July 2, 2019 Juan de Fuca Water Distribution Commission meeting
be adopted as circulated.

CARRIED

3. Chair's Remarks

The Chair made no remarks.

4. Presentations/Delegations

There were no presentations or delegations.

5. Business Arising

There was none.

6. General Manager's Report

There was no report.

7. Commission Business

7.1. JWDC 19-12 Juan de Fuca Water Distribution Service – 2020 Operating and Capital
Budget

T. Robbins introduced the report and provided an overview of the key factors in the staff
report and appendices.

- 2019 Year End Financial Projections
- 2020 Operating and Capital Budgets
- Capital & Operating Expenses
- Summary Water Rates
- Review of the Reserve Schedules

T. Robbins responded to questions from the Commission.

T. Robbins spoke to the proposed water rate increase and reviewed a comparison of rates from other municipalities.

Discussion ensued regarding a comparison of Juan de Fuca (JDF) service rates to other utility rates around the region. T. Robbins reviewed the 2019 rates of other municipalities versus the 2020 JDF service rates. It was noted that other utility rates include a fixed rate that the JDF service has opted not to use. If there continues to be a revenue lag on large scale developments, the Commission may want to consider having a fixed meter or fixed service connection charge, which will allow the service to collect revenue while developments wait to be occupied.

MOVED by Commissioner Baird, **SECONDED** by Commissioner Szpak,
That the Juan de Fuca Water Distribution Commission recommends that the Capital Regional District Board:

1. Approve the 2020 Capital Budget and the Five Year Capital Plan;
2. Approve the 2020 Operating Budget;
3. Approve the 2020 Juan de Fuca Water Distribution Service retail water rate of \$2.2159 per cubic metre, adjusted if necessary by any change in the Regional Water Supply wholesale water rate; and
4. Amend the Water Distribution Local Service Conditions, Fees and Charges Bylaw accordingly.

CARRIED

7.2. Summary of Recommendations from Other Water Commissions

T. Robbins noted that the Regional Water Supply Commission received a report for information regarding recent changes in the lead guidelines for Canadian drinking water. He advised that the CRD is working with Kerr Wood Liedel and the Districts' of Saanich, Oak Bay and the City of Victoria. Sampling is being planned within the Juan de Fuca Distribution system as well. The results of the study will be shared with this Commission.

MOVED by Commissioner Baird, **SECONDED** by Commissioner Logins,
That the Juan de Fuca Water Distribution Commission receive the Recommendations from Other Water Commissions for information.

CARRIED

7.3. Water Watch Report

MOVED by Commissioner Baird, **SECONDED** by Commissioner Logins,
That the Juan de Fuca Water Distribution Commission receive the September 22, 2019
Water Watch Report for information.

CARRIED

8. New Business

There was no new business.

9. Adjournment

MOVED by Commissioner Baird, **SECONDED** by Commissioner Logins,
That the October 1, 2019 Juan de Fuca Water Distribution Commission meeting be adjourned
at 12:49 p.m.

CARRIED

Chair

Secretary