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**MINUTES OF A MEETING OF THE JUAN DE FUCA WATER DISTRIBUTION COMMISSION,
Held Tuesday, October 6, 2020 at 12 p.m., Goldstream Conference Room, 479 Island
Highway, Victoria, BC**

PRESENT: Commissioners: G. Logan (Chair); K. Kahakauwila; L. Szpak
By WebEx: M. Hicks; E. Logins; J. Rogers; R. Wade (12:13 p.m.)
Staff: T. Robbins, General Manager; I. Jesney, Senior Manager, Infrastructure
Engineering; K. Vincent, Senior Financial Advisor (by WebEx); D. Dionne
(Recorder)

REGRETS: G. Baird

The meeting was called to order at 12:05 p.m.

Chair Logan conducted a roll call and advised that, for ease of tracking responses and minute-taking, the procedure when calling the question on a motion will be to seek response from only those opposed to an item.

1. TERRITORIAL ACKNOWLEDGEMENT

Chair Logan provided the Territorial Acknowledgement.

2. APPROVAL OF AGENDA

MOVED by Commissioner Kahakauwila, **SECONDED** by Commissioner Szpak,
That the agenda be approved.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Kahakauwila, **SECONDED** by Commissioner Szpak,
That the minutes of the June 2, 2020 meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

The Chair had no remarks.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. COMMISSION BUSINESS

6.1. 2019-2022 Water Service Planning

T. Robbins provided an overview of Integrated Water Services initiatives undertaken in 2020 and planned for 2021 to deliver on approved Capital Regional District (CRD) Board Priorities and the Corporate Plan.

He advised that all committees and commissions are being asked to endorse the Community Summary as part of the corporate and Board service planning process.

Staff responded to questions regarding recruitment of new operations staff and how the report is being presented to each of the services.

Staff were asked to provide a completion percentage in the status column of the Initiatives table in the Community Need Summary document for future Service Planning presentations.

MOVED by Commissioner Szpak, **SECONDED** by Commissioner Kahakauwila, The Juan de Fuca Water Distribution Commission recommends to the Capital Regional District Board:

That Appendix A Community Need Summary – Water be approved as presented and advanced to the October 28, 2020 provisional budget review process.

CARRIED

6.2. JWDC 20-04 Juan de Fuca Water Distribution Service 2021 Operating and Capital Budget

R. Wade joined the meeting.

T. Robbins introduced Shayne Irg, new Senior Manager of Water Infrastructure Operations.

He provided an overview of the 2021 budget document, noting the major projects planned for 2021. He noted that the previous Loan Authorization has expired and staff are proposing to undertake a new Loan Authorization to finance the next five years of capital projects.

Discussion ensued and staff responded to questions regarding:

- Water demand and the effects of COVID-19 on the water system
- How Juan de Fuca bulk water rates compare with other bulk water rates
- Revenue lag related to large developments, not realizing revenue until the developments are occupied
- Disaster recovery and continuing to identify resilient hydrant replacements, with five planned for 2021
- Florence Lake Improvement District

The Commission requested that staff to prepare a public FAQ highlighting some of the key elements of the 2021 Juan de Fuca Water Service budget, including details on the effects of Covid-19 on water demand and the water system and how the water rate funds capital projects and service infrastructure.

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

1. Approve the 2021 Operating and Capital Budget and the Five Year Capital Plan;

2. Approve the 2021 Juan de Fuca Water Distribution Service retail water rate of \$2.3081 per cubic metre, adjusted if necessary by any change in the Regional Water Supply wholesale water rate; and
3. Amend the Water Distribution Local Service Conditions, Fees and Charges Bylaw accordingly.

CARRIED

6.3. Bylaw No. 4379, Juan de Fuca Water Distribution, Loan Authorization Bylaw

T. Robbins introduced the report noting that staff are proposing to use an Alternative Approval Process to seek support for the Loan Authorization noted in the Budget report.

Discussion ensued regarding interest rates and the total cost for borrowing.

MOVED by Commissioner Szpak, **SECONDED** by Commissioner Rogers,
The Juan De Fuca Distribution Commission recommends to the Capital Regional District Board:

1. That Bylaw No. 4379, Juan de Fuca Water Distribution Facilities Loan Authorization Bylaw No. 5, 2020, be introduced and read a first, second, and third time;
2. That elector assent for Bylaw No. 4379 in the entire service area be obtained via alternative approval process, according to section 345 of the Local Government Act, and if successful, referred to the Inspector of Municipalities for approval.

CARRIED

6.4. JWDC 20-05 Sun River Reservoir Agreement

I. Jesney introduced the report as presented.

MOVED by Commissioner Kahakauwila, **SECONDED** by Commissioner Szpak,
That the Juan de Fuca Water Distribution Commission direct staff to:

1. Finalize an agreement between Sun River Estates Ltd. and the CRD for the transfer of land for the new and future reservoirs and funding for required development reservoir capacity, subject to the proposed reservoir location meeting all zoning setback requirements;
2. Proceed with the design and construction of a new bolted steel reservoir to provide capacity for the future development requirements and to compensate for lost storage capacity in the existing reservoir;
3. Fund the Juan de Fuca Water Distribution share of the new bolted steel reservoir with up to \$900,000 in funds remaining in the Sun River Reservoir Capital Project 20-06; and
4. Have Sun River Estates Ltd. fund a share of the new bolted steel reservoir of up to \$200,000 through the agreement.

CARRIED

6.5. Summary of Recommendations from Other Water Commissions

MOVED by Commissioner Kahakauwila, **SECONDED** by Commissioner Szpak,
That the Summary of Recommendations from Other Water Commissions be received
for information.

CARRIED

6.6. Water Watch Report

MOVED by Commissioner Szpak, **SECONDED** by Commissioner Rogers,
That the September 28, 2020 Water Watch report be received for information.

CARRIED

7. CORRESPONDENCE

**7.1. Kemp Lake Waterworks Water Rates – K. Brehart, Chair of the Board of Trustees
Kemp Lake Waterworks District**

T. Robbins spoke to the item noting they are seeking a water rate adjustment to the
wholesale rate.

MOVED by Commissioner Rogers, **SECONDED** by Commissioner Wade,
That the correspondence be received for information.

CARRIED
Opposed: Hicks

8. NEW BUSINESS

There was no new business.

9. ADJOURNMENT

MOVED by Commissioner Wade, **SECONDED** by Commissioner Kahakauwila,
That the October 6, 2020 Juan de Fuca Water Distribution Commission meeting be adjourned
at 12:56 p.m.

CARRIED

CHAIR

SECRETARY