



Making a difference...together

MINUTES OF A MEETING OF THE Juan de Fuca Water Distribution Commission, held Tuesday, October 3, 2023 at 12 p.m., Goldstream Conference Room, 479 Island Highway, Victoria, BC

PRESENT: Commissioners: G. Baird (Chair); J. Rogers (Vice Chair); S. Donaldson; D. Grove; C. Harder; K. Pearson; M. Wagner (EP); A. Wickheim

Staff: T. Robbins, CAO, A. Fraser, General Manager; S. Irg, Senior Manager, Infrastructure Water Operations; J. Marr, Senior Manager, Infrastructure Engineering; L. Westinghouse, Senior Financial Advisor; D. Dionne (Recorder)

REGRETS:

EP = Electronic Participation

The meeting was called to order at 12 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

The Chair provided the Territorial Acknowledgement.

2. APPROVAL OF AGENDA

MOVED by Commissioner Rogers, **SECONDED** by Commissioner Donaldson, That the agenda be approved.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Pearson, **SECONDED** by Commissioner Grove, That the minutes of the July 4, 2023 meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

The Chair made no remarks.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. GENERAL MANAGER'S REPORT

6.1. General Manager's Introduction

The General Manager provided a brief introduction and noted that she is looking forward to working collaboratively with this Commission.

7. COMMISSION BUSINESS

7.1. 2024 Service Planning - Water

A. Fraser provided a summary of the report highlighting the four Initiative Business Cases. She noted there is a forecasted additional utility operator for 2025 for the Juan de Fuca Service, which is not reflected in the budget for this year.

Discussion ensued and staff responded to questions from the Commission regarding:

- The Dam Safety Program
 - the number of dams associated with the water system.
 - how the Capital Regional District (CRD) Parks and Integrated Water Services departments coordinate reporting to the Province on the CRD-owned dams.

MOVED by Commissioner Harder, **SECONDED** by Commissioner Pearson, The Juan de Fuca Water Distribution Commission recommends the Committee of the Whole recommend to the Capital Regional District Board:

That Appendix A, Community Need Summary – Water, be approved as presented and form the basis of the 2024-2028 Financial Plan.

CARRIED

7.2. Juan de Fuca Water Distribution Service 2024 Operating and Capital Budget

A. Fraser provided a presentation summarizing the proposed 2024 Operating and Capital Budget and the five-year capital plan.

Staff noted some administrative changes on page 59 of the published agenda package – some duplication of line items as well as some outdated years. There are no budgetary implications and staff will distribute the revised package to the Commission with a summary of the changes. The revised package will go forward to the Committee of the Whole later this month.

Discussion ensued and staff responded to questions from the Commission regarding:

- Value of assets in the service and accounting for maintaining and replacing in future years.
- Asbestos Cement (AC) pipe in the Juan de Fuca Water Distribution system versus concrete pipe elsewhere and risk of water main break. There is a replacement program in place for the AC pipe in the Juan de Fuca system.
- Supporting the growing needs of the Juan de Fuca service; accommodating staff growth at the 479 Island Highway location. CRD will be reviewing office space needs in 2024.
- Long-term planning and use of Development Cost Charges (DCC) versus debt borrowing. Review of the Juan de Fuca DCC program in 2024 and determining growth rates with municipalities.
- Housing capacity challenges and consideration for expansion through the ongoing DCC designs and incorporating into municipal growth plans.
- Long-term Regional Water Supply needs and the 2022 (30 year) Master Plan.

- Rate options analysis (2024) to manage increased infrastructure related to large multi-year developments. Mitigating risk related to revenue lag of these large multi-year developments.
- Bulk water stations in areas without piped in water. Challenges of extending service area.
- Commission requested that staff include a definition of their assumption of what a “household” means as it relates to the 2024 budget (single family dwelling or a condo, number of people etc.). Staff will provide this definition going forward.
- Capital Project 18-06 Disaster Response Plan for water supply and distribution: Developing a seismic response plan through seismic mapping. Identifying which water mains are potentially a seismic hazard, planning seismic valves on reservoirs.
- Blue hydrants and post disaster supply network. Portable water supply units. Cost sharing with municipalities to house some of this equipment.

MOVED by Commissioner Pearson, **SECONDED** by Commissioner Donaldson, The Juan de Fuca Water Distribution Commission recommends the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2024 Operating and Capital Budget and the Five Year Capital Plan;
2. Approve the 2024 Juan de Fuca Water Distribution Service retail water rate of \$2.6927 per cubic metre, adjusted if necessary, by any change in the Regional Water Supply wholesale water rate;
3. Approve the increase of Equipment Replacement Fund expenditure for 2023 to \$1,287,000;
4. Direct staff to balance the 2023 actual operating deficit or surplus on the 2023 capital fund transfer;
5. Direct staff to update carry forward balances in the 2024 Capital Budget for changes after year end; and
6. Direct staff to amend the Water Distribution Local Service Conditions, Fees and Charges Bylaw accordingly.

CARRIED

7.3. Summary of Recommendations from other Water Commissions

There is no recommendation, this report was received for information only.

7.4. Water Watch Report

There is no recommendation, this report was received for information only.

8. NOTICE(S) OF MOTION

There were none.

9. NEW BUSINESS

Commissioner Wickheim advised that he and his Alternate are working on an initiative in the Juan de Fuca (JDF) Electoral Area called Water Smart, to engage the JDF communities in better water management practices through different areas of water capture, retention, conservation, and preservation. He invited Commissioners to contact him if they are interested or have any questions. More information can be found at waterbucket.ca.

10. ADJOURNMENT

MOVED by Commissioner Donaldson, **SECONDED** by Commissioner Harder,
That the October 3, 2023 meeting be adjourned at 1:55 pm.

CARRIED

CHAIR

SECRETARY