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MINUTES OF A MEETING OF THE REGIONAL WATER SUPPLY COMMISSION
Held Wednesday, October 18, 2017 in the 6th Floor Boardroom, 625 Fisgard Street

PRESENT: Commissioners: M. Lougher-Goddey (Chair), G. Baird, G. Orr, M. Hicks, C. Coleman, J. Rogers, L. Wergeland, E. Zhelka, F. Haynes, Z. King, B. Isitt, G. Young, T. Morrison, R. Kaspar, W. Sifert, L. Seaton, J. Loveday, V. Sanders, D. Murdock, G. Logan, R. Atwell, B. Gramigna

Staff: T. Robbins, R. Lapham, A. Constabel, I. Jesney, M. McCrank, G. Harris, M. Montague (Recorder)

The meeting was called to order at 12:30 pm.

1 APPROVAL OF THE AGENDA

MOVED by Commissioner Morrison and SECONDED by Commissioner Sifert,
That the Regional Water Supply Commission approve the agenda.

CARRIED

2 ADOPTION OF THE MINUTES OF SEPTEMBER 20, 2017

MOVED by Commissioner Gramigna and SECONDED by Commissioner Haynes,
That the Regional Water Supply Commission adopt the minutes of the meeting held September 20, 2017.

CARRIED

3 CHAIR'S REMARKS

The Chair thanked the Commission members that participated in the budget subcommittee meeting in September, and thanked Commissioner Orr for chairing the subcommittee meeting and the Regional Water Supply Commission meeting in his absence.

4 PRESENTATIONS/DELEGATIONS

There were no presentations/delegations.

5 WATER ADVISORY COMMITTEE

R. Mersereau (not present) submitted a letter stating that the Water Advisory Committee was grateful to have a the opportunity to provide input on the strategic plan and feels the plan reflects the priorities of the Committee and that they recommend that the Regional Water Supply Commission approve the strategic plan as presented.

MOVED by Commissioner Coleman and SECONDED by Commissioner Rogers,

That the Regional Water Supply Commission receive the letter from Water Advisory Committee for information.

CARRIED

6 GENERAL MANAGER'S REPORT

Nothing to report at this time.

7 RECOMMENDATIONS FROM OTHER WATER COMMISSIONS

MOVED by Commissioner Gramigna and **SECONDED** by Commissioner Logan,
That the Regional Water Supply Commission receive the report for information.

CARRIED

8 REGIONAL WATER SUPPLY - 2017 STRATEGIC PLAN

T. Robbins introduced the Regional Water Supply - 2017 Strategic Plan and provided a brief summary of the material distributed. He stated that the strategic plan is based on stakeholder feedback and serves as a guiding document for service delivery suitable for public consumption. He noted that progress and outcomes will be tracked and that staff will report back to the Commission on an annual basis to ensure the ongoing commitments and actions are being achieved.

MOVED by Commissioner Baird and **SECONDED** by Commissioner Wergeland,
That the Regional Water Supply Commission:

1. Approve the Regional Water Supply - 2017 Strategic Plan as presented; and
2. Direct staff to forward the Regional Water Supply - 2017 Strategic Plan to the CRD Board for information and make the Plan available for public distribution.

CARRIED

9 2018 SERVICE PLANS REVIEW PROCESS

T. Robbins spoke to the report. He noted that the service and financial planning process are integral to providing ongoing service delivery, and that the departmental service plans set out key trends and issues, service levels, divisional initiatives, performance objectives, and budget implications. Service plans are presented to appropriate standing committees to provide a detailed assessment of service delivery and programs.

MOVED by Commissioner Baird and **SECONDED** by Commissioner Logan,

That the Regional Water Supply Commission recommend to the Capital Regional District Board:

That the attached service plans be approved as presented.

CARRIED

10 REGIONAL WATER SUPPLY SERVICE - 2018 OPERATING AND CAPITAL BUDGET

Commissioner Orr thanked the budget subcommittee for their participation on the budget review and he thanked staff that were in attendance and noted that the sub-committee discussed surplus funding.

T. Robbins spoke to the report and noted that staff met with Regional Water supply Commission's Budget Subcommittee on September 20, 2017 to review the proposed 2018 Regional Water Supply Budget in order to make budget recommendations to the Regional Water Supply Commission. He stated that the draft 2018 Regional Water Supply Service budget has been prepared in consideration of the CRD Board's 2018 service planning and financial expectations and gave a presentation which summarized

the key budget factors influencing the 2018 budget. He stated that surplus funding is considered when establishing the annual budget and rates and the Commission would need to provide direction to offset future rate increases.

A brief discussion took place about rate based models.

A brief discussion took place about capital contributions and debt servicing costs.

MOVED by Commissioner King and **SECONDED** by Commissioner Sifert,

That the Regional Water Supply Commission:

That the Regional Water Supply Commission recommends that the Capital Regional District Board:

1. Approve the 2018 Capital Budget and the Five Year Capital Plan;
2. Approve the 2018 Operating Budget;
3. Approve the 2018 wholesale water rate of \$0.6644 per cubic metre; and
4. Approve the 2018 agricultural water rate of \$0.2105 per cubic metre.

CARRIED

11 GREATER VICTORIA WATER SUPPLY AREA MINING ACCESS REQUESTS

A. Constabel spoke to the report and stated that she has followed up with the Ministry of Energy and Mines and that the applicant only has rights to conduct mining on the non-reserved areas within the claims as shown in report, and the applicant has no rights to mine within the Sooke Water supply portion of the claims and the CRD has no obligation to provide access to the non-reserved claim areas.

MOVED by Commissioner Kasper and **SECONDED** by Commissioner Zhelka,

That the Regional Water Supply Commission authorize access and special use to Chad Bartlett to access placer tenures #1046940 and #1047461 in the Leech Water Supply Area from October 18, 2017 to April 30, 2018, with the conditions required in the Access Agreement.

CARRIED

12 2017 WILDFIRE SEASON - GREATER VICTORIA WATER SUPPLY AREA

A. Constabel spoke to the report. She noted that the 2017 wildfire season was characterized by an extremely wet winter and spring followed by an extremely dry summer. High temperatures resulted in many days in extreme fire danger and in general an increase in the number of extreme and high danger. She noted that there were no wildfires in the Greater Victoria Water Supply area, that staff training and fuel management progressed as planned, and crews could be supplied to assist the province with wildfire season.

MOVED by Commissioner Logan and **SECONDED** by Commissioner Rogers,

That the Regional Water Supply Commission receive the staff report for information.

CARRIED

13 WATER QUALITY REPORT FOR SOOKE LAKE RESERVOIR – MAY-AUGUST 2017

MOVED by Commissioner Gramigna and **SECONDED** by Commissioner Morrison,

That the Regional Water Supply Commission receive the Sooke Lake Reservoir monitoring result for May-August 2017 for information.

CARRIED

14 WATER WATCH

MOVED by Commissioner Zhelka and **SECONDED** by Commissioner Rogers,

That the Regional Water Supply Commission receive the report for information.

CARRIED

15 NEW BUSINESS

Commissioner Kasper requested staff to provide an analysis on the different types of water rate models.

16 ADJOURNMENT

MOVED by Commissioner Kasper and **SECONDED** by Commissioner Sifert,

That the Regional Water Supply Commission meeting be adjourned at 1:55 pm.

CARRIED

Chair

Secretary