Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Regional Water Supply Commission

Wednesday, May 20, 2020 **11:30 AM** **6th Floor Boardroom**
625 Fisgard St.
Victoria, BC V8W 1R7

PRESENT:
R. Mersereau (Chair); G. Baird (Vice Chair); N. Chambers; C. Stock; L. Szpak; N. Stewart for R. Wade; G. Young

BY PHONE:
S. Duncan; K. Harper; M. Hicks; B. Isitt; K. Kahakauwila; G. Logan; J. Loveday (11:47); T. Morrison; J. Rogers; T. St-Pierre; N. Taylor; E. Wood Zhelka

ABSENT:
Z. de Vries; C. Graham

STAFF:
T. Robbins, General Manager; A. Constabel, Senior Manager Watershed Protection; I. Jesney, Senior Manager, Infrastructure Engineering; G. Harris, Senior Manager, Environmental Protection; T. Duthie, Manager, Administrative Services; D. Dionne, Administrative Coordinator; S. Orr, Recorder

1. TERRITORIAL ACKNOWLEDGEMENT

Commissioner Chambers provided the Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Commissioner Baird, and **SECONDED** by Commissioner Stock,
That the May 20, 2020 agenda be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. 20-301 Adoption of Minutes - March 18, 2020

Attachments: Minutes March 18, 2020

MOVED by Commissioner Baird, and **SECONDED** by Commissioner Stock,
That the minutes of the March 18, 2020 meeting be adopted.
CARRIED

4. CHAIR'S REMARKS

The Chair thanked all in attendance at the meeting and staff for maintaining the provision of water services during the pandemic.

5. PRESENTATIONS/DELEGATIONS

There were no Presentations/Delegations.

A discussion took place about allowing public to participate electronically.

6. WATER ADVISORY COMMITTEE REPORT

There was no report of the Water Advisory Committee.

7. GENERAL MANAGER'S REPORT

7.1. Essential Water Service Delivery - COVID-19

T. Robbins stated that COVID-19 has had minimal impacts on staffing levels, performing critical maintenance tasks and supply chain. He stated staff is tracking costs of implementing COVID-19 protocols and currently planning to re-integrate staff back in to the workplace, who have been working from home.

7.2. Water Supply Outlook

T. Robbins provided a summary of water demand across the region stating that water demand during April was slightly higher than normal, likely from people being at home as a result of COVID-19. He stated that he does not foresee any water supply issues heading into the summer months.

8. COMMISSION BUSINESS

8.1. 20-272 Appointment of Watershed Security Officers

Attachments: Staff Report: Appointment of Watershed Security Officers

A. Constabel introduced the report and noted an increase in trespassing into the watershed possibly due to closure of recreational areas and population growth. She stated the watershed is actively patrolled and trespassers have been ticketed and removed.

Discussion ensued on the following:

- Increasing communication regarding wildfire risk and trespassing onto watershed lands.
- Enforcement in buffer lands surrounding the watershed and if a targeted review of the boundaries is feasible.

MOVED by Commissioner Baird, and **SECONDED** by Commissioner Stock,
That the Regional Water Supply Commission Appoint Patrick McCoubrey and Devon Barnes as Watershed Security Officers; and that Don Herriott (retired) be removed from appointment; for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act, and in accordance with Capital Regional District Bylaw No. 2681
CARRIED

8.2. 20-300 Staff Report: Sooke Lake Reservoir - Intake Tower Screen Replacement and Financial Plan Amendment

Attachments: Staff Report: Sooke Lake Reservoir - Intake Tower Screen Replacement and Financial Plan Amendment

T. Robbins introduced the report.

Staff answered questions and discussion took place about opportunities for other infrastructure improvements and potential turbidity issues with the screen replacement.

MOVED by Commissioner Baird, and **SECONDED** by Commissioner Stock,
1. The Regional Water Supply Commission recommends that the Sooke Lake Reservoir Intake Tower Screen Replacement Project proceed as planned; and,

2. That the Regional Water Supply Commission recommends to the Capital Regional District Board, that the 2020 - 2021 Regional Water Supply Service Financial Plan be amended as follows:

Project	Col. 1	Col. 2	Col. 3	Col. 4
SLR Intake Screen Replacement	0	0	$1.8M	0
RWS Strategic Plan Development	$0.5M	0	$0.1M	$0.4M
St Giles & Cecelia Meter Replacement	$1.0M	0	0	$1.0M
Butchart Dam No.5 Remediation	$3.2M	0	$0.3M	$2.9M
Sooke Lake Dam Instrumentation	$0.75M	$0.2M	$0.2M	$0.75M
Charters Dam Decommissioning	$0.9M	$0.9M	$0.15M	$1.65M
Total	**$6.35M**	**$1.10M**	**$2.55M**	**$6.70M**

** Note the following column names:*
Column 1 = Current 2020 Budget
Column 2 = Current 2021 Budget
Column 3 = Amended 2020 Budget
Column 4 = Amended 2021 Budget

CARRIED

8.3. 20-302 Water Watch Report

Attachments: Water Watch Report

MOVED by Commissioner Baird, and **SECONDED** by Commissioner Stock,
That the May 11, 2020 Water Watch Report be received for information.
CARRIED

8.4. Summary of Recommendations from Other Water Commissions

9. NEW BUSINESS

The Chair stated that meetings will take place in June, July and September.

10. ADJOURNMENT

MOVED by Commissioner Baird, and **SECONDED** by Commissioner Stock,
The meeting be adjourned at 12:27 p.m.
CARRIED

CHAIR

SECRETARY