



Making a difference...together

**SAANICH PENINSULA WATER COMMISSION**  
Notice of Meeting on **Thursday, May 16, 2024 at 9:30 am**  
Meeting Room 2, Sidney Community Safety Building, 2245 Oakville Ave., Sidney, BC

For members of the **public who wish to listen to the meeting** via telephone please call **1-833-353-8610** and enter the **Participant Code 1911461 followed by #**. You will not be heard in the meeting room but will be able to listen to the proceedings.

- |                         |                 |                |
|-------------------------|-----------------|----------------|
| D. Kelbert (Chair)      | P. Jones        | S. Shrivastava |
| M. Doehnel (Vice Chair) | Z. King         | R. Windsor     |
| S. Duncan               | C. McNeil-Smith |                |
| D. Halldorson           | C. Pinches      |                |

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**AGENDA**

- 1. TERRITORIAL ACKNOWLEDGEMENT**
- 2. APPROVAL OF AGENDA**
- 3. ADOPTION OF MINUTES .....3**

*Recommendation: That the minutes of the March 21, 2024 meeting be adopted.*

- 4. CHAIR’S REMARKS**
- 5. PRESENTATIONS/DELEGATIONS**

*Delegations will have the option to participate electronically. Please complete the [online](#) application for “Addressing the Board” on our website and staff will respond with details.*

*Alternatively, you may email your comments on an agenda item to the Saanich Peninsula Water Commission at [iwsadministration@crd.bc.ca](mailto:iwsadministration@crd.bc.ca). Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.*

- 6. GENERAL MANAGER’S REPORT**
- 6.1. Speaker Series: Recommendation to Regional Water Supply Commission**

- 7. COMMISSION BUSINESS**
- 7.1. Summary of Recommendations from Other Water Commissions .....6**

*Recommendation: There is no recommendation. The report is for information only.*

- 7.2. Water Watch Report .....9**
- Recommendation: There is no recommendation. The report is for information only.*

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To ensure quorum, advise [IWSAdministration@crd.bc.ca](mailto:IWSAdministration@crd.bc.ca) if you cannot attend.

**8. NOTICE(S) OF MOTION**

**9. NEW BUSINESS**

**10. MOTION TO CLOSE THE MEETING**

That the meeting be closed for Land Acquisition/Disposition in accordance with the Community Charter, Part 4, Division 3, Section 90(1)(e)

**11. RISE AND REPORT**

**12. ADJOURNMENT**

**Next Meeting:** Thursday, July 18, 2024

**MINUTES OF A MEETING OF THE Saanich Peninsula Water Commission, held Thursday, March 21, 2024 at 9:30 am, Meeting Room, Sidney Community Safety Building (Fire Hall), 2245 Oakville Ave, Sidney BC**

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**PRESENT: Commissioners:** D. Kelbert (Chair); M. Doehnel (Vice Chair); S. Duck for S. Duncan; D. Halldorson; Z. King; C. McNeil-Smith; C. Pinches (EP); S. Shrivastava (EP)

**Staff:** A. Fraser, General Manager, Integrated Water Services; G. Harris (EP), Senior Manager, Environmental Programs; J. Dales, Senior Manager, Wastewater Infrastructure Operations; Ye Li, Senior Financial Advisor; D. Dionne, Administrative Coordinator, Integrated Water Services (Recorder)

**REGRETS:** P. Jones; R. Windsor

EP = Electronic Participation

The meeting was called to order at 9:30 am.

**1. TERRITORIAL ACKNOWLEDGEMENT**

Chair Kelbert provided the Territorial Acknowledgement.

**2. APPROVAL OF AGENDA**

**MOVED** by Commissioner McNeil-Smith, **SECONDED** by Commissioner King, That the agenda be approved.

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOVED** by Commissioner Halldorson, **SECONDED** by Commissioner King, That the minutes of the January 18, 2024 meeting be adopted.

**CARRIED**

**4. CHAIR'S REMARKS**

The Chair reminded Commissioners to stay as open-minded as possible when considering all options on the table.

**5. PRESENTATIONS/DELEGATIONS**

**6. GENERAL MANAGER'S REPORT**

**6.1. Amalgamation Study Update**

A. Fraser noted that this was presented to the Regional Water Supply Commission for information.

## 7. COMMISSION BUSINESS

### 7.1. Implications of Organizing an Annual Speaker Series for Saanich Peninsula Community

A. Fraser introduced the report.

Commissioner King stated that he was proud to have been involved in organizing the three-day Water in the City conference and that it was very comprehensive. He noted that the intention of the motion wasn't meant to be that extensive. He appreciated the effort staff put into the report to outline the implications related to such an undertaking. He further noted that the intent was to have a smaller-scale, one speaker per year, CRD-hosted event with third party topics on emerging concerns that are not necessarily CRD-centric.

There was discussion regarding the feasibility of having the motion go through the Regional Water Supply Commission to be considered in the 2025 Strategic Plan and whether Alternative 2 in the staff report would be a more effective route for the motion.

**MOVED** by Commissioner King, **SECONDED** by Commissioner Duck,  
That the motion be referred to the Regional Water Supply Commission for consideration as part of the 2025 Strategic Plan refresh.

Discussion ensued regarding:

- Having online presentations versus in-person presentations.
- Whether there would be support for a small-scale speaker series with funding provide from the three participating municipalities.

**MOVED** by Commissioner King, **SECONDED** by Commissioner Doheneil,  
That the motion on the floor be tabled to allow discussion and consideration of another option.

**CARRIED**

Discussion ensued regarding:

- The differing mandates of the Saanich Peninsula Water Commission and the Regional Water Supply Commission.
- Keeping the speaker series local by requesting funding from the three Saanich Peninsula municipal councils.
- Concern for setting precedent for a CRD Commission requesting funding from municipalities for a CRD initiative.
- Offloading of costs on to municipalities.

**MOVED** by Commissioner Doehnel, **SECONDED** by Commissioner King,  
That the Chair write to the three Saanich Peninsula municipalities requesting their consideration of providing funding in a total of \$20,000, split among the three participating municipalities.

**DEFEATED**  
**Opposed: Unanimous**

The tabled motion was raised.

Commissioners spoke to the motion noting the following:

- Implications of setting a precedent with a speaker series and what affect that may have on the 200 services within the CRD, would that become an expectation of the public as a new form of engagement.
- Forwarding the motion to the Regional Water Supply Commission allows the discussion to continue at the regional level where public engagement is within their prevue.

**MOVED** by Commissioner King, **SECONDED** by Commissioner Duck,  
That the motion be referred to the Regional Water Supply Commission for consideration as part of the 2025 Strategic Plan refresh.

**CARRIED**

**Opposed: McNeil-Smith, Pinches, Shrivastava**

Staff to provide the Commission with a summary of the proposed wording, related to the speaker series, being provided for the 2025 Strategic Plan.

- Intent is to be small, localized one or two speakers per year
- Virtual
- CRD-hosted

## 7.2. Summary of Recommendations from Other Water Commissions

The item was received for information.

## 7.3. Water Watch Report

The report was received for information.

## 8. NOTICE(S) OF MOTION

There were none.

## 9. NEW BUSINESS

Commissioner Doehnel provided an update on activities at the Water Advisory Committee noting that;

- The Committee is holding extra meetings outside the regular meetings with lots of good discussions.
- There a very robust set of individuals who bring a lot to the table. The members are very committed to working to make their voices heard.

## 10. ADJOURNMENT

**MOVED** by Commissioner King, **SECONDED** by Commissioner Halldorson,  
That the March 21, 2024 meeting be adjourned at 10:31 am.

**CARRIED**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
SECRETARY



# Capital Regional District

## HOTSHEET AND ACTION LIST

### Juan de Fuca Water Distribution Commission

Tuesday, May 7, 2024

11 AM

Goldstream Meeting Room  
479 Island Highway  
Victoria, BC

The following is a quick snapshot of the FINAL Juan de Fuca Water Distribution Commission decisions made at the meeting. The minutes will represent the official record of the meeting. A name has been identified beside each item for further action and follow-up.

#### 3. ADOPTION OF MINUTES

The minutes of the January 9, 2024 meeting were adopted as circulated.

#### 7. COMMISSION BUSINESS

##### 7.1 Juan de Fuca Development Cost Charges Update

**Recommendation:** That staff be directed to proceed with stakeholder engagement and continue with the 2024 Juan de Fuca Water Service Development Cost Charge Program and Bylaw update.

**CARRIED**

##### 7.2 Juan de Fuca Water Distribution 2024 Capital Plan Amendment

**Recommendation:** The Juan de Fuca Water Distribution Commission recommends that the Capital Regional District Board:  
Approve amending the 2024 Juan de Fuca Water Distribution Five Year Capital plan to reallocate funding for projects 16-05, 20-03, 21-02, 24-02 and 24-03 as outlined in Table 1 of the staff report and reflected in the updated Capital Plan shown in Appendix A.

**CARRIED**



# Capital Regional District

## HOTSHEET AND ACTION LIST

### Regional Water Supply Commission

Wednesday, March 20, 2024

11:30 AM

6<sup>th</sup> Floor Boardroom  
625 Fisgard Street  
Victoria, BC

The following is a quick snapshot of the FINAL Regional Water Supply Commission decisions made at the meeting. The minutes will represent the official record of the meeting. A name has been identified beside each item for further action and follow-up.

#### 2. APPROVAL OF THE AGENDA

The agenda was amended to postpone Item **9.1 Placement of Post Disaster Water Supply Drop Kits in Relevant Fire Halls** to a future meeting for 2025 budget discussions.  
**Alicia (June/July)**

**Action:**

Staff to provide Updated Map with Locations of Hardened Hydrants/on-site drop kits.

**Shayne**

#### 3. ADOPTION OF MINUTES

The minutes of the February 21, 2024 meeting and the March 1, 2024 special meeting were adopted as circulated..

#### 8. COMMISSION BUSINESS

##### 8.1. Bylaw No. 4604 - Water Conservation Bylaw No. 1, 2016, Amendment Bylaw No. 4, 2024

**Recommendation:** The Regional Water Supply Commission recommends to the Capital Regional District Board:

1. That Bylaw No. 4604, "Capital Regional District Water Conservation Bylaw No. 1, 2016, Amendment Bylaw No. 4, 2024", be introduced and read a first, second, and third time; and
2. That Bylaw No. 4604 be adopted.

**CARRIED**

##### 8.2 Regional Water Supply Service Development Cost Charge Program and Bylaw Update - Phase 2

**Due to time constraints debate on Item 8.2 and the remainder of the agenda was postponed.**



# Capital Regional District

## HOTSHEET AND ACTION LIST

### Regional Water Supply Commission

Wednesday, April 17, 2024

11:30 AM

CRD 6<sup>th</sup> Floor Boardroom  
625 Fisgard Street  
Victoria, BC

**The following is a quick snapshot of the FINAL Regional Water Supply Commission decisions made at the meeting. The minutes will represent the official record of the meeting. A name has been identified beside each item for further action and follow-up.**

#### 3. ADOPTION OF MINUTES

The minutes of the March 20, 2024 meeting were adopted as circulated.

#### 7. COMMISSION BUSINESS

##### 7.1 Regional Water Supply Service Development Cost Charge Program and Bylaw Update - Phase 2

**Recommendation:** That Capital Regional District staff be directed to proceed with a 1% Municipal Assist Factor, for public and development community engagement.

That Capital Regional District staff be directed to report back on options for Development Cost Charges to be waived or reduced for non-market housing including government, non-profit, and co-op housing.

**CARRIED**

- Staff to connect with City of Victoria staff regarding their recent decision to develop a grant program for the purpose of paying DCCs for non-government, not-for-profit, non-market rental housing projects, and that staff consider this option for when this comes back to Commission after consultation.

**Alicia**

#### **The following items were received for information:**

- 7.2. Saanich Peninsula Water Commission Amalgamation with the Regional Water Supply Commission – Feasibility Study
- 7.3. GVWSA Wildfire Management and Thinning Update
  - Highlight the priority for retention in the old growth forest – prohibiting thinning - In future updates.
  - Consideration of retaining smaller logs (30cm diameter) to decompose naturally for the benefit of wildlife and eventually the forest soil.

**Annette**

- 9.1. Correspondence: Malahat Nation: Regional Water Supply Master Plan
- 9.2. Correspondence: City of Colwood: Referral Motion Re: Proposed Capital Regional Water Supply Development Cost Charge



## CAPITAL REGIONAL DISTRICT - INTEGRATED WATER SERVICES

### Water Watch

Issued May 06, 2024

#### Water Supply System Summary:

##### 1. Useable Volume in Storage:

Reservoir	May 31 5 Year Ave		May 31/23		May 5/24		% Existing Full Storage
	ML	MIG	ML	MIG	ML	MIG	
Sooke	88,158	19,395	88,138	19,390	90,839	19,984	98.0%
Goldstream	8,340	1,835	9,612	2,115	9,905	2,179	99.9%
<b>Total</b>	<b>96,498</b>	<b>21,230</b>	<b>97,750</b>	<b>21,505</b>	<b>100,743</b>	<b>22,164</b>	<b>98.2%</b>

##### 2. Average Daily Demand:

For the month of May	132.0 MLD	29.05 MIGD
For week ending May 05, 2024	128.7 MLD	28.31 MIGD
Max. day May 2024, to date:	140.1 MLD	30.82 MIGD

##### 3. Average 5 Year Daily Demand for May

Average (2019 - 2023)	147.9 MLD <sup>1</sup>	32.54 MIGD <sup>2</sup>
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<sup>1</sup>MLD = Million Litres Per Day      <sup>2</sup>MIGD = Million Imperial Gallons Per Day

##### 4. Rainfall May:

Average (1914 - 2023):	47.4 mm
Actual Rainfall to Date	1.6 mm (3% of monthly average)

##### 5. Rainfall: Sep 1- May 5

Average (1914 - 2023):	1,511.8 mm
2023/2024	1,258.5 mm (83% of average)

##### 6. Water Conservation Action Required:

CRD's Stage 1 Water Conservation Bylaw is now in effect through September 30, 2024  
 Visit our website at [www.crd.bc.ca/water](http://www.crd.bc.ca/water) for more information.

If you require further information, please contact:

Alicia Fraser, P. Eng.  
 General Manager, CRD - Integrated Water Services  
 or  
 Glenn Harris, Ph D., RPBio  
 Senior Manager - Environmental Protection

Capital Regional District Integrated Water Services  
 479 Island Highway  
 Victoria, BC V9B 1H7  
 (250) 474-9600

### Daily Consumption

April 2024

Average Daily Consumption = 118.4 M.L.

Legend:

- 2024 Actual Daily Consumption
- 5 Year Average Daily Consumption for the Month
- 2023 Average Daily Consumption for the Month

Consumption (Million Litres)

350  
300  
250  
200  
150  
100  
50  
0

01 (Mon) 02 (Tue) 03 (Wed) 04 (Thu) 05 (Fri) 06 (Sat) 07 (Sun) 08 (Mon) 09 (Tue) 10 (Wed) 11 (Thu) 12 (Fri) 13 (Sat) 14 (Sun) 15 (Mon) 16 (Tue) 17 (Wed) 18 (Thu) 19 (Fri) 20 (Sat) 21 (Sun) 22 (Mon) 23 (Tue) 24 (Wed) 25 (Thu) 26 (Fri) 27 (Sat) 28 (Sun) 29 (Mon) 30 (Tue)

Day

## Daily Consumptions: - April 2024

Date	Total Consumption		Air Temperature @ Japan Gulch		Weather Conditions	Precipitation @ Sooke Res.: 12:00am to 12:00am		
	(ML) <sup>1</sup>	(MIG) <sup>2</sup>	High (°C)	Low (°C)		Rainfall (mm)	Snowfall <sup>3</sup> (mm)	Total Precip.
01 (Mon)	111.8	24.6	17	6	Sunny / P. Cloudy	0.0	0.0	0.0
02 (Tue)	114.5	25.2	17	5	Cloudy / Showers	2.3	0.0	2.3
03 (Wed)	110.5	24.3	9	2	Cloudy / Showers	1.3	0.0	1.3
04 (Thu)	109.2	24.0	11	1	P. Sunny / P. Cloudy	0.0	0.0	0.0
05 (Fri)	111.5	24.5	13	4	Sunny / P. Cloudy	0.0	0.0	0.0
06 (Sat)	112.2	24.7	10	4	Cloudy	0.0	0.0	0.0
07 (Sun)	111.5	24.5	11	5	Cloudy / Showers	0.5	0.0	0.5
08 (Mon)	108.7	<=Min	10	5	Cloudy / Rain	29.2	0.0	29.2
09 (Tue)	110.8		14	4	Sunny / P. Cloudy / Showers	0.5	0.0	0.5
10 (Wed)	114.1		14	3	Sunny / P. Cloudy	0.0	0.0	0.0
11 (Thu)	116.1		10	5	Cloudy / Showers	4.1	0.0	4.1
12 (Fri)	119.5		13	4	Cloudy / P. Sunny	0.0	0.0	0.0
13 (Sat)	114.1		17	2	Sunny / P. Cloudy	0.0	0.0	0.0
14 (Sun)	122.3		18	4	Sunny / P. Cloudy	0.0	0.0	0.0
15 (Mon)	117.7		11	2	Sunny	0.0	0.0	0.0
16 (Tue)	118.3		13	1	Sunny / P. Cloudy	0.0	0.0	0.0
17 (Wed)	125.1		15	1	Sunny / P. Cloudy	0.0	0.0	0.0
18 (Thu)	124.4		16	1	Sunny	0.0	0.0	0.0
19 (Fri)	128.5		17	4	Sunny / P. Cloudy	0.0	0.0	0.0
20 (Sat)	122.4		19	4	Sunny / P. Cloudy / Showers	0.8	0.0	0.8
21 (Sun)	126.6		13	4	Cloudy / P. Sunny / Showers	6.9	0.0	6.9
22 (Mon)	133.5	<=Max	15	2	Sunny / P. Cloudy	0.0	0.0	0.0
23 (Tue)	129.3		19	3	Sunny / P. Cloudy	0.0	0.0	0.0
24 (Wed)	126.4		13	7	Cloudy / P. Sunny / Showers	1.3	0.0	1.3
25 (Thu)	115.9		11	7	Cloudy / Showers	11.9	0.0	11.9
26 (Fri)	113.6		13	8	Cloudy / Showers	4.3	0.0	4.3
27 (Sat)	119.2		11	7	Cloudy / Showers	4.1	0.0	4.1
28 (Sun)	123.7		9	3	Cloudy / P. Sunny / Showers	6.6	0.0	6.6
29 (Mon)	121.4		13	2	Sunny / P. Cloudy	0.0	0.0	0.0
30 (Tue)	119.5		13	4	Sunny / P. Cloudy / Showers	0.8	0.0	0.8
<b>TOTAL</b>	<b>3552.3 ML</b>	<b>781.51 MIG</b>				<b>74.6</b>	<b>0</b>	<b>74.6</b>
<b>MAX</b>	<b>133.5</b>	<b>29.38</b>	<b>19</b>	<b>8</b>		<b>29.2</b>	<b>0</b>	<b>29.2</b>
<b>AVG</b>	<b>118.4</b>	<b>26.05</b>	<b>13.5</b>	<b>3.8</b>		<b>2.5</b>	<b>0</b>	<b>2.5</b>
<b>MIN</b>	<b>108.7</b>	<b>23.92</b>	<b>9</b>	<b>1</b>		<b>0.0</b>	<b>0</b>	<b>0.0</b>

1. ML = Million Litres

2. MIG = Million Imperial Gallons

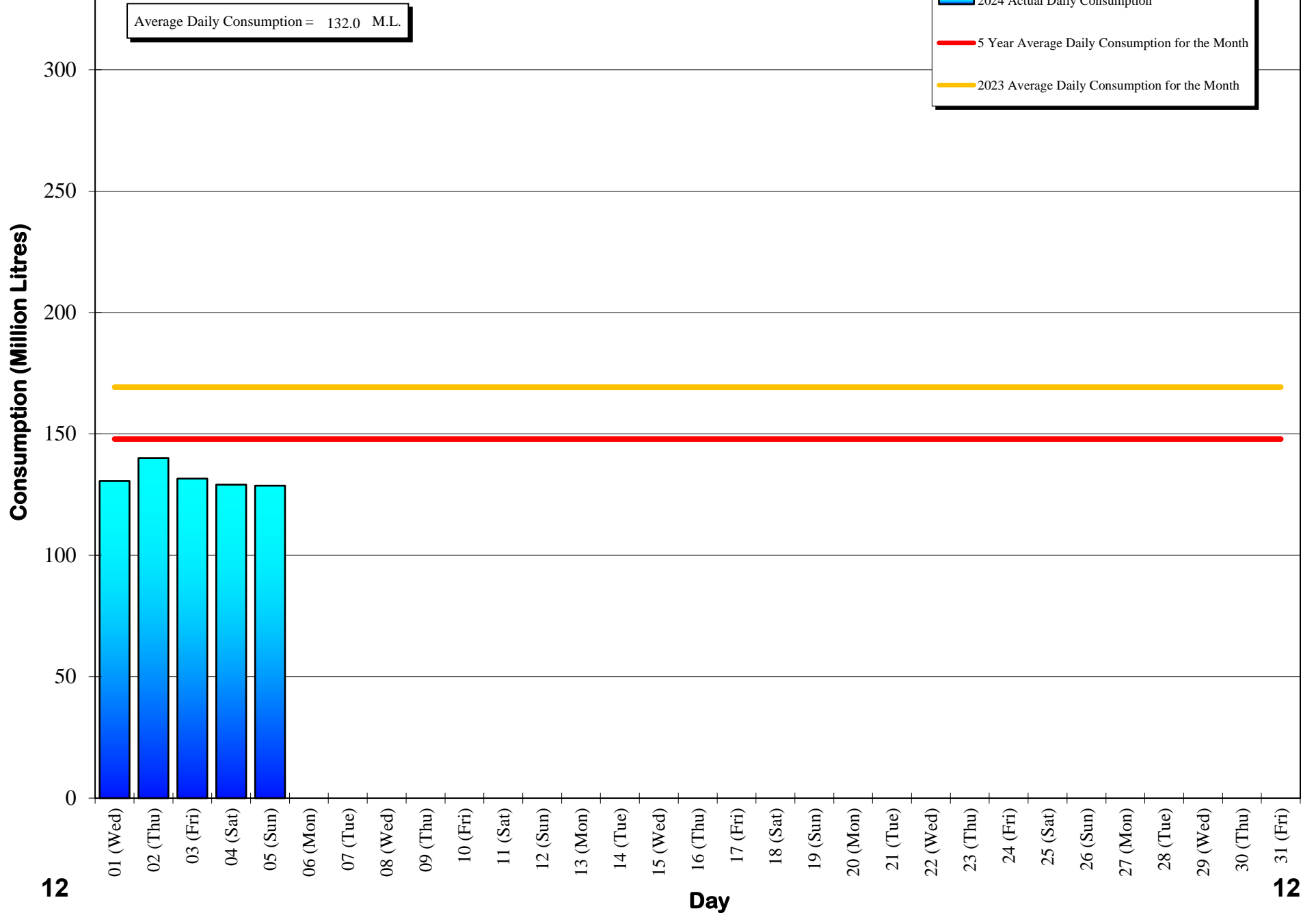
3. 10% of snow depth applied to rainfall figures for snow to water equivalent.

Average Rainfall for April (1914-2023)	89.7 mm
Actual Rainfall: April	74.6 mm
% of Average	83%
Average Rainfall (1914-2023): Sept 01 - May 05	1,511.8 mm
Actual Rainfall (2023/24): Sept 01 - May 05	1,258.5 mm
% of Average	83%

Number days with precip. 0.2 or more
<b>14</b>

Water spilled at Sooke Reservoir to date (since Sept. 1) = 2.46 Billion Imperial Gallons  
 = 11.20 Billion Litres

May 2024



## Daily Consumptions: - May 2024

Date	Total Consumption		Air Temperature @ Japan Gulch		Weather Conditions	Precipitation @ Sooke Res.: 12:00am to 12:00am			
	(ML) <sup>1</sup>	(MIG) <sup>2</sup>	High (°C)	Low (°C)		Rainfall (mm)	Snowfall <sup>3</sup> (mm)	Total Precip.	
01 (Wed)	130.6		28.7	15	3	Sunny / P. Cloudy	0.0	0.0	0.0
02 (Thu)	140.1	<=Max	30.8	18	3	Sunny / P. Cloudy	0.0	0.0	0.0
03 (Fri)	131.6		29.0	18	4	Cloudy / P. Sunny	0.0	0.0	0.0
04 (Sat)	129.1		28.4	18	9	Cloudy / Showers	0.3	0.0	0.3
05 (Sun)	128.7	<=Min	28.3	12	7	Cloudy / Showers	1.3	0.0	1.3
06 (Mon)									
07 (Tue)									
08 (Wed)									
09 (Thu)									
10 (Fri)									
11 (Sat)									
12 (Sun)									
13 (Mon)									
14 (Tue)									
15 (Wed)									
16 (Thu)									
17 (Fri)									
18 (Sat)									
19 (Sun)									
20 (Mon)									
21 (Tue)									
22 (Wed)									
23 (Thu)									
24 (Fri)									
25 (Sat)									
26 (Sun)									
27 (Mon)									
28 (Tue)									
29 (Wed)									
30 (Thu)									
31 (Fri)									
<b>TOTAL</b>	660.1 ML	145.24 MIG					1.6	0	1.6
<b>MAX</b>	140.1	30.82	18	9			1.3	0	1.3
<b>AVG</b>	132.0	29.05	16.2	5.2			0.3	0	0.3
<b>MIN</b>	128.7	28.31	12	3			0.0	0	0.0

1. ML = Million Litres

2. MIG = Million Imperial Gallons

3. 10% of snow depth applied to rainfall figures for snow to water equivalent.

Average Rainfall for May (1914-2023)	47.4 mm
Actual Rainfall: May	1.6 mm
% of Average	3%
Average Rainfall (1914-2023): Sept 01 - May 05	1,511.8 mm
Actual Rainfall (2023/24): Sept 01 - May 05	1,258.5 mm
% of Average	83%

Number days with precip. 0.2 or more
2

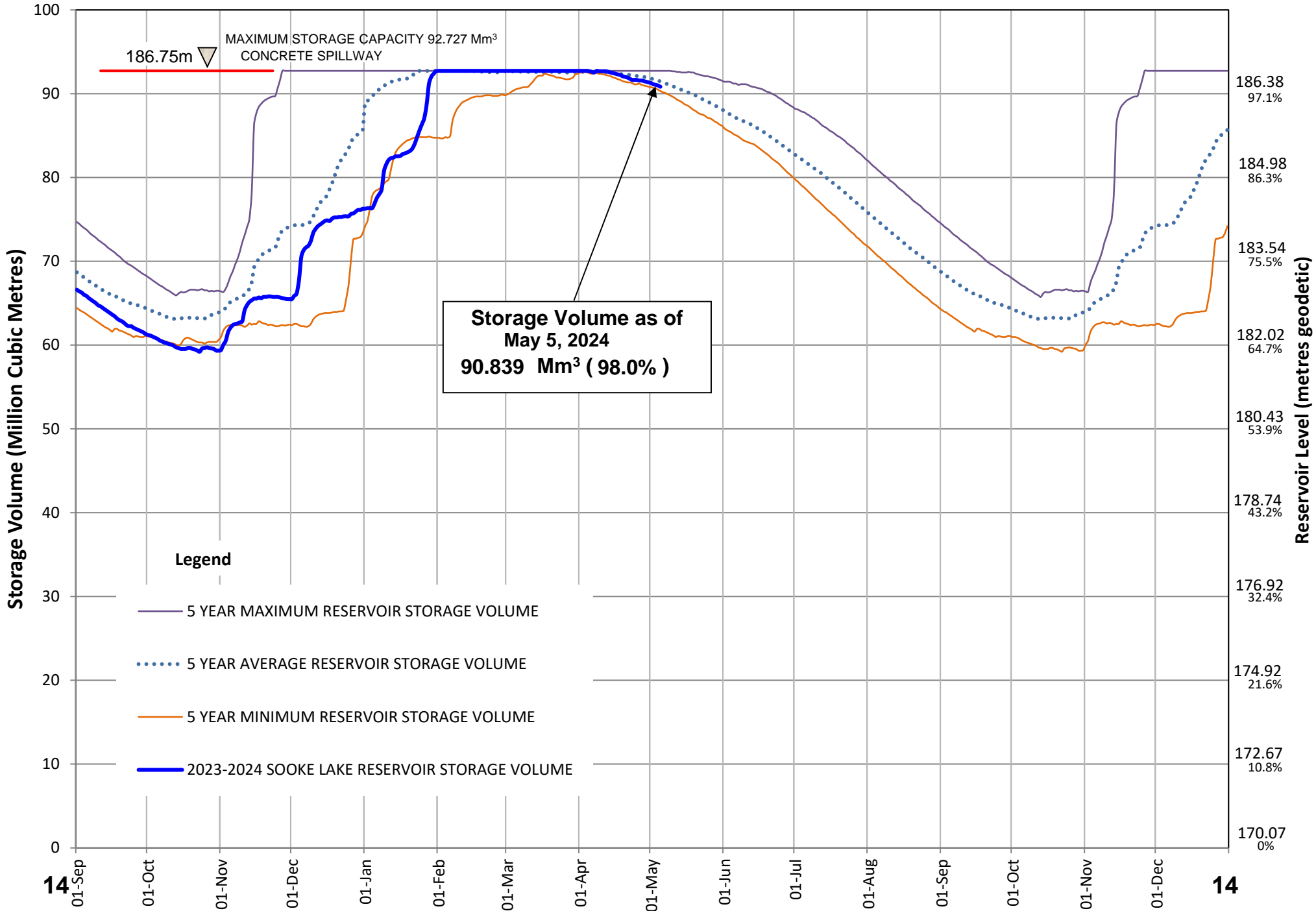
Water spilled at Sooke Reservoir to date (since Sept. 1) = 2.46 Billion Imperial Gallons  
 = 11.20 Billion Litres

# SOOKE LAKE RESERVOIR STORAGE SUMMARY

2023 / 2024

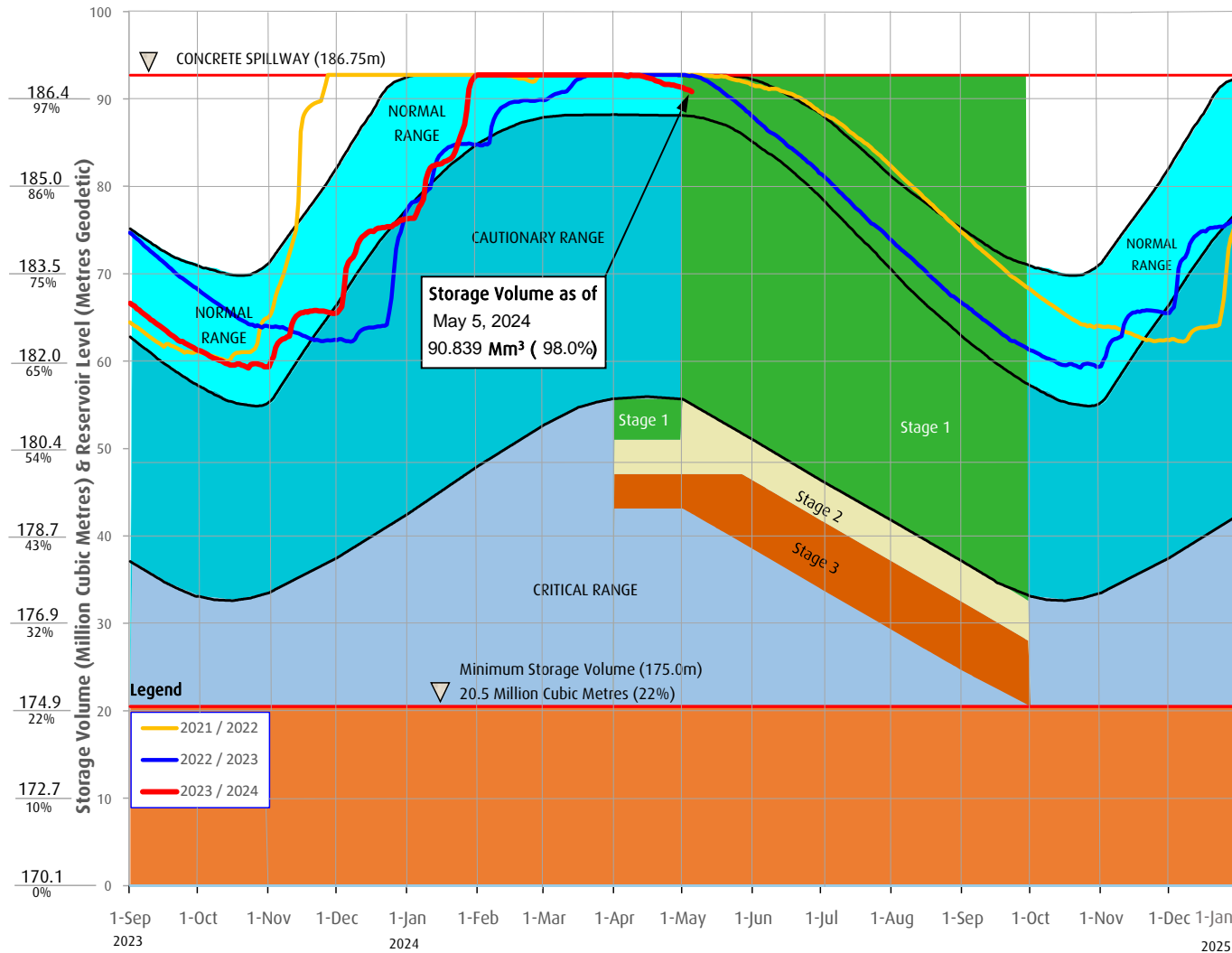
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14



# Sooke Lake Reservoir Storage Level

## Water Supply Management Plan



## FAQs

How are water restriction stages determined?

Several factors are considered when determining water use restriction stages, including,

1. Time of year and typical seasonal water demand trends;
2. Precipitation and temperature conditions and forecasts;
3. Storage levels and storage volumes of water reservoirs (Sooke Lake Reservoir and the Goldstream Reservoirs) and draw downs;
4. Stream flows and inflows into Sooke Lake Reservoir;
5. Water usage, recent consumption and trends; and customer compliance with restriction;
6. Water supply system performance.

The Regional Water Supply Commission will consider the above factors in making a determination to implement stage 2 or 3 restrictions, under the Water Conservation Bylaw.

At any time of the year and regardless of the water use restriction storage, customers are encouraged to limit discretionary water use in order to maximize the amount of water in the Regional Water Supply System Reservoirs available for nondiscretionary potable water use.

Stage 1 is normally initiated every year from May 1 to September 30 to manage outdoor use during the summer months. During this time, lawn watering is permitted twice a week at different times for even and odd numbered addresses.

Stage 2 is initiated when it is determined that there is an acute water supply shortage. During this time, lawn water is permitted once a week at different times for even and odd numbered addresses.

Stage 3 is initiated when it is determined that there is a severe water supply shortage. During this time, lawn watering is not permitted. Other outdoor water use activities are restricted as well.

For more information, visit [www.crd.bc.ca/drinkingwater](http://www.crd.bc.ca/drinkingwater)



# Useable Reservoir Volumes in Storage for May 05, 2024

