



Making a difference...together

**MINUTES OF A MEETING OF THE Saanich Peninsula Water Commission, held Thursday, October 17, 2024 at 9:30 a.m., Meeting Room 2, Sidney Community Safety Building, 2245 Oakville Ave., Sidney, BC**

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**PRESENT: Commissioners:** D. Kelbert (Chair); M. Doehnel (Vice Chair); S. Duncan; D. Halldorson; C. McNeil-Smith; S. Shrivastava; C. Stock (for P. Jones)

**Staff:** A. Fraser, General Manager, Integrated Water Services; G Harris, Senior Manager Environmental Protection; J. Dales, Senior Manager, Wastewater Infrastructure Operations; J. Kelly, Manager, Capital Projects; D. Green, Sr Supervisor Regional Source Control Environmental Protection; B. Rudolph, Stormwater Officer, Environmental Protection; L. Westinghouse, Manager, Revenue, Financial Services; Y. Li, Senior Financial Officer, Financial Services; D. Dionne, Manager, Business Support Services, Integrated Water Services (Recorder)

**REGRETS:** Z. King; C. Pinches; R. Windsor

EP = Electronic Participation

The meeting was called to order at 9:31 am.

**1. TERRITORIAL ACKNOWLEDGEMENT**

The Chair provided the Territorial Acknowledgement.

**2. APPROVAL OF AGENDA**

The agenda was amended to move Item 7.2., Update on Amalgamation Study, to be presented before Item 7.1.

**MOVED** by Alt. Commissioner Stock, **SECONDED** by Commissioner Halldorson,  
That the agenda be approved as amended.

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOVED** by Commissioner Shrivastava, **SECONDED** by Commissioner McNeil-Smith,  
That the minutes of the July 18, 2024 Saanich Peninsula Water Commission meeting be adopted.

**CARRIED**

**4. CHAIR'S REMARKS**

Today at 10:17 am we acknowledge that the Great BC ShakeOut serves as our annual reminder that we live and work in an area of high seismic activity.

What to do if you feel shaking, remember: Drop, Cover, and Hold On for at least 60 seconds or until the shaking completely stops. Only evacuate if directed to or if you're facing an immediate life-threatening situation, such as a tsunami.

## 5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

## 6. GENERAL MANAGER'S REPORT

The General Manager had no report.

## 7. COMMISSION BUSINESS

### 7.1. Saanich Peninsula Water Service 2025 Capital and Operating Budget [24-1005]

A. Fraser provided an overview and recognized all the work by all the staff involved in putting the budget packages together.

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

- Development Cost Charges reserve funds apply to development future growth
- Water demand increases
- Agricultural Research Station rates compared to the bulk water rates – staff noted they would look at the agreement around this rate.
- The Commission expressed concern with Project 21-04, Dean Park well decommissioning, noting a preference to not decommission the well but rather hoped to repurpose it for redundancy. Staff advised that this well is on residential property and is more of a liability than an asset. Regional Water Supply has a long-term plan for resiliency in the system, investing in surface water planning and disaster mitigation planning. Municipalities also have a responsibility to maintain resiliency in their systems. Staff could consider a phased decommissioning to spread out the costs.
- Bear hill tank extension, staff advised that this would provide significant disaster resiliency to the Peninsula. This will be a redundant feed in getting water to that tank. The project is being designed to be seismically resilient, following seismic best practices.

**MOVED** by Commissioner McNeil-Smith, **SECONDED** by Alt. Commissioner Stock, The Saanich Peninsula Water Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2025 Operating and Capital Budget and the Five Year Capital Plan;
2. Approve the 2025 Saanich Peninsula Water Service bulk water rate of \$1.2575 per cubic metre, and the Agricultural Research Station water rate of \$1.2927 per cubic metre, adjusted if necessary, by any changes in the Regional Water Supply wholesale water rate;
3. Direct staff to balance the 2024 actual revenue and expense on the transfer to capital reserve fund;
4. Direct staff to update carry forward balances in the 2025 Capital Budget for changes after year end; and
5. Direct staff to amend the Bulk Water Rates Bylaw accordingly.

**CARRIED**

## **7.2. Update on Amalgamation Study – Dan Huang, Connections Planning Associates**

**Item was presented before Item 7.1.**

Mr. Huang provided a presentation outlining his progress to date regarding the Saanich Peninsula Water Commission amalgamation study.

He and staff responded to questions from the Commission throughout the presentation regarding:

- There is concern about governance, loss of agency and for the loss of a Peninsula voice.
- There would continue to be designated staff and equipment for Saanich Peninsula projects. Would review in more detail from an operational view.
- Changes to the Bulk Water Rate with the addition the Saanich Peninsula.
- Peninsula First Nations participation. Staff advised that they are currently in the process of negotiating with the Peninsula First Nations, that receive water service, to receive direct bulk water rates. Negotiations are still underway for the conveyance agreements with the municipalities.
- Agriculture representation on Saanich Peninsula Commission. The agricultural community is represented through the Water Advisory Committee, but not through the Regional Water Supply Commission.
- Asset retirement and replacement planning.
- Saanich Peninsula Development Cost Charges bylaw would remain in effect until it is reviewed.
- The 5-year capital project would remain through the amalgamation, don't anticipate that the priorities would change. Beyond that five years staff would continue to bring priorities forward.
- A review of Water Advisory Committee composition and membership for a Saanich Peninsula voice, how to account for there no longer being representation from the Saanich Peninsula Water Commission.

**The presentation was received for information.**

## **7.3. Regional Water Supply Commission Staff Report: Bear Hill Extension Project**

The report was received for information.

## **7.4. Summary of Recommendations from Other Water Commissions**

The report was received for information.

## **7.5. Water Watch Report**

The report was received for information.

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

There were none.

**9. NEW BUSINESS**

There was no new business.

**10. ADJOURNMENT**

**MOVED** by Commissioner Halldorson, **SECONDED** by Alt. Commissioner Stock,  
That the October 17, 2024 Saanich Peninsula Water Commission meeting be adjourned at  
11:17 am.

**CARRIED**

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**CHAIR**

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**SECRETARY**