



Notice of Meeting and Meeting Agenda Regional Water Supply Commission

Wednesday, January 18, 2023

11:30 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

MEMBERS:

G. Baird; J. Caradonna; N. Chambers; C. Coleman; Z. de Vries; S. Duncan; C. Graham;
S. Gray; C. Green; K. Guiry; S. Hammond; K. Harper; K. Jordison; S. Kim;
D. Lajeunesse; T. Morrison; T. Phelps Bondaroff; J. Rogers; C. Stock; M. Wagner;
M. Westhaver; A. Wickheim

1. TERRITORIAL ACKNOWLEDGMENT

2. ELECTION OF CHAIR

*(Pursuant to Section 10 Bylaw No. 2539)
Election conducted by Acting General Manager, Integrated Water Service*

3. ELECTION OF VICE CHAIR

*(Pursuant to Section 10 Bylaw No. 2539)
Election conducted by Chair*

4. APPROVAL OF THE AGENDA

5. ADOPTION OF MINUTES

5.1. [23-057](#) Adoption of Minutes from September 28, 2022

Recommendation: That the minutes of the September 28, 2022 meeting be adopted.

Attachments: [Draft Minutes: September 28, 2022](#)

6. CHAIR'S REMARKS

7. PRESENTATIONS/DELEGATIONS

The public are welcome to attend Commission meetings in-person.

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 Regional Water Supply Commission at iwsadministration@crd.bc.ca. Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.

8. GENERAL MANAGER'S REPORT**9. COMMISSION BUSINESS****9.1. [23-053](#) Regional Water Supply Commission Orientation [Presentation]**

Recommendation: There is no recommendation, the presentation is for information only.

Attachments: [Presentation: Regional Water Supply Commission Orientation](#)

**9.2. [23-056](#) Commission Representation on Water Advisory Committee and
Committee Member Appointments**

Recommendation: That the Regional Water Supply Commission:

1. Appoint the Vice Chair to the Water Advisory Committee for a one-year term ending December 31, 2023; and,

2. Strike a nominating committee consisting of the Commission Chair or Chair's delegate, Commission Vice Chair, Juan de Fuca Water Distribution Commission Vice Chair and Saanich Peninsula Water Commission Vice Chair to review the applications; and that the nominating committee report back to the Commission, providing its recommendations for appointment in a closed meeting.
(NWA)

Attachments: [Staff Report: Commission Representation on Water Advisory Committee and Co](#)
[Appendix A: Terms of Reference](#)

9.3. 23-054 Summary of Recommendations from Other Water Commissions

Recommendation: There is no recommendation, the summary is for information only.

Attachments: Summary of Recommendations

9.4. [23-055](#) Water Watch Report

Recommendation: There is no recommendation, the report is for information only.

Attachments: [Water Watch Report](#)

10. REGIONAL WATER SUPPLY COMMISSION MEETING SCHEDULE

Regular meetings of the Regional Water Supply Commission shall be held at the CRD Board Room, 625 Fisgard Street, Victoria, BC on the third Wednesday of the month commencing at 11:30 am unless otherwise determined.

11. NOTICE(S) OF MOTION**12. NEW BUSINESS****13. ADJOURNMENT**

Next Meeting: Wednesday, February 15, 2023

Voting Key:

NWA - Non-weighted vote of all Commissioners

NWP - Non-weighted vote of participants (as listed)

WA - Weighted vote of all Commissioners

WP - Weighted vote of participants (as listed)

To ensure quorum, please contact Denise Dionne at ddionne@crd.bc.ca or 250.360.3087 if you or your alternate cannot attend.

Meeting Minutes

Regional Water Supply Commission

Wednesday, September 28, 2022

11:30 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

PRESENT:

L. Szpak (Chair); G. Baird (V. Chair); S. Duncan (EP); C. Graham; M. Hicks (EP); B. Isitt;
K. Kahakauwila (EP); G. Logan; J. Loveday (12:10 pm); R. Mersereau; T. Morrison (EP);
J. Rogers; C. Stock; N. Taylor; R. Wade (EP); G. Young; E. Paterson for E. Wood Zhelka

STAFF:

R. Lapham, CAO; T. Robbins, General Manager, Integrated Water Services; A. Constabel, Senior Manager, Watershed Protection; S. Irg, Senior Manager, Water Infrastructure Operations; J. Dales, Acting Senior Manager, Wastewater Infrastructure Operations (EP); J. van Niekerk, Senior Manager, Customer and Technical Services; S. Mason, Manager, Water Supply Engineering and Planning; L. Westinghouse, Senior Financial Advisor; D. Dionne, Administrative Coordinator; M. Risvold, Committee and Administrative Clerk (recorder)

REGRETS: N. Chambers; Z. De Vries; S. Dubow; K. Harper; T. St-Pierre; E. Wood Zhelka

EP = Electronic Participation

The meeting was called to order at 11:34 am

1. TERRITORIAL ACKNOWLEDGEMENT

Commissioner Stock provided the territorial acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Commissioner Stock and **SECONDED** by Commissioner Logan,
That the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

3.1. [22-503](#) Minutes of the July 20, 2022 Regional Water Supply Commission Meeting

Attachments: [Draft Minutes July 20, 2022](#)

MOVED by Commissioner Stock and **SECONDED** by Commissioner Rogers,
That the Minutes of the July 20, 2022 meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

The chair provided the following remarks:

- Thanked the commission for all the work done this term
- Noted major achievements by the commission
- Thanked the Chief Administrative Officer and other staff for their diligence and hard work
- Congratulated T. Robbins on new position

G. Baird expressed gratitude for both Chairs this term for their leadership.

5. PRESENTATIONS/DELEGATIONS

There were none.

6. WATER ADVISORY COMMITTEE REPORT

- 6.1. [22-570](#) Water Advisory Committee Draft Minutes of September 1, 2022

Attachments: [Draft Minutes, September 1, 2022, Water Advisory Committee](#)

There is no recommendation. This report is for information only.

7. COMMISSION BUSINESS

7.1. [22-567](#) Regional Water Service 2023 Operating and Capital Budget

Attachments: [Staff Report: RWS 2023 Operating and Capital Budget](#)
[Appendix A: 2023 Regional Water Supply Service Budget](#)
[Appendix B: Long Term Debt Obligations Summary](#)
[Appendix C: Agricultural Water Volumes and Rate Payments for 2011 – 2021](#)
[Appendix D: Wholesale Water Rate History and Projection](#)

T. Robbins spoke to item 7.1 and provided a PowerPoint presentation.

J. Loveday joined the meeting.

Discussion ensued regarding:

- Non-discretionary demand
- Costs associated with transmission main replacements
- Population growth in recent years

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

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

1. Approve the 2023 Operating and Capital Budget and the Five Year Capital Plan;
2. Approve the 2023 wholesale water rate of \$0.7698 per cubic metre;
3. Approve the 2023 agricultural water rate of \$0.2105 per cubic metre;
4. Direct staff to balance the 2022 actual revenue and expense on the transfer to the water capital fund; and
5. Direct staff to amend the Water Rates Bylaw accordingly.

CARRIED

Opposed: Isitt

Discussion ensued regarding:

- Five year capital plan
- Correspondence received
- Rationale for filtration
- Funding for the filtration plant planning and design
- Funding for pump station
- Scope of projects
- Present and future consumers
- Water conservation
- Impact of filtration costs on demand
- Watershed forest resilience and health
- Ecological thinning

R. Lapham spoke to the capital programs.

7.2. [22-504](#) Summary of Recommendations from Other Water Commissions

Attachments: [Summary of Recommendations](#)

There is no recommendation. This report is for information only.

7.3. [22-505](#) Water Watch Report

Attachments: [Water Watch Report](#)

There is no recommendation. This report is for information only.

8. CORRESPONDENCE

8.1. [22-568](#) Correspondence: 2022 Master Plan Feedback

Attachments: [Correspondence: 2022 Master Plan Feedback](#)

T. Robbins introduced correspondence regarding the 2022 Master Plan. The correspondence was received for information by the commission.

There is no recommendation. This report is for information only.

9. NOTICE(S) OF MOTION

There was none.

10. NEW BUSINESS

There was none.

11. ADJOURNMENT

MOVED by Commissioner Baird and **SECONDED** by Commissioner Logan,
That the meeting be adjourned at 12:55 pm.

CARRIED

CHAIR

SECRETARY

Regional Water Supply Commission

January 18, 2023



Agenda

1. Introduction
2. Service Support Staff
3. Governance Framework
4. Regional Water Supply Source & Infrastructure Overview
5. Service Delivery – CRD Departmental Programs
6. Budgets
7. Budget Factors & Upcoming Initiatives
8. Water Demand Rates



Meet the team

Ted Robbins
CAO, Capital Regional District

Ian Jesney
Acting General Manager,
Integrated Water Services

Joseph Marr
Acting Senior Manager, Infrastructure
Engineering, Integrated Water Services

Annette Constabel
Senior Manager, Watershed Protection,
Integrated Water Services

Shayne Irg
Senior Manager, Water Operations,
Integrated Water Services

Glenn Harris
Senior Manager, Environmental
Protection & Water Quality, Parks &
Environmental Services

Laurel Westinghouse
Senior Financial Advisor, Finance &
Technology

Tanya Duthie
Manager, Administration Services,
Integrated Water Services

Denise Dionne
Administrative Coordinator & Commission
Secretary, Integrated Water Services



Provincial Act & Regulation & CRD Bylaws

- *Capital Region Water Supply & Sooke Hills Protection Act* 1997 – Service Establishment
- Capital Region Water Supply & Sooke Hills Protection *Regulation* 1997 – Commission Establishment
- CRD Bylaw No. 2537 – Water Supply Local Service Area Establishment Bylaw
- CRD Bylaw No. 2539 – Regional Water Supply Commission Bylaw
- CRD Bylaw No. 4186 – CRD Board Delegation Bylaw
- CRD Bylaw No. 2570 – Water Supply Fee & Charge Bylaw (Amending Bylaw 4270)
- CRD Bylaw No. 2739 – Adoption of Strategic Plan for Water Management



CRD Bylaws & Strategic Plan

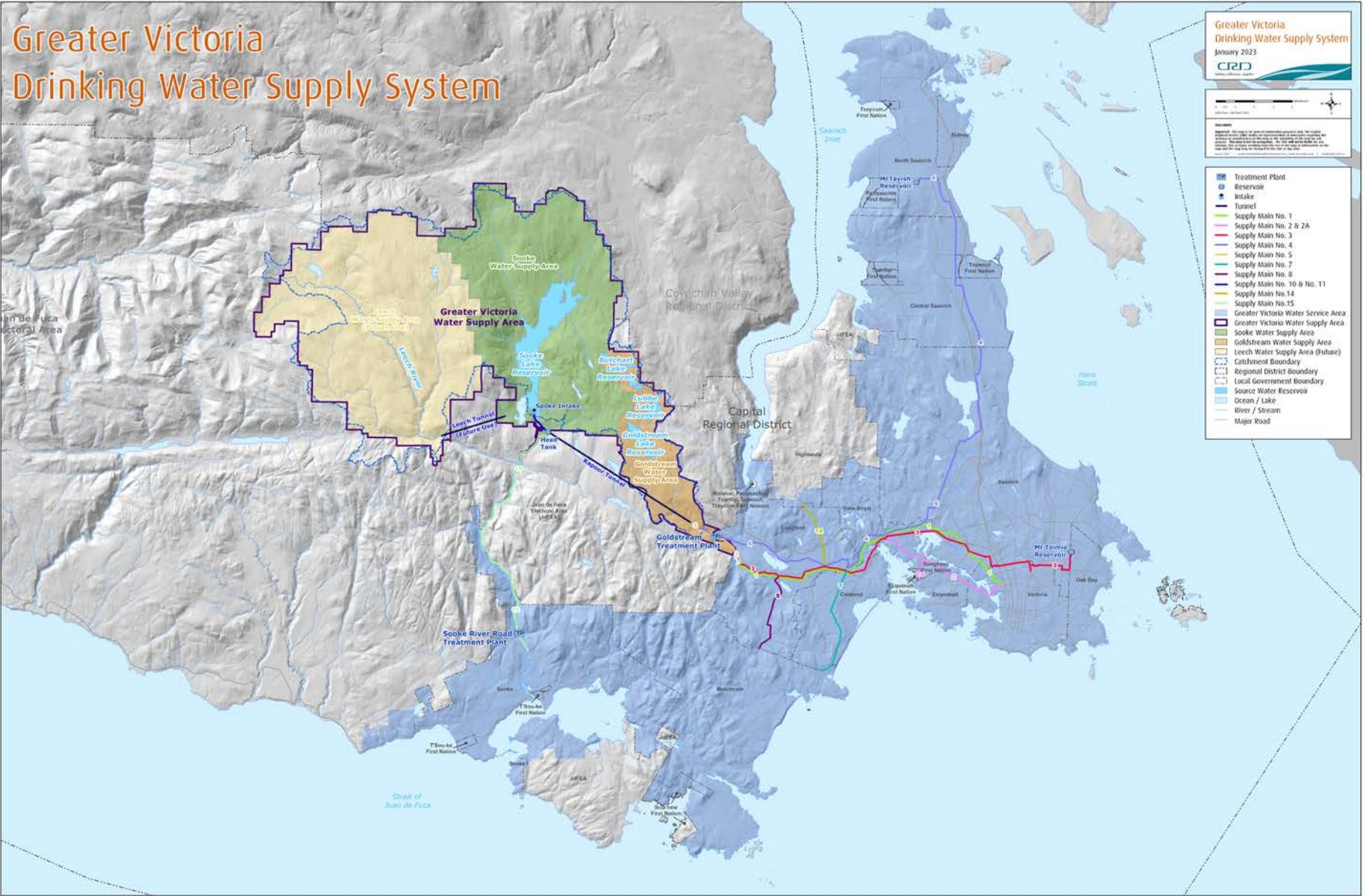
- CRD Bylaw No. 2804 – Water Supply Area Protection Bylaw (Amending Bylaw 4050)
- CRD Bylaw No. 3061 – Water Conservation Bylaw (Amending Bylaw 4248)
- CRD Bylaw No. 3516 – Cross Connection Control Bylaw (Amending Bylaw 4047)
- CRD Policies – Procurement (& Delegation) Policy
- 2017 Strategic Plan for the Greater Victoria Water Supply System
- 2022 Master Plan

Service & Governance Framework

- CRD Board – Chair Colin Plant (2023)
- Regional Water Supply Commission (2023 – 2026)
 - Chris Graham, District of Central Saanich
 - Kim Jordison, City of Colwood
 - Tim Morrison, Township of Esquimalt
 - Gord Baird, District of Highlands
 - Al Wickheim, JDF Electoral Area
 - Mary Wagner, City of Langford
 - Kimberley Guiry, City of Langford
 - Steve Gray, District of Metchosin
 - Celia Stock, District of North Saanich
 - Cairine Green, District of Oak Bay,
 - Karen Harper, District of Saanich
 - Nathalie Chambers, District of Saanich
 - Zac de Vries, District of Saanich
 - Mena Westhaver, District of Saanich
 - Teale Phelps Bondaroff, District of Saanich
 - Sara Duncan, Town of Sidney
 - Dana Lajeunesse, District of Sooke
 - Jeremey Caradonna, City of Victoria
 - Chris Coleman, City of Victoria
 - Stephen Hammond, City of Victoria
 - Susan Kim, City of Victoria
 - John Rogers, Town of View Royal
- Water Advisory Committee – Vice Chair represents Regional Water Supply Commission

Greater Victoria Drinking Water Supply System

System Infrastructure Overview



Water Supply Source & Treatment



Greater Victoria Water Supply Area

- 20,605 ha - Sooke, Goldstream, Leech Watersheds
- 6 Lake Reservoirs & 11 Dams
- Sooke Lake Reservoir – Primary Supply Source
- Goldstream Reservoir System – Secondary Supply Source
- Unfiltered Source Water with 3-Step Disinfection Process
 - Primary Disinfection
 - Ultraviolet light – targets parasites (Giardia & Crypto)
 - Free chlorine – targets bacteria & viruses
 - Secondary Disinfection
 - Ammonia to produce chloramine – long-lasting disinfectant residual
 - Unfiltered Raw Source Water
 - Turbidity (cloudiness) typically < 1 NTU
 - E.Coli bacteria < 20 CFU/100 mL
- Average 140 million litres of water treated & delivered every day

System Infrastructure Overview



Transmission & Pipes

- Approx. 132 km of water main
- Pipe diameters range from 300mm – 2,130mm plus Kapoor Tunnel is 2,400 diameter
- Pipe construction and material types:
 - Welded Steel 63%
 - Ductile Iron (DI) 12%
 - Kapoor Tunnel 7%
 - Concrete 9%
 - PVC 7%
 - AC 2%
- 55 Bulk Meters
- 2 Reservoirs (Tolmie, McTavish)
- 2 Treatment Plants
 - Goldstream
 - Sooke River Road
 - Both provide UV, Chlorine & Ammonia

Service Overview



CRD Departmental Programs

- **Operations & Engineering**
 - Water System Operation and Maintenance
 - Capital Project Delivery – IWS Construction Crew
 - Engineering Design & Project Management
 - System Infrastructure Planning & Asset Management
 - Emergency Response
- **Plant Maintenance & Fleet Management**
 - Preventive Maintenance Planning & Management for Operations
 - Fleet: Service Vehicles & Heavy Equipment
- **Water Quality**
 - Water Quality Sampling, Accredited Lab Testing, Reporting, Regulatory Compliance
 - Cross Connection Control

Service Overview



CRD Departmental Programs

- **Watershed Protection**
 - Wildfire Management, Security & Emergency Response
 - Road, Drainage Structures & Facilities O&M
 - Vegetation & Forest Fuel Management
 - Wildlife, Forest Hydrology, Forest Health & Resilience
- **Demand Management**
 - Administration of Water Conservation Bylaw
 - Promotion of responsible water use through public outreach and education
- **Customer Service**
 - Field Response to Customer Concerns
 - Leaks, Pressure Issues, Meter Inquiries
- **Water Metering & Billing**
 - Municipal Meter Reading & Billing

Budget Planning and Approval Overview



Service Budgets

- Operating & Capital Budgets
 - Provides for all expenditures for Operation & Maintenance (O&M), administration of water service and capital projects
 - Utility Rate Model – Full Cost Recovery
- Operating, Capital Project Lists & Supplemental budget items considered by Commission annually in September for recommendation to CRD Board
- Service Funding
 - 100% of Operating & Distribution Capital, including debt servicing, funded by sale of water

Budget Overview



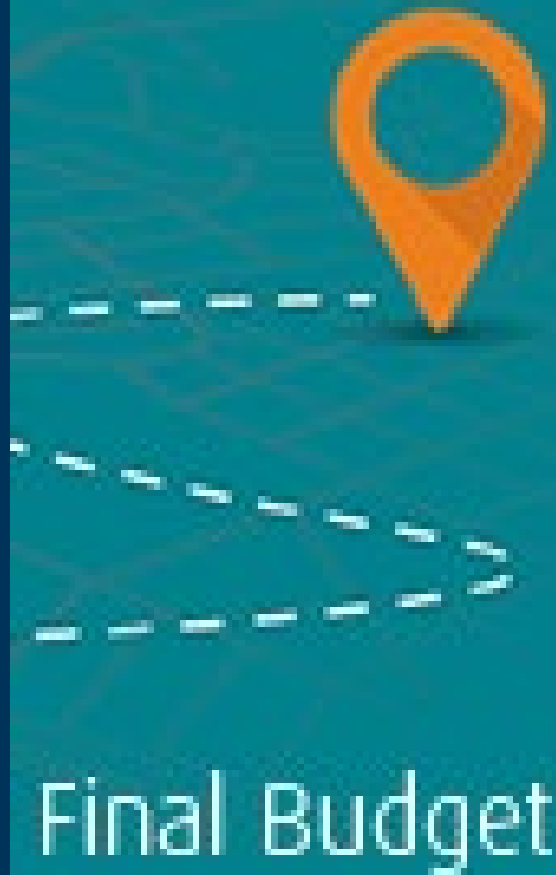
2023 Budget Factors & Upcoming Initiatives

- 2022 Budget – year end budget projections
- Water demand projection and trends
- Operating budget adjustments
- First Nations service provider changes
- Continuing investment in infrastructure upgrades
- Capital funding & debt servicing

Upcoming & Continuing Initiatives

- Post Disaster Water Supply & Distribution
- Disinfection Plant & Dam Upgrades
- Strategic Plan Update
- Initial implementation of 2022 Master Plan
- Development Cost Charge Program

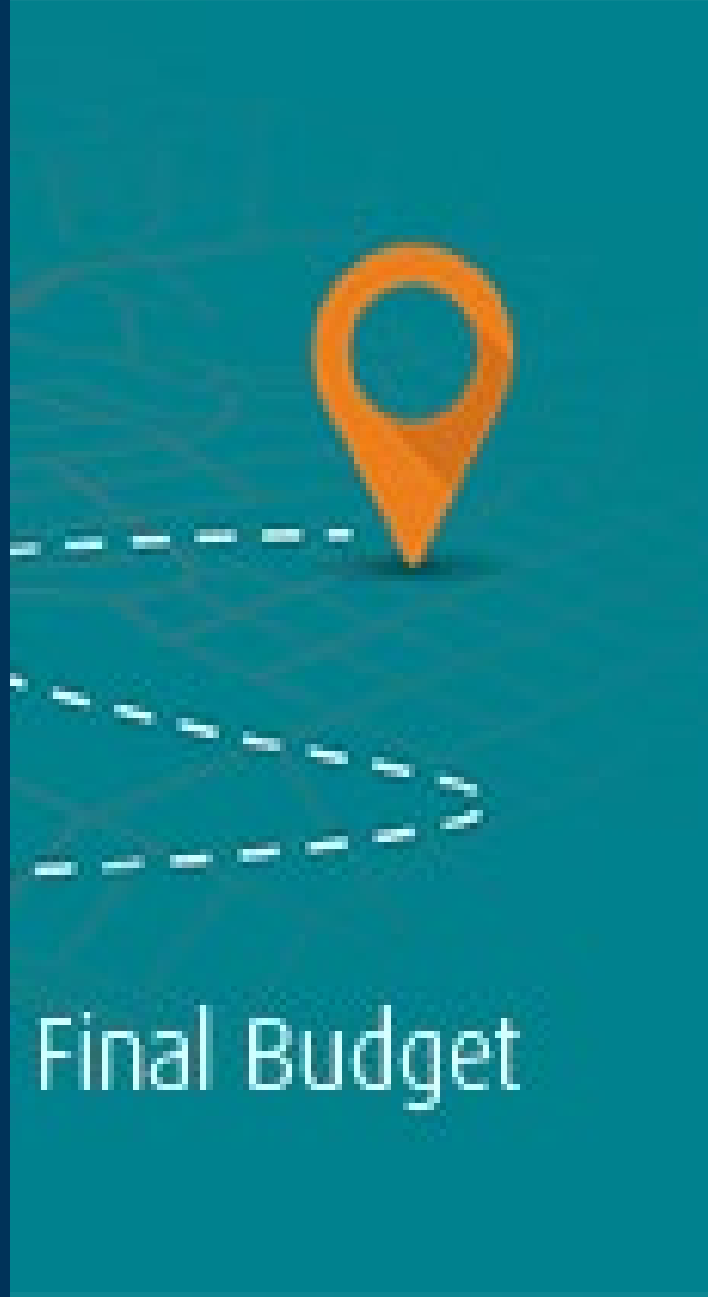
Budget Overview



Budget Context

2023 Budget Context	% of Expenditures
Debt Servicing	19.3%
Capital Funding	32.1%
Supply System O&M	16.7%
Supply System Engineering	1.3%
Service Administration	0.6%
Watershed Protection Program	14.9%
Cross Connection Control Program	1.9%
Demand Management Program	1.8%
Water Quality Program	4.8%
Agricultural Water Rate Funding	4.4%
Conveyance Fee – First Nations Service	<u>2.2%</u>
Total	100%

Budget Overview



Service Budget

2023 Budgets	
Total Budget	\$39.92 M
Total Supply Capital	\$37.62 M
RWS - JDF Shared Capital	\$.91 M

2023 Budget Context	
Operations and Maintenance (Core)	\$16.79 M
Conveyance Fee	\$0.87 M
Agriculture Water Rate Funding	\$1.75 M
Transfers to Water Capital	\$12.82 M
Debt Service Costs	\$7.69 M
	\$39.92 M

Water Demand & Rates



- 2023 Regional Water Supply Wholesale Rate: \$0.7698 / cubic metre
- 2023 Agricultural Rate: \$0.2105 / cubic metre
- 2023 Budget Water Demand: 49,500,000 cubic metres



Thank you



@crdvictoria



Capital Regional District



CRDVictoria



crd.bc.ca

**REPORT TO REGIONAL WATER SUPPLY COMMISSION
MEETING OF WEDNESDAY, JANUARY 18, 2023**

SUBJECT **Water Advisory Committee Representation and Member Appointments**

ISSUE SUMMARY

To appoint a Regional Water Supply Commission representative to the Water Advisory Committee and, to confirm the process for reviewing applications for Water Advisory Committee membership and appointment recommendations.

BACKGROUND

Water Commission Representation

In accordance with The *Capital Regional Water Supply and Sooke Hills Protection Regulation* (Regulation), Water Advisory Committee membership includes representation from the Regional Water Supply Commission, the Juan de Fuca Water Distribution Commission and the Saanich Peninsula Water Commission. Staff are seeking the appointment of a representative to the Water Advisory Committee from each of the Water Commissions. This representation has typically been through the Vice Chair of each Commission.

Committee Member Appointments

As set out in the Terms of Reference for the Water Advisory Committee (Appendix A), appointments to the Water Advisory Committee are required for members representing various areas of interest. The terms of four Committee members expired on December 31, 2022 and there are five other vacancies. All four of the expiring members expressed interest, and are eligible, to serve another two-year term if reappointed.

A call for applications was published through local newspaper, social media feeds and on the Capital Regional District website throughout October 2022, seeking representation in the following areas of interest: First Nations, commercial and industrial water users, resident/ratepayer, protection of fish habitat, scientific, agricultural and environmental. Eleven applications were received.

The appointment procedure is for the Commission to consider recommendations in a Closed meeting, then forward the slate of recommendations to the Board for appointment. The Board then rises and reports on the appointments made.

At its November 25, 2020 meeting, the Regional Water Supply Commission approved the following motion:

That the Regional Water Supply Commission strike a nominating committee consisting of the Commission Chair or Chair's delegate, Commission Vice-Chair, Juan de Fuca Water Distribution Commission representative and Saanich Peninsula Water Commission representative to review the applications and that the nominating committee report back to the Commission, providing its recommendations for appointment.

ALTERNATIVES

Alternative 1

That the Regional Water Supply Commission:

1. Appoint the Vice Chair to the Water Advisory Committee for a one-year term ending December 31, 2023; and,
2. Strike a nominating committee consisting of the Commission Chair or Chair's delegate, Commission Vice Chair, Juan de Fuca Water Distribution Commission Vice Chair and Saanich Peninsula Water Commission Vice Chair to review the applications; and that the nominating committee report back to the Commission, providing its recommendations for appointment in a closed meeting.

Alternative 2

That the Regional Water Supply Commission:

1. Appoint the Vice Chair to the Water Advisory Committee for a one-year term ending December 31, 2023; and,
2. Recommend an alternative process for reviewing the applications for Water Advisory Committee appointments.

CONCLUSION

The Regional Water Supply Commission is required to appoint members to its Water Advisory Committee, including the appointment of a Commission representative. The terms of four Committee members expired on December 31, 2022 and there are five other vacancies on the Committee. Eleven applications were received, and a review of the applications is needed to make membership recommendations to the Board.

RECOMMENDATION

That the Regional Water Supply Commission:

1. Appoint the Vice Chair to the Water Advisory Committee for a one-year term ending December 31, 2023; and,
2. Strike a nominating committee consisting of the Commission Chair or Chair's delegate, Commission Vice Chair, Juan de Fuca Water Distribution Commission Vice Chair and Saanich Peninsula Water Commission Vice Chair to review the applications; and that the nominating committee report back to the Commission, providing its recommendations for appointment in a closed meeting.

Submitted by:	Ian Jesney, P.Eng., Acting General Manager, Integrated Water Services
Concurrence:	Ted Robbins, B.Sc., C.Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Water Advisory Committee Terms of Reference



Making a difference...together

CAPITAL REGIONAL WATER DISTRICT
REGIONAL WATER SUPPLY, PROTECTION
AND CONSERVATION ADVISORY COMMITTEE
(WATER ADVISORY COMMITTEE)

TERMS OF REFERENCE

BACKGROUND

In 1997 the *Greater Victoria Water District Act* was repealed and replaced by the *Capital Regional Water Supply and Sooke Hills Protection Act* (Act). The implementation of the Act is governed by the Capital Regional Water Supply and Sooke Hills Protection Regulation (Regulation). Both the Act and the Regulation were enacted August 1, 1997.

Under the Regulation the Capital Regional District (CRD) must establish by bylaw a standing committee of the Regional Board known as the Regional Water Supply Commission (Commission). The Commission was established in September, 1997. The Regulation further requires the appointment of a Regional Water Supply, Protection and Conservation Advisory Committee (Committee) to provide advice to the Commission on water supply, water quality, the stewardship of lands held by the CRD for water supply purposes and water conservation measures.

COMMITTEE MEMBERSHIP

The Committee will have up to 16 members with representation from:

1. The Regional Water Supply Commission;
2. The Juan de Fuca Water Distribution Commission; and
3. The Saanich Peninsula Water Commission.

In addition each of the following groups will be invited to provide names of potential representatives.

1. The agriculture community;
2. Groups concerned with the protection of fish habitats;
3. First Nations;
4. Environmental groups;
5. Commercial and industrial water users;
6. Residents and ratepayers' associations;
7. Island Health;
8. The scientific community; and
9. Other bodies the Regional District Board considers appropriate.

TERM OF SERVICE

In order to ensure on-going opportunities to serve on the committee and to maintain continuity, half of the appointees will serve a term of one (1) year. Thereafter, public members of the Committee will serve for a period of two (2) years, to a maximum participation of three terms (i.e. six years)

The Committee may request that the Commission replace a member who has missed three consecutive meetings.

COMMITTEE MANDATE

The general mandate of the Committee is to provide advice to the Regional Water Supply Commission on water supply, water quality, the stewardship of the lands held by the Regional District for water supply purposes and water conservation measures.

The responsibilities of the Committee include:

1. Reviewing options for water supply, water quality, water conservation and the stewardship of catchment lands based on their technical and economic merit;
2. Taking into consideration the social and environmental impacts in the review of options;
3. Ensuring all relevant issues are being considered;
4. Advising on the development of a public consultation process;
5. Attending and participating, when required, in public meetings, open houses, etc.;
6. Communicating the issues being considered to groups represented by the Committee members and reporting comments/concerns back to the Committee;
7. Reaching consensus through constructive discussion on all issues; and
8. Formulating recommendations to be forwarded to the Regional Water Supply Commission.

GENERAL COMMITTEE OPERATIONS

1. The General Manager of Integrated Water Services will be the staff liaison for the Committee. Other staff and/or persons may be invited to participate in making presentations to the Committee in order to benefit from additional expertise pertaining to issues being considered.
2. Issues requiring consideration by the Committee will be identified by the Commission, staff or the Committee. Issues and recommendations for the Committee's consideration will be submitted to the Committee in the form of a staff report containing identification of the issue, background information on the issue, alternative solutions to the issue, implications of the alternatives, and a recommendation.
3. The first meeting of the Committee will be chaired by a representative from the Regional Water Supply Commission or their designate until the Committee elects a Chair from among its members. The nominee receiving the majority of votes from the Committee members then present shall be the Committee Chair. The Chair will call for nominations for Deputy Chair. The nominee receiving the majority of votes from the committee members then present shall be the Deputy Chair.
4. Committee meetings will be open to the public and the media. Members of the public will be permitted to make presentations, limited to a maximum of five minutes duration, at the beginning of each meeting, and a time will be set aside for the public to pose questions regarding committee business at the end of each meeting.
5. Regular meetings of the Committee will be set based on the need for consideration of issues identified by the Commission or staff, or at the call of the Committee Chair. At a minimum there will be two meetings per year.

6. Summary minutes of each meeting will be maintained, recording members present, the key points of discussion and action items. The committee's goal is to reach decisions by consensus, however where consensus is not possible, the Chair may call for a vote which will decide the issue by simple majority. Where a vote is taken, the number of votes for and against the motion will be recorded and this information will be provided to the Commission along with the recommendation. The duties of Secretary of the Committee will be undertaken by Integrated Water Services staff. Minutes of each meeting will be circulated to Committee members with the agenda of the next meeting. Minutes will be approved at the following meeting. Approved Committee minutes will be provided to the Commission.
7. Items to be included in the agenda must be received by the Committee secretary at least one week in advance of a meeting. Following review by the Chair, the agenda will be distributed. Items received from committee members after the agenda deadline may be added to the agenda at the meeting.
8. Reports and recommendations from the Committee will be forwarded to the Commission through the Committee Chair. Alternatively, where the Committee makes a recommendation to staff, the Committee's recommendation will be incorporated in a report by staff to the Commission.



JUAN DE FUCA WATER DISTRIBUTION COMMISSION
Tuesday, January 3, 2023 at 12:00 PM

MEETING HOTSHEET
(ACTION LIST)

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.

2. ELECTION OF CHAIR

Commissioner Gord Baird was acclaimed as Chair for a two-year term, ending December 31, 2024.

3. ELECTION OF VICE CHAIR

Commissioner John Rogers was acclaimed as Vice Chair for a two-year term, ending December 31, 2024.

4. ADOPTION OF MINUTES

That the minutes of the September 6, 2022 meeting be adopted.

CARRIED

10. WATER ADVISORY COMMITTEE APPOINTMENT OF REPRESENTATIVE

That the Juan de Fuca Water Distribution Commission appoint the Vice Chair to the Water Advisory Committee for a two-year term ending December 31, 2024.

CARRIED

11. JUAN DE FUCA WATER DISTRIBUTION COMMISSION MEETING SCHEDULE

Regular meetings of the Juan de Fuca Water Distribution Commission shall be held at CRD Integrated Water Services, Goldstream Conference room, 479 Island Highway, Victoria, BC on the first Tuesday of the month commencing at 12 pm unless otherwise determined.

RECEIVED

13. NEW BUSINESS

Motion Arising:

That the Chair, on behalf of the Commission, prepare a letter of appreciation for the work of last term's Commissioners and that a letter of and token of appreciation be presented to the last term's Chair for his work with the Commission.

Actions:

- Staff to consider public education for Strata developments regarding regular water flushing for water quality maintenance.



SAANICH PENINSULA WATER COMMISSION
Thursday, September 22, 2022 at 9:30 AM

MEETING HOTSHEET
(ACTION LIST)

The following is a quick snapshot of the FINAL **Saanich Peninsula Water Commission** decisions made at the meeting. The minutes will represent the official record of the meeting.

3. ADOPTION OF MINUTES

That the minutes of the May 19, 2022 meeting be adopted.

CARRIED

7. COMMISSION BUSINESS

7.1. Saanich Peninsula Water Service 2023 Capital and Operating Budget

The Saanich Peninsula Water Commission recommends that the Capital Regional District Board:

1. Approve the 2023 operating and capital budget;
2. Approve the 2023 Saanich Peninsula bulk water rate of \$1.1439 per cubic metre, and the Agricultural Research Station water rate of \$1.1791 per cubic metre, adjusted if necessary by any changes in the CRD Regional Water Supply wholesale water rate;
3. Direct staff to balance the 2022 actual revenue and expense on the transfer to capital reserve fund;
4. Direct staff to update carry forward balances in the 2023 Capital Budget for changes after year end; and,
5. Direct staff to amend the Bulk Water Rates Bylaw accordingly.

CARRIED

Motion Arising: That lengthening the one-year term for membership is considered when the review of the Supplementary Letters Patent for the Saanich Peninsula Water Supply Commission is conducted.



JUAN DE FUCA WATER DISTRIBUTION COMMISSION
Tuesday, September 6, 2022 at 12 PM

MEETING HOTSHEET
(ACTION LIST)

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.

3. ADOPTION OF MINUTES

That the minutes of the July 5, 2022 meeting be adopted.

CARRIED

7. COMMISSION BUSINESS

7.1. Juan de Fuca Water Distribution Service 2023 Capital and Operating Budget

The Juan de Fuca Water Distribution Commission recommends the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2023 Operating and Capital Budget and the Five Year Capital Plan;
2. Approve the 2023 Juan de Fuca Water Distribution Service retail water rate of \$2.5466 per cubic metre, adjusted if necessary, by any change in the Regional Water Supply wholesale water rate;
3. Direct staff to balance the 2022 actual operating deficit or surplus on the 2022 capital fund transfer; and
4. Direct staff to amend the Water Distribution Local Service Conditions, Fees and Charges Bylaw accordingly.

CARRIED

CAPITAL REGIONAL DISTRICT - INTEGRATED WATER SERVICES

Water Watch

Issued January 09, 2023

Water Supply System Summary:

1. Useable Volume in Storage:

Reservoir	January 31 5 Year Ave		January 31/22		January 8/23		% Existing Full Storage
	ML	MIG	ML	MIG	ML	MIG	
Sooke	92,727	20,400	92,727	20,400	78,923	17,363	85.1%
Goldstream	8,412	1,851	9,825	2,162	9,906	2,179	99.9%
Total	101,139	22,251	102,552	22,561	88,829	19,542	86.5%

2. Average Daily Demand:

For the month of January	99.6 MLD	21.91 MIGD
For week ending January 08, 2023	100.2 MLD	22.04 MIGD
Max. day January 2023, to date:	104.0 MLD	22.88 MIGD

3. Average 5 Year Daily Demand for January

Average (2018 - 2022)	101.4 MLD ¹	22.32 MIGD ²
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¹MLD = Million Litres Per Day ²MIGD = Million Imperial Gallons Per Day

4. Rainfall January:

Average (1914 - 2022):	274.7 mm
Actual Rainfall to Date	21.3 mm (8% of monthly average)

5. Rainfall: Sep 1- Jan 8

Average (1914 - 2021):	560.7 mm
2022/2023	542.8 mm (97% of average)

6. Water Conservation Action Required:

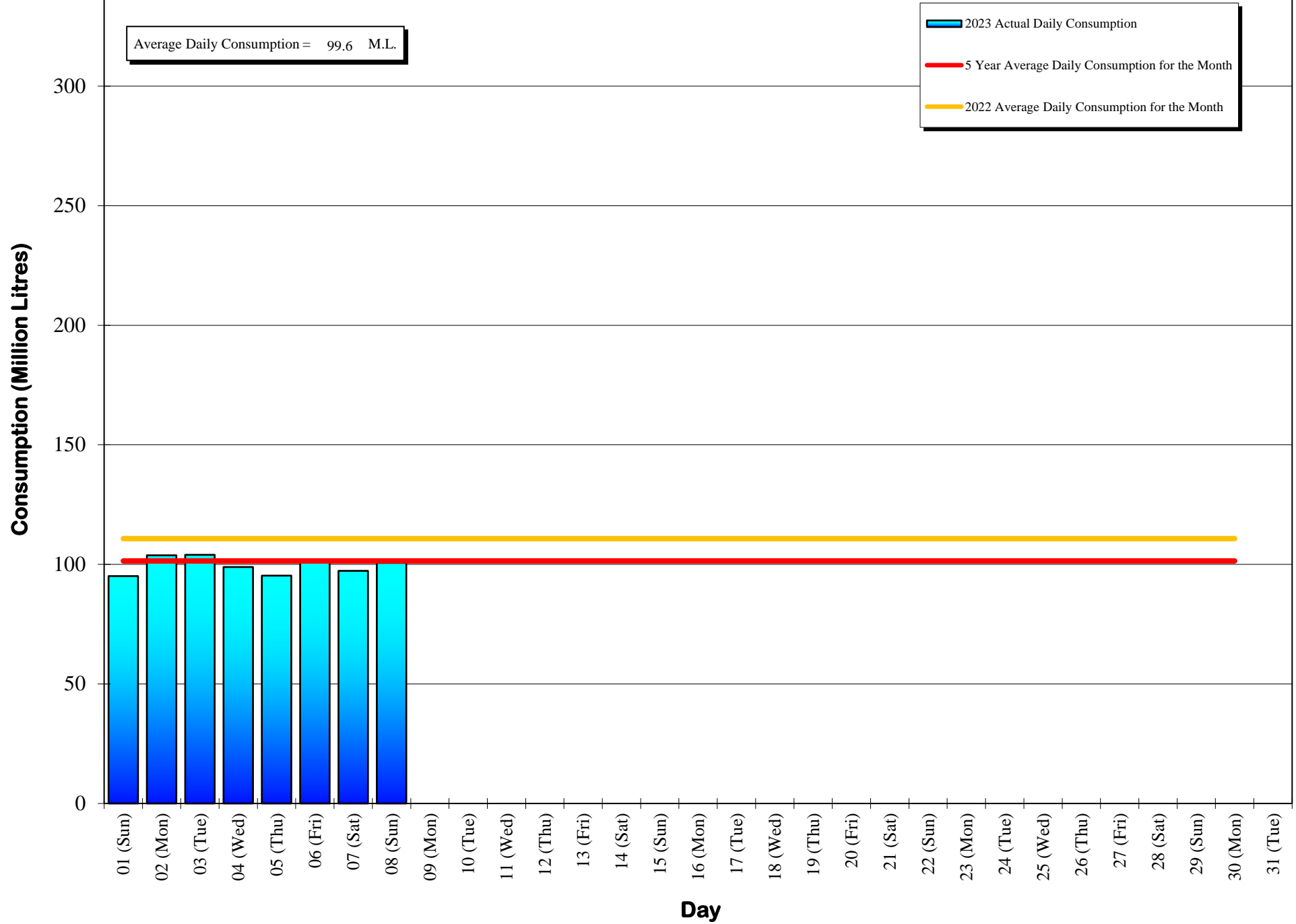
To avoid possible leaks this spring, now is the time to winterize your sprinkler system.
Visit our website at www.crd.bc.ca/water for more information.

If you require further information, please contact:

Ian Jesney, P. Eng.
Acting 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
January 2023



Daily Consumptions: - January 2023

Date	Total Consumption		Air Temperature @ Japan Gulch		Weather Conditions	Precipitation @ Sooke Res.: 12:00am to 12:00am			
	(ML) ^{1.}		(MIG) ^{2.}			High (°C)	Low (°C)	Rainfall (mm)	Snowfall ^{3.} (mm)
01 (Sun)	95.1	<=Min	20.9	6	1	Cloudy	0.0	0.0	0.0
02 (Mon)	103.8		22.8	5	2	Sunny / P. Cloudy	0.0	0.0	0.0
03 (Tue)	104.0	<=Max	22.9	6	2	Sunny / P. Cloudy / Showers	0.5	0.0	0.5
04 (Wed)	98.9		21.7	7	3	Cloudy / Showers	2.3	0.0	2.3
05 (Thu)	95.3		21.0	11	5	Cloudy / Showers	1.8	0.0	1.8
06 (Fri)	101.7		22.4	9	3	Cloudy / Showers	5.1	0.0	5.1
07 (Sat)	97.3		21.4	7	4	Cloudy / Showers	6.3	0.0	6.3
08 (Sun)	100.6		22.1	7	4	Cloudy / Showers	5.3	0.0	5.3
09 (Mon)									
10 (Tue)									
11 (Wed)									
12 (Thu)									
13 (Fri)									
14 (Sat)									
15 (Sun)									
16 (Mon)									
17 (Tue)									
18 (Wed)									
19 (Thu)									
20 (Fri)									
21 (Sat)									
22 (Sun)									
23 (Mon)									
24 (Tue)									
25 (Wed)									
26 (Thu)									
27 (Fri)									
28 (Sat)									
29 (Sun)									
30 (Mon)									
31 (Tue)									
TOTAL	796.7 ML		175.27 MIG				21.3	0	21.3
MAX	104.0		22.88	11	5		6.3	0	6.3
AVG	99.6		21.91	7.3	3.0		2.7	0	2.7
MIN	95.1		20.93	5	1		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.

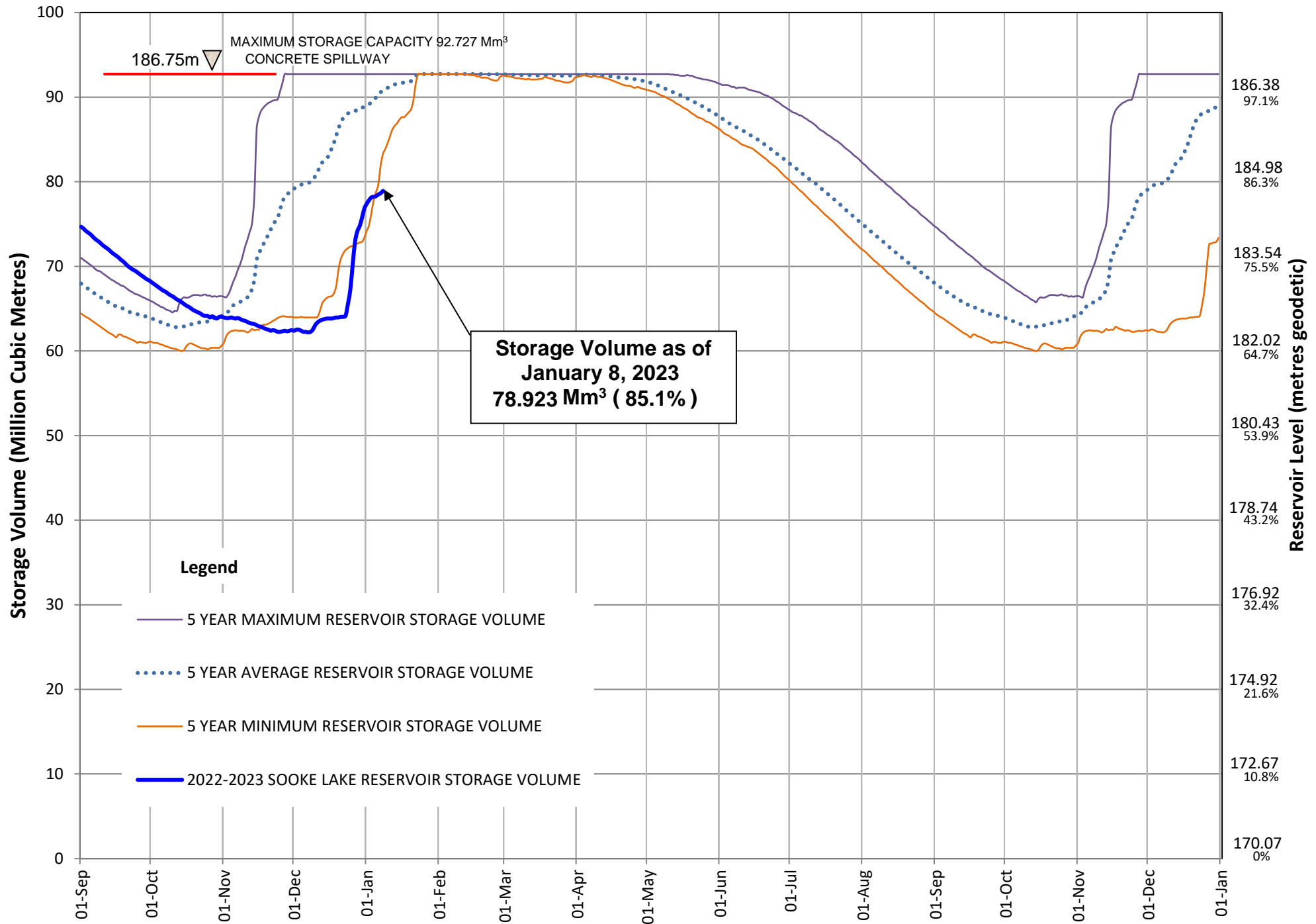
Average Rainfall for January (1914-2022)	274.7 mm
Actual Rainfall: January	21.3 mm
% of Average	8%
Average Rainfall (1914-2021): Sept 01 - Jan 08	560.7 mm
Actual Rainfall (2022/23): Sept 01 - Jan 08	542.8 mm
% of Average	97%

Number days with precip. 0.2 or more
6

Water spilled at Sooke Reservoir to date (since Sept. 1) = 0.00 Billion Imperial Gallons
= 0.00 Billion Litres

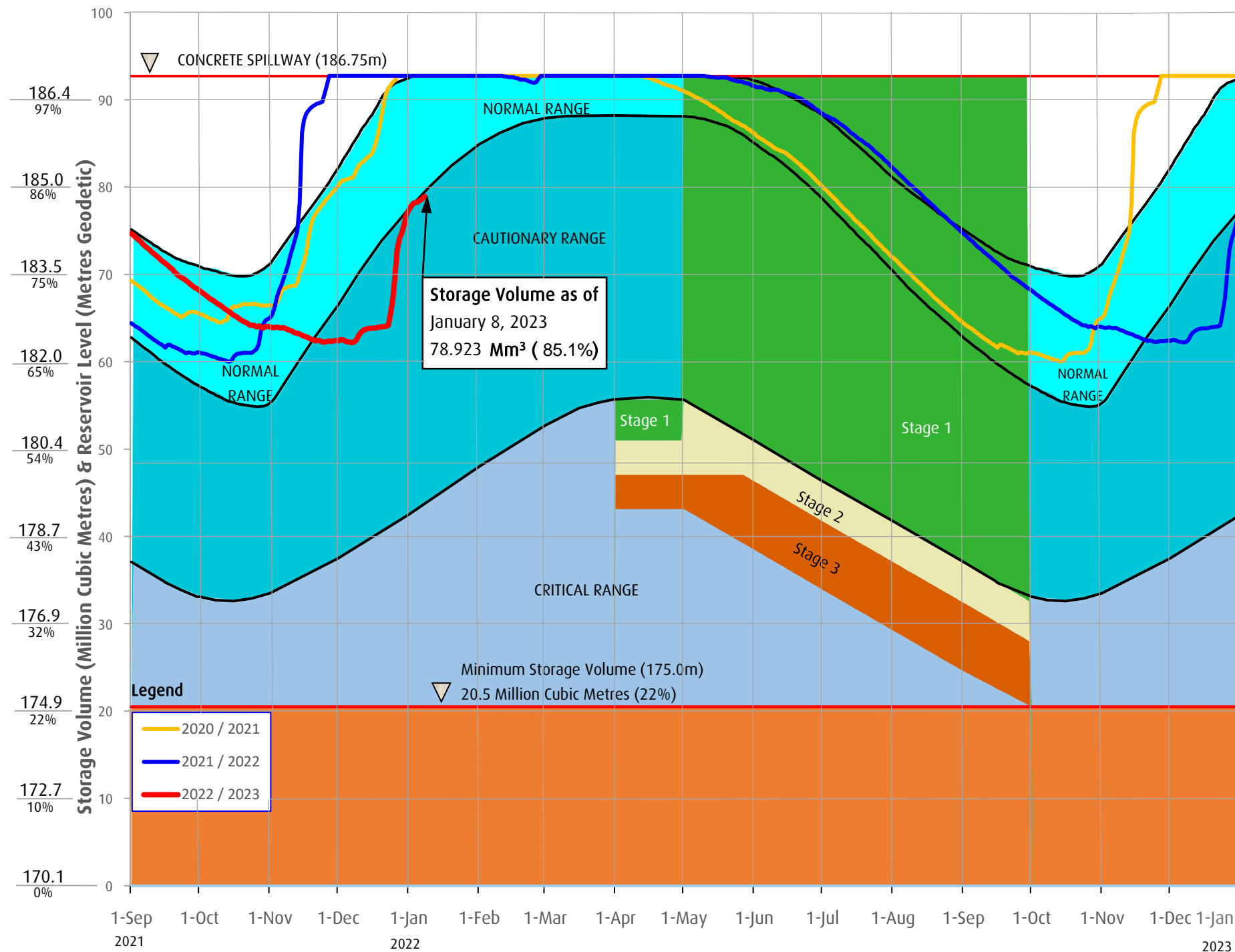
SOOKE LAKE RESERVOIR STORAGE SUMMARY

2022 / 2023



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 down rates;
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

CRD
Making a difference...together



Useable Reservoir Volumes in Storage for January 08, 2023

