

SAANICH PENINSULA WATER COMMISSION

Notice of Meeting on **Thursday, June 18, 2020 at 9 a.m.**

Saanich Peninsula Treatment Plant Meeting Room, 9055 Mainwaring Road, North Saanich, BC

During the COVID-19 pandemic, Commission meetings will be held electronically with limited in-person participation, and will not be open to the public pursuant to [Ministerial Order M139](#).

P. Wainwright (Chair)	Z. King	M. Weisenberger	M. Underwood
R. Barnhart (Vice Chair)	C. McNeil-Smith	R. Windsor	M. Williams
M. Doehnel	G. Orr	D. Kelbert	

AGENDA

1. APPROVAL OF AGENDA

2. ADOPTION OF MINUTES 2

Recommendation: That the minutes of the March 19, 2020 meeting be adopted.

3. CHAIR'S REMARKS

4. GENERAL MANAGER'S REPORT

4.1. Essential Water Service Delivery – COVID-19

4.2. Disaster Mitigation and Adaptation Fund Grant - Update

4.3. Water Supply Outlook

5. PRESENTATIONS/DELEGATIONS

Delegations will be permitted to speak to an agenda item via phone-in participation.

Delegations can make a request [online](#) or complete this [printable form](#) (PDF). Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.

Written submissions are still encouraged.

6. COMMISSION BUSINESS

6.1. Summary of Recommendations from Other Water Commissions 6

Recommendation: That the Summary of Recommendations from other water commissions be received for information.

6.2. Water Watch Report 10

Recommendation: That the June 8, 2020 Water Watch Report be received for information.

7. NEW BUSINESS

8. ADJOURNMENT

Next Meeting: July 16, 2020 or at the call of the Chair

MINUTES OF A MEETING OF THE SAANICH PENINSULA WATER COMMISSION
Held Thursday, March 19, 2020 in the Saanich Peninsula Wastewater Treatment Plant
Meeting Room, 9055 Mainwaring Road, North Saanich, BC

PRESENT: **Commissioners:** G. Orr; M. Weisenberger
 By Phone: P. Wainwright (Chair); R. Barnhart (Vice Chair); D. Kelbert; Z. King;
 C. McNeil-Smith; R. Windsor; M. Underwood

Staff: T. Robbins, General Manager, Integrated Water Services; Stephen
 Henderson; D. Dionne (recorder)

ALSO PRESENT: Eymond Toupin, Director of Infrastructure Services, District of North Saanich

REGRETS: M. Doehnel

The meeting was called to order at 9:30 a.m.

1. APPROVAL OF AGENDA

MOVED by Commissioner Weisenberger, **SECONDED** by Commissioner King,
That the March 19, 2020 agenda be approved as circulated.

CARRIED

2. ADOPTION OF MINUTES

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner King,
That the minutes of the January 16, 2020 meeting be adopted.

CARRIED

3. CHAIR'S REMARKS

The Chair had no remarks.

4. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

5. GENERAL MANAGER'S REPORT

5.1. Water Supply Outlook

T. Robbins advised that Sooke Lake Reservoir reached full storage capacity near the end of January and full storage capacity has been maintained since then. No concerns with water supply moving into the spring and into the summer.

MOVED by Commissioner Barnhart, **SECONDED** by Commissioner King,
That the Water Supply Outlook verbal report be received for information.

5.2. COVID-19 Essential Service Preparations

T. Robbins noted that the COVID-19 virus is not known to survive and cannot be transmitted through drinking water systems.

He provided an update on what the Capital Regional District (CRD) is currently doing in relation to maintaining essential service and staffing levels. He advised that the COVID-19 outbreak could result in operational staff being unable to work and he outlined some of the measures being taken, including:

- Enhanced cleaning of essential service workplaces including common touch points, work spaces, washrooms, fleet vehicles, tools and equipment.
- The activation of an Emergency Operations Centre.
- Essential services staffing levels are being tracked on a daily basis and Policies are being reviewed for any amendments required to assist staff.
- Identifying minimum staffing levels for each work location and monitoring on a shift-by-shift basis.
- Identifying key essential staff.
- Monitoring daily staff leaves/absences by 9 a.m. then tracking against the essential services.
- Critical operations staff (Goldstream/Japan Gulch Treatment Centre) are receiving cross training in order to maintain essential service operations with a 50% redundancy in staffing by next week.
- Redeployment of staff where staff have experience in other areas.
- Staff are contacting retired or former CRD staff to see if there is interest in returning temporarily to help during the crisis.
- The CRD has received approval from BC Water & Waste Association to provide in-house chlorine handling training which should see additional staff achieve certification within the next two weeks.
- Maintaining weekly contact with chemical suppliers to be prepared for any supply chain issues that may arise, and ensuring 30 days of chemical supplies is maintained on site to continue operations.
- Wastewater operators have been instructed to wear half masks in areas of potential exposure.

MOVED by Commissioner Orr, **SECONDED** by Commissioner Weisenberger,
That the COVID-19 Essential Services Preparation verbal report be received for information.

CARRIED

6. COMMISSION BUSINESS

6.1. T'sawout Water Servicing Update (Verbal)

T. Robbins reported that staff are exploring the possibility of the construction of a new service line that would tie into the existing T'sawout water service connection, currently provided by the District of Central Saanich, via bulk water meter chamber at Lochside Drive. Staff have had discussions with Central Saanich about potentially having direct connections from the CRD system to the T'sawout system.

T'sawout has a second service on Central Saanich Road, where there is a combined meter vault with Central Saanich and CRD bulk water meter. Discussions between CRD and Central Saanich staff confirm agreement that, should CRD be able to rectify technical issues, to eventually discontinue service directly to T'sawout, and have those connections replaced with direct CRD connections.

T'sawout has retained a consultant that has completed hydraulic modeling for the distribution system to confirm the requirements for both the domestic and fire flows. Staff have confirmed that CRD would need to continue to provide two connections on the west and north sides of T'sawout lands in order to provide adequate domestic and fire flows.

CRD has completed its own hydraulic modelling to understand the impact on the Peninsula system. There would be no impact in terms of flow or pressure. Staff have completed a Class D cost estimate, including lots of contingency, for T'sawout, which is about \$1.5 million. The cost estimate is with T'sawout who will be pursuing funding options.

With the two connections being direct CRD connections, subject to Saanich Peninsula Water Commission approval, the wholesale water rate would be charged to the T'sawout Nation, which provides the opportunity for the Nation to re-establish its own distribution rate and make decisions as to how it is applied.

Next step will be getting a staff report to the Commission for formal approval.

Staff responded to questions from the Commission.

MOVED by Commissioner King, **SECONDED** by Commissioner McNeil-Smith,
That the T'sawout Water Servicing verbal update be received for information.

CARRIED

6.2. Summary of Recommendations from Other Water Commissions

MOVED by Commissioner Weisenberger, **SECONDED** by Commissioner Barnhart,
That the Summary of Recommendations from Other Water Commissions be received for information.

CARRIED

6.3. Water Watch Report

MOVED by Commissioner King, **SECONDED** by Commissioner Kelbert
That the March 9, 2020 Water Watch Report be received for information.

CARRIED

7. NEW BUSINESS

There was no new business.

8. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Barnhart
In accordance with the Community Charter, Part 4, Division 3, 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED

The Commission moved into closed meeting at 9:52 a.m.

9. RISE AND REPORT

The Commission rose from its closed session at 10:06 a.m. without report.

10. ADJOURNMENT

MOVED by Commissioner Weisenberger, **SECONDED** by Commissioner Orr
That the Saanich Peninsula Water Commission meeting be adjourned at 10:06 a.m.

CARRIED

Chair

Secretary



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CAPITAL REGIONAL DISTRICT REGIONAL WATER SUPPLY COMMISSION
Wednesday, May 20, 2020 at 11:30 AM

MEETING HOTSHEET
(ACTION LIST)

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.

2. Adoption of the Minutes

That the minutes of the March 20, 2020 meeting be adopted.

CARRIED

8. Commission Business

8.1. 20-272 Appointment of Watershed Security Officers

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

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 Sooke Lake Reservoir – Intake Tower Screen Replacement and Financial Plan Amendment

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	Current 2020 Budget	Current 2021 Budget	Amended 2020 Budget	Amended 2021 Budget
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

CARRIED

8.3. Water Watch Report

That the May 11, 2020 Water Watch report be received for information.

CARRIED



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**CAPITAL REGIONAL DISTRICT
JUAN DE FUCA WATER DISTRIBUTION COMMISSION
Meeting held Tuesday, June 2, 2020**

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. ADOPTION OF MINUTES

That the minutes of the March 3, 2020 meeting be adopted.

CARRIED

6. COMMISSION BUSINESS

6.1. JWDC 20-03 2020 Capital Budget Amendment

The Juan de Fuca Water Distribution Commission recommends to the Capital Regional District Board, that the 2020-2021 Juan de Fuca Water Distribution Service Financial Plan be amended as shown in Appendix A.

Appendix A:

Project	Current 2020 Budget	Current 2021 Budget	Amended 2020 Budget	Amended 2021 Budget
AC Pipe Replacement Program	\$3.0M	\$3.0M	\$4.2M	\$1.8M
Goldstream AC Replacement Project	\$5.0M	0	\$0.2M	\$4.8M
Total	\$8.0M	\$3.0M	\$4.4M	\$6.6M

CARRIED

6.2. Summary of Recommendations from Other Water Commissions

That the Summary of Recommendations from Other Water Commissions be received for information.

CARRIED

6.3. Water Watch Report

That the May 25, 2020 Water Watch report be received for information.

CARRIED

7. MOTIONS WITH NOTICE

7.1. Commissioner Rogers: Amendment to the Board Remuneration and Travel Expense Reimbursement Policy

That the Juan de Fuca Water Distribution Commission requests that the CRD Board consider amending the *Board Remuneration and Travel Expense Reimbursement Policy*, to include remuneration for meeting attendance for JDF Water Distribution Commissioners, and direct staff to prepare a report outlining the implications of such an amendment and a recommendation, for the Commission's consideration.

FAILED

Opposed: Logins, Kahakauwila, Wade, Hicks, Logan

7.2. Commissioner Rogers: Juan de Fuca Water Rate Structure Review

That the Juan de Fuca Water Distribution Commission directs staff to conduct a rate structure review that considers a rate structure with a fixed charge component, such as a meter charge, and a consumption based volumetric component for comparison with the current consumption-based volumetric rate, with a goal of capturing revenue from serviced properties which are not consuming water, in order to assist with funding the operations and maintenance expenses incurred by the entire service area, for serviced developments.

CARRIED

8. NEW BUSINESS

8.1. Temporary Financial Relief

That staff be directed to review and report back to the Commission on:

- 1) the bylaw implications of providing temporary financial relief by extending the agricultural water rate to non-profit associations; and
- 2) other possible financial aid opportunities, relating to water charges, for non-profit associations.

CARRIED

CAPITAL REGIONAL DISTRICT - INTEGRATED WATER SERVICES

Water Watch

Issued June 08, 2020

Water Supply System Summary:

1. Useable Volume in Storage:

Reservoir	June 30 5 Year Ave		June 30/19		June 7/20		% Existing Full Storage
	ML	MIG	ML	MIG	ML	MIG	
Sooke	81,389	17,905	81,108	17,844	86,183	18,960	92.9%
Goldstream	6,956	1,530	5,512	1,213	7,946	1,748	80.1%
Total	88,345	19,436	86,620	19,056	94,129	20,708	91.8%

2. Average Daily Demand:

For the month of June	159.6 MLD	35.11 MIGD
For week ending June 07, 2020	159.6 MLD	35.11 MIGD
Max. day June 2020, to date:	168.5 MLD	37.08 MIGD

3. Average 5 Year Daily Demand for June

Average (2015 - 2019)	182.5 MLD ¹	40.16 MIGD ²
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¹MLD = Million Litres Per Day ²MIGD = Million Imperial Gallons Per Day

4. Rainfall June:

Average (1914 - 2019):	35.3 mm
Actual Rainfall to Date	2.3 mm (7% of monthly average)

5. Rainfall: Sep 1- Jun 7

Average (1914 - 2019):	1,560.6 mm
2019/2020	1,601.5 mm (103% of average)

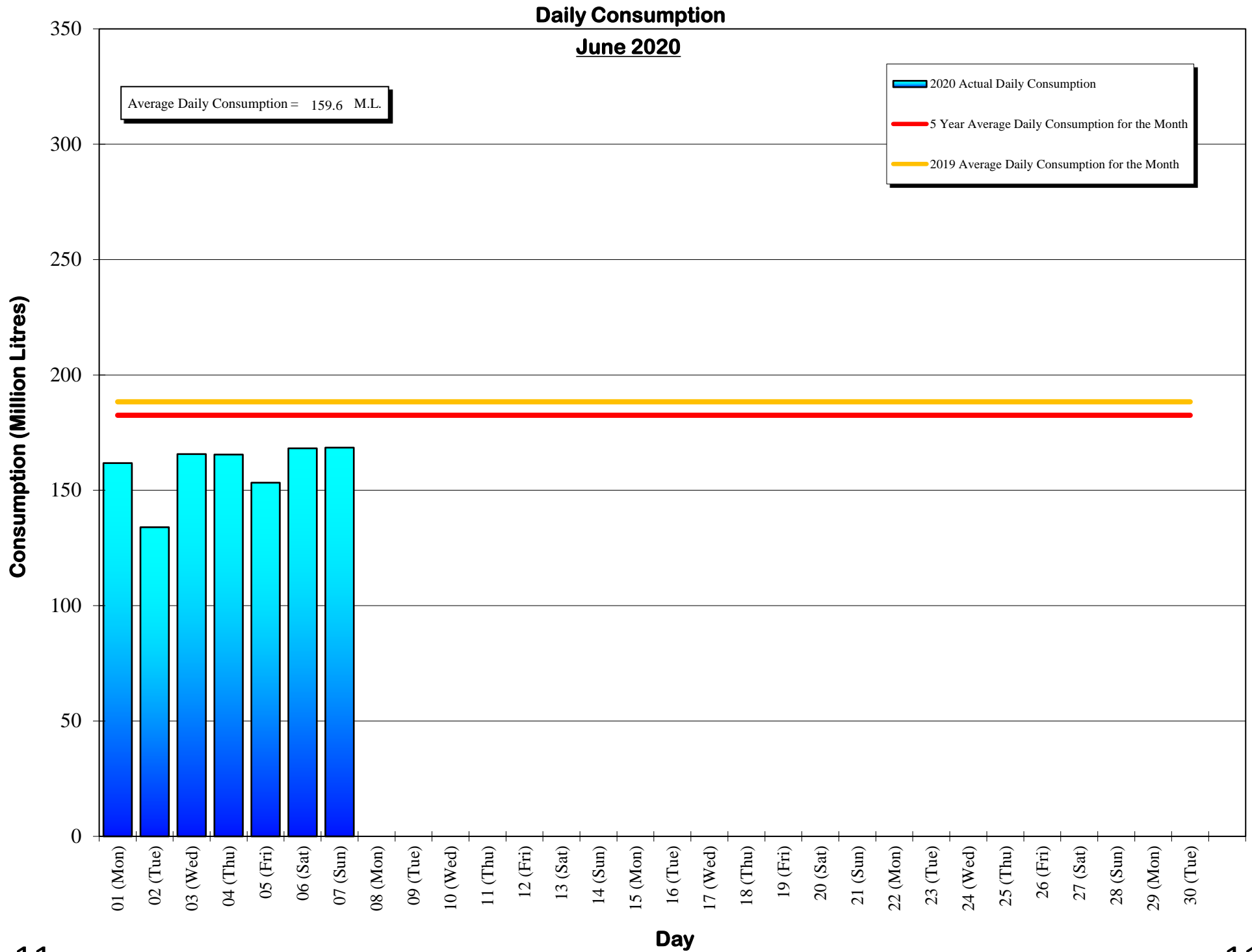
6. Water Conservation Action Required:

CRD's Stage 1 Water Conservation Bylaw is now in effect through to September 30, 2020.
Visit www.crd.bc.ca/water for scheduling information.

If you require further information, please contact:

Ted Robbins, B.Sc., C.Tech
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 Consumptions: - June 2020

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)	Total Precip.
01 (Mon)	161.8		20	7	Sunny / P. Cloudy	0.0	0.0	0.0
02 (Tue)	134.0	<=Min	14	8	Cloudy / Showers	0.5	0.0	0.5
03 (Wed)	165.7		18	7	Sunny / P. Cloudy	0.0	0.0	0.0
04 (Thu)	165.5		19	8	Sunny / P. Cloudy	0.0	0.0	0.0
05 (Fri)	153.3		20	9	Sunny / P. Cloudy	0.0	0.0	0.0
06 (Sat)	168.2		17	8	Cloudy / Showers / P. Sunny	1.8	0.0	1.8
07 (Sun)	168.5	<=Max	19	9	Sunny / P. Cloudy	0.0	0.0	0.0
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)								
TOTAL	1117.0 ML	245.77 MIG				2.3	0	2.3
MAX	168.5	37.08	20	9		1.8	0	1.8
AVE	159.6	35.11	18.1	8.0		0.3	0	0.3
MIN	134.0	29.49	14	7		0.0	0	0.0

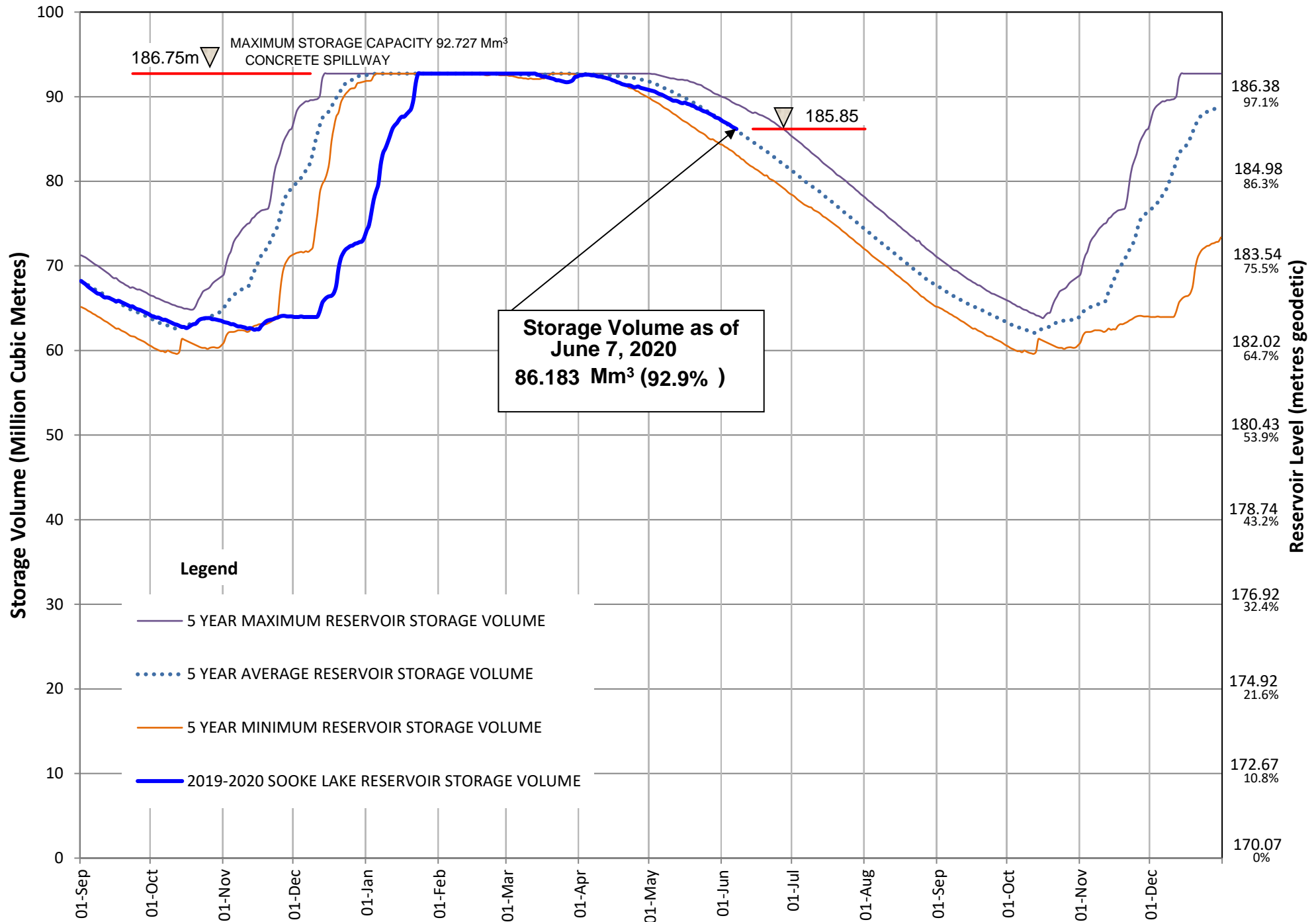
1. ML = Million Litres 2. MIG = Million Imperial Gallons 3. 10% of snow depth applied to rainfall figures for snow to water equivalent.

Average Rainfall for June (1914-2019)	35.3 mm
Actual Rainfall: June	2.3 mm
% of Average	7%
Average Rainfall (1914-2019): Sept 01 - Jun 07	1,560.6 mm
Actual Rainfall (2019/2020): Sept 01 - Jun 07	1,601.5 mm
% of Average	103%

Number days with precip. 0.2 or more
2

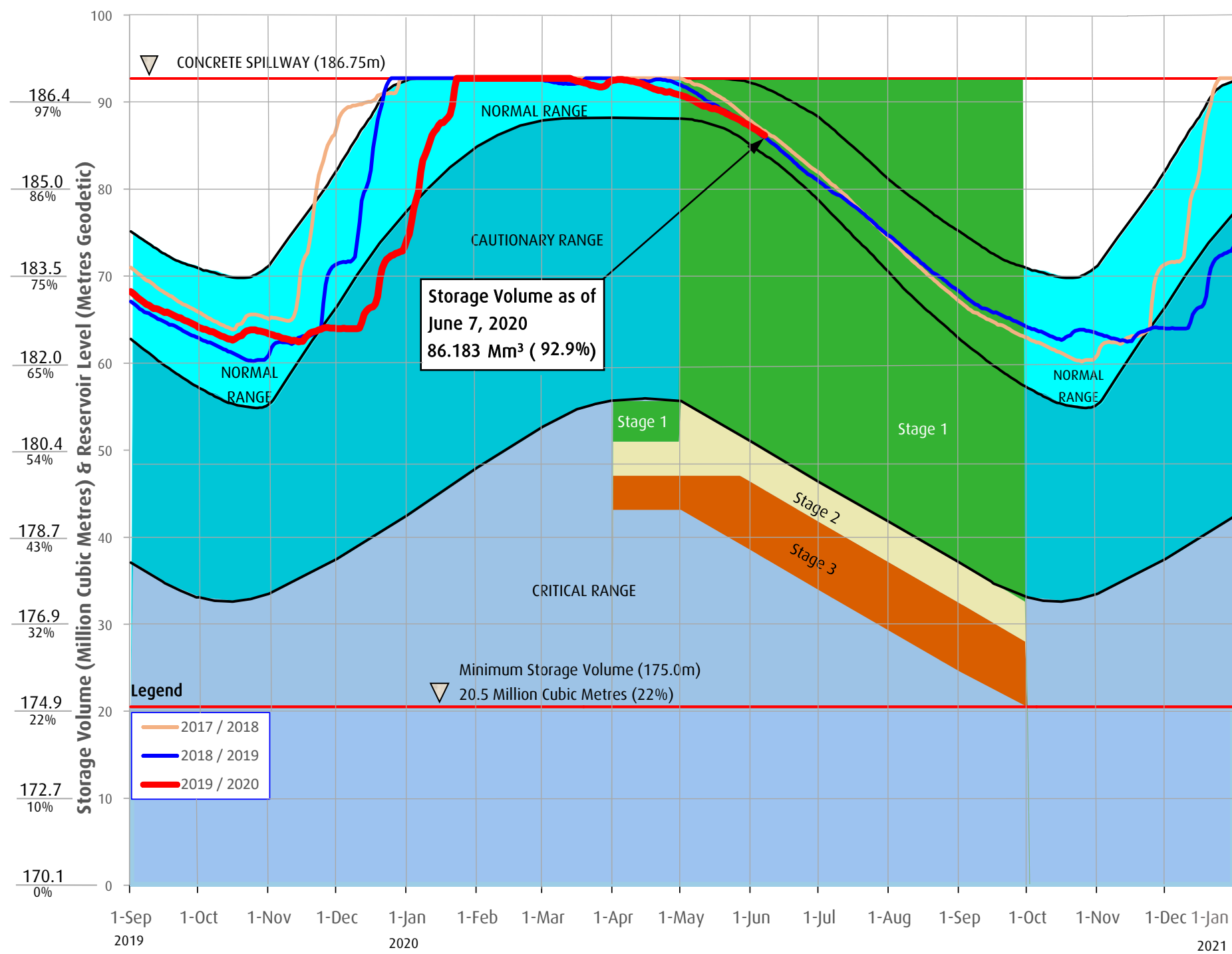
Water spilled at Sooke Reservoir to date (since Sept. 1) = 6.49 Billion Imperial Gallons
= 29.50 Billion Litres

SOOKE LAKE RESERVOIR STORAGE SUMMARY 2019 / 2020



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



Useable Reservoir Volumes in Storage for June 07, 2020

