



Making a difference...together

MINUTES OF A MEETING OF THE SAANICH PENINSULA WATER COMMISSION
Held Thursday, October 15, 2020 in Meeting Room #6 at Greenglade Community Centre,
2151 Lannon Way, Sidney BC

PRESENT: **Commissioners:** P. Wainwright (Chair); R. Barnhart (Vice Chair); M. Doehnel;
B. Fallot for C. McNeil-Smith; G. Orr; M. Williams
 By WebEx: D. Kelbert

Staff: R. Lapham, CAO; T. Robbins, General Manager, Integrated Water Services;
I. Jesney, Senior Manager, Infrastructure Engineering; S. Irg, Senior Manager,
Water Infrastructure Operations; G. Harris, Senior Manager, Environmental
Protection; G. Gullekson, Senior Financial Advisor; D. Dionne (recorder)

REGRETS: Z. King; M. Weisenberger; R. Windsor

The meeting was called to order at 9:00 a.m.

1. TERRITORIAL ACKNOWLEDGEMENT

Chair Wainwright provided the territorial acknowledgement.

2. APPROVAL OF AGENDA

MOVED by Commissioner Orr, **SECONDED** by Commissioner Barnhart,
That the Agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Barnhart, **SECONDED** by Commissioner Orr,
That the minutes of the July 16, 2020 meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

Chair Wainwright spoke to Item 7 on the agenda and advised that member-at-large appointments are coming up for renewal and stated that applications should be forwarded to the municipalities.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. COMMISSION BUSINESS

T. Robbins introduced staff in the room.

6.1. 2019-2022 Water Service Planning

T. Robbins provided an overview of Integrated Water Services initiatives undertaken in 2020 and planned for 2021 to deliver on approved Capital Regional District (CRD) Board Priorities and the Corporate Plan.

Staff responded to questions from the Commission regarding:

- Core service levels that tie into the Budget
- Impacts on the back end of service delivery (IT, Finance)
- Impacts on efficiencies
- How the Community Need Summary ensures the Commission's message gets back to the CRD Board

MOVED by Commissioner Orr, **SECONDED** by Commissioner Williams,
The Saanich Peninsula Water Commission recommends to the Capital Regional District Board:

That Appendix A Community Need Summary – Water be approved as presented and advanced to the October 28, 2020 Provisional budget review process.

CARRIED

6.2. Saanich Peninsula Water Service - 2021 Operating and Capital Budget

T. Robbins summarized the report and outlined the budget process. He stated that the budget is generally on track and advised that staff are reviewing some anomalies related to longer operation of pumps at Deep Cove and Hamsterly and whether this was a result of people being at home due to COVID-19.

He advised that there has been no announcements yet on the grant application for the Federal Infrastructure and Disaster Mitigation and Adaptation Fund which was submitted to replace most of the concrete sections of the No. 4 Transmission Main.

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

- The financial implications related to the Development Cost Charges Fund if the Grant application is not approved
- The effects of COVID-19 on water demand
- Reservoir storage level trends
- Municipal water distribution data
- The expected increase in demand due to offices opening back up downtown, and that there is information regarding unoccupied buildings and what to do about stagnant water available on the CRD's website
- The completion timeline for the seismic isolation valves capital project
- Post-disaster emergency water supply
- Agricultural water demand

MOVED by Commissioner Orr, **SECONDED** by Commissioner Williams,
The Saanich Peninsula Water Commission recommends that the Capital Regional District Board:

1. Approve the 2021 operating and capital budget;

2. Approve the 2021 Saanich Peninsula bulk water rate of \$1.0536 per cubic metre, and the Agricultural Research Station water rate of \$1.0888 per cubic metre, adjusted if necessary by any changes in the CRD Regional Water Supply wholesale water rate;
3. Direct staff to balance the 2020 actual revenue and expense on the transfer to capital reserve fund; and
4. Direct staff to amend the Bulk Water Rates Bylaw accordingly.

CARRIED

6.3. Summary of Recommendations from Other Water Commissions

MOVED by Commissioner Orr, **SECONDED** by Commissioner Barnhart,
That the Summary of Recommendations from other water commissions be received for information.

CARRIED

6.4. Water Watch Report

MOVED by Commissioner Barnhart, **SECONDED** by Commissioner Williams,
That the October 5, 2020 Water Watch Report be received for information.

CARRIED

7. SAANICH PENINSULA WATER COMMISSION APPOINTMENT LETTERS EXPIRING TERMS – DECEMBER 31, 2020

Discussed under Chairs Remarks.

8. NEW BUSINESS

There was no new business.

9. ADJOURNMENT

MOVED by Commissioner Orr, **SECONDED** by Commissioner Doehnel,
That the meeting be adjourned at 9:53 a.m.

CARRIED

CHAIR

SECRETARY