



Making a difference...together

**SAANICH PENINSULA WATER COMMISSION**  
Notice of Meeting on **Thursday, July 18, 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 May 16, 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**
- 7. COMMISSION BUSINESS**

- 7.1. Saanich Peninsula Water Service 2024 Mid-Year Capital Projects and Operations Update .....6**

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

- 7.2. Summary of Recommendations from Other Water Commissions ..... 10**

*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.*

**7.3. Water Watch Report .....13**

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

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

**9. NEW BUSINESS**

**10. ADJOURNMENT**

**Next Meeting:** Thursday, September 26, 2024

**MINUTES OF A MEETING OF THE Saanich Peninsula Water Commission, held Thursday, May 16, 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. Duncan; D. Halldorson; C. McNeil-Smith; S. Shrivastava (EP); R. Windsor (EP)

**Staff:** A. Fraser, General Manager, Integrated Water Services; J. Marr, Senior Manager, Infrastructure Engineering; J. Dales, Senior Manager, Wastewater Infrastructure Operations; P. Kickham; M. Cowley; D. Dionne, Administrative Coordinator, Integrated Water Services (Recorder); M. Risvold, Administrative and Committee Clerk, Integrated Water Services

**REGRETS:** P. Jones; Z. King; C. Pinches

EP = Electronic Participation

The meeting was called to order at 10:13.

**1. TERRITORIAL ACKNOWLEDGEMENT**

An acknowledgement was provided in the preceding meeting.

**2. APPROVAL OF AGENDA**

**MOVED** by Commissioner Duncan, **SECONDED** by Commissioner Halldorson, That the agenda be approved.

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOVED** by Commissioner Duncan, **SECONDED** by Commissioner McNeil-Smith, That the minutes of the March 21, 2024 Saanich Peninsula Water Commission meeting be adopted.

**CARRIED**

**4. CHAIR'S REMARKS**

The Chair made no remarks.

**5. PRESENTATIONS/DELEGATIONS**

There were no presentations or delegations.

**6. GENERAL MANAGER'S REPORT**

Staff are planning to move forward with an asset management plan, similar to the asset management plan for the wastewater system, which is budgeted 2025.

### 6.1. Speaker Series: Recommendation to Regional Water Supply Commission

This has been actioned and the following wording has been put into the Strategic Plan, which will be moving the Water Advisory Committee for review and comment towards the end of this month.

The Saanich Peninsula Water Commission recommends that the Regional Water Supply Commission consider the inclusion of an ongoing virtual speaker series as part of the 2025 Strategic Plan. The speaker's series would be coordinated by the CRD and include presentations by third party experts on emerging topics concerning water.

## 7. COMMISSION BUSINESS

### 7.1. Summary of Recommendations from Other Water Commissions

The report was received for information.

### 7.2. Water Watch Report

The report was received for information.

## 8. NOTICE(S) OF MOTION

There were none.

## 9. NEW BUSINESS

There was a discussion regarding a Capital Regional District (CRD) water line that runs through Maber flats property in Central Saanich and staff noted that in other cases where the CRD has water lines that run through private properties, the CRD typically holds an easement for access.

## 10. MOTION TO CLOSE THE

The Commission or Committee moved into closed session at 10:20 am.

**MOVED** by Commissioner Halldorson, **SECONDED** by Commissioner McNeil-Smith,  
That the meeting be closed for Land Acquisition/Disposition in accordance with the  
Community Charter, Part 4, Division 3, Section 90(1)(e).

**CARRIED**

## 11. RISE AND REPORT

The Commission rose from its closed session at 10:25 without report.

12. ADJOURNMENT

**MOVED** by Commissioner McNeil-Smith, **SECONDED** by Commissioner Halldorson,  
That the May 16, 2024 meeting be adjourned at 10:25.

**CARRIED**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
SECRETARY

DRAFT

**REPORT TO SAANICH PENINSULA WATER COMMISSION  
MEETING OF THURSDAY, JULY 18, 2024**

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**SUBJECT**     **Saanich Peninsula Water Service 2024 Mid-Year Capital Projects and Operations Update**

**ISSUE SUMMARY**

To provide a mid-year update on the Saanich Peninsula Water capital program and operations updates.

**BACKGROUND**

**Capital Program**

The Saanich Peninsula Water (SPW) capital program reflects the planned capital spending for the next five years and forms part of the annual service budget that is approved in March each year by the Capital Regional District (CRD) Board. In 2024, there were 18 capital projects identified with an approved 2024 budget of \$11.9 million. The status of the major projects progressing in 2024 is detailed in Appendix A and locations shown in Appendix B. Additional smaller projects will also progress based on criticality and resourcing.

**Operations Update**

The Saanich Peninsula and Gulf Islands Operations team operates and maintains the Saanich Peninsula Water System which includes a routine operational and preventative maintenance program and corrective (unplanned) maintenance program. The 2024 annual operating budget is \$1.59 million and is on target for a marginal surplus at year end.

**Reservoir Maintenance Program**

There are seven water reservoirs in the Saanich Peninsula Water System. Reservoirs are drained, cleaned, and inspected typically on a five-year cycle. In 2024 both cells of Dean Park Lower Reservoir were scheduled for maintenance. The south cell required corrective maintenance which was primarily related to minor tank leak repair.

**Bulk Water Meter Reading**

There are 15 bulk water meters that service the Saanich Peninsula Water System that are used for water billing for Sidney, Central Saanich, North Saanich and Agriculture Canada. Meters are read monthly by operational staff and analyzed for anomalies.

**Pressure Control Stations**

There are 15 pressure regulating stations that control water system pressures on the Saanich Peninsula Water System. Ongoing routine maintenance is performed annually on the control valves that can include a complete teardown and rebuild of the valve annually depending on the criticality of the station. It is projected that all maintenance will be completed by year end.

Operational Annual Provisional Items

The annual provisional accounts are in the service’s five-year capital plan and were established to provide funding for unplanned repairs/replacements that are outside of the operating budget contingencies. Unplanned repairs and replacements at mid-year are identified in the table below.

<b>Project Title</b>	<b>Project Budget</b>	<b>Status</b>
Pump station, metering station and control valve repairs and replacements	\$80,000	Project 1: Deep Cove PS pump replacement (\$23,000) Project 2: Dean Marney meter replacement (\$10,000) Project 3: Dawson meter replacement (\$10,000) Project 4: East Saanich PRV electrical upgrade (\$10,000)
Transmission main, storage tank repairs and replacements: annual budget	\$80,000	No projects identified to date

**CONCLUSION**

This report provides the Saanich Peninsula Water Commission with operational and capital program updates for the Saanich Peninsula Water Service.

**RECOMMENDATION**

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

Submitted by:	Joseph Marr, P.Eng., Senior Manager, Infrastructure Engineering
Submitted by:	Jason Dales, B.SC., WD IV, Senior Manager, Wastewater Infrastructure Operations
Concurrence:	Alicia Fraser, P. Eng., General Manager, Integrated Water Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

**ATTACHMENT(S)**

Appendix A: Saanich Peninsula Water Service Capital Program – Current Status of Active Projects

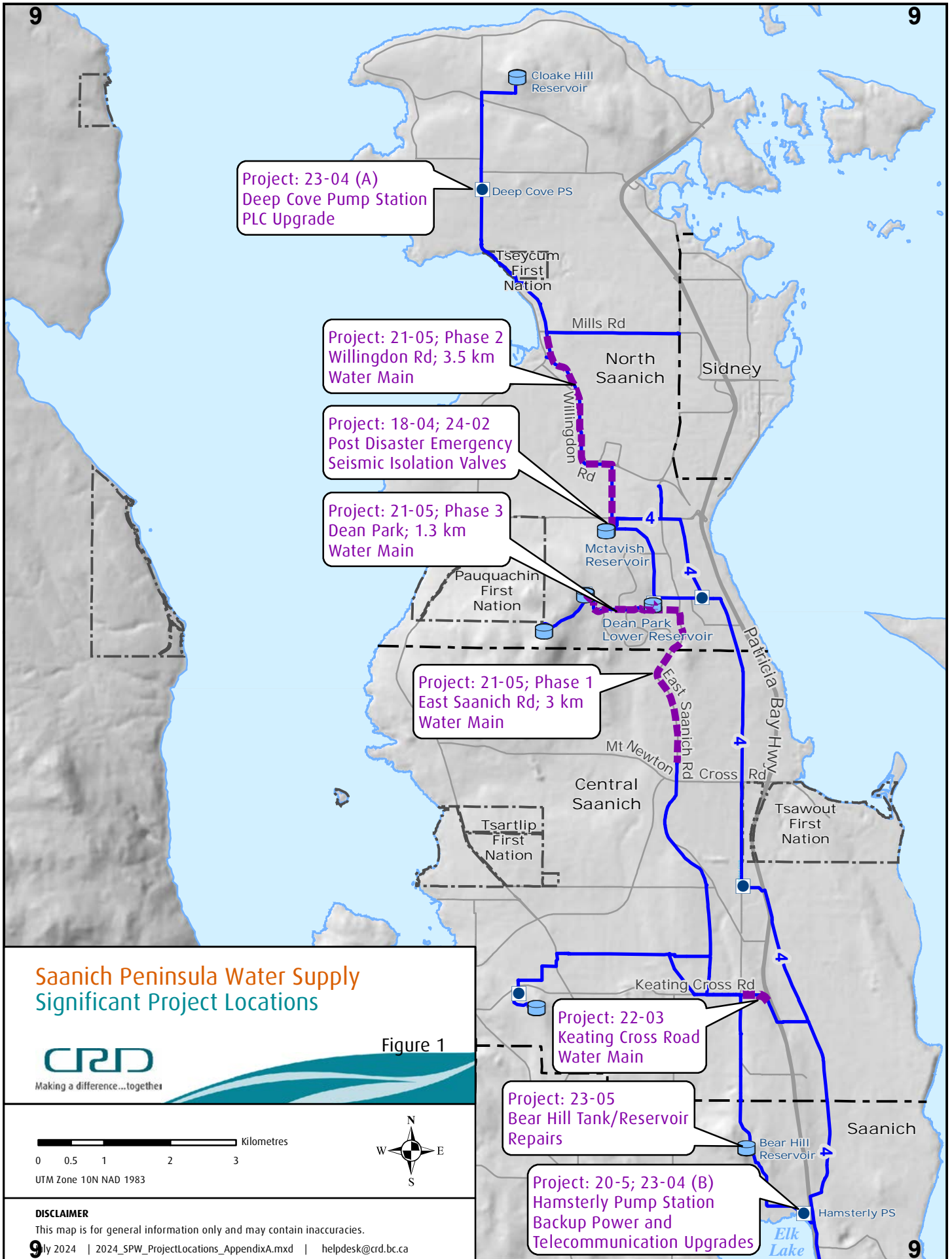
Appendix B: Saanich Peninsula Water Service Capital Program – Significant Project Locations

### Saanich Peninsula Water Capital Program – Current Status of Active Projects

Project Number	Project Title	Total Budget	Status
18-04	Post Disaster Emergency Water Supply	\$1,200,000	This is an ongoing program. In 2024 CRD have completed a design report for future seismic valve installations at McTavish Tank. Additional flushing equipment also purchased.
20-05	Hamsterly Pump Station Backup Power Generator	\$1,100,000	This project was tendered in 2021 but cancelled due to price escalation. Drawings and specifications are ready for retendering, but recent cost estimates suggest even further market escalation is expected. This project is being deferred past 2026 and staff will assess delivering this in tandem with the future Capacity increases at this facility.
21-05	SPW System Upgrade and Expansion	\$14,700,000	This program will consist of various projects to improve SPWS resiliency and redundancy. An Engineering Consultant has been onboarded and is currently in the design process for the Bear Hill Trunk extension, as well as preliminary design services for the Peninsula Trunk Main Upgrade (McTavish Tank to Mills Road) and Dean Park watermain replacement (Dean Park Lower to Dean Park Middle).
22-03	Keating Cross Road Watermain	\$1,000,000	This watermain replacement of approximately 500m of 500mm diameter ductile iron pipe will be completed as part of the Ministry of Transportation and Infrastructure flyover project, which is currently underway.
23-04	RTU & PLC Upgrade and Replacement	\$140,000	Design and Process Control Narrative work is nearly complete for upgrades to the Programmable Logic Controller (PLC) at Deep Cove pump station and upgrades to the telecommunications from Hamsterly Pumpstation.
24-02	Reservoir Seismic Isolation Valves	\$400,000	Designs are complete for Cloake Hill, Bear Hill, Dawson and McTavish Reservoir. Procurement expected to take several months, and construction will extend into 2025.

- Project Numbers refer to project numbers from the 2024 Capital Plan.
- The projects listed above are not inclusive of all capital projects currently underway. Smaller scale projects have been omitted from this list for clarity.





Saanich Peninsula Water Supply  
Significant Project Locations



Figure 1

0 0.5 1 2 3 Kilometres

UTM Zone 10N NAD 1983



**DISCLAIMER**

This map is for general information only and may contain inaccuracies.



# Capital Regional District

## HOTSHEET AND ACTION LIST

### Regional Water Supply Commission

Wednesday, June 19, 2024

11:30 AM

Board Room, 6th Floor  
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 April 17, 2024 meeting were adopted as circulated

#### 7. WATER ADVISORY COMMITTEE

##### 7.1. Minutes of the May 28, 2024 Water Advisory Committee Meeting

**Recommendation from the Water Advisory Committee:**

That the Agricultural Water Rate Study be paused until further review by the Water Advisory Committee.

**CARRIED**

#### 8. COMMISSION BUSINESS

##### 8.1. Recommendation to Award Contract No. 2024-948, Goldstream Water Treatment Plant and Controls Upgrade Project

**Recommendation:**

1. That Contract 2024-948 – Goldstream Water Treatment Plant Ultraviolet and Controls Upgrades, be awarded to Industra Construction Corp. for an amount of \$6,985,946.58 (excluding GST); and
2. That staff be authorized to award up to an additional \$600,000 if required during the execution of the project.

**CARRIED**

##### 8.2. Regional Water Supply Service 2024 Capital Plan Amendment

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

Approve amendment of the 2024 Regional Water Supply Service Capital Plan to move \$180,000 from line item 09-01 Leech River Watershed Restoration; to line item 17-27 Watershed Bridge and Culvert Replacement, to facilitate high priority replacement of a deteriorated major drainage structure.

**CARRIED**

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

**8.3. Summary of Water Recommendations from Other Water Commissions**

**8.4. Water Watch Report**

**11. MOTION TO CLOSE THE MEETING**

**3.1. Motion to Close the Meeting**

That the meeting be closed in accordance with the Community Charter, Part 4, Division 3:

1. Land Acquisition/Disposition under Section 90 (1)(e) [1 Item]
2. Intergovernmental Relations under Section 90 (2)(b) [1 Item]
3. Prohibited from disclosure under FOIPPA under Section 90 (1)(j) [1 Item]

**CARRIED**

**12. RISE AND REPORT**

The Commission rose from its closed session without report.



# Capital Regional District

## **HOTSHEET AND ACTION LIST**

### Juan de Fuca Water Distribution Commission

Tuesday, July 2, 2024

12 PM

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 May 7, 2024 Juan de Fuca Water Distribution Commission meeting were adopted as circulated.

#### 7. COMMISSION BUSINESS

##### The following reports were received for information:

- 7.1 Juan de Fuca Water Service 2024 Mid-Year Capital Projects and Operations Update
- 7.2 Summary of Recommendations from Other Water Commissions
- 7.3 Water Watch Report

#### 9. NEW BUSINESS

##### 9.1 Stipend for Juan de Fuca Water Distribution Commissioners

That staff bring forward the June 2, 2020 meeting material regarding stipends for Juan de Fuca Water Distribution Commissioners to the next meeting.

**CARRIED**

## CAPITAL REGIONAL DISTRICT - INTEGRATED WATER SERVICES

### Water Watch

Issued July 08, 2024

#### Water Supply System Summary:

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

Reservoir	July 31 5 Year Ave		July 31/23		July 7/24		% Existing Full Storage
	ML	MIG	ML	MIG	ML	MIG	
Sooke	75,864	16,690	73,988	16,277	80,684	17,750	87.0%
Goldstream	7,493	1,648	8,413	1,851	9,359	2,059	94.4%
Total	83,357	18,338	82,401	18,128	90,043	19,810	87.7%

##### 2. Average Daily Demand:

For the month of July	210.8 MLD	46.38 MIGD
For week ending July 07, 2024	210.8 MLD	46.38 MIGD
Max. day July 2024, to date:	230.4 MLD	50.68 MIGD

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

Average (2019 - 2023)	202.4 MLD <sup>1</sup>	44.52 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 July:

Average (1914 - 2023):	22.2 mm
Actual Rainfall to Date	0.0 mm (0% of monthly average)

##### 5. Rainfall: Sep 1- Jul 7

Average (1914 - 2023):	1,590.2 mm
2023/2024	1,334.7 mm (84% of average)

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

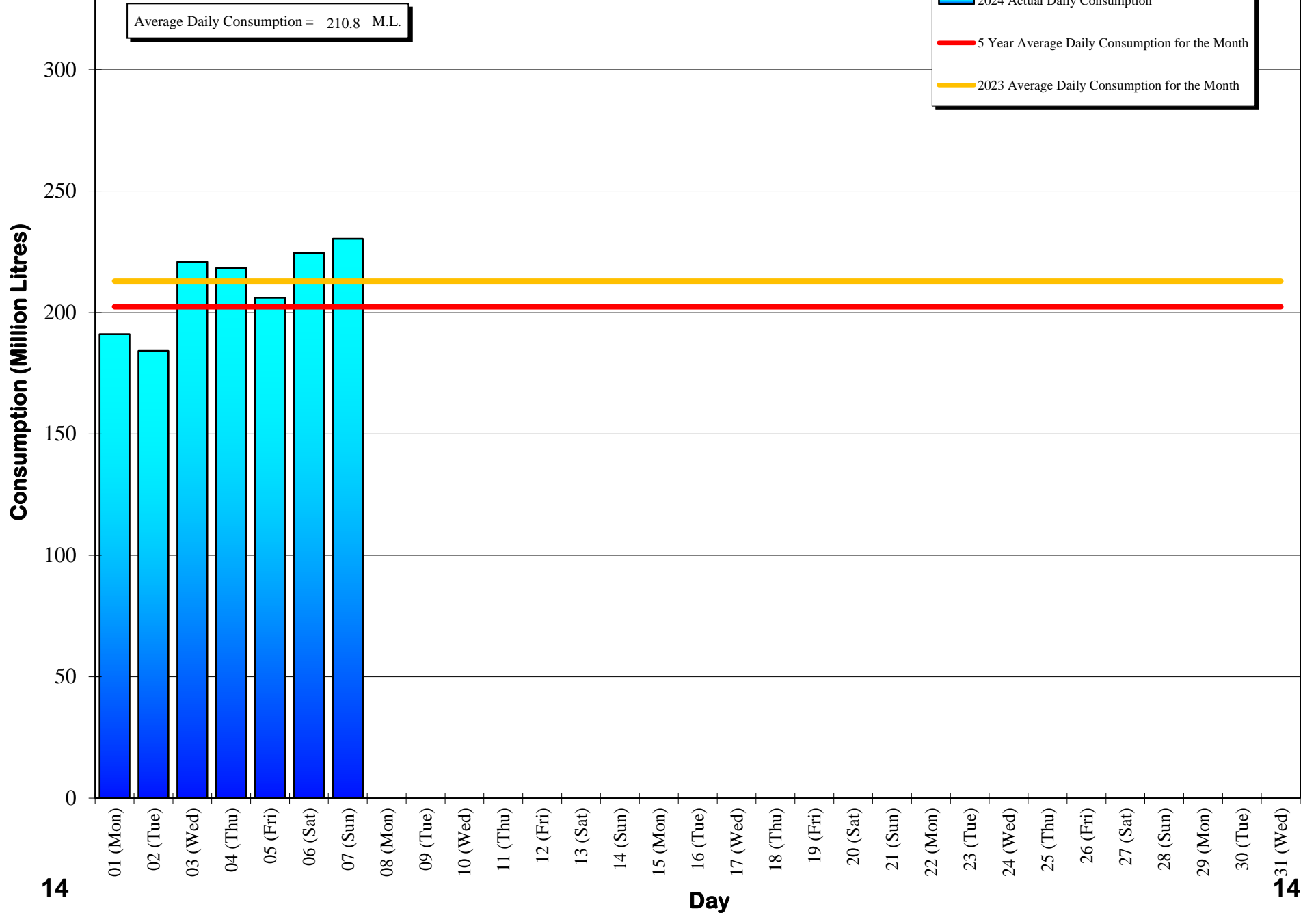
CRD's Stage 1 Water Conservation Bylaw is now in effect through September 30, 2024  
Visit our website at [www.crd.bc.ca/water](http://www.crd.bc.ca/water) for more information.

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

July 2024



## Daily Consumptions: - July 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)	191.1		42.0	24	12	Sunny	0.0	0.0	0.0
02 (Tue)	184.2	<=Min	40.5	22	11	Sunny	0.0	0.0	0.0
03 (Wed)	220.9		48.6	23	10	Sunny	0.0	0.0	0.0
04 (Thu)	218.4		48.1	27	12	Sunny	0.0	0.0	0.0
05 (Fri)	206.1		45.3	30	14	Sunny	0.0	0.0	0.0
06 (Sat)	224.6		49.4	29	15	Sunny	0.0	0.0	0.0
07 (Sun)	230.4	<=Max	50.7	32	15	Sunny	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)									
31 (Wed)									
<b>TOTAL</b>	1475.7 ML	324.64 MIG					0.0	0	0.0
<b>MAX</b>	230.4	50.68	32	15			0.0	0	0.0
<b>AVG</b>	210.8	46.38	26.7	12.7			0.0	0	0.0
<b>MIN</b>	184.2	40.52	22	10			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 July (1914-2023)	22.2 mm
Actual Rainfall: July	0.0 mm
% of Average	0%
Average Rainfall (1914-2023): Sept 01 - Jul 07	1,590.2 mm
Actual Rainfall (2023/24): Sept 01 - Jul 07	1,334.7 mm
% of Average	84%

Number days with precip. 0.2 or more
0

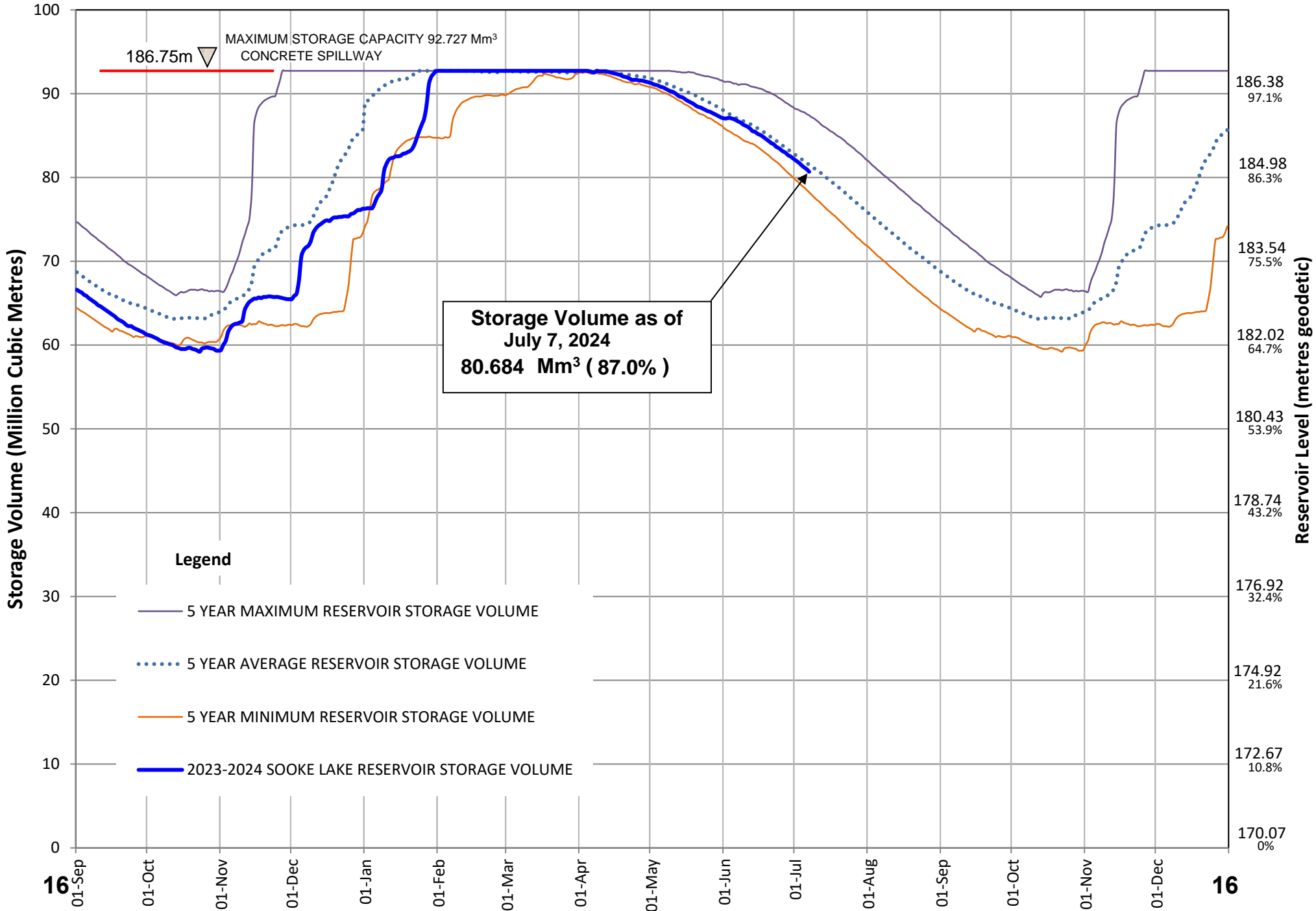
Water spilled at Sooke Reservoir to date (since Sept. 1) = 2.46 Billion Imperial Gallons  
 = 11.20 Billion Litres

# SOOKE LAKE RESERVOIR STORAGE SUMMARY

2023 / 2024

16

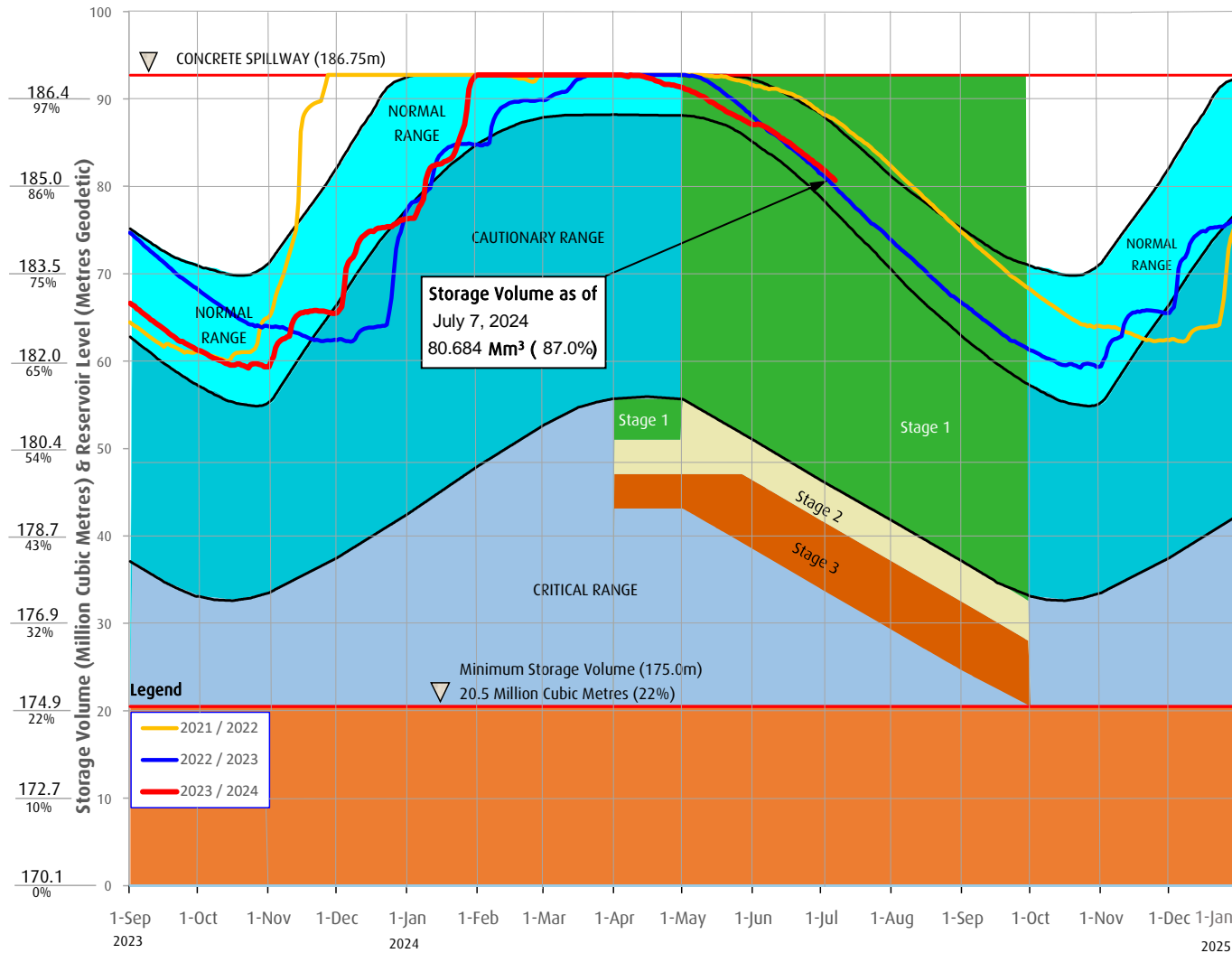
16





# 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](http://www.crd.bc.ca/drinkingwater)



# Useable Reservoir Volumes in Storage for July 07, 2024

