

Meeting Minutes

Regional Water Supply Commission

Wednesday, January 21, 2026

1:30 PM

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

PRESENT:

Commissioners: G. Baird, J. Caradonna, N. Chambers, C. Coleman, Z. de Vries, S. Duncan (EP), C. Graham (EP), S. Gray (EP), C. Green, K. Guiry, K. Harper, K. Jordison (EP), S. Kim, T. Morrison (EP), K. Pearson (EP), T. Phelps Bondaroff (EP), J. Rogers, C. Stock, M. Wagner, M. Westhaver (EP), A. Wickheim (EP)

STAFF: T. Robbins, Chief Administrative Officer; A. Fraser, General Manager, Infrastructure and Water Services; A. Constabel, Senior Manager, Watershed Protection; G. Harris, Senior Manager, Environmental Protection; S. Irg, Senior Manager, Water Infrastructure Operations; J. Marr, Senior Manager, Infrastructure Planning and Engineering; S. Mason, Manager, Water Supply Engineering and Planning; J. Patterson, Manager, Watershed Planning and Monitoring; P. Stephens, Project Engineer, Infrastructure and Water Services; M. Lagoa, Deputy Corporate Officer; T. Pillipow, Senior Committee Clerk; J. Ives, Committee Clerk; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Guests: S. Heffernan, Urban Systems

Regrets: Commissioner S. Hammond

The meeting was called to order at 1:30 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A. Fraser provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Commissioner Kim, **SECONDED** by Commissioner Stock,
That the agenda for the Regional Water Supply Commission meeting of January
21, 2026 be approved.
CARRIED

3. ELECTION OF CHAIR

The General Manager of Infrastructure and Water Services called for nominations for the position of Chair of the Regional Water Supply Commission for 2026.

Commissioner Harper nominated Commissioner Baird. Commissioner Baird accepted the nomination.

The General Manager of Infrastructure and Water Services called for nominations a second time.

The General Manager of Infrastructure and Water Services called for nominations a third and final time.

Hearing no further nominations, the General Manager of Infrastructure and Water Services declared Commissioner Baird the Chair of the Regional Water Supply Commission for 2026 by acclamation.

4. ELECTION OF VICE CHAIR

Chair Baird called for nominations for the position of Vice Chair of the Regional Water Supply Commission for 2026.

Commissioner Stock nominated Commissioner Green. Commissioner Green accepted the nomination.

Chair Baird called for nominations a second time.

Commissioner Harper nominated Commissioner Wagner. Commissioner Wagner accepted the nomination.

Chair Baird called for nominations a third and final time.

Hearing no further nominations, Chair Baird invited each nominee to address the Commission.

Ballots were distributed by T. Pillipow and J. Ives and collected by T. Pillipow.

The ballots were counted by M. Lagoa, T. Pillipow and J. Ives.

Chair Baird declared Commissioner Wagner Vice Chair of the Regional Water Supply Commission for 2026.

**MOVED by Commissioner Harper, SECONDED by Commissioner Kim,
That the ballots used for the election of the Vice Chair be destroyed.
CARRIED**

5. ADOPTION OF MINUTES

- 5.1. [26-0034](#) Minutes of the Regional Water Supply Commission Meetings of November 19 and December 17, 2025

**MOVED by Commissioner Coleman, SECONDED by Commissioner Stock,
That the minutes of the Regional Water Supply Commission meetings of
November 19 and December 17, 2025 be adopted as circulated.
CARRIED**

6. CHAIR'S REMARKS

Chair Baird provided the following remarks:

- thanked past commissioners for strong support for the service
- recent Calgary Bearspaw feeder main failures and subsequent public report
- many recommendations for Calgary are already in place here
- opportunity to learn from failures of others and ask questions of staff

7. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

8. CONSENT AGENDA

Item 8.4. was moved to be considered as agenda item 9.4, Item 8.3. was moved to be considered as agenda item 9.5.

**MOVED by Commissioner Harper, SECONDED by Commissioner Wagner,
That consent agenda Items 8.1. and 8.2. be approved.
CARRIED**

- 8.1. [26-0042](#) Summary of Recommendations from Other Water Commissions
This report was received for information.

- 8.2. [26-0037](#) Water Watch Report
This report was received for information.

9. COMMISSION BUSINESS

9.1. [26-0030](#) General Manager's Verbal Update - January

A. Fraser presented Item 9.1. for information and noted the following:

- the Sooke Reservoir filled on January 13 and is now spilling
- the Strategic Plan went to the Board and was published for the public
- many items identified in the recent Bearspaw Report are already underway via the Strategic Plan to ensure the water system remains reliable

Discussion ensued regarding:

- long term planning reduces risk for the system
- implementation of water restrictions and water management tools
- consultation on demand management and conservation planning

9.2. [25-0038](#) Bylaw No. 4658: Regional Water Supply Service Development Cost Charge Bylaw No. 1, 2026

A. Fraser presented Item 9.2.

Discussion ensued regarding:

- charges for self contained dwelling units are standard in the region
- timeline from idea to implementation of Development Cost Charges (DCC)
- options for DCC waivers and reductions will be brought forward in future
- summary of cost per square meter and how they are calculated
- DCC funds must be used to pay for initiatives outlined in the DCC program
- previous reports outline projects that would benefit future users

**MOVED by Commissioner Green, SECONDED by Commissioner Wagner,
That the Regional Water Supply Commission recommend to the Capital Regional
District Board that:**

**1. Bylaw No. 4658, "Regional Water Supply Service Development Cost Charge
Bylaw No. 1, 2026" be introduced and read a first, second and third time; and
CARRIED**

Opposed: Pearson

**MOVED by Commissioner Chambers, SECONDED by Commissioner Stock,
2. Bylaw No. 4658, "Regional Water Supply Service Development Cost Charge
Bylaw No. 1, 2026" be submitted to the British Columbia Inspector of
Municipalities for Statutory Approval pursuant to the Local Government Act.
CARRIED**

Opposed: Pearson

9.3. [25-1350](#) Leech Restoration Project Closeout Report

A. Constabel presented Item 9.3. for information.

Discussion ensued regarding:

- management of Scotch Broom and aquatic invasive species
- fire prevention study findings will be presented later this year
- water quality testing between Leech and Sooke reservoirs
- future planning for a filtration plant due to climate change and wild fire risks
- regulatory requirement for filtration plant due to potential impacts
- environmental regulations mandate parameters for water flow

9.4. [25-1349](#) 2025 Regional Water Supply Watershed Tours and Classroom Education

Commissioner Coleman spoke to Item 9.4., formerly Item 8.4. on the consent agenda, and suggested contacting First Nations groups regarding the tours given the importance of water in the culture.

Discussion ensued regarding the capacity of the tours, locations and future management.

9.5. [26-0060](#) Monthly Drinking Water Quality Dashboard - December 2025

Commissioner Rogers spoke to Item 9.5., formerly Item 8.3. on the consent agenda, and expressed appreciation for staff efforts to fine tune the presentation of the report.

10. NOTICE(S) OF MOTION

There were no notice(s) of motion.

11. NEW BUSINESS

There was no new business.

12. ADJOURNMENT

**MOVED by Commissioner Coleman, SECONDED by Commissioner Stock,
That the Regional Water Supply Commission meeting of January 21, 2026 be
adjourned at 2:53 pm.
CARRIED**

Chair

Recorder