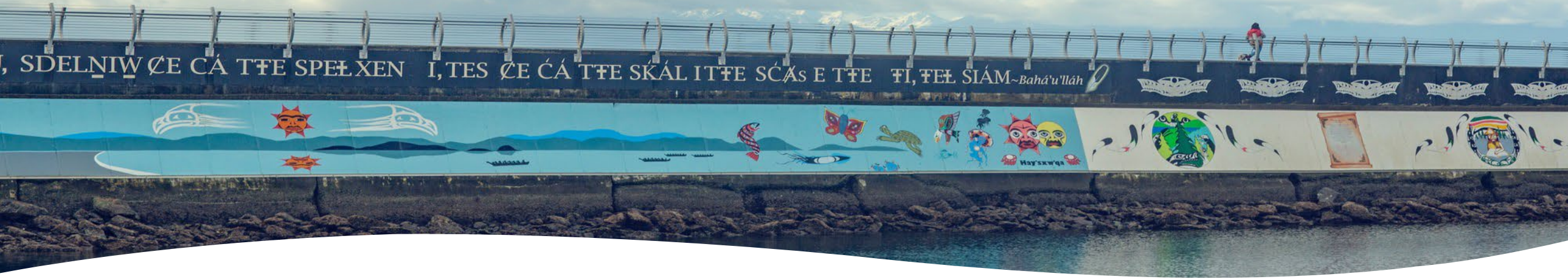




Skana Water Service Committee

May 7, 2026



Territorial Acknowledgement

The CRD conducts its business within the traditional territories of many First Nations, including but not limited to BOKÉCEN (Pauquachin), MÁLEXEŁ (Malahat), Pacheedaht, Pune'laxutth' (Penelekut), Sc'ianew (Beecher Bay), Songhees, SĀÁUTW (Tsawout), T'Sou-ke, WJÓŁEŁP (Tsartlip), WŚIKEM (Tseycum), and x^wsepsəṃ (Esquimalt), all of whom have a long standing relationship with the land and waters from time immemorial that continues to this day.

Agenda

1. Introduction
2. Governance
3. Service Overview
4. Budget(s)
5. Key initiatives
6. Links and Resources



Meet the team

Justine Starke, RPP, MCIP
Senior Manager, Southern Gulf Islands
Electoral Area Administration

Stephen Henderson
General Manager, Electoral Area
Services Department

Jared Kelly, P.Eng.,
Manager, Capital Projects

Dan Robson, A.Sc.T.,
Manager, Saanich Peninsula and
Gulf Islands Operations

Christoph Moch, Dipl.-Ing., P.Eng.,
Manager, Water Quality Operations

Katarina Konicek
Manager, Water Distribution Eng
and Planning

Megan MacDonald
Legislative Services Coordinator

Lia Xu, M.Sc., CPA, CGA,
Manager, Finance Services

Role and Responsibility of Committee



Skana Committee

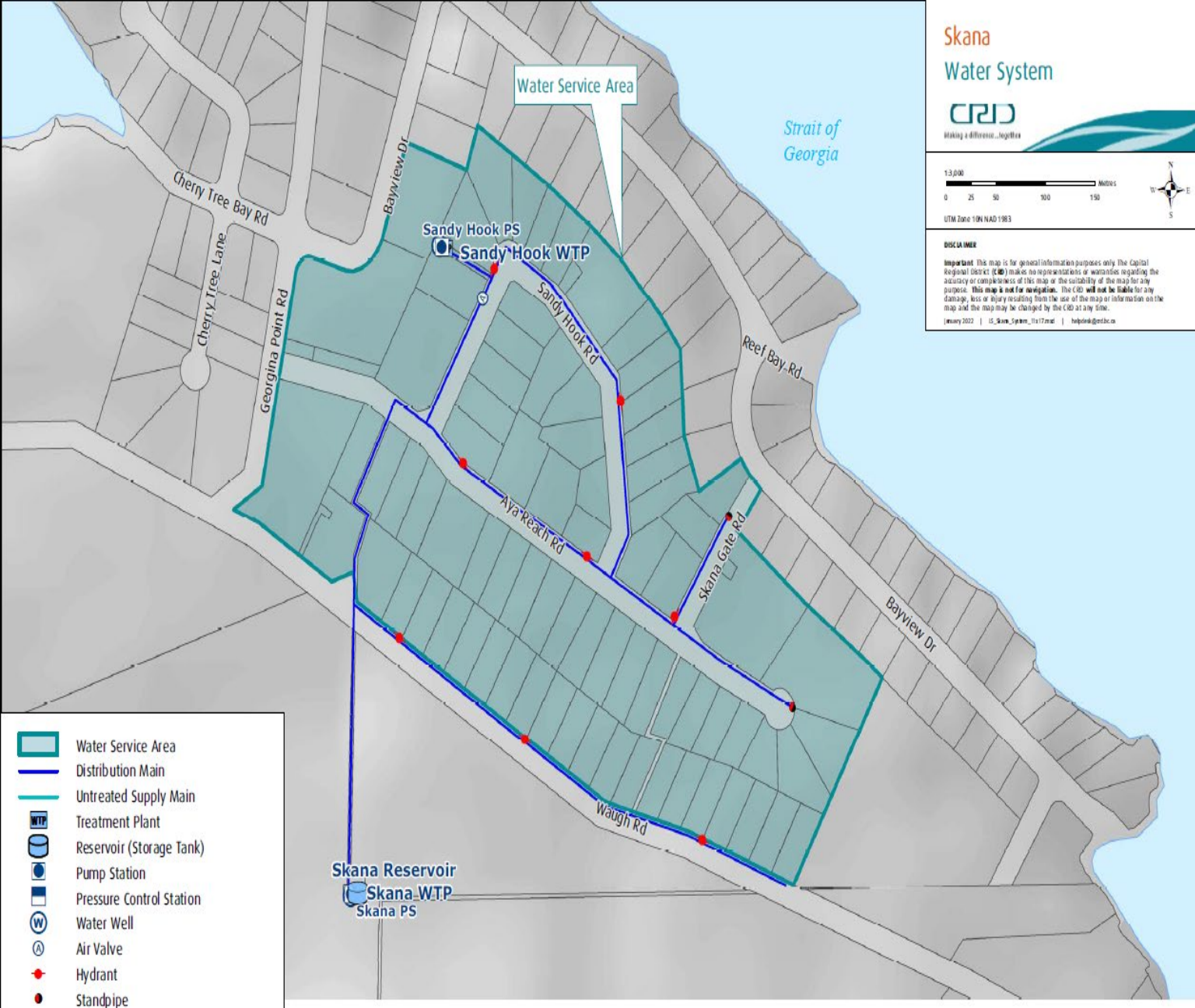
- Subject to Committee Bylaw No. 3133
- Provide input on the overall direction and delivery of services
- Recommend 5-year operating and capital budget for Regional Board approval
 - Set priorities and, recommend levels of user charges to be established by bylaw of the Regional Board
 - Recommend the extent of requisition to be collected by way of parcel taxes
- Advise on community interests and liaise with community on behalf of CRD.

Governance Overview



Committee Governance

- Committee Bylaw No. 1875
- CRD Procedures Bylaw No. 3828
- Roberts Rules of Order
- Community Charter and Open Meeting Rule
- Public Notice Required
- Quorum = Meeting
- When in doubt – ask staff!



Service Area

Service Overview



Skana Water Service

The community of Skana was originally serviced by a private water utility. In 2003, the service converted to the Capital Regional District (CRD). The Skana Water Service is made up of:

- 73 parcels
- 50 customers of the water system
- Two ground water wells (#8 and #13)
- Disinfection process equipment at each well (UV and Chlorine)
- Two steel storage tanks(total volume 91 cubic metres)
- Distribution system – mostly 100mm (4”) PVC water main

Service Levels



Capital Regional District

- “CRD Evolves” – Re-org, phased implementation
- Electoral Areas Services Dept. supports committee facilitation; meeting coordination and legislative duties shared with Leg Services and IWS administrative staff
- Engineers and technicians provide operational management for the supply, treatment, storage and purveying of retail water supply
- Finance staff provide retail billing services.
- Engineering and planning support shared across divisions along with asset management and maintenance planning.

Service Levels



Water Quality Monitoring

- Based on legislative requirements and a system specific water quality risk assessment: water quality sampling - collection, analysis and reporting
- Operational support (maintenance, repairs)
- Lab Services (ISO 17025 accredited)
- Emergency response (e.g., spills, pipe breaks, public advisories)
- Research, planning and risk assessment support for long-term planning

Building a Budget and Process

1 Service Planning



- Determine service needs
- Integration into work plans
- Defining actions, targets and resource allocation

2 Financial Planning



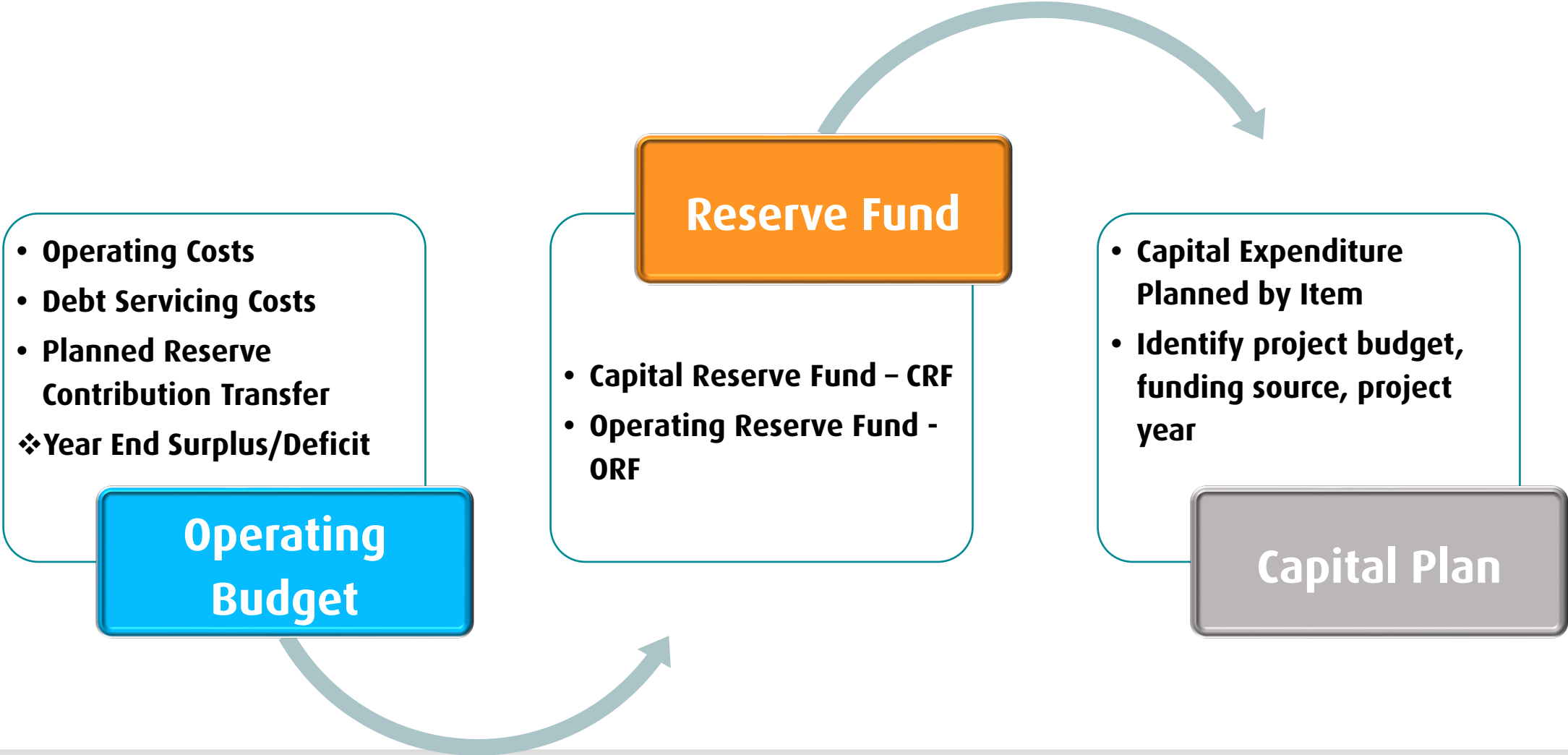
- Costing of resourcing required to implement actions
- Impact analysis on participants and the organization
- Financing strategies to meet cash flow requirements

3 Budget Approval



- Operating and Capital plans reviewed and approved by commissions, EA directors, and the CRD Board

Three Major Budget Components



Skana Water Service Budget

Operating Budgets:

Reflect the annual costs to operate the service. The operating budget for 2026 is estimated at **\$130,520**

The budget is funded entirely by a combination of tax requisitions and retail user charges.

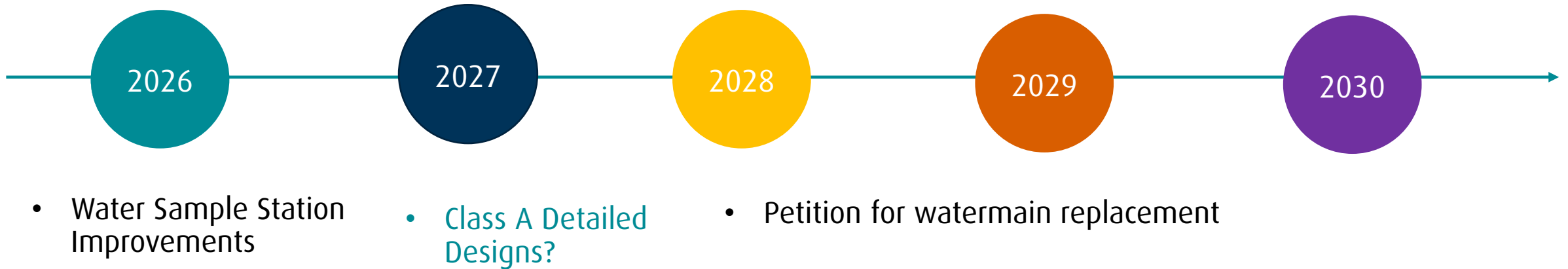
Capital Expenditure Plan

Priority projects identified based on the condition of existing assets and infrastructure, regulatory, environmental, and health and safety factors.

Capital projects are funded by a combination of reserves, grants and long-term debt (needs approval).

The capital budget for 2026 is estimated at **\$50,000**

Key initiatives



The Financial Plan for the years 2027 to 2030 is forecasted and can be updated in future years.

CAPITAL PLAN ITEMS NEEDING LOAN AUTHORIZATION:

- Storage Tank Replacement
- Well Protection Upgrades
- Source Water Surveillance (CWF?)
- Watermain Replacement (new)

Links and Resources:

- [Skana Water Service Area I CRD](#)
- [Skana Water Service Committee](#)
- [Board Procedures Bylaw, 2012 \(Consolidated\) | Capital Regional District](#)

2026 Meeting Schedule & Locations

Skana Water Service Committee:

- Thursday May 7, 2026, 10:00 am – Panorama Rec Centre
 - Tuesday June 30, 9:30am – **Online?**
 - Thurs October 29, 9:30am - SPWWTP
-
- * Agenda deadlines for new business – 2 weeks
 - * Agendas distributed one week ahead of meetings.



Thank you



@crdvictoria



Capital Regional District



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