

## Meeting Minutes

### Regional Water Supply Commission

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Wednesday, October 18, 2023

11:30 AM

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

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**PRESENT:**

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

**STAFF:**

T. Robbins, CAO; A. Fraser, General Manager, Integrated Water Services;  
N. Chan, CFO; A. Constabel, Senior Manager, Watershed Protection;  
G. Harris, Senior Manager, Environmental Protection; J. Marr, Senior Manager,  
Infrastructure Engineering; S. Irg, Senior Manager, Water Infrastructure Operations;  
L. Westinghouse, Senior Financial Advisor; T. Duthie, Manager, Administration Services; D. Dionne,  
Administrative Coordinator; M. Risvold, Committee and Administrative Clerk; J. Zimmerman,  
Communications Coordinator

**REGRETS:** D. Lajeunesse

EP = Electronic Participation

The meeting was called to order at 11:30 am

#### 1. TERRITORIAL ACKNOWLEDGEMENT

The Chair provided a Territorial Acknowledgement.

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Commissioner Stock and **SECONDED** by Commissioner Green,  
That the agenda be approved as circulated.

**CARRIED**

#### 3. ADOPTION OF MINUTES

[23-787](#) Adoption of the Minutes of the July 19, 2023 Meeting

**Attachments:** [Draft Minutes July 19, 2023](#)

**MOVED** by Commissioner Coleman and **SECONDED** by Commissioner Rogers,  
That the Minutes of the July 19, 2023 meeting be adopted.  
**CARRIED**

**4. CHAIR'S REMARKS**

**5. PRESENTATIONS/DELEGATIONS**

There were none.

**6. GENERAL MANAGER'S REPORT**

- A. Fraser provided updates on the following:
- Development Cost Charges (DCC)
  - Federal grant funding

**6.1. No. 4 Watermain Leak, McTavish Road - Update**

- A. Fraser spoke to item 6.1 and provided updates on the following:
- Location of the leak
  - Challenges faced with the repair
  - Work plan identified
  - Source of the leak

Discussion ensued regarding future risk assessment.

**7. COMMISSION BUSINESS**

7.1. [23-773](#) Service Planning 2024 - Water Community Need Summary

**Attachments:** [Staff Report: Service Planning 2024 - WaterCommunity Need Summary](#)  
[Appendix A: Community Need Summary - Water](#)

A. Fraser spoke to item 7.1.

Discussion ensued regarding:

- Additional contract staff
- Additional procurement support
- Water sampling staff
- Two staff associated with dam safety
- Water Demand, climate change and Island Health requirements
- Emergency planning services

**MOVED** by Commissioner Stock and **SECONDED** by Commissioner Chambers,

That the Regional Water Supply Commission recommends the Committee of the Whole recommend to the Capital Regional District Board:

That Appendix A, Community Need Summary - Water, be approved as presented and form the basis of the 2024-2028 Financial Plan.

**CARRIED**

7.2. [23-781](#) Regional Water Service 2024 Operating and Capital Budget

**Attachments:** [Staff Report: Regional Water Service 2024 Operating and Capital Budget](#)  
[Presentation: RWS 2024 Budget Review](#)  
[Appendix A: Regional Water Supply 2024 Operating And Capital Budget.pdf](#)  
[Appendix B: Long Term Debt Obligations Summary](#)  
[Appendix C: Agricultural Water Volumes and Rate Payments for 2011 – 2022](#)  
[Appendix D: Wholesale Water Rate History and Projection](#)

A. Fraser spoke to item 7.2. and provided a presentation.

Discussion ensued regarding:

- Agricultural program
- Estimated decrease DCC's could provide
- Water rates compared to other parts of the world
- Water conservation
- Demand and anticipated growth across the region
- Overcharging / undercharging for water
- Voluntary compliance
- Potential for an exemplar/water star program
- Resiliency
- Filtration plant

**MOVED** by Commissioner Kim and **SECONDED** by Commissioner Chambers,

That the Regional Water Supply Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2024 Operating and Capital Budget and the Five Year Capital Plan;
2. Approve the 2024 wholesale water rate of \$0.8094 per cubic metre;
3. Approve the 2024 agricultural water rate of \$0.2105 per cubic metre;
4. Direct staff to balance the 2023 actual revenue and expense on the transfer to the water capital fund;
5. Direct staff to update carry forward balances in the 2024 Capital Budget for changes after year end; and
6. Direct staff to amend the Water Rates Bylaw accordingly.

**CARRIED**

**Opposed: Hammond**

- 7.3. [23-782](#) Greater Victoria Water Supply Area Land Acquisition Reserve Fund Update

**Attachments:** [Staff Report: GVWSA Land Acquisition Reserve Fund Update](#)  
[Appendix A: RWSC 21-08 Staff Report, June 2021](#)  
[Appendix B: RWSC 22-07 Staff Report, June 2022](#)

**MOVED** by Commissioner Stock and **SECONDED** by Commissioner Green, That item 7.3 Greater Victoria Water Supply Area Land Acquisition Reserve Fund Update be postponed to the next meeting.

**CARRIED**

- 7.4. [23-783](#) Summary of Recommendations from the Water Advisory Committee

**Attachments:** [Summary Of Recommendations from the Water Advisory Committee](#)

Received for information.

- 7.5. [23-784](#) Summary of Recommendations from Other Water Commissions

**Attachments:** [Summary of Recommendations from other Water Commissions](#)

Received for information.

- 7.6. [23-785](#) Water Watch Report

**Attachments:** [Water Watch Report](#)

Received for information.

## 8. MOTION(S) WITH NOTICE

- 8.1. [23-786](#) Motion with Notice: Commissioner Rogers: Placement of Post Disaster Water Supply Drop Kits in Relevant Fire Halls

**Attachments:** [Motion with Notice - Placement of Post Disaster Water Supply Drop Kits in Relevant Fire Halls](#)

**MOVED** by Commissioner Stock, **SECONDED** by Commissioner Rogers, That item 8.1 Motion with Notice: Commissioner Rogers: Placement of Post Disaster Water Supply Drop Kits in Relevant Fire Halls be postponed to the next meeting.

**CARRIED**

## 9. NEW BUSINESS

There was none.

**10. ADJOURNMENT**

**MOVED** by Commissioner Gray and **SECONDED** by Commissioner Kim,  
That the meeting be adjourned at 1:13 pm.

**CARRIED**

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CHAIR

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SECRETARY

DRAFT