

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, NOVEMBER 12, 2025**

SUBJECT **Bylaw Nos. 4731, 4732 and 4733: Updates to Water Supply, Bulk Water Fees and Charges and Water Distribution Bylaws**

ISSUE SUMMARY

To update the Capital Regional District (CRD) water supply, water distribution and bulk water fees and charges schedules for 2026.

BACKGROUND

On October 29, 2025 the Board approved the 2026 Provisional Financial Plan, inclusive of the commission approved budgets for:

- Saanich Peninsula Water Service
- Juan de Fuca Water Distribution Service
- Regional Water Supply Service

Each service recovers costs through fees and charges for the delivery of water supply. Annually and for the upcoming year, fee schedules are updated based on the approved financial plan. This report transmits the following amending bylaws as described:

- 1) Saanich Peninsula Water Service: Bylaw No. 4731 to amend Bylaw No. 376, "Bulk Water Rates By-law, 1977", by deleting Schedule "A" in its entirety and substituting the attached Schedule "A", effective January 1, 2026.
- 2) Juan de Fuca Water Distribution Service: Bylaw No. 4732 to amend Bylaw No. 3889, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013", by deleting Schedule "C" in its entirety and substituting the attached Schedule "C", effective January 1, 2026.
- 3) Regional Water Supply Service: Bylaw No. 4733 to amend Bylaw No. 2570, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997", by deleting Schedule "A" in its entirety and substituting the attached Schedule "A", effective January 1, 2026.

Once approved, the bylaws establish the 2026 Fees and Charges for each of the water services listed above.

ALTERNATIVES

Alternative 1

1. That Bylaw No. 4731, “Bulk Water Rates By-law, 1977, Amendment Bylaw No. 45, 2025”, be introduced and read a first, second and third time; and
2. That Bylaw No. 4731 be adopted.
3. That Bylaw No. 4732, “Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 15, 2025”, be introduced and read a first, second and third time; and
4. That Bylaw No. 4732 be adopted.
5. That Bylaw No. 4733, “Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 27, 2025”, be introduced and read a first, second and third time; and
6. That Bylaw No. 4733 be adopted.

Alternative 2

That the one or more proposed fees and charges amending bylaws be referred back to staff for additional information.

IMPLICATIONS

Financial Implications and Service Delivery Implications

The bylaws are required to provide the necessary authority for services to charge the updated fees and charges to customers receiving water supply, wholesale water and water distribution. The proposed fees and charges are included in each bylaw for approval and are attached as Appendix A, B and C. The adjusted fees and charges have been recommended by the respective commissions.

CONCLUSION

On October 29, 2025, the Board approved the 2026 Provisional Financial Plan, inclusive of the commission approved budgets for the Saanich Peninsula Water Service, the Juan de Fuca Water Distribution Service and the Regional Water Supply Service. Amending Bylaws Nos. 4731, 4732 and 4733 increase rates charged for water supply, bulk water and water distribution. Approval of these bylaws updates the rate schedules consistent with the 2026 Board approved financial plan effective January 1, 2026.

RECOMMENDATION

1. That Bylaw No. 4731, “Bulk Water Rates By-law, 1977, Amendment Bylaw No. 45, 2025”, be introduced and read a first, second and third time; and
2. That Bylaw No. 4731 be adopted.
3. That Bylaw No. 4732, “Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 15, 2025”, be introduced and read a first, second and third time; and
4. That Bylaw No. 4732 be adopted.
5. That Bylaw No. 4733, “Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 27, 2025”, be introduced and read a first, second and third time; and
6. That Bylaw No. 4733 be adopted.

Submitted by:	Varinia Somosan, CPA, CGA, Senior Manager, Financial Services & Deputy Chief Financial Officer
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer & General Manager, Finance & Technology
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

- Appendix A: Bylaw No. 4731, “Bulk Water Rates By-law, 1977, Amendment Bylaw No. 45, 2025”, with Schedule “A”
- Appendix B: Bylaw No. 4732, “Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 15, 2025”, with Schedule “C”
- Appendix C: Bylaw No. 4733, “Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 27, 2025”, with Schedule “A”