Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Regional Water Supply Commission

Wednesday, October 15, 2025 **1:30 PM** **6th Floor Boardroom 625 Fisgard St. Victoria, BC V8W 1R7**

PRESENT:
Commissioners: G. Baird (Chair), K. Harper (Vice Chair), J. Caradonna, N. Chambers (EP), C. Coleman, Z. de Vries (EP), S. Duncan (EP), C. Graham, S. Gray, C. Green (EP), K. Guiry, S. Hammond (EP), K. Jordison (EP), K. Loughton (on behalf of S. Kim) (EP), T. Morrison (EP), K. Pearson (EP), T. Phelps Bondaroff, J. Rogers, C. Stock (EP), M. Wagner, M. Westhaver (EP), C. McNeil-Smith (Board Chair, ex-officio)

STAFF: T. Robbins, Chief Administrative Officer; A. Fraser, General Manager, Infrastructure and Water Services; N. Chan, General Manager, Finance and Technology/Chief Financial Officer, A. Constabel, Senior Manager, Watershed Protection, G. Harris, Senior Manager, Environmental Protection (EP); S. Irg, Senior Manager, Water Infrastructure Operations; J. Kelly, Acting Senior Manager, Infrastructure Engineering; M. Despins, Senior Financial Advisor; M. Lagoa, Deputy Corporate Officer; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Guests: D. Huang, Community Connections Planning

Regrets: Commissioners S. Kim, A. Wickheim

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

1. TERRITORIAL ACKNOWLEDGEMENT

Chair Baird provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Commissioner Graham, SECONDED by Commissioner Gray,
That the agenda for the Regional Water Supply Commission meeting of October 15, 2025 be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. 25-1087 Minutes of the Regional Water Supply Commission Meeting of September 17, 2025

MOVED by Commissioner Coleman, SECONDED by Commissioner Graham,
That the minutes of the Regional Water Supply Commission meeting of September 17, 2025 be adopted as circulated.
CARRIED

4. CHAIR'S REMARKS

Chair Baird expressed appreciation for the in depth tour of the recently aquired Kapoor Lumber company lands.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. CONSENT AGENDA

MOVED by Commissioner Coleman, SECONDED by Commissioner Rogers,
That consent agenda Items 6.1. and 6.2. be approved.
CARRIED

6.1. 25-1085 Summary of Recommendations from Other Water Commissions

This report was received for information.

6.2. 25-1084 Water Watch Report

This report was received for information.

7. COMMISSION BUSINESS

7.1. 25-1037 General Manager's Verbal Update - October

A. Fraser spoke to Item 7.1. and provided information on a recent tour Kapoor Lumber Company Lands which highlighted historic stewardship, and noted that the Strategic Plan is scheduled to be on the agenda in November. The latest Water Watch Report shows reservoir levels are currently below the historic five year minimum.

Discussion ensued regarding a map of the newly acquired Kapoor Lands which was distributed during the tour. Staff confirmed the map will be circulated to the Commission.

7.2. 25-0790 Saanich Peninsula Water Commission Amalgamation Study Update

A. Fraser and D. Huang presented Item 7.2. for information.

Discussion ensued regarding:
- timeline for future consultation and implementation if approved
- ensuring fairness of water cost and distribution across the region
- bulk water rate agreements for First Nations
- potential changes to the existing infrastructure and rate structure
- difference between supply, transmission and distribution systems
- unique governance structure of the Saanich Peninsula Water System

T. Morrison and J. Rogers exited the meeting at 2:33 pm.

7.3. 25-1028 Regional Water Supply Service 2026 Capital and Operating Budget

A. Fraser and N. Chan presented Item 7.3.

Discussion ensued regarding:
- difficulty of balancing priorities while keeping rates low
- potential future changes to the agricultural rate would have a negligible impact
- proposed increase and a comparison to other municipalities
- debt servicing levels are in line with industry standards
- collective agreement negotiations are underway
- work on the Water Master Plan needs to proceed
- water is a fundamental service, investing now ensures a sustainable future
- importance of understanding risks of delaying work and increased costs later
- urgent advocacy necessary for the approval of proposed new staff positions

MOVED by Commissioner Harper, SECONDED by Commissioner Wagner,
The Regional Water Supply Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:
1. Approve the 2026 Operating and Capital Budget and the Five-Year Capital Plan;
2. Approve the 2026 wholesale water rate of $0.9314 per cubic metre;
3. Approve the 2026 agricultural water rate of $0.2105 per cubic metre;
4. Direct staff to balance the 2025 actual revenue and expense on the transfer to the water capital fund;
5. Direct staff to update carry forward balances in the 2026 Capital Budget for changes after year end; and
6. Direct staff to amend the Water Rates Bylaw accordingly.
CARRIED

8. NOTICE(S) OF MOTION

There were no notice(s) of motion.

9. NEW BUSINESS

There was no new business.

10. ADJOURNMENT

MOVED by Commissioner Coleman, SECONDED by Commissioner Graham,
That the Regional Water Supply Commission meeting of October 15, 2025 be adjourned at 3:25 pm.
CARRIED

____

Chair

____

Recorder