

Meeting Minutes

Regional Water Supply Commission

Wednesday, June 18, 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 (1:35 pm), C. Coleman, Z. de Vries, S. Duncan (EP), Z. King (on behalf of C. Graham) (1:37 pm), S. Gray (EP), C. Green, K. Guiry, S. Hammond (EP), K. Jordison (1:33 pm) (EP), S. Kim (EP), T. Morrison (EP), T. St. Pierre (on behalf of 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; N. Chan, Chief Financial Officer; J. Marr, Senior Manager, Infrastructure Engineering; N. Tokgoz, Manager, Water Distribution Engineering and Planning; J. Zimmerman, Communications Coordinator (1:35 pm); M. Lagoa, Manager, Legislative Services and Deputy Corporate Officer; M. MacDonald, Legislative Services Coordinator (Recorder)

EP – Electronic Participation

Regrets: Commissioner C. Graham, K. Pearson

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 Coleman, SECONDED by Commissioner Stock,
That the agenda for the Regional Water Supply Commission meeting of June 18,
2025 be approved.
CARRIED**

3. ADOPTION OF MINUTES

- 3.1.** [25-0735](#) Minutes of the Regional Water Supply Commission Meeting of May 21, 2025

**MOVED by Commissioner Coleman, SECONDED by Commissioner Wagner,
That the minutes of the Regional Water Supply Commission meeting of May 21,
2025 be adopted as circulated.
CARRIED**

4. CHAIR'S REMARKS

Chair Baird noted there were two topics of importance on the agenda.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. CONSENT AGENDA

**MOVED by Commissioner Green, SECONDED by Commissioner Stock,
That consent agenda Items 6.1. and 6.2. be approved.
CARRIED**

- 6.1. [25-0646](#) Summary of Recommendations from Other Water Commissions
This report was received for information.

- 6.2. [25-0736](#) Water Watch Report
This report was received for information.

7. COMMISSION BUSINESS

- 7.1. [25-0623](#) General Manager's Verbal Update - June
A. Fraser presented Item 7.1. for information, and provided an update on the alternative approval process currently underway for the purchase of the Kapoor Lumber Company land. The response period will close on June 30, 2025.

- 7.2. [25-0191](#) 2026 Service and Financial Planning Guidelines
N. Chan presented Item 7.2. for information.

Discussion ensued regarding:

- measures required to support the growing population
- ongoing improvement of water quality and filtration systems
- supporting resilient communities through the water master plan
- cost recovery method to support critical infrastructure
- methods of public engagement and opportunities for feedback
- importance of water conservation as demand increases

7.3. [25-0733](#) Bylaw No. 4670 and Proposed Amendments to the Water Supply Agreement Between the Capital Regional District and the City of Langford (Westhills Development)

A. Fraser presented Item 7.3. for information.

Discussion ensued regarding:

- bulk water is provided to the City of Langford from the Regional Water Supply
- water distribution by Sustainable Services Ltd on behalf of Langford
- connection of the parcels to the Juan de Fuca Water Supply is not feasible
- existing Westhills infrastructure allows for the proposed connections

MOVED by Commissioner Chambers, SECONDED by Commissioner Stock, The Regional Water Supply Commission recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4670, “Water Distribution Local Service Area Establishment Bylaw No. 1, 1997, Amendment Bylaw No. 6, 2025”, be read a first, second, and third time.**
- 2. That staff be directed to prepare an amended agreement to the existing “Water Supply Agreement between Capital Regional District and the Corporation of the City of Langford” executed May 2, 2007, to exclude the six parcels as requested in the City of Langford’s December 20, 2024 letter, subject to successful adoption of Bylaw No. 4670;**
- 3. That, on execution of an amended water supply agreement, Bylaw No. 4670 proceed to obtain participating area approval based on the Provincial approval process set out in the Capital Region Water Supply and Sooke Hills Protection Act, and if successful, that Bylaw No. 4670 be forwarded to the Inspector of Municipalities for approval.**

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 Green, That the Regional Water Supply Commission meeting of June 18, 2025 be adjourned at 2:12 pm.

CARRIED

Chair

Recorder