

Meeting Minutes

Regional Water Supply Commission

Wednesday, April 17, 2024

11:30 AM

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

PRESENT

COMMISSIONERS: G. Baird (Chair); K. Harper (Vice Chair); J. Caradonna;
N. Chambers; C. Coleman; S. Duck for S. Duncan; C. Graham (EP);
S. Gray; C. Green (EP); K. Guiry; S. Hammond (EP); S. Kim (EP);
D. Lajeunesse (EP); T. Morrison; T. Phelps Bondaroff; J. Rogers; C. Stock;
M. Wagner; M. Westhaver (EP); A. Wickheim

STAFF: T. Robbins, Chief Administrative Officer; A. Fraser, General Manager, Integrated Water Services; A. Constabel, Senior Manager, Watershed Protection; G. Harris, Senior Manager, Environmental Protection; J. Marr, Senior Manager, Infrastructure Engineering; S. Irg, Senior Manager, Infrastructure Water Operations; L. Westinghouse, Senior Financial Advisor, Financial Services; S. Mason, Manager, Water Supply Engineering and Planning; P. Stephens, Project Engineer, Infrastructure Engineering; T. Duthie, Manager, Administration Services, Integrated Water Services; D. Dionne, Administrative Coordinator, Integrated Water Services; M. Risvold, Committee & Administrative Clerk, Integrated Water Services (Recorder)
Also in Attendance: S. Heffernan, Urban Systems

EP - Electronic Participation

REGRETS: Z. de Vries; K. Jordison

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 Green and **SECONDED** by Commissioner Wagner,
That the agenda be approved as circulated.
CARRIED

3. ADOPTION OF MINUTES

3.1 [24-375](#) Adoption of the Minutes of the March 20, 2024 Meeting

Attachments: [Draft Minutes - March 20, 2024](#)

MOVED by Commissioner Wagner and **SECONDED** by Alternate Commissioner Duck,

That the Minutes of the March 20, 2024 meeting be adopted.
CARRIED

4. CHAIR'S REMARKS

The Chair remarked on:

- Staff appreciation.
- Procedure for when an additional meeting is required for the Commission to complete items postponed.
- Process for today's postponed items from the last meeting.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. GENERAL MANAGER'S REPORT

6.1 Post Disaster Water Supply Update [verbal]

A. Fraser provided updates on the following:

- portable laboratory
- drop kits
- map of location of emergency kits
- draft strategic plan to Water Advisory Committee on May 8.

Staff responded to questions regarding:

- circulating a map showing location of the hydrants
- who has access to the equipment after a disaster
- if there are volunteers throughout the community that can access
- Water Symposium coming up on May 2
- post disaster trailers deployed
- drop kit distribution and allocation

6.1.1 [24-379](#) Emergency Post Disaster Equipment Map

Attachments: [Reference: Emergency Post Disaster Equipment Map](#)

Received for information.

6.2 Regional Water Supply Commission Workplan Update [verbal]

A. Fraser provided an update on the proposed workplan presented to the Commission in January.

7. COMMISSION BUSINESS

7.1 [24-273](#) Proposed Regional Water Supply Service Development Cost Charge Program and Bylaw Update

Attachments: [Staff Report: RWS DCC Program and Bylaw Update](#)

[Appendix A: May 17, 2023 Regional Water Supply Commission Staff Report](#)

[Appendix B: USL Engagement Summary](#)

[Appendix C: USL – RWS Development Cost Charge Policy Memorandum](#)

[Appendix D: CRD - Supplementary Memo: Municipal Assist Factor](#)

[Appendix E: Summary of Proposed RWS DCC Program and Bylaw Development Phase 2 Process](#)

Discussion ensued regarding:

- Feedback from public
- Development affordability
- Concern for end users
- Tax payers costs and responsibilities
- New Development Cost Charges
- Implications to leaving it open and reviewing the Municipal Assist Factor in three years
- Affordability of non-market housing
- Residents and homeowners concerns regarding additional taxes/charges
- Future affordability
- Access to resources such as funding
- concern for public expectations around the fees
- 25% Municipal Assist Factor being very high
- Housing issues
- Timelines and targeted information
- Complication and public confusion
- Clarity for public engagement
- Development Cost Charge's an important factor on affordability
- Grant program for the purpose of paying Development Cost Charges for non-government, not-for-profit, non-market rental housing projects

MOVED by Commissioner Wagner and SECONDED by Commissioner Chambers, That Capital Regional District staff be directed to proceed with a 25% Municipal Assist Factor, and that the Municipal Assist Factor would be decreased to 1% after the second year, for public and development community engagement.

That Capital Regional District staff be directed to report back on options for Development Cost Charges to be waived or reduced for non-market housing including government, non-profit, and co-op housing.

CARRIED as amended

Opposed: Guiry

MOVED by Commissioner Caradonna and SECONDED by Commissioner Chambers,

That the recommendation be amended to replace 25% with 1% and strike the words "and that the Municipal Assist Factor would be decreased to 1% after the second year,".

CARRIED

The recommendations were split for the final vote.

MOVED by Commissioner Caradonna and **SECONDED** by Commissioner Chambers,
That Capital Regional District staff be directed to proceed with a 1% Municipal Assist Factor for public and development community engagement.
CARRIED as amended

MOVED by Commissioner Caradonna and **SECONDED** by Commissioner Chambers,
That Capital Regional District staff be directed to report back on options for Development Cost Charges to be waived or reduced for non-market housing including government, non-profit, and co-op housing.
CARRIED

7.2 [24-187](#) Saanich Peninsula Water Commission Amalgamation with the Regional Water Supply Commission - Feasibility Study

Attachments: [Staff Report: SPWC Amalgamation with RWSC Feasibility Study](#)
 [Appendix A: Saanich Peninsula Water Commission Letters Patent](#)

A. Fraser spoke to item 7.2.

Staff are finalizing an agreement with a consultant to undertake this work which will be brought back to both Commissions for consideration.

Received for information.

7.3 [24-376](#) Greater Victoria Water Supply Area Wildfire Management and Thinning Update

Attachments: [Staff Report: GVWSA Wildfire Management Thinning Update](#)
 [Appendix A: 2023 Wildfire Management Activity Photos](#)
 [Appendix B: Wildfire Management Map](#)

A. Constabel spoke to item 7.3 and a video was provided to the commission.

Staff responded questions rearding:

- old growth forest retention
- consideration of leaving logs behind
- spraying in the watershed
- highlighting the priority for retention in the old growth forest - prohibiting thinning
- In future updates.
- consideration of retaining smaller logs (30cm diameter) to decompose naturally for the benefit of wildlife and eventually the forest soil.

Received for information.

7.4 [24-377](#) Summary of Recommendations from Other Water Commissions

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

Received for information.

7.5 [24-378](#) Water Watch Report

Attachments: [Water Watch Report](#)

Received for information.

8. NOTICE(S) OF MOTION

There were none.

9. CORRESPONDENCE

9.1 [24-287](#) Correspondence: Malahat Nation: Regional Water Supply Master Plan

Attachments: [February 27, 2024: CRD Response to Malahat Nation, RWS Master Plan](#)
[February 15, 2024: Malahat Nation Letter to CRD, RWS Master Plan](#)

Received for information.

9.2 [24-324](#) Correspondence: City of Colwood: Referral Motion Re: Proposed Capital Regional Water Supply Development Cost Charge

Attachments: [March 14, 2024: City of Colwood: Referral Motion Re: Proposed CRD Regional Water Supply DCC](#)

Received for information.

10. NEW BUSINESS

11. ADJOURNMENT

MOVED by Commissioner Coleman and **SECONDED** by Commissioner Green,
That the May 15, 2024 Regional Water Supply Commission meeting be adjourned
at 1:16 pm.

CARRIED

CHAIR

SECRETARY