

Meeting Minutes

Sticks Allison Water Local Service Committee

Thursday, October 30, 2025

9:30 AM

Goldstream Conference Room
479 Island Hwy
Victoria BC V9B 1H7

PRESENT:

H. Schofield (Chair), J. Fenby (Vice Chair), P. Brent (EA Director) (EP), D. Pepin (EP), V. Seidel (EP)

STAFF: J. Starke, Senior Manager, Southern Gulf Islands Administration; D. Robson, Manager, Saanich Peninsula Gulf Island Operations; L. Xu, Manager, Local Services and Corporate Grants; M. Lagoa, Manager, Legislative Services and Deputy Corporate Officer (EP); M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

The meeting was called to order at 9:31 am.

1. Territorial Acknowledgement

Chair Schofield provided the Territorial Acknowledgement.

2. Approval of Agenda

MOVED by H. Schofield, **SECONDED** by J. Fenby,

1. That the agenda for the Sticks Allison Water Local Service Committee meeting of October 30, 2025 be amended by adding the following items:

- 8.1. Committee Appointments and Nominations; and
- 8.2. Nearby Development;

2. That the agenda be approved as amended.

CARRIED

3. Adoption of Minutes

3.1. [25-1159](#) Minutes of the Sticks Allison Water Local Service Committee meeting of June 17, 2025

MOVED by H. Schofield, **SECONDED** by J. Fenby,

That the minutes of the Sticks Allison Water Local Service Committee meeting of June 17, 2025, be adopted as circulated.

CARRIED

4. Chair's Remarks

Chair Schofield noted this will be their last meeting as a member of the committee and expressed appreciation for members and staff.

5. Presentations/Delegations

There were no presentations or delegations.

6. Commission Business

6.1. [25-1139](#) Senior Manager's Verbal Update

D. Robson spoke to Item 6.1. for information. It was noted that there was a 10% reduction in water production and demand following implementation of the tiered consumption rate last fall.

6.2. [25-1143](#) Capital Projects and Operational Update - October 2025

D. Robson presented Item 6.2. for information.

Discussion ensued regarding:

- new water conservation signage location is not supported by members
- previous signage location across Sticks Allison Road is preferred
- ongoing use of sandwich board requested
- moving the location of newly installed conservation signage is not feasible
- leak detection efforts are ongoing, additional efforts planned early next year

**MOVED by D. Pepin, SECONDED by V. Seidel,
That the Sticks Allison Water Local Service Committee request that the water
conservation sandwich board continue to be used in the community.
CARRIED**

6.3. [25-1041](#) Sticks Allison Water Local Service Committee - 2026 Operating and
Capital Budget

D. Robson and L. Xu presented Item 6.3.

Discussion ensued regarding:

- member preference to delay main replacement to maintain affordability
- staff advised deferring repair projects increases risk of water main failure
- operation of a critical resource requires forward thinking
- emergency repairs could cause a significant financial burden to rate payers

MOVED by Chair Schofield, **SECONDED** by V. Seidel,

**That the Sticks Allison Water Local Service Committee recommends that
Electoral Areas Committee recommend that the Capital Regional District Board:**

1. Amend the 2026 Operating and Capital Budget by:

- a. add "further leak detection efforts" item of \$5,000 to be funded from
Operating Reserve Fund;
- b. Increase 2026 Operating Reserve Fund by \$5,000 to \$11,255;
- c. Reduce 2026 Transfer to Capital Reserve Fund from \$23,985 to \$11,559; and

2. Amend the Five-Year Capital Plan as follows:

- a. Defer project number 25-01 - Source water protection from 2027 to 2029
- b. Defer project number 26-01 - Petition from 2026 to 2028
- c. Defer project number 27-02 - Watermain replacement to start in 2029; and;

**3. The 2026 Operating and Capital Budget and Five-Year Financial Plan for the
Sticks Allison Water Service be approved as amended.**

CARRIED

Opposed: Brent

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

8.1. Committee Appointments and Nominations

Chair Schofield requested that when the advertisement for 2026 committee
member applications is posted, that it be posted in the Active Page.

Discussion ensued regarding the selection process of new applicants and the
maximum number of consecutive appointments.

8.2. Nearby Development

Chair Schofield advised of concerns raised by residents regarding a proposed development nearby, sited at an elevation above the well.

J. Starke provided information on the Islands Trust rezoning process and potential ways residents may address issues arising.

Discussion ensued regarding:

- previous similar application resulted in a letter to the Ministry of Forests
- data is required to support any claims regarding negative effects
- monitoring and assessment is important to demonstrate such change

**MOVED by H. Schofield, SECONDED by V. Seidel,
That the Sticks Allison Water Local Service Committee direct staff to work with
the Chair to prepare a letter to Ministry of Forests regarding the water license
and potential impact of the nearby development.
CARRIED**

9. Adjournment

**MOVED by V. Seidel, SECONDED by P. Brent,
That the Sticks Allison Water Local Service Committee meeting of October 30,
2025 be adjourned at 11:24 am.
CARRIED**

Chair

Recorder