

## **Meeting Minutes**

### **Regional Water Supply Commission**

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**Wednesday, July 16, 2025**

**1:30 PM**

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

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**PRESENT:**

Commissioners: G. Baird (Chair), K. Harper (Vice Chair), J. Caradonna, N. Chambers, C. Coleman, Z. de Vries, S. Duncan (EP), C. Graham (EP), S. Gray (EP), C. Green, K. Guiry, S. Hammond (EP), S. Kim, T. Morrison (EP), T. Phelps Bondaroff (EP), J. Rogers, M. Wagner, M. Westhaver (EP)

STAFF: T. Robbins, Chief Administrative Officer; A. Fraser, General Manager, Infrastructure and Water Services; A. Constabel, Senior Manager, Watershed Protection; S. Irg, Senior Manager, Water Infrastructure Operations; J. Marr, Senior Manager, Infrastructure Engineering; J. Kelly, Manager, Capital Projects; M. Despina, Senior Financial Advisor; M. Lagoa, Deputy Corporate Officer; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: Commissioners K. Jordison, K. Pearson, C. Stock, 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 Wagner, SECONDED by Commissioner Green,  
That the agenda for the Regional Water Supply Commission meeting of July 16,  
2025 be approved.**

**CARRIED**

#### **3. ADOPTION OF MINUTES**

- 3.1.**     [25-0847](#)     Minutes of the Regional Water Supply Commission Meeting of June 18, 2025

**MOVED by Commissioner Kim, SECONDED by Commissioner Guiry,  
That the minutes of the Regional Water Supply Commission meeting of June 18,  
2025 be adopted as circulated.**

**CARRIED**

#### 4. CHAIR'S REMARKS

Chair Baird expressed appreciation to the Commission, staff and the public for the completion of the recent approval of the Kapoor Lumber Company land purchase, which secures additional land adjacent to the watershed.

#### 5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

#### 6. CONSENT AGENDA

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

- 6.1. [25-0843](#) Summary of Recommendations from Other Water Commissions

**This report was received for information.**

- 6.2. [25-0845](#) Water Watch Report

**This report was received for information.**

#### 7. COMMISSION BUSINESS

- 7.1. [25-0787](#) General Manager's Verbal Update - July

A. Fraser presented Item 7.1. for information, and provided an update on the successful completion of the alternative approval process for the purchase of the Kapoor Lumber Company land. It was also noted that recent wildfire activity is not within the watershed.

Discussion ensued regarding:

- appreciation for all involved with the conservation of the Kapoor land
- roles, responsibilities and cooperation with the Province during wildfires
- potential for automated wildfire detection systems in future
- cost associated with fighting wildfires

- 7.2. [25-0794](#) Regional Water Supply Service 2025 Mid-Year Capital Projects and Operations Update

J. Marr and S. Irg presented Item 7.2. for information.

Discussion ensued regarding:

- ongoing negotiation of bulk water supply agreements with First Nations
- importance of various metrics to monitor progress
- efficient reporting methods highlight the most urgent items
- optimization of Wale Road water main project

**7.3.**     [25-0789](#)     2026 Service Delivery - Staffing Requirements

A. Fraser presented Item 7.3. for information.

Discussion ensued regarding:

- delaying the proposed staff positions will delay the master plan

**MOVED by Commissioner Wagner, SECONDED by Commissioner Harper,  
That staff be directed to include the proposed positions for the Dam Safety  
Program (2 FTE), Master Plan Program (4 FTE), Operations Coordinator (0.5 FTE)  
and Reliability Engineer (1 FTE) in the Regional Water Supply 2026 budget, and  
That staff be directed to incorporate future year's FTEs into the 2027-2030  
financial plan for annual review.**

Discussion ensued regarding:

- water is a critical service provided on a cost recovery basis  
- delays will lead to increased risk failure and higher costs  
- importance of risk mitigation and building resilience  
- urgency of climate change and other risks including earthquakes  
- foundational work needs to be done to support future generations

The question was called:

**That staff be directed to include the proposed positions for the Dam Safety  
Program (2 FTE), Master Plan Program (4 FTE), Operations Coordinator (0.5 FTE)  
and Reliability Engineer (1 FTE) in the Regional Water Supply 2026 budget, and  
That staff be directed to incorporate future year's FTEs into the 2027-2030  
financial plan for annual review.**

**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 Guiry,  
That the Regional Water Supply Commission meeting of July 16, 2025 be  
adjourned at 2:34 pm.**

**CARRIED**

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Chair

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Recorder