

Meeting Minutes

Regional Water Supply Commission

Wednesday, September 25, 2024

11:30 AM

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

PRESENT:

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

STAFF:

T. Robbins, CAO; 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, Water Infrastructure Operations; J. Kelly, Manager,
Capital Projects; P. Stephens, Project Engineer, Integrated Water Services;
J. Zimmerman, Communications Coordinator; D. Dionne, Manager,
Business Support Services; M. Risvold (recorder)

Also Present: Shaun Heffernan, Urban Systems

REGRETS: Z. de Vries; K. Jordison; C. Stock

EP = Electronic Participation

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 Coleman and **SECONDED** by Commissioner Rogers,
That the agenda be approved as circulated.
CARRIED

3. ADOPTION OF MINUTES

Adoption of the Minutes of the July 17, 2024 Meeting

Attachments: [Draft Minutes - July, 17 2024](#)

**MOVED by Commissioner Green and SECONDED by Commissioner Gray,
That the Minutes of the July 17, 2024 meeting be adopted.
CARRIED**

4. REPORT OF THE CHAIR

The Chair provided the following remarks:

- Welcomed the Commission back after summer
- Thanked staff for their work
- New item on today's agenda: Item 7 - Consent Agenda

5. PRESENTATIONS/DELEGATIONS

There were none.

6. GENERAL MANAGER'S REPORT

A. Fraser spoke to the following:

- Welcomed the commission back after summer
- Strategic plan public engagement survey phase 1 update
- Advised that a staff report summarizing the strategic plan feedback will be provided in the future
- Old Man Lake wildfire update
- August 17, 2024 lightning strike in the Leech Water Supply Area, resulting in a wildfire
- Wildfire and associated risks to the Water Supply Area

7. CONSENT AGENDA

**MOVED by Commissioner Rogers, SECONDED by Commissioner Green,
That the consent agenda items 7.1. through 7.4. be approved.
CARRIED**

7.1. 2025 Regional Water Supply Strategic Plan Engagement Update

Attachments: [Staff Report: 2025 RWS Strategic Plan Engagement Update](#)

[Appendix A: Summary of Workshop Feedback](#)

[Appendix B: 2025 Draft Strategic Plan Outline](#)

1. That the revised draft 2025 Strategic Plan for the Greater Victoria Water Supply System be endorsed; and
 2. That staff be directed to proceed with the engagement plan.
- CARRIED**

7.2. Designation of Watershed Security Officers

Attachments: [Staff Report: Designation of Watershed Security Officers](#)

The Regional Water Supply Commission recommends that the Capital Regional District Board:
Appoint Nathan Prenger as Watershed Security Officer for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act, and in accordance with Capital Regional District Bylaw No. 2681.
CARRIED

7.3. Recommendations from Other Water Commissions

Attachments: [Summary of Recommendations from Other Water Commissions](#)

This report was received for information.

7.4. Water Watch Report

Attachments: [Water Watch Report](#)

This report was received for information.

8. COMMISSION BUSINESS

DRAFT

8.1. Proposed Regional Water Supply - Development Cost Charge Program and Bylaw Update

Attachments: [Staff Report: Proposed RWS - DCC Program and Bylaw Update](#)
[Appendix A: Urban Systems – CRD RWS DCC: Engagement Summary](#)
[Appendix B: Urban Systems – Draft RWS DCC Background Report](#)
[Appendix C: Urban Development Letter and CRD Response](#)

J. Marr spoke to item 8.1.

Staff responded to questions regarding:

- Feedback received on the proposed DCC program
- Engaging more groups and additional ways of advertising
- Transparency and feedback results
- Percentages of each groups identified in the survey
- How to reach the younger demographic
- Potential financial impact assessment
- Housing prices in comparison
- Benefiter pay principle
- Determining why people may disapprove of the program

MOVED by Commissioner Rogers, SECONDED by Commissioner Harper, That staff be directed to complete further public and development community engagement related to the draft Regional Water Supply Development Cost Charges Background Report, attached as Appendix B, prior to drafting the Regional Water Supply Development Cost Charge Bylaw.

CARRIED

8.2. Regional Water Supply Service 2025 Budget Requirement for Bear Hill Extension Project

Attachments: [Staff Report: RWS Service 2025 Budget Requirement for Bear Hill Extension Project](#)
[Appendix A: SPW/RWS Transmission Main Project Coordination Schematic](#)

J. Marr spoke to item 8.2.

Staff responded to questions regarding:

- Impact on 2025 budget
- Loan authorization and mid-level estimate
- Coordination with Districts of North Saanich and Central Saanich for road upgrade projects

MOVED by Commissioner Rogers, SECONDED by Commissioner Green, That the cost of the Bear Hill Trunk Watermain Extension capital project No. 21-05 be cost-shared between the Regional Water Supply and Saanich Peninsula Water services, with up to 50% of the total cost being included in the 2025 Regional Water Supply Capital Plan.

CARRIED

8.3. Demand Management Program Update

Attachments: [Staff Report: Demand Management Program Update](#)
[Appendix A: Demand Management Research & Planning](#)
[Appendix B: Demand Management Outreach & Education](#)

G. Harris spoke to item 8.3.

Staff responded to questions regarding:

- Agricultural water rate
- Water Advisory Committee input on Agricultural water rates
- Water conservation education opportunities
- Smart water leak detectors and education
- Ability to determine increase per capita
- Food security and water consumption
- Potential interconnectivity for surrounding rural communities

This report was received for information.

9. NOTICE(S) OF MOTION

There were none.

10. NEW BUSINESS

There was no new business.

11. MOTION TO CLOSE THE MEETING

11.1. Motion to Close the Meeting

The Commission moved into closed session at 12:43 pm.

**MOVED by Commissioner Guiry, SECONDED by Commissioner Coleman,
That the meeting be closed for Intergovernmental Relations in accordance with
the Community Charter, Part 4, Division 3, Section 90 (2)(b).
CARRIED**

12. RISE AND REPORT

The Commission rose from its closed session at 1:09 pm without report.

13. ADJOURNMENT

MOVED by Commissioner Chambers, **SECONDED** by Commissioner Green,
That the meeting be adjourned at 1:10 pm.
CARRIED

CHAIR

SECRETARY

DRAFT