

Meeting Minutes

Regional Water Supply Commission

Wednesday, January 17, 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 (EP);
C. Coleman; Z. de Vries (EP); S. Duncan (EP); C. Graham (EP); S. Gray (EP);
C. Green (EP); C. Harder for K. Guiry (EP); K. Jordison (EP); S. Kim;
D. Lajeunesse (EP); T. Morrison (EP); T. Phelps Bondaroff (EP); J. Rogers (EP);
M. Wagner (EP); M. Westhaver (EP); A. Wickheim

REGRETS:

S. Hammond; C. Stock

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, Infrastructure Water Operations; S. Henderson, Senior Manager,
Real Estate and Southern Gulf Islands Administration; T. Duthie, Manager,
Administration Services, Integrated Water Services, M. Lagoa, Manager, Legislative
Services and Deputy Corporate Officer; L. Westinghouse, Senior Financial Advisor,
Financial Services; J. Zimmerman, Communications Coordinator; D. Dionne,
Administrative Coordinator, Integrated Water Services; M. Risvold, Committee and
Administrative Clerk, Integrated Water Services

1. TERRITORIAL ACKNOWLEDGEMENT

A. Fraser provided the territorial acknowledgement.

2. ELECTION OF CHAIR

The General Manager called for nominations for the position of Chair of the
Regional Water Supply Commission for 2024.

Commissioner Wickheim nominated Commissioner Baird, Commissioner
Baird accepted the nomination.

The General Manager called for nominations a second and third time.

Hearing no further nominations, the General Manager declared Commissioner
Baird Chair of the Regional Water Supply Commission for 2024 by acclamation.

3. ELECTION OF VICE CHAIR

Chair Baird called for nominations for the position of Vice Chair of the Regional Water Supply Commission for 2024.

Commissioner de Vries nominated Commissioner Harper, Commissioner Harper accepted the nomination.

Chair Baird called for nominations a second time.

Commissioner Jordison nominated Commissioner Duncan, Commissioner Duncan accepted the nomination.

Chair Baird called for nominations a third and final time. Hearing no further nominations, the Chair declared nominations closed.

Each candidate addressed the Commission in favour of their candidacy. At the conclusion of the speeches, staff opened the online poll and handed out ballots to Commissioners in the room. Staff left the room to tall the votes and the result was handed to the Chair.

The Chair announced that Commissioner Harper was elected as Vice Chair for 2024.

MOVED by Commissioner Coleman and **SECONDED** by Commissioner Kim,
That the ballots be destroyed.

CARRIED

4. APPROVAL OF THE AGENDA

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Caradonna,
That Item 9.2 Motion with Notice: Placement of Post Disaster Water Supply Drop Kits in Relevant Fire Halls be postponed to March.

CARRIED

MOVED by Commissioner Kim and **SECONDED** by Commissioner Wickheim,
That the agenda be approved as amended.

CARRIED

5. ADOPTION OF MINUTES

- 5.1. [24-065](#) Adoption of October 18, 2023 Regional Water Supply Commission Minutes

Attachments: [October 18, 2023 Regional Water Supply Commission Minutes](#)

MOVED by Commissioner Coleman and **SECONDED** by Commissioner Harper,
That the minutes of the October 18, 2023 Regional Water Supply Commission meeting be adopted.

CARRIED

6. CHAIR'S REMARKS

Chair Baird thanked the Commission for being selected as Chair for another term and read the following statement.

The Capital Regional District (CRD) serves the residents of the region and is always open to public feedback whether formal or informal. We are aware of some concerns raised by the Urban Development Institute (UDI) directed towards the 2022 Regional Water Supply Master Plan (Master Plan), we welcome this feedback and unique perspective. The input provided will be registered and considered as we move forward to further refine the Regional Water Supply Development Cost Charge (DCC). We would also like to provide some clarifying information to the community.

Master Plans serve as crucial high-level roadmaps, offering a strategic, 30-year vision into the future. They play a pivotal role in guiding utility service providers to effectively allocate resources and enable a focused and proactive approach to assessing potential options, and designing solutions tailored to the future needs of the water system.

Reliable and safe drinking water is a foundational requirement of any growing community. We are aware that significant population growth continues for our region and is driving the need for increased infrastructure servicing which is already contemplated in the Master Plan. As the Master Plan is implemented over the next 30 years, technical and design requirements for each project will be refined based on further feasibility studies and technical work. Prior to moving forward to implementation, the CRD will engage with the public on proposed Master Plan projects.

As investments are made in water infrastructure, water rates will increase. The CRD's Regional Water Supply Commission (RWSC) is trying to find a fiscal balance between current property owners and future owners. By proactively implementing a Development Cost Charge (DCC) program the CRD can fund infrastructure required for growth and reduce the water rate increases to existing users and their future water rates.

Reflecting on our historical regional water supply decisions, the foresight of individuals over 100 years ago is what bestowed on us the watersheds that we rely on across greater Victoria today for ensuring drinking water supply. This legacy underscores the importance of long-term planning and vision.

In today's context, decisions are best informed by a team of expert engineering consultants. Stantec is one of the top ranked water supply consulting firms in the world and the senior professionals that worked on the Master Plan are experts in their specific disciplines related to water supply planning. They have worked on water supply projects throughout British Columbia, Canada, the USA and globally and bring a wealth of experience to the Master Plan. Their thorough reviews undergo peer scrutiny by other seasoned engineers, ensuring a foundation built on expertise rather than opinions.

7. PRESENTATIONS/DELEGATIONS

There were two late delegations requesting to address the Commission.

MOVED by Commissioner Kim and **SECONDED** by Commissioner Harper,
That the late delegations be approved to address the Commission.

FAILED

Opposed: Jordison, Rogers, Chambers

8. GENERAL MANAGER'S REPORT

8.1. [24-064](#) 2024 Regional Water Supply Work Plan

Attachments: [Regional Water Supply 2024 Work Plan](#)

A. Fraser spoke to item 8.1.

She noted that a general overview and update of the Regional Water Supply Master Plan is being planned for the March meeting.

The Commission request that, if possible, additional time be added to that meeting to allow for questions and comments.

8.2. Regional Water Supply Development Cost Charges Program Update [Verbal]

A. Fraser spoke to item 8.2.

Discussion ensued and staff responded to questions from the Commission related to:

- if the report back will incorporate Bill 46
- if the CRD has jurisdiction to implement Development Cost Charges
- Public engagement
- First Nations consultation
- Financial impact assessment

9. COMMISSION BUSINESS

9.1. [23-782](#) Greater Victoria Water Supply Area Land Acquisition Reserve Fund Update

Attachments: [Staff Report: GVWSA Land Acquisition Reserve Fund Update](#)

[Appendix A: RWSC 21-08 Staff Report, June 2021](#)

[Appendix B: RWSC 22-07 Staff Report, June 2022](#)

A. Constabel spoke to item 9.1.

Discussion ensued and staff responded to questions regarding:

- How land acquisition can take place
- Debt costs
- Impact on water rates

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Phelps Bondaroff,

1. That a reserve fund for Greater Victoria Water Supply Area land acquisition be included when considering of a reserve fund for Regional Water Supply System Master Plan projects, and that, until reserves are established, land purchase opportunities continue to be addressed through adjustments to the existing capital program and/or debt financing;

2. That the decision whether to establish a Greater Victoria Water Supply Area land acquisition reserve fund be brought back either, when recommendation 1. Above occurs, or when a specific need arises; and,

3. That a report on land acquisition opportunities and progress be provided, in closed meeting, only when Commission decision is required or significant progress is made.

CARRIED

Opposed: Wagner, Chambers

9.2. [23-786](#) Motion with Notice: Commissioner Rogers: Placement of Post Disaster Water Supply Drop Kits in Relevant Fire Halls

Attachments: [Motion with Notice - Placement of Post Disaster Water Supply Drop Kits in Relevant Fire Halls](#)

Item was postponed to the March meeting.

9.3. [24-059](#) Regional Water Supply 2024 Capital Plan Update

Attachments: [Regional Water Supply 2024 Capital Plan Update](#)
[Appendix A: Updated 2024-2028 Regional Water Five Year Capital Plan](#)

J. Marr spoke to item 9.3.

MOVED by Commissioner Coleman and **SECONDED** by Commissioner Caradonna,
That the Regional Water Supply Commission recommends that the Capital Regional District Board:
Update the 2024 Regional Water Supply Service Capital Budget and Five Year Capital Plan to include 2024 budget updates for projects 24-19, 20-16, 20-17, 21-03, 19-16, 18-18 and 21-11 as outlined in Appendix A.

CARRIED

9.4. [23-946](#) 2023 Public and School Tours Summary - Greater Victoria Water Supply Area

Attachments: [Staff Report: 2023 Public and School Tours Summary - GVWSA](#)

Received for information.

9.5. [24-066](#) Regional Water Supply Commission Representative on the Water Advisory Committee [Verbal]

A. Fraser spoke to Item 9.5.

MOVED by Commissioner Kim and **SECONDED** by Commissioner Coleman,
That the Regional Water Supply Commission appoint its Vice Chair as its representative on the Water Advisory Committee for a one-year term ending December 31, 2024.

CARRIED

9.6. [24-067](#) Summary of of Recommendations from Other Water Commissions

Attachments: [Summary of Recommendations](#)

Received for information.

9.7. [24-068](#) Water Watch Report

Attachments: [Water Watch Report](#)

Question regarding snow pack.
Inflow of water is predominately from rainfall

10. NOTICE(S) OF MOTION

Commissioner Jordison provided a notice of motion:

To delay further action on the Regional Water Supply 2022 Master Plan until such time as the concerns raised by the Huggett report can be investigated and addressed

Commissioner Chambers provided a notice of motion:

That the commission reach out to the WSANEC Leadership Council First Nations, in the absence of consultation by the Provinces' Bill 44, regarding the impacts on infrastructure and the Goldstream River.

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING**12.1. [24-069](#)**

Motion to Close the Meeting

MOVED by Commissioner Kim and **SECONDED** by Commissioner Coleman,
That the meeting be closed in accordance with the Community Charter, Part 4,
Division 3 under section 90 (1):

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED

13. RISE AND REPORT

The Commission rose from its closed meeting at 1:13 pm without report.

14. ADJOURNMENT

MOVED by Commissioner Coleman and **SECONDED** by Commissioner Caradonna,

That the Regional Water Supply Commission meeting be adjourned at 1:13 pm.

CARRIED

CHAIR

SECRETARY