

## Meeting Minutes

### Regional Water Supply Commission

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Wednesday, April 17, 2024

11:30 AM

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; 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**

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CHAIR

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SECRETARY