



Notice of Meeting and Meeting Agenda Saanich Peninsula Water Commission

Thursday, March 20, 2025

9:30 AM

Sidney Community Safety Building
2245 Oakville Ave., Sidney, BC

Members of the public can view the live meeting via MS Teams link: [Click here](#)

D. Kelbert (Chair); M. Doehnel (Vice Chair); E. Diller; D. Halldorson; P. Jones; Z. King;
C. McNeil-Smith; R. Novek; S. Shrivastava; R. Windsor

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [25-0303](#) Minutes of the Saanich Peninsula Water Commission Meetings of October 17, 2024 and January 16, 2025

Recommendation: That the minutes of the Saanich Peninsula Water Commission meetings of October 17, 2024 and January 16, 2025 be adopted as circulated.

Attachments: [Minutes - October 17, 2024](#)
[Minutes - January 16, 2025](#)

4. Chair's Remarks

5. Presentations/Delegations

The public are welcome to attend CRD meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the Commission at legserv@crd.bc.ca.

6. Commission Business

6.1. [25-0338](#) General Manager's Verbal Update

Recommendation: There is no recommendation. This verbal update is for information only.

6.2. [25-0304](#) Summary of Recommendations from Other Water Commissions

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Summary: JdFWDC - February 4, 2025](#)
 [Summary: RWSC - January 15, 2025](#)

6.3. [25-0300](#) Water Watch Report

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Water Watch Report - March 10, 2025](#)

7. Notice(s) of Motion

8. New Business

9. Adjournment

Next Meeting: Thursday May 15, 2025

To ensure quorum, please advise Megan MacDonald(mmmacdonald@crd.bc.ca) if you or your alternate cannot attend.

MINUTES OF A MEETING OF THE Saanich Peninsula Water Commission, held Thursday, October 17, 2024 at 9:30 a.m., Meeting Room 2, Sidney Community Safety Building, 2245 Oakville Ave., Sidney, BC

PRESENT: Commissioners: D. Kelbert (Chair); M. Doehnel (Vice Chair); S. Duncan; D. Halldorson; C. McNeil-Smith; S. Shrivastava; C. Stock (for P. Jones)

Staff: A. Fraser, General Manager, Integrated Water Services; G Harris, Senior Manager Environmental Protection; J. Dales, Senior Manager, Wastewater Infrastructure Operations; J. Kelly, Manager, Capital Projects; D. Green, Sr Supervisor Regional Source Control Environmental Protection; B. Rudolph, Stormwater Officer, Environmental Protection; L. Westinghouse, Manager, Revenue, Financial Services; Y. Li, Senior Financial Officer, Financial Services; D. Dionne, Manager, Business Support Services, Integrated Water Services (Recorder)

REGRETS: Z. King; C. Pinches; R. Windsor

EP = Electronic Participation

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

1. TERRITORIAL ACKNOWLEDGEMENT

The Chair provided the Territorial Acknowledgement.

2. APPROVAL OF AGENDA

The agenda was amended to move Item 7.2., Update on Amalgamation Study, to be presented before Item 7.1.

MOVED by Alt. Commissioner Stock, **SECONDED** by Commissioner Halldorson,
That the agenda be approved as amended.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Shrivastava, **SECONDED** by Commissioner McNeil-Smith,
That the minutes of the July 18, 2024 Saanich Peninsula Water Commission meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

Today at 10:17 am we acknowledge that the Great BC ShakeOut serves as our annual reminder that we live and work in an area of high seismic activity.

What to do if you feel shaking, remember: Drop, Cover, and Hold On for at least 60 seconds or until the shaking completely stops. Only evacuate if directed to or if you're facing an immediate life-threatening situation, such as a tsunami.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. GENERAL MANAGER'S REPORT

The General Manager had no report.

7. COMMISSION BUSINESS

7.1. Saanich Peninsula Water Service 2025 Capital and Operating Budget [24-1005]

A. Fraser provided an overview and recognized all the work by all the staff involved in putting the budget packages together.

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

- Development Cost Charges reserve funds apply to development future growth
- Water demand increases
- Agricultural Research Station rates compared to the bulk water rates – staff noted they would look at the agreement around this rate.
- The Commission expressed concern with Project 21-04, Dean Park well decommissioning, noting a preference to not decommission the well but rather hoped to repurpose it for redundancy. Staff advised that this well is on residential property and is more of a liability than an asset. Regional Water Supply has a long-term plan for resiliency in the system, investing in surface water planning and disaster mitigation planning. Municipalities also have a responsibility to maintain resiliency in their systems. Staff could consider a phased decommissioning to spread out the costs.
- Bear hill tank extension, staff advised that this would provide significant disaster resiliency to the Peninsula. This will be a redundant feed in getting water to that tank. The project is being designed to be seismically resilient, following seismic best practices.

MOVED by Commissioner McNeil-Smith, **SECONDED** by Alt. Commissioner Stock, The Saanich Peninsula Water Commission recommends that the Committee of the Whole recommend that the Capital Regional District Board:

1. Approve the 2025 Operating and Capital Budget and the Five Year Capital Plan;
2. Approve the 2025 Saanich Peninsula Water Service bulk water rate of \$1.2575 per cubic metre, and the Agricultural Research Station water rate of \$1.2927 per cubic metre, adjusted if necessary, by any changes in the Regional Water Supply wholesale water rate;
3. Direct staff to balance the 2024 actual revenue and expense on the transfer to capital reserve fund;
4. Direct staff to update carry forward balances in the 2025 Capital Budget for changes after year end; and
5. Direct staff to amend the Bulk Water Rates Bylaw accordingly.

CARRIED

7.2. Update on Amalgamation Study – Dan Huang, Connections Planning Associates

Item was presented before Item 7.1.

Mr. Huang provided a presentation outlining his progress to date regarding the Saanich Peninsula Water Commission amalgamation study.

He and staff responded to questions from the Commission throughout the presentation regarding:

- There is concern about governance, loss of agency and for the loss of a Peninsula voice.
- There would continue to be designated staff and equipment for Saanich Peninsula projects. Would review in more detail from an operational view.
- Changes to the Bulk Water Rate with the addition the Saanich Peninsula.
- Peninsula First Nations participation. Staff advised that they are currently in the process of negotiating with the Peninsula First Nations, that receive water service, to receive direct bulk water rates. Negotiations are still underway for the conveyance agreements with the municipalities.
- Agriculture representation on Saanich Peninsula Commission. The agricultural community is represented through the Water Advisory Committee, but not through the Regional Water Supply Commission.
- Asset retirement and replacement planning.
- Saanich Peninsula Development Cost Charges bylaw would remain in effect until it is reviewed.
- The 5-year capital project would remain through the amalgamation, don't anticipate that the priorities would change. Beyond that five years staff would continue to bring priorities forward.
- A review of Water Advisory Committee composition and membership for a Saanich Peninsula voice, how to account for there no longer being representation from the Saanich Peninsula Water Commission.

The presentation was received for information.

7.3. Regional Water Supply Commission Staff Report: Bear Hill Extension Project

The report was received for information.

7.4. Summary of Recommendations from Other Water Commissions

The report was received for information.

7.5. Water Watch Report

The report was received for information.

8. NOTICE(S) OF MOTION

There were none.

9. NEW BUSINESS

There was no new business.

10. ADJOURNMENT

MOVED by Commissioner Halldorson, **SECONDED** by Alt. Commissioner Stock,
That the October 17, 2024 Saanich Peninsula Water Commission meeting be adjourned at
11:17 am.

CARRIED

CHAIR

SECRETARY

Meeting Minutes

Saanich Peninsula Water Commission

Thursday, January 16, 2025

9:30 AM

Sidney Community Safety Building,
2245 Oakville Ave.,
Sidney, BC

PRESENT:

Commissioners: D. Kelbert (Chair); M. Doehnel (Vice Chair); E. Diller; Z. King (EP); C. McNeil-Smith;
R. Novek; S. Shrivastava

Staff: A. Fraser, General Manager, Infrastructure and Water Services; J. Marr, Senior Manager, Infrastructure Planning and Engineering; D. Dionne, Manager, Business Support Services, Infrastructure and Water Services; P. Kickham, Manager, Environmental Regulations; D. Green, Senior Supervisor, Regional Source Control; D. Pagani, Administrative Coordinator, Infrastructure and Water Services; J. Dorman, Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Commissioner(s) D. Halldorson; P. Jones; R. Windsor

The meeting was called to order at 9:35 am.

1. Territorial Acknowledgement

Commissioner Kelbert provided a Territorial Acknowledgement.

2. Election of Chair

The General Manager of Infrastructure and Water Services called for nominations for the position of Chair of the Saanich Peninsula Water Commission for 2025.

Commissioner Shrivastava nominated Commissioner Doehnel. Commissioner Doehnel declined the nomination.

Commissioner Doehnel nominated Commissioner Kelbert. Commissioner Kelbert accepted the nomination.

The General Manager of Infrastructure and Water Services called for nominations a second time and third time.

Hearing no further nominations, the General Manager of Infrastructure and Water Services declared Commissioner Kelbert the Chair of the Saanich Peninsula Water Commission.

3. Election of Vice Chair

Chair Kelbert called for nominations of Vice Chair of the Saanich Peninsula Water Commission for 2025.

Commissioner Kelbert nominated Commissioner Doehnel. Commissioner Doehnel accepted the nomination.

Chair Kelbert called for nominations a second time and third time.

Hearing no further nominations, Chair Kelbert declared Commissioner Doehnel Vice Chair of the Saanich Peninsula Water Commission by acclamation.

4. Approval of Agenda

MOVED by Commissioner McNeil-Smith, SECONDED by Commissioner Diller, That the agenda for the January 16, 2025 Saanich Peninsula Water Commission meeting be approved with the following amendments:

- Item 8.1. be moved to 8.1.b.
- add Item 8.1. General Manager's Verbal Update.

CARRIED

5. Adoption of Minutes

- 5.1. [25-0008](#) Minutes of the October 17, 2024 Saanich Peninsula Water Commission Meeting

MOVED by Commissioner Diller, SECONDED by Commissioner King, That the adoption of the minutes of the Saanich Peninsula Water Commission meeting of October 17, 2024 be postponed to the next meeting of the Saanich Peninsula Water Commission.

CARRIED

6. Chair's Remarks

Chair Kelbert advised the commission of the dates from this year's meeting schedule.

7. Presentations/Delegations

There were no presentations or delegations.

8. Commission Business

8.1. 25-0197 General Manager's Verbal Report

A. Fraser presented Item 8.1. for information and provided the following updates:

- as part of CRD Evolves that there was some organizational restructure and Corporate/Legislative Services staff will now support IWS committees and commissions
- there was also a renaming of Integrated Water Services to Infrastructure and Water Services
- the Saanich Peninsula Regional Water Supply Amalgamation Study report will be provide in Q1 of 2025

Discussion ensued on the following:

- amalgamation study timeline and implications report
- Board involvement in CRD Evolves and IWS naming change

8.1.b. [25-0012](#) Saanich Peninsula Water Commission Appointment to Water Advisory Committee

A. Fraser spoke to Item 8.1.b.

MOVED by Commissioner Novek, SECONDED by Commissioner Shrivastava, That the Vice Chair of the Saanich Peninsula Water Commission be appointed as the Commission's representative on the Water Advisory Committee for a one-year term ending December 31, 2025.

CARRIED

8.2. [25-0009](#) Summary of Recommendations from Other Water Commissions

A. Fraser presented Item 8.2. for information.

8.3. [25-0006](#) Water Watch Report

A. Fraser presented Item 8.3. for information.

9. Notice(s) of Motion

There were no notice(s) of motion.

10. New Business

There was no new business.

11. Adjournment

MOVED by Commissioner Shrivastava, SECONDED by Commissioner Novek, That the January 16, 2025 Saanich Peninsula Water Commission meeting be adjourned at 9:54 am.

CARRIED

CHAIR

RECORDER



Capital Regional District

HOTSHEET AND ACTION LIST

Juan de Fuca Water Distribution Commission

Tuesday, February 4, 2025

1:30 PM

Goldstream Meeting Room
479 Island Highway
Victoria, BC

The following is a quick snapshot of the FINAL Juan de Fuca Water Distribution Commission decisions made at the meeting. The minutes will represent the official record of the meeting. A name has been identified beside each item for further action and follow-up.

2. ELECTION OF CHAIR

Commissioner Baird was acclaimed as Chair.

3. ELECTION OF VICE CHAIR

Commissioner Rogers was elected Vice Chair.

5. ADOPTION OF MINUTES

The minutes of the December 3, 2024 meeting were adopted as circulated.

8. COMMISSION BUSINESS

8.2 Juan de Fuca Water Distribution Commission Appointment to Water Advisory Committee

Recommendation: That the Vice Chair of the Juan de Fuca Water Distribution Commission be appointed as the Commission's representative on the Water Advisory Committee for a one-year term ending December 31, 2025.

CARRIED

8.3 CRD Board Remuneration Policy Review – Juan de Fuca Water Distribution Commission Inclusion

Recommendation: The Juan de Fuca Water Distribution Commission recommends to the Capital Regional District Board:
That remuneration for Commissioners of the Juan de Fuca Water Distribution Commission be considered in the next comprehensive review of the Capital

Regional District (CRD) Board Remuneration and Travel Expenses Reimbursement Policy.

CARRIED

The following reports were received for information

- 8.1 2025 Juan de Fuca Water Distribution Work Plan (General Manager's Verbal Update)**
- 8.4 Summary of Recommendations from Other Water Commissions**
- 8.5 Water Watch Report**



Capital Regional District

HOTSHEET AND ACTION LIST

Regional Water Supply Commission

Wednesday, January 15, 2025

1:30 PM

CRD Board Room
6th Floor, 625 Fisgard Street
Victoria, BC

The following is a quick snapshot of the FINAL Regional Water Supply Commission decisions made at the meeting. The minutes will represent the official record of the meeting. A name has been identified beside each item for further action and follow-up.

2. ELECTION OF CHAIR

Commissioner Baird was acclaimed as Chair.

3. ELECTION OF VICE CHAIR

Commissioner Harper was elected Vice Chair.

5. ADOPTION OF MINUTES

The minutes of the November 20, 2024 and November 22, 2024 meetings were adopted as circulated.

9. COMMISSION BUSINESS

The following was received for information:

9.1 Summary of Recommendations from Other Water Commissions

9.2 Water Watch Report

13. MOTION TO CLOSE THE MEETING

That the meeting be closed in accordance with the Community Charter, Part 4, Division 3:

1. Personal information under Section 90 (1)(a) [1 Item]

CARRIED

14. RISE AND REPORT

The Commission rose from its closed session without report.

CAPITAL REGIONAL DISTRICT - INTEGRATED WATER SERVICES**Water Watch**

Issued March 10, 2025

Water Supply System Summary:**1. Useable Volume in Storage:**

Reservoir	March 31 5 Year Ave		March 31/24		March 9/25		% Existing Full Storage
	ML	MIG	ML	MIG	ML	MIG	
Sooke	92,658	20,385	92,727	20,400	92,727	20,400	100.0%
Goldstream	9,311	2,049	9,825	2,162	9,906	2,179	99.9%
Total	101,970	22,433	102,552	22,561	102,633	22,579	100.0%

2. Average Daily Demand:

For the month of March	105.5 MLD	23.21 MIGD
For week ending March 09, 2025	106.0 MLD	23.32 MIGD
Max. day March 2025, to date:	111.3 MLD	24.48 MIGD

3. Average 5 Year Daily Demand for March

Average (2020 - 2024)	104.6 MLD ¹	23.01 MIGD ²
	¹ MLD = Million Litres Per Day	² MIGD = Million Imperial Gallons Per Day

4. Rainfall March:

Average (1914 - 2024):	159.0 mm
Actual Rainfall to Date	43.1 mm (27% of monthly average)

5. Rainfall: Sep 1- Mar 9

Average (1914 - 2024):	1,299.4 mm
2024/2025	1,102.5 mm (85% of average)

6. Water Conservation Action Required:

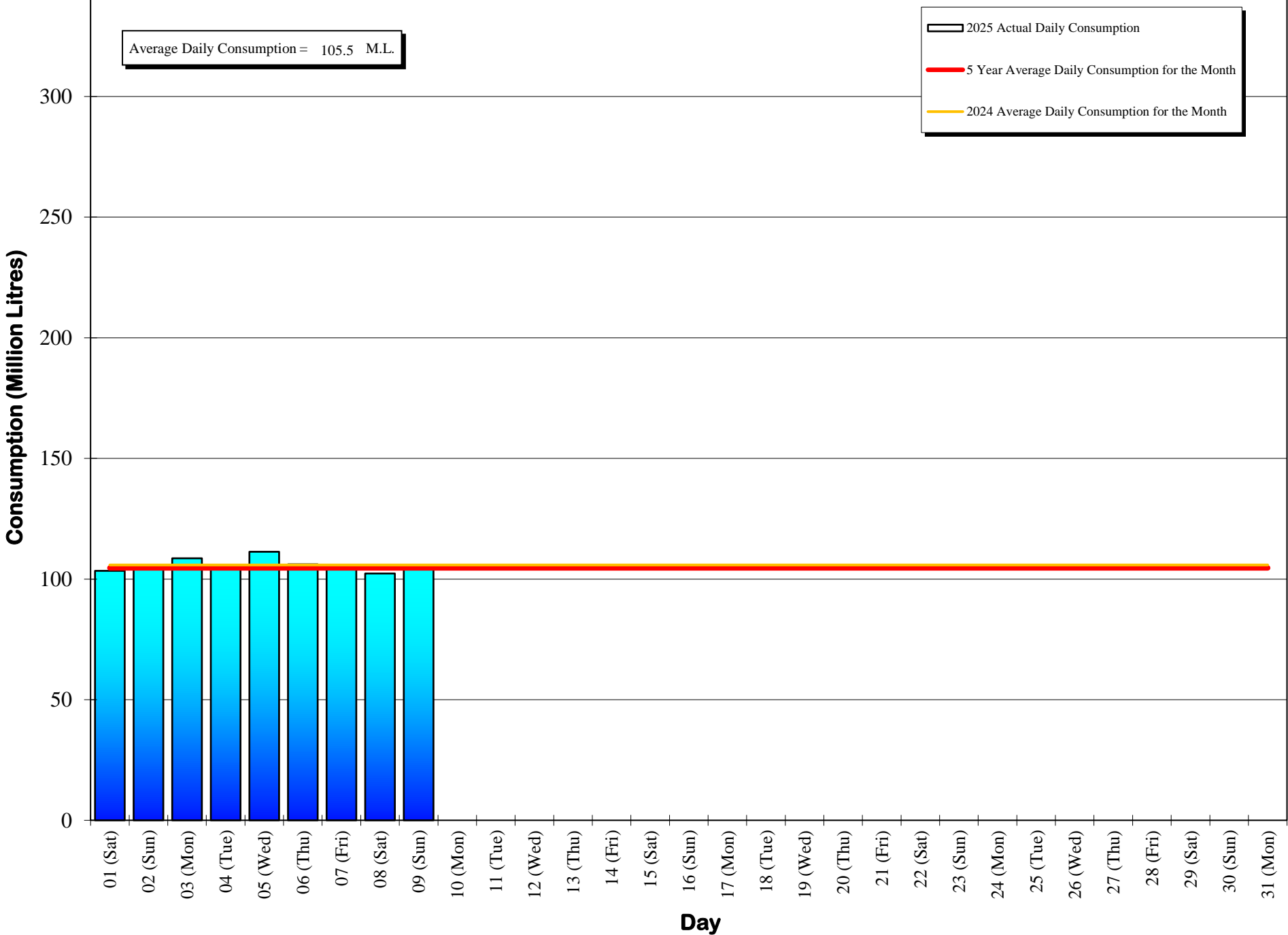
To avoid possible leaks this spring, now is the time to winterize your sprinkler system.
Visit our website at www.crd.bc.ca/water for more information.

If you require further information, please contact:

Alicia Fraser, P. Eng.
General Manager, CRD - Integrated Water Services
or
Glenn Harris, Ph D., RPBio
Senior Manager - Environmental Protection

Capital Regional District Integrated Water Services
479 Island Highway
Victoria, BC V9B 1H7
(250) 474-9600

Daily Consumption
March 2025



Daily Consumptions: - March 2025

Date	Total Consumption		Air Temperature @ Japan Gulch		Weather Conditions	Precipitation @ Sooke Res.: 12:00am to 12:00am		
	(ML) ^{1.}	(MIG) ^{2.}	High (°C)	Low (°C)		Rainfall (mm)	Snowfall ^{2.} (mm)	Total Precip.
01 (Sat)	103.4		22.8	12	4	Cloudy / P. Sunny	0.0	0.0
02 (Sun)	104.3		22.9	12	6	Cloudy / Showers	0.2	0.0
03 (Mon)	108.6		23.9	11	5	Cloudy / P. Sunny	0.0	0.0
04 (Tue)	104.6		23.0	8	4	Cloudy / Showers	7.4	0.0
05 (Wed)	111.3	<=Max	24.5	9	2	Cloudy / P. Sunny / Showers	0.4	0.0
06 (Thu)	106.1		23.4	11	1	Sunny / P. Cloudy	0.0	0.0
07 (Fri)	104.2		22.9	10	1	Cloudy / P. Sunny / Showers	0.2	0.0
08 (Sat)	102.3	<=Min	22.5	9	5	Cloudy / Rain	27.0	0.0
09 (Sun)	104.8		23.1	8	1	Cloudy / Showers	7.9	0.0
10 (Mon)								
11 (Tue)								
12 (Wed)								
13 (Thu)								
14 (Fri)								
15 (Sat)								
16 (Sun)								
17 (Mon)								
18 (Tue)								
19 (Wed)								
20 (Thu)								
21 (Fri)								
22 (Sat)								
23 (Sun)								
24 (Mon)								
25 (Tue)								
26 (Wed)								
27 (Thu)								
28 (Fri)								
29 (Sat)								
30 (Sun)								
31 (Mon)								
TOTAL	949.6 ML	208.91 MIG				43.1	0	43.1
MAX	111.3	24.48	12	6		27.0	0	27.0
AVG	105.5	23.21	10.0	3.2		4.8	0	4.8
MIN	102.3	22.50	8	1		0.0	0	0.0

1. ML = Million Litres

2. 10% of snow depth applied to rainfall figures for snow to water equivalent.

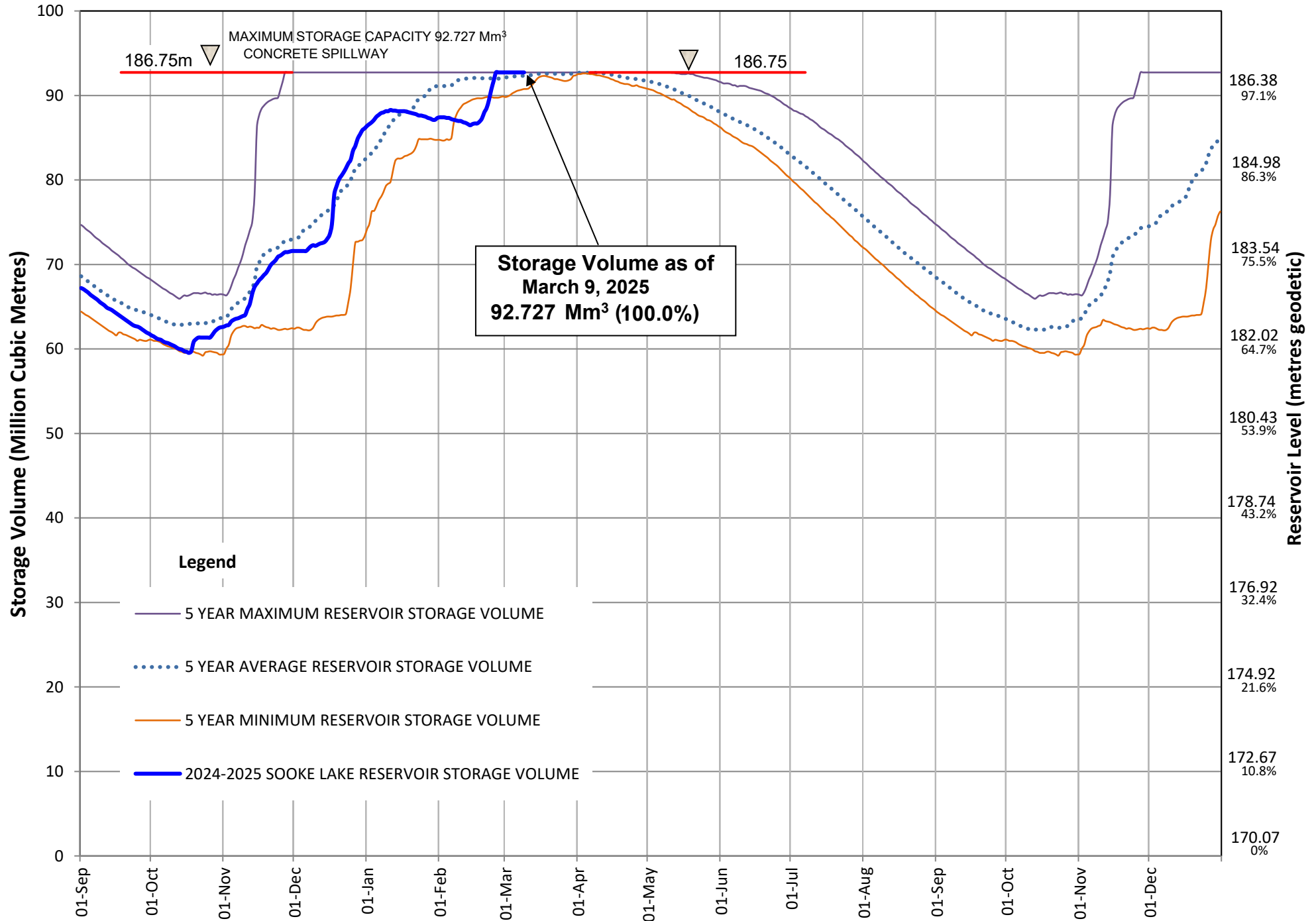
Average Rainfall for March (1914-2024)	159.0 mm
Actual Rainfall: March	43.1 mm
% of Average	27%
Average Rainfall (1914-2024): Sept 01 - Mar 09	1,299.4 mm
Actual Rainfall (2023/24): Sept 01 - Mar 09	1,102.5 mm
% of Average	85%

Number days with precip. 0.2 or more
6

Water spilled at Sooke Reservoir to date (since Sept. 1) = 0.44 Billion Imperial Gallons
2.00 Billion Litres

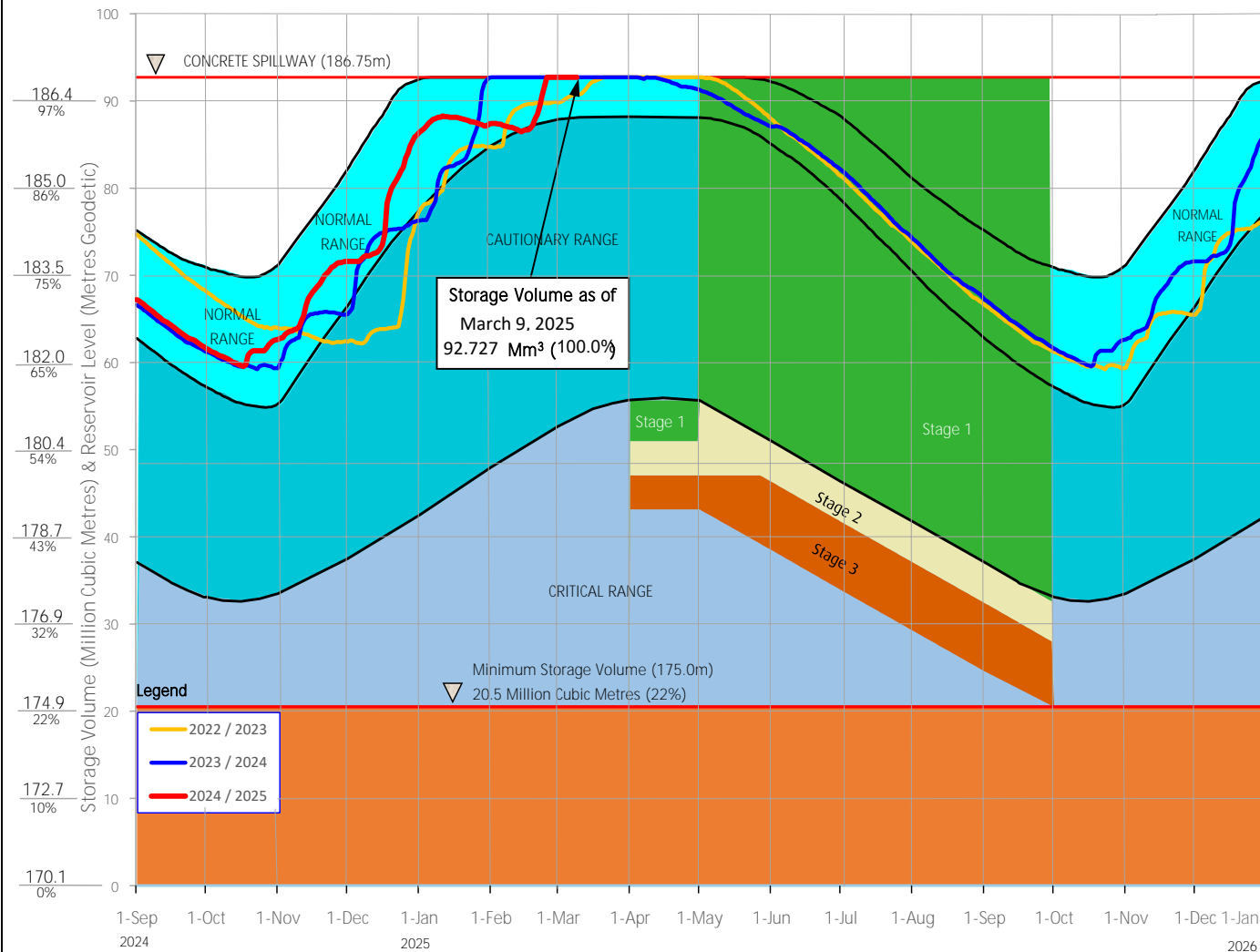
SOOKE LAKE RESERVOIR STORAGE SUMMARY

2024 / 2025



Sooke Lake Reservoir Storage Level

Water Supply Management Plan



FAQs

How are water restriction stages determined?

Several factors are considered when determining water use restriction stages, including,

1. Time of year and typical seasonal water demand trends;
2. Precipitation and temperature conditions and forecasts;
3. Storage levels and storage volumes of water reservoirs (Sooke Lake Reservoir and the Goldstream Reservoirs) and draw down rates;
4. Stream flows and Inflows Into Sooke Lake Reservoir;
5. Water usage, recent consumption and trends; and customer compliance with restriction;
6. Water supply system performance.

The Regional Water Supply Commission will consider the above factors in making a determination to implement stage 2 or 3 restrictions, under the Water Conservation Bylaw.

At any time of the year and regardless of the water use restriction storage, customers are encouraged to limit discretionary water use in order to maximize the amount of water in the Regional Water Supply System Reservoirs available for nondiscretionary potable water use.

Stage 1 is normally initiated every year from May 1 to September 30 to manage outdoor use during the summer months. During this time, lawn watering is permitted twice a week at different times for even and odd numbered addresses.

Stage 2 is initiated when it is determined that there is an acute water supply shortage. During this time, lawn water is permitted once a week at different times for even and odd numbered addresses.

Stage 3 is initiated when it is determined that there is a severe water supply shortage. During this time, lawn watering is not permitted. Other outdoor water use activities are restricted as well.

For more information, visit www.crd.bc.ca/drinkingwater

CRD
Making a difference...together

Useable Reservoir Volumes in Storage for March 09, 2025

