



Notice of Meeting and Meeting Agenda Port Renfrew Utility Services Committee

Tuesday, June 24, 2025

2:00 PM

Goldstream Conference Room
479 Island Hwy
Victoria BC V9B 1H7

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

Alternatively, to hear the meeting via telephone:

Call: 1-877-567-6843 and enter the Participant Code 301 374 788#

W. Forsberg (Chair), C. Wilkinson (Vice Chair), C. Carlsen, A. Wickheim (EA Director)

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. [25-0724](#) Minutes of the Port Renfrew Utility Services Committee meeting of February 18, 2025

Recommendation: That the minutes of the Port Renfrew Utility Services Committee meeting of February 18, 2025 be adopted as circulated.

Attachments: [Minutes - February 18, 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 Committee at legserv@crd.bc.ca.

6. Commission Business

6.1. [25-0650](#) Senior Manager's Verbal Update

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

- 6.2. [25-0738](#) Request for Modifications to Covenant CA9549685 by Port Renfrew Management Ltd
- Recommendation:** The Port Renfrew Utility Services Committee recommends that the Electoral Areas Committee recommends to the Capital Regional District Board:
 That Port Renfrew Management Ltd.'s request for amendments to the existing covenant CA9549685, as noted in the letter addressed to the Port Renfrew Utility Services Committee and dated April 11, 2025, be approved.
- Attachments:** [Staff Report: Request for Modifications to Covenant CA9549685](#)
 [Appendix A: Water Works Extension Agreement](#)
 [Appendix B: Covenant CA9549685](#)
 [Appendix C: Port Renfrew Water Service Area Boundary and Covenant Area](#)
 [Appendix D: Request to Amend Covenant CA9549685](#)
- 6.3. [25-0675](#) 2024 Annual Report
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: 2024 Annual Report - Cover Report](#)
 [Appendix A: 2024 Annual Report](#)
 [Appendix B: Statement of Operations and Reserve Balances](#)
- 6.4. [25-0671](#) Capital Projects and Operational Update - June 2025
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: Capital Projects and Operational Update – June 2025](#)

7. Notice(s) of Motion

8. New Business

9. Adjournment

The next meeting is Tuesday October 28, 2025 at 2:00 pm.

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