

Meeting Minutes

Juan De Fuca Water Distribution Commission

Tuesday, October 7, 2025

1:30 PM

Goldstream Conference Room
479 Island Hwy
Victoria BC V9B 1H7

PRESENT:

G. Baird (Chair), M. Wagner (Vice Chair) (EP), S. Donaldson, D. Grove (EP), K. Guiry, J. Rogers

STAFF: A. Fraser, General Manager, Infrastructure and Water Services; S. Irg, Senior Manager, Water Infrastructure Operations; J. Marr, Senior Manager, Infrastructure Engineering; J. Kelly, Manger, IWS Capital Projects; M. Despins, Senior Financial Advisor; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: K. Pearson, A. Wickheim

The meeting was called to order at 1:30 pm.

1. Territorial Acknowledgement

Chair Baird provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Commissioner Rogers, SECONDED by Commissioner Donaldson,
That the agenda for Juan de Fuca Water Distribution Commission meeting of
October 7, 2025 be approved.
CARRIED**

3. Adoption of Minutes

- 3.1. [25-0829](#) Minutes of the Juan de Fuca Water Distribution Commission Meetings of June 3, 2025 and July 8, 2025

**MOVED by Commissioner Rogers, SECONDED by Commissioner Donaldson,
That the minutes of the Juan de Fuca Water Distribution Commission meeting of
June 3, 2025 and July 8, 2025 be adopted as circulated.
CARRIED**

4. Chair's Remarks

Chair Baird expressed appreciation to staff for the recent Kapoor lands tour and the 2026 budget proposal.

5. Presentations/Delegations

There were no presentations or delegations.

6. Commission Business

6.1. [25-1037](#) General Manager's Verbal Update - October

A. Fraser presented Item 6.1. for information and provided an update that the decrease in the reservoir level was slowing down and has not yet begun to rise.

6.2. [25-1025](#) Juan de Fuca Water Distribution Service 2026 Capital and Operating Budget

A. Fraser presented Item 6.2.

Discussion ensued regarding:

- potential revenue loss from broken water meters
- preference for proactive maintenance over reactive repairs
- budget approval process, including conservative revenue projections
- demand has many variables including development and weather
- capital program and asset management program recommendations
- comparison of bulk water rate to retail rates in the region
- debt to revenue ratio being appropriate for this service

**MOVED by Commissioner Guiry, SECONDED by Commissioner Rogers,
The Juan de Fuca Water Distribution Commission recommends the Committee of
the Whole recommend that the Capital Regional District Board:**

- 1. Approve the 2026 Operating and Capital Budget and the Five Year Capital Plan;**
- 2. Approve the 2026 Juan de Fuca Water Distribution Service retail water rate of \$3.0368 per cubic metre, adjusted if necessary, by any change in the Regional Water Supply wholesale water rate;**
- 3. Direct staff to balance the 2025 actual operating deficit or surplus on the 2025 capital fund transfer;**
- 4. Direct staff to update carry forward balances in the 2026 Capital Budget for changes after year end; and**
- 5. Direct staff to amend the Water Distribution Local Service Conditions, Fees and Charges Bylaw accordingly.**

CARRIED

6.3. [25-1038](#) Summary of Recommendations from Other Water Commissions

Chair Baird presented Item 6.3. for information.

6.4. [25-1036](#) Water Watch Report

Chair Baird presented Item 6.4. for information.

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

**MOVED by Commissioner Rogers, SECONDED by Commissioner Donaldson,
That the Juan de Fuca Water Distribution Commission meeting of October 7, 2025
be adjourned at 2:30 pm.
CARRIED**

Chair

Recorder