



Notice of Meeting and Meeting Agenda Port Renfrew Utility Services Committee

Tuesday, October 28, 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 239 006 375#

W. Forsberg (Chair), C. Wilkinson (Vice Chair), C. Carlsen, K. Gatzke, 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. [25-1148](#) Minutes of the Port Renfrew Utility Services Committee meeting of June 24, 2025

Recommendation: That the minutes of the Port Renfrew Utility Services Committee meeting of June 24, 2025 be adopted as circulated.

Attachments: [Minutes - June 24, 2025](#)

4. Chair's Remarks

5. Presentations/Delegations

5.1. Presentations

5.2. Delegations

- 5.2.1. [25-1160](#) Delegation - Deane Strongitharm; Representing Strongitharm Consulting; Re: Agenda Item 6.3. Port Renfrew Water Service Area Expansion Request by Intrinsic Fund II Ltd.

6. Commission Business

6.1. [25-1139](#) Senior Manager's Verbal Update

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

6.2. [25-1044](#) Port Renfrew Utility Services 2026 Operating and Capital Budget

Recommendation: That the Port Renfrew Utility Services Committee recommends that the Electoral Areas Committee recommend that the Capital Regional District Board:

1. Approve the Port Renfrew Street Lighting Service 2026 Operating and Capital Budget and the five-year Financial Plan as presented;
2. Approve the Port Renfrew Refuse Disposal Service 2026 Operating and Capital Budget and the five-year Financial Plan as presented;
3. Approve the Port Renfrew Water Service 2026 Operating and Capital Budget and the five-year Financial Plan as presented;
4. Approve the Port Renfrew Sewer Service 2026 Operating and Capital Budget and the five-year Financial Plan as presented.

Attachments: [Staff Report: Port Renfrew Utility Services 2026 Operating and Capital Budget](#)
[Appendix A: 2026 Budget Port Renfrew Street Lighting](#)
[Appendix B: 2026 Budget Port Renfrew Refuse Disposal](#)
[Appendix C: 2026 Budget Port Renfrew Water](#)
[Appendix D: 2026 Budget Port Renfrew Sewer](#)

6.3. [25-1101](#) Port Renfrew Water Service Area Expansion Request by Intrinsic Fund II Ltd.

Recommendation: That staff be directed to consider the content of the Applicant's request for an extension of the existing Port Renfrew Water Service Area boundary to include Applicant-owned lands, during the upcoming Master Plan and Official Community Plan work, to help inform on future expansion needs, and preferred mechanisms for cost sharing future upgrades to the system.

Attachments: [Staff Report: Port Renfrew Water Service Area Expansion Request by Intrinsic Fund II Ltd.](#)
[Appendix A: CRD Local Service Area Inclusion Requests Guidelines](#)
[Appendix B: Existing Water Infrastructure, Boundary and Applicant Properties](#)
[Appendix C: Applicant Request Letter and Correspondence](#)

6.4. [25-1137](#) Capital Projects and Operational Update - October 2025

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

Attachments: [Staff Report: Capital Projects and Operational Update – October 2025](#)

7. Notice(s) of Motion

8. New Business

9. Adjournment

The next meeting will be held in 2026.

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