



Notice of Meeting and Meeting Agenda Saanich Peninsula Water Commission

Thursday, February 5, 2026

9:30 AM

Mary Winspear Centre - Room 3
2243 Beacon Ave, Sidney, BC

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

E. Diller, M. Doehnel, C. Graham, D. Halldorson, P. Jones, 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. Election of Chair

3. Election of Vice Chair

4. Approval of Agenda

5. Adoption of Minutes

5.1. [25-1120](#) Minutes of the Saanich Peninsula Water Commission Meetings of July 17, September 18, and October 21, 2025

Recommendation: That the minutes of the Saanich Peninsula Water Commission meetings of July 17, September 18, and October 21, 2025 be adopted as circulated.

Attachments: [Minutes - July 17, 2025](#)
[Minutes - September 18, 2025](#)
[Minutes - October 21, 2025](#)

6. Chair's Remarks

7. 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.

8. Commission Business

8.1. [26-0031](#) General Manager's Verbal Update - February

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

8.2. [26-0036](#) Saanich Peninsula Water Commission Appointment to Water Advisory Committee

Recommendation: 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, 2026.

Attachments: [Staff Report: Commission Appointment to WAC](#)
[Appendix A: WAC Terms of Reference](#)

8.3. [26-0040](#) Summary of Recommendations from Other Water Commissions

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

Attachments: [Summary: JWDC - October 7, 2025](#)
[Summary: RWSC - July 16, 2025](#)
[Summary: RWSC - September 17, 2025](#)
[Summary: RWSC - October 15, 2025](#)
[Summary: RWSC - November 19, 2025](#)
[Summary: RWSC - December 17, 2025](#)
[Summary: RWSC - January 21, 2026](#)

8.4. [26-0039](#) Water Watch Report

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

Attachments: [Water Watch Report - January 26, 2026](#)

9. Notice(s) of Motion

10. New Business

11. Adjournment

The next meeting is April 2, 2026.

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

Meeting Minutes

Saanich Peninsula Water Commission

Thursday, July 17, 2025

9:30 AM

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

PRESENT:

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

STAFF: A. Fraser, General Manager, Infrastructure and Water Services; J. Dales, Senior Manager, Wastewater Infrastructure Operations; S. Irg, Senior Manager, Water Infrastructure Operations (EP); J. Marr, Senior Manager, Infrastructure Engineering; J. Kelly, Manager, Capital Projects; M. Lagoa, Manager, Legislative Services and Deputy Corporate Officer; M. MacDonald, Legislative Services Coordinator; (Recorder)

EP - Electronic Participation

Guests: D. Huang, Connections Planning Associates Ltd., C. Culham, Chief Administrative Officer, Central Saanich, D. Puskas, Director of Engineering, Central Saanich

Regrets: Commissioner P. Jones

The meeting was called to order at 9:32 am.

1. Territorial Acknowledgement

Chair Kelbert provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Commissioner King, SECONDED by Commissioner Shrivastava,
That the agenda for the Saanich Peninsula Water Commission meeting of July
17, 2025 be approved.
CARRIED**

3. Adoption of Minutes

3.1. [25-0848](#) Minutes of the Saanich Peninsula Water Commission Meeting of May 15, 2025

**MOVED by Commissioner Halldorson, SECONDED by Commissioner McNeil-Smith,
That the minutes of the Saanich Peninsula Water Commission meeting of May 15,
2025 be adopted as circulated.
CARRIED**

4. Chair's Remarks

Chair Kelbert emphasized the importance of offering a genuine and meaningful Territorial Acknowledgement at each meeting.

5. Presentations/Delegations

There were no presentations or delegations.

6. Commission Business

6.1. [25-0787](#) General Manager's Verbal Update - July

A Fraser presented Item 6.1. and provided information on the successful completion of the alternative approval process for the purchase of the Kapoor Lumber Company land. An introduction was provided for the upcoming Water Resiliency Plan, which is currently in the early stages of development.

6.2. [25-0796](#) Saanich Peninsula Water Service 2025 Mid-Year Capital Projects and Operations Update

J. Marr and J. Dales presented Item 6.2. for information.

Discussion ensued regarding the priority projects, which are determined by the Asset Management Plan.

6.3. [25-0791](#) Saanich Peninsula Water Commission Amalgamation Study Update

A. Fraser introduced the consultant, D. Huang who presented Item 6.3. for information.

Discussion ensued regarding:

- importance of understanding operational and financial implications
- more information is needed prior to approaching affected parties
- consideration of existing bulk water supply agreements with First Nations

**MOVED by Commissioner Doehnel, SECONDED by Commissioner King,
That staff be directed to proceed with further analysis of Scenario 1 (Complete Amalgamation) with a three year transition on pricing.**

Discussion ensued regarding:

- importance of understanding all aspects and potential outcomes
- significance of amalgamation and impacts to many groups
- more information is required to determine the best option

The question was called:

That staff be directed to proceed with further analysis of Scenario 1 (Complete Amalgamation) with a three year transition on pricing.

DEFEATED

Opposed: Kelbert, Diller, Haldorson, King, McNeil-Smith, Novek, Shrivastava, Windsor

**MOVED by Commissioner Windsor, SECONDED by Commissioner McNeil-Smith,
That staff be directed to:**

- 1. Proceed with further analysis of both Scenario 1 (Complete Amalgamation) and Scenario 2 (Partial Amalgamation).**
- 2. Undertake consultation and engagement with Municipal partners.**
- 3. Include the necessary resources to support this work within the 2026 Capital Plan.**

Discussion ensued regarding:

- the Regional Water Supply Commission also needs to be supportive
- Saanich Peninsula member municipalities also need to agree
- transfer of infrastructure and operating costs need to be more defined
- additional information on both options will allow for wholesome discussion and decision making

The question was called:

That staff be directed to:

- 1. Proceed with further analysis of both Scenario 1 (Complete Amalgamation) and Scenario 2 (Partial Amalgamation);**
- 2. Undertake consultation and engagement with Municipal partners; and**
- 3. Include the necessary resources to support this work within the 2026 Capital Plan.**

CARRIED

6.4. [25-0844](#) Summary of Recommendations from Other Water Commissions

A. Fraser presented Item 6.4. for information.

6.5. [25-0846](#) Water Watch Report

A. Fraser presented Item 6.5. for information.

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

8.1. Additional Meeting in September

A. Fraser noted that a Special Meeting will be held in September as there is a time sensitive item that must be considered.

Discussion ensued regarding commission member preference for early September.

9. Adjournment

MOVED by Commissioner Diller, **SECONDED** by Commissioner Shrivastava,
That the Saanich Peninsula Water Commission meeting of July 17, 2025 be
adjourned at 11:17 am.

CARRIED

Chair

Recorder

Meeting Minutes

Saanich Peninsula Water Commission

Thursday, September 18, 2025

9:30 AM

Goldstream Meeting Room
479 Island Hwy
Victoria BC V9B 1H7

Special Meeting

PRESENT:

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

STAFF: A. Fraser, General Manager, Infrastructure and Water Services; J. Dales, Senior Manager, Wastewater Infrastructure Operations; J. Kelly, Manger, IWS Capital Projects; A. Wardle, Project Engineer; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: Commissioner Windsor

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

1. Territorial Acknowledgement

Chair Kelbert provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Commissioner Novek, **SECONDED** by Commissioner Diller,
That the agenda for the Saanich Peninsula Water Commission meeting of
September 18, 2025 be approved.
CARRIED

3. Presentations/Delegations

There were no presentations or delegations.

4. Special Meeting Matters

There were no special meeting matters.

5. Motion to Close the Meeting

5.1. [25-0937](#) Motion to Close the Meeting

MOVED by Commissioner Halldorson, **SECONDED** by Commissioner Novek,
1. That the meeting be closed for negotiations and related discussions respecting
the proposed provision of a municipal service in accordance with Section 90(1)(k)
of the Community Charter. [1 item]
CARRIED

MOVED by Commissioner Halldorson, **SECONDED** by Commissioner Diller,
2. That such disclosures could reasonably be expected to harm the interests of
the Regional District. [1 Item]
CARRIED

The Saanich Peninsula Water Commission moved to the closed session at 9:33
am.

The Saanich Peninsula Water Commission rose from the closed session at 10:11
am without report.

6. Adjournment

MOVED by Commissioner Novek, **SECONDED** by Commissioner Diller,
That the Saanich Peninsula Water Commission meeting of September 18, 2025
be adjourned at 10:11 am.
CARRIED

Chair

Recorder

Meeting Minutes

Saanich Peninsula Water Commission

Tuesday, October 21, 2025

9:30 AM

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

Special Meeting - Budget

PRESENT:

Commissioners: D. Kelbert (Chair), M. Doehnel (Vice Chair), E. Diller, D. Halldorson, Z. King (9:38 am) (EP), C. McNeil-Smith, R. Novek, S. Shrivastava (9:38 am) (EP)

STAFF: A. Fraser, General Manager, Infrastructure and Water Services; G. Harris, General Manager, Parks Recreation and Environmental Services; J. Dales, Senior Manager, Wastewater Infrastructure Operations; J. Marr, Senior Manager, Infrastructure Planning and Engineering; F. Delgadillo Lopez, Manager, Strategic Planning (EP); P. Kickham, Manager, Environmental Regulations; J. Kelly, Manager, Capital Projects; Y. Li, Senior Financial Advisor, Financial Planning; M. Despins, Senior Financial Advisor, Financial Planning (EP); M. Lagoa, Manager, Legislative Services and Deputy Corporate Officer; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: Commissioners P. Jones, R. Windsor

The meeting was called to order at 9:34 am.

1. Territorial Acknowledgement

Chair Kelbert provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Commissioner Halldorson, **SECONDED** by Commissioner McNeil-Smith,
That the agenda for the Saanich Peninsula Water Commission meeting of
October 21, 2025 be approved.
CARRIED

3. Presentations/Delegations

There were no presentations or delegations.

Commissioners Z. King and P. Jones joined the meeting electronically at 9:38 am.

4. Special Meeting Matters

4.1. [25-1037](#) General Manager's Verbal Update - October

A. Fraser presented Item 4.1. for information, and spoke about the recent amalgamation presentation to the Regional Water Supply Commission as well as current water reservoir levels.

Discussion ensued regarding:

- options presented for amalgamation
- feedback received from the Regional Water Supply Commission

4.2. [25-1029](#) Saanich Peninsula Water Service 2026 Capital and Operating Budget

A. Fraser presented Item 4.2.

Discussion ensued regarding:

- fleet services vehicle use for the Saanich Peninsula
- proposed rate increase and future projections
- cost of reactive emergency repairs versus proactive replacement of assets
- improving climate change resiliency, redundancy and seismic preparations
- potential future grant opportunities and application process
- debt servicing costs and the impact on rates

MOVED by Commissioner McNeil-Smith, SECONDED by Commissioner Novek, The Saanich Peninsula Water Commission recommends that 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 Saanich Peninsula Water Service wholesale water rate of \$1.3593 per cubic meter, and the Agricultural Research Station water rate of \$1.3945 per cubic meter, adjusted, if necessary, by any changes in the Regional Water Supply wholesale water rate;**
- 3. Direct staff to balance the 2025 actual revenue and expense on the transfer to capital reserve fund;**
- 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 Wholesale Water Rates Bylaw accordingly.**

CARRIED

Opposed: Shrivastava

5. Adjournment

MOVED by Commissioner Diller, SECONDED by Commissioner Novek, That the Saanich Peninsula Water Commission meeting of October 21, 2025 be adjourned at 10:12 am.

CARRIED

Chair

Recorder



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REPORT TO SAANICH PENINSULA WATER COMMISSION MEETING OF FEBRUARY 5, 2026

SUBJECT **Saanich Peninsula Water Commission Appointment to Water Advisory Committee**

ISSUE SUMMARY

To appoint a Saanich Peninsula Water Commission representative to the Water Advisory Committee for a one-year term ending December 31, 2026.

BACKGROUND

In accordance with the *Capital Regional Water Supply and Sooke Hills Protection Regulation* (Regulation), Water Advisory Committee (WAC) membership includes representation from the Saanich Peninsula Water Commission (Commission), as well as the Regional Water Supply Commission and the Juan de Fuca Water Distribution Commission. Staff are seeking the appointment of a representative to WAC from each of these commissions.

The role of the representative is to act as a liaison between the Commission and WAC, providing input related to Commission business. Standard practice has been that the commissions appoint their Vice Chair as representative.

This report formalizes the recommendation from the Commission and creates consistency with the existing process that seeks a formal recommendation from the Juan de Fuca Water Distribution Commission as well. As per the WAC Terms of Reference (Appendix A), approved by the Regional Water Supply Commission (RWSC) on November 20, 2024, the RWSC Vice-Chair shall be appointed as the WAC Chair.

ALTERNATIVES

Alternative 1

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, 2026.

Alternative 2

That another member 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, 2026.

CONCLUSION

The *Capital Regional Water Supply and Sooke Hills Protection Regulation* states that Water Advisory Committee membership shall include representation from each of the Water Commissions. Staff are seeking the appointment of a Saanich Peninsula Water Commission member to the Water Advisory Committee.

RECOMMENDATION

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, 2026.

Submitted by:	Denise Dionne, Manager, Business Support Services
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: WAC Terms of Reference

Terms of Reference

The logo for the Capital Regional District (CRD) is located in the top right corner of the header banner. It consists of the letters 'CRD' in a stylized, white, sans-serif font, set against a dark grey background that features a wavy, horizontal line pattern.

WATER ADVISORY COMMITTEE

PREAMBLE

In 1997 the *Greater Victoria Water District Act* was repealed and replaced by the *Capital Regional Water Supply and Sooke Hills Protection Act (Act)*. The implementation of the Act is governed by the Capital Regional Water Supply and Sooke Hills Protection Regulation (Regulation). Both the Act and the Regulation were enacted August 1, 1997.

Under the Regulation the Capital Regional District (CRD) must establish by bylaw a standing committee of the Regional Board known as the Regional Water Supply Commission (Commission). The Commission was established in September, 1997. The Regulation further requires the appointment of a Regional Water Supply, Protection and Conservation Advisory Committee (Committee) to provide advice to the Commission on water supply, water quality, the stewardship of lands held by the CRD for water supply purposes and water conservation measures.

These terms of reference serve to clarify the mandate, responsibilities and procedures and supplement Bylaw No. 2541, "Water Advisory Committee Bylaw No. 1, 1997".

The Committee's official name is to be:

Water Advisory Committee

1.0 PURPOSE

- a) Reviewing options for water supply, water quality, water conservation and the stewardship of catchment lands based on their technical and economic merit;
- b) Taking into consideration the social and environmental impacts in the review of options;
- c) Ensuring all relevant issues are being considered;
- d) Advising on the development of a public consultation process;
- e) Attending and participating, when required, in public meetings, open houses, etc.;
- f) Communicating the issues being considered to groups represented by the Committee members and reporting comments/concerns back to the Committee; and
- g) Making recommendations to be forwarded to the Regional Water Supply Commission.

2.0 ESTABLISHMENT AND AUTHORITY

- a) The mandate of the Water Advisory Committee is to provide advice to the Regional Water Supply Commission with a view to the current Strategic Plan approved by the Regional Water Supply Commission and the priorities defined within, on water supply, water quality and stewardship of the lands held by the Regional District for water supply purposes and water conservation purposes.
- b) The Water Advisory Committee shall, at its first meeting each year, appoint as its Chair the Vice-Chair of the Regional Water Supply Commission, with a term commencing and ending commensurate to the term of the Vice-Chair. The Water Advisory Committee shall, at its first meeting each year, elect from among its members a Vice-Chair of the Water Advisory Committee.

3.0 COMPOSITION

The Committee shall consist of 10 to 15 members plus First Nations representation, with a diversity of background, interests and geographical location, representing a balance between technical and non-technical members and industry and public members.

The membership of the Water Advisory Committee is comprised as follows:

- (a) one representative each from:
 - Regional Water Supply Commission;
 - Juan de Fuca Water Distribution Commission; and
 - Saanich Peninsula Water Commission
- (b) One (1) representative from each of the following:
 - The agriculture community
 - Groups concerned with the protection of fish habitats
 - Environmental groups
 - Commercial and industrial water users
 - Residents and ratepayers' associations
 - Island Health
 - The scientific community
- (c) up to five representatives from other bodies the Regional District Board considers appropriate.
- (d) one representative from each First Nation in the Capital Regional District, who may participate in Water Advisory Committee meetings (as ex officio) at their pleasure, in accordance with Bylaw No. 3828, "Capital Regional District Board Procedures Bylaw, 2012", where the First Nation has an interest in matters being considered by the Water Advisory Committee.

4.0 TERM OF SERVICE

In order to ensure on-going opportunities to serve on the Committee and to maintain continuity, the Regional Water Supply Commission will appoint Committee members for up to a two-year term, to a maximum participation of three terms (i.e. six years). The Committee may request that the Commission replace a member who has missed three consecutive meetings.

5.0 PROCEDURES

- a) The Regional Water Supply Commission will approve the Committee terms of reference annually.
- b) Issues requiring consideration by the Committee will be identified by the Commission, staff or the Committee. Issues and recommendations for the Committee's consideration will be submitted to the Committee in the form of a staff report.
- c) The Committee must follow Bylaw No. 3828, "Capital Regional District Board Procedures Bylaw, 2012", when conducting a meeting, so far as they are applicable.
- d) Regular meetings of the Committee will be set based on the need for consideration of issues identified by the Commission or staff, or at the call of the Committee Chair. At a minimum there will be two meetings per year.
- e) The agenda will be finalized in consultation between staff and the Chair and Vice Chair of the Committee. Items to be included in the agenda must be received by the Committee secretary at least one week in advance of a meeting.
- f) A quorum is a majority of the Committee membership and is required to conduct committee business.

6.0 RESOURCES AND SUPPORT

- a) The General Manager of Integrated Water Services will be the staff liaison for the Committee and will lead the coordination and allocation of resources to the Committee.
- b) Minutes and agendas are prepared and distributed by Integrated Water Services staff.

7.0 RELATIONSHIP WITH REGIONAL WATER SUPPLY COMMISSION

- a) Reports and recommendations from the Committee will be forwarded to the Commission through the Committee Chair. Alternatively, where the Committee makes a recommendation to staff, the Committee's recommendation will be incorporated in a report by staff to the Commission.
- b) The General Manager will attempt to keep the Committee apprised of reports or initiatives with such implications. Every effort should be made to maintain a streamlined and efficient process.

Approved by Regional Water Supply Commission on November 20, 2024



HOTSHEET AND ACTION LIST

Juan De Fuca Water Distribution Commission

Tuesday, October 7, 2025

1:30 PM

Goldstream Conference Room

479 Island Hwy

Victoria BC V9B 1H7

The following is a quick snapshot of the FINAL 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.

6. Commission Business

- 6.1. 25-1037 General Manager's Verbal Update – October A. Fraser

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

- 6.2. 25-1025 Juan de Fuca Water Distribution Service 2026 Capital and Operating Budget A. Fraser

This item is referred to Committee of the Whole on October 29, 2025

Recommendation: 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.

- 6.3. 25-1038 Summary of Recommendations from Other Water Commissions A. Fraser

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

- 6.4. 25-1036 Water Watch Report A. Fraser

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



625 Fisgard St.,

HOTSHEET AND ACTION LIST

Regional Water Supply Commission

The following is a quick snapshot of the FINAL 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.

Wednesday, July 16, 2025

1:30 PM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

6. CONSENT AGENDA

6.1. 25-0843 Summary of Recommendations from Other Water Commissions A. Fraser

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

6.2. 25-0845 *Water Watch Report* A. Fraser

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

7. COMMISSION BUSINESS

7.1. 25-0787 *General Manager's Verbal Update – July* A. Fraser

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

7.2. 25-0794 Regional Water Supply Service 2025 Mid-Year Capital Projects and Operations Update A. Fraser

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

7.3. 25-0789 *2026 Service Delivery - Staffing Requirements* A. Fraser

Motion Arising (Mary Wagner):

That staff be directed to include the proposed positions for the Dam Safety Program (2 FTE), Master Plan Program (4 FTE), Operations Coordinator (0.5 FTE) and Reliability Engineer (1 FTE) in the Regional Water Supply 2026 budget, and
That staff be directed to incorporate future year's FTEs into the 2027-2030 financial plan for annual review.



HOTSHEET AND ACTION LIST

Regional Water Supply Commission

The following is a quick snapshot of the FINAL 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.

Wednesday, September 17, 2025

1:30 PM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

6. CONSENT AGENDA

- 6.1. 25-0906 Summary of Recommendations from Other Water Commissions A. Fraser

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

- 6.2. 25-0907 *Water Watch Report* A. Fraser

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

7. COMMISSION BUSINESS

- 7.1. 25-0905 *General Manager's Verbal Update – September* A. Fraser

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

- 7.2. 25-0902 Recommendation to Award Design-Build Contract - Field Operations Centre A. Fraser

Recommendation: The Regional Water Supply Commission approves:

1. That the Field Operations Centre design-build contract be awarded to Kinetic Design-Build for \$12,758,000 (excluding GST);
2. That staff be authorized to award additional work up to a contingency amount of \$400,000; and,
3. That the Capital Regional District Chief Administrative Officer be authorized to execute the CCDC14 design-build contract, subject to receipt of the City of Langford building permit.

- 7.3. 25-0903 *Master Plan Implementation Framework* A. Fraser

Recommendation: That the Regional Water Supply Commission directs staff to proceed with the Master Plan Implementation Project using the 5 Guiding Principles as shown on the draft Tabletop Document.

- 7.4. 25-0790 *Saanich Peninsula Water Commission Amalgamation Study Update*

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



HOTSHEET AND ACTION LIST

Regional Water Supply Commission

The following is a quick snapshot of the FINAL 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.

Wednesday, October 15, 2025

1:30 PM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

6. CONSENT AGENDA

- 6.1. 25-1085 Summary of Recommendations from Other Water Commissions A. Fraser

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

- 6.2. 25-1084 *Water Watch Report*

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

7. COMMISSION BUSINESS

- 7.1. 25-1037 *General Manager's Verbal Update – October* A. Fraser

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

- 7.2. 25-0790 Saanich Peninsula Water Commission Amalgamation Study Update

A. Fraser

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

- 7.3. 25-1028 *Regional Water Supply Service 2026 Capital and Operating Budget*

A. Fraser / N. Chan

This item is referred to Committee of the Whole on October 29, 2025

Recommendation: The Regional Water Supply Commission recommends that 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 wholesale water rate of \$0.9314 per cubic metre;
3. Approve the 2026 agricultural water rate of \$0.2105 per cubic metre;
4. Direct staff to balance the 2025 actual revenue and expense on the transfer to the water capital fund;
5. Direct staff to update carry forward balances in the 2026 Capital Budget for changes after year end; and
6. Direct staff to amend the Water Rates Bylaw accordingly.



HOTSHEET AND ACTION LIST

Regional Water Supply Commission

The following is a quick snapshot of the FINAL 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.

Wednesday, November 19, 2025

1:30 PM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

6. CONSENT AGENDA

- 6.1. 25-1224** Summary of Recommendations from Other Water Commissions **A. Fraser**

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

- 6.2. 25-1214** *Water Watch Report* **A. Fraser**

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

7. COMMISSION BUSINESS

- 7.1. 25-1185** *General Manager's Verbal Update – November* **A. Fraser**

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

- 7.2. 25-1165** Monthly Drinking Water Quality Dashboard **G. Harris**

Recommendation: That the Regional Water Supply Commission receive this report for information and endorse the monthly presentation of the Drinking Water Quality Dashboard.

- 7.3. 25-1216** *Proposed Regional Water Supply Service Development Cost Charge Bylaw - Engagement Summary Vol. 3* **A. Fraser**

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

- 7.4. 25-1218** *Proposed Regional Water Supply Service Development Cost Charge Program and Bylaw - Update and Next Steps* **A. Fraser**

Alternative 2: That the Regional Water Supply Commission direct Capital Regional District (CRD) staff to prepare a draft Regional Water Supply Development Cost Charge (DCC) Bylaw for consideration at a future Commission meeting, and that the bylaw include a Municipal Assist Factor (MAF) of one percent.



HOTSHEET AND ACTION LIST

Regional Water Supply Commission

Wednesday, December 17, 2025

1:30 PM

**6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7**

Special Meeting

The following is a quick snapshot of the FINAL 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.

5. SPECIAL MEETING MATTERS

5.1. 25-1340 2025 Regional Water Supply Strategic Plan - Final

Recommendation: That the Regional Water Supply Commission:

1. Approve the 2025 Regional Water Supply Strategic Plan, which has been developed in consideration with a commitment to ongoing engagement and responsiveness to future input, as presented and direct staff to move forward with the actions identified; and
2. Direct staff to forward the 2025 Regional Water Supply Strategic Plan to the Capital Regional District Board for information and make the Plan available for public distribution.]

A. Fraser



HOTSHEET AND ACTION LIST

Regional Water Supply Commission

Wednesday, January 21, 2026

1:30 PM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

The following is a quick snapshot of the FINAL 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.

ELECTION OF CHAIR – Commissioner Baird by acclamation

ELECTION OF VICE CHAIR – Commissioner Wagner by ballot

8. CONSENT AGENDA

8.1. **26-0042** Summary of Recommendations from Other Water Commissions

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

A. Fraser

8.2. **26-0037** *Water Watch Report*

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

A. Fraser

8.3. **26-0060** *Monthly Drinking Water Quality Dashboard - December 2025*

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

REMOVED FROM CONSENT

G. Harris

8.4. **25-1349** *2025 Regional Water Supply Watershed Tours and Classroom Education*

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

REMOVED FROM CONSENT

A. Fraser

9. COMMISSION BUSINESS

9.1. **26-0030** *General Manager's Verbal Update - January*

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

A. Fraser

9.2. 25-0038 Bylaw No. 4658: Regional Water Supply Service Development Cost Charge Bylaw No. 1, 2026

Recommendation: That the Regional Water Supply Commission recommend to the Capital Regional District Board that:

1. Bylaw No. 4658, "Regional Water Supply Service Development Cost Charge Bylaw No. 1, 2026" be introduced and read a first, second and third time; and (WP - All)
2. Bylaw No. 4658, "Regional Water Supply Service Development Cost Charge Bylaw No. 1, 2026" be submitted to the British Columbia Inspector of Municipalities for Statutory Approval pursuant to the Local Government Act. (NWA)

A. Fraser

9.3. 25-1350 *Leech Restoration Project Closeout Report*

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

A. Fraser

CAPITAL REGIONAL DISTRICT - INTEGRATED WATER SERVICES

Water Watch

Issued January 26, 2026

Water Supply System Summary:

1. Useable Volume in Storage:

Reservoir	January 31 5 Year Ave		January 31/25		January 25/26		% Existing Full Storage
	ML	MIG	ML	MIG	ML	MIG	
Sooke	90,043	19,809	87,340	19,215	92,727	20,400	100.0%
Goldstream	9,652	2,123	9,824	2,161	9,905	2,179	99.9%
Total	99,695	21,933	97,164	21,376	102,632	22,579	100.0%

2. Average Daily Demand:

For the month of January	105.8 MLD	23.3 MIGD
For week ending January 25, 2026	106.4 MLD	23.4 MIGD
Max. day January 2026, to date:	111.1 MLD	24.4 MIGD

3. Average 5 Year Daily Demand for January

Average (2021 - 2025)	104.7 MLD ¹	23.0 MIGD ²
-----------------------	------------------------	------------------------

¹MLD = Million Litres Per Day ²MIGD = Million Imperial Gallons Per Day

4. Rainfall January:

Average (1914 - 2025):	268.7 mm
Actual Rainfall to Date	209.5 mm (78% of monthly average)

5. Rainfall: Sep 1- Jan 25

Average (1914 - 2025):	1,015.8 mm
2025/2026	1,090.1 mm (107% of average)

6. Water Conservation Required Action:

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.

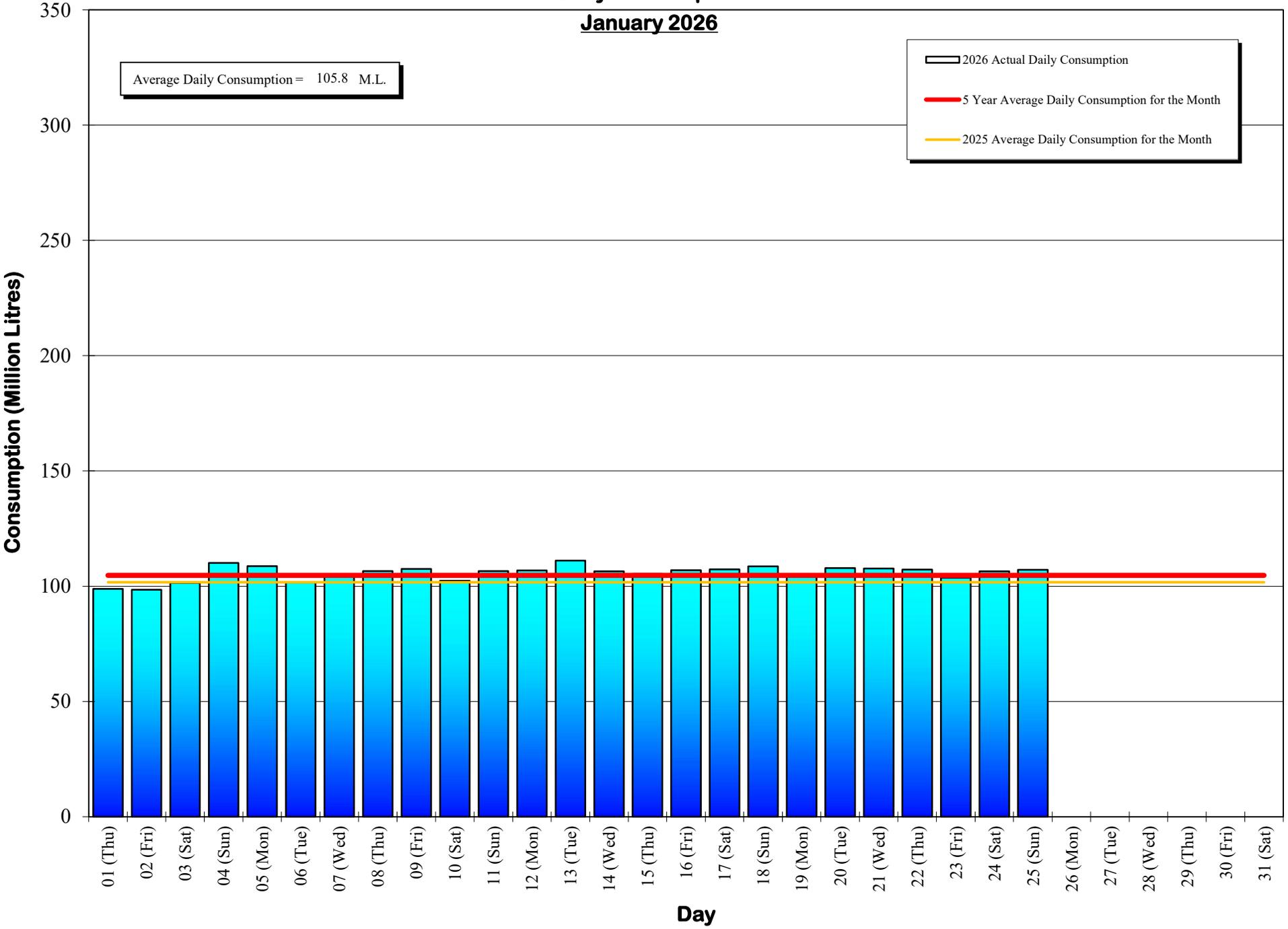
If you require further information, please contact:

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

January 2026



Daily Consumptions: - January 2026

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 (Thu)	98.8	21.7	5	0	Cloudy / Fog	0.0	0.0	0.0
02 (Fri)	98.5 <=Min	21.7	6	3	Cloudy / Fog / Showers	2.0	0.0	2.0
03 (Sat)	101.4	22.3	8	5	Cloudy / Fog / Showers	12.3	0.0	12.3
04 (Sun)	110.1	24.2	7	4	Cloudy / Showers	5.9	0.0	5.9
05 (Mon)	108.7	23.9	5	1	Cloudy / P. Sunny / Showers	1.8	0.0	1.8
06 (Tue)	101.6	22.3	6	1	Cloudy / P. Sunny / Rain	43.5	0.0	43.5
07 (Wed)	105.2	23.1	3	1	Cloudy / Rain	19.2	2.0	19.4
08 (Thu)	106.5	23.4	5	1	Cloudy / P. Sunny / Showers	0.9	0.0	0.9
09 (Fri)	107.5	23.7	7	4	Cloudy / Showers	1.0	0.0	1.0
10 (Sat)	102.4	22.5	7	4	Cloudy / Fog / Showers	13.0	0.0	13.0
11 (Sun)	106.5	23.4	8	6	Cloudy / Fog / Rain	52.0	0.0	52.0
12 (Mon)	106.8	23.5	11	7	Cloudy / Fog / Rain	55.4	0.0	55.4
13 (Tue)	111.1 <=Max	24.4	11	9	Cloudy / Fog / Showers	1.0	0.0	1.0
14 (Wed)	106.4	23.4	10	7	Cloudy / Fog / Showers	0.7	0.0	0.7
15 (Thu)	105.3	23.2	8	3	Cloudy / P. Sunny	0.0	0.0	0.0
16 (Fri)	106.9	23.5	6	2	Sunny	0.0	0.0	0.0
17 (Sat)	107.3	23.6	5	2	P. Sunny / Showers	0.2	0.0	0.2
18 (Sun)	108.6	23.9	6	2	Sunny	0.0	0.0	0.0
19 (Mon)	105.0	23.1	5	1	P. Sunny / Showers	0.2	0.0	0.2
20 (Tue)	107.8	23.7	6	0	Cloudy / P. Sunny	0.0	0.0	0.0
21 (Wed)	107.7	23.7	4	0	P. Sunny / Showers	0.2	0.0	0.2
22 (Thu)	107.2	23.6	5	0	Cloudy / Fog / P. Sunny	0.0	0.0	0.0
23 (Fri)	103.7	22.8	4	-1	Cloudy / P. Sunny	0.0	0.0	0.0
24 (Sat)	106.4	23.4	1	-2	Cloudy / P. Sunny	0.0	0.0	0.0
25 (Sun)	107.1	23.6	3	-3	Cloudy / Fog / P. Sunny	0.0	0.0	0.0
26 (Mon)								
27 (Tue)								
28 (Wed)								
29 (Thu)								
30 (Fri)								
31 (Sat)								
TOTAL	2644.5 ML	581.74 MIG				209.3	2	209.5
MAX	111.1	24.43	11	9		55.4	2	55.4
AVG	105.8	23.27	6.1	2.2		8.4	0	8.4
MIN	98.5	21.67	1	-3		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 January (1914-2025)	268.7 mm
Actual Rainfall: January	209.5 mm
% of Average	78%
Average Rainfall (1914-2025): Sept 01 - Jan 25	1,015.8 mm
Actual Rainfall (2025/26): Sept 01 - Jan 25	1,090.1 mm
% of Average	107%

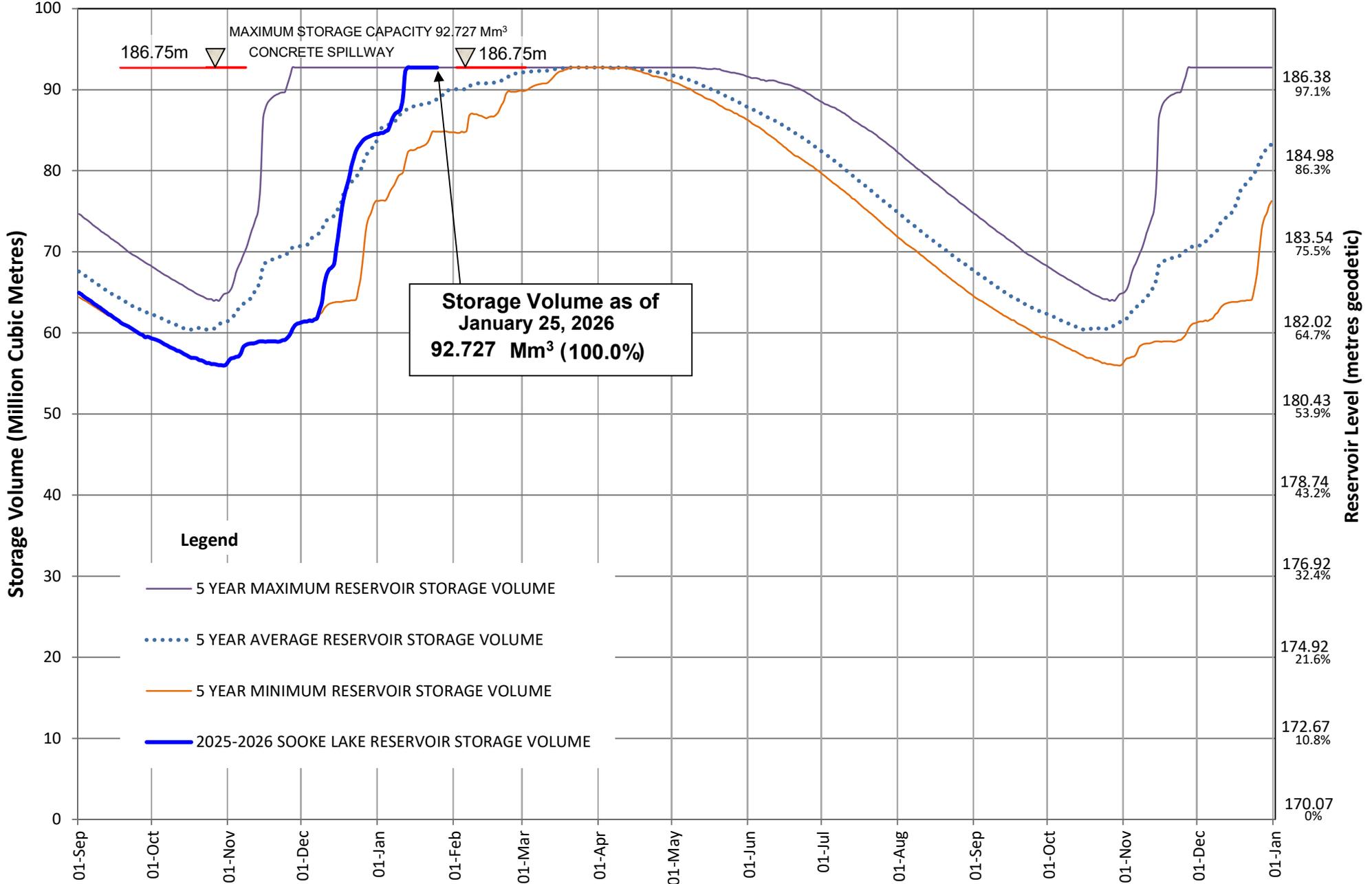
Number days with precip. 0.2 or more
16

Water spilled at Sooke Reservoir to date (since Sept. 1) =

0.50 Billion Imperial Gallons
2.30 Billion Litres

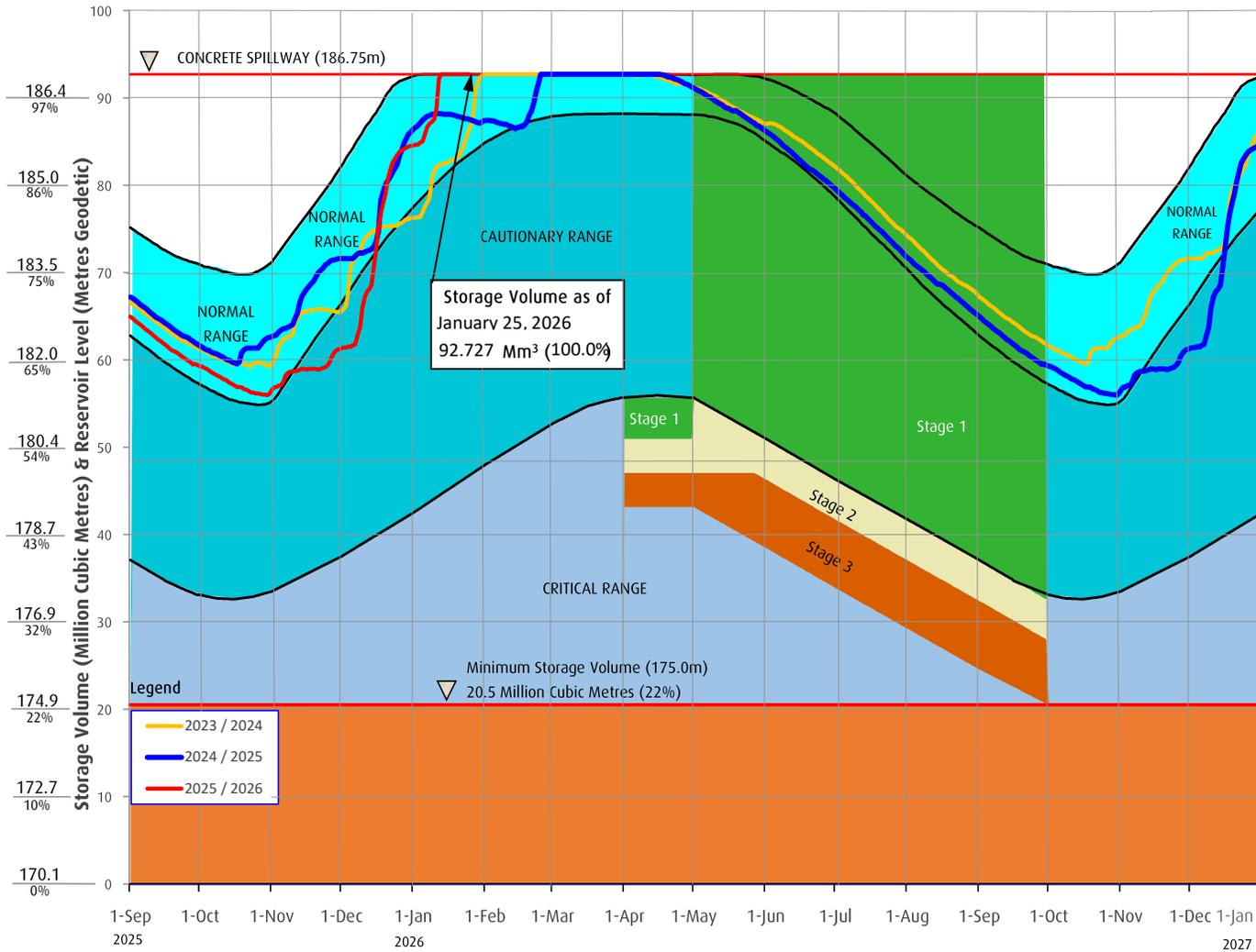
SOOKE LAKE RESERVOIR STORAGE SUMMARY

2025 / 2026



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



Useable Reservoir Volumes in Storage for January 25, 2026

