



Notice of Meeting and Meeting Agenda Regional Water Supply Commission

Wednesday, March 18, 2026

1:30 PM

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

G. Baird (Chair), M. Wagner, (Vice Chair), J. Caradonna, N. Chambers, C. Coleman, Z. de Vries, S. Duncan, C. Graham, S. Gray, C. Green, K. Guiry, S. Hammond, K. Harper, K. Jordison, S. Kim, T. Morrison, K. Pearson, T. Phelps Bondaroff, J. Rogers, C. Stock, M. Westhaver, A. Wickheim

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 THE AGENDA

3. ADOPTION OF MINUTES

- 3.1. [26-0337](#) Minutes of the Regional Water Supply Commission Meeting of February 18, 2026

Recommendation: That the minutes of the Regional Water Supply Commission meeting of February 18, 2026 be adopted as circulated.

Attachments: [Minutes - February 18, 2026](#)

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. CONSENT AGENDA

- 6.1. [26-0336](#) Water Watch Report

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

Attachments: [Water Watch Report - March 8, 2026](#)

6.2. [26-0317](#) Monthly Drinking Water Quality Dashboard

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

Attachments: [Monthly Drinking WQ Dashboard - February 2026](#)

7. COMMISSION BUSINESS**7.1. [26-0339](#) General Manager's Verbal Update - March**

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

7.2. [26-0331](#) Bylaw No. 4754, Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026 and Revised of Terms of Reference

Recommendation: The Regional Water Supply Commission recommends to the Capital Regional District Board:

1. That Bylaw No. 4754, "Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026," be introduced and read a first, second and third time;
2. That Bylaw No. 4754 be adopted; and
3. That the revised Water Advisory Committee Terms of Reference be approved. (NWA)

Attachments: [Staff Report: WAC Repeal Bylaw and Revised Terms of Reference](#)

[Appendix A: Repeal Bylaw No. 4754](#)

[Appendix B: Consolidated Bylaw No. 2541](#)

[Appendix C: 2026 WAC Terms of Reference \(Revised\)](#)

[Appendix D: 2026 WAC Terms of Reference \(Redlined\)](#)

8. NOTICE(S) OF MOTION**9. NEW BUSINESS****10. MOTION TO CLOSE THE MEETING****10.1. [26-0349](#) Motion to Close the Meeting**

Recommendation: That the meeting be closed for appointments and personal information in accordance with Section 90(1)(a) of the Community Charter. [1 item]

11. ADJOURNMENT

The next meeting is April 15, 2026.

Voting Key:

NWA - Non-weighted vote of all Directors

NWP - Non-weighted vote of participants (as listed)

WA - Weighted vote of all Directors

WP - Weighted vote of participants (as listed)

Meeting Minutes

Regional Water Supply Commission

Wednesday, February 18, 2026

1:30 PM

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

PRESENT:

Commissioners: G. Baird (Chair), M. Wagner, (Vice Chair), J. Caradonna, C. Coleman, S. Duncan (EP), C. Graham (EP), S. Gray, C. Green (EP), K. Guiry (EP), S. Hammond (EP), K. Harper (EP), K. Jordison (EP), S. Kim (EP), T. Morrison (EP), T. Phelps Bondaroff (EP), C. Stock, M. Westhaver (EP), A. Wickheim (EP)

STAFF: A. Fraser, General Manager, Infrastructure and Water Services; A. Constabel, Senior Manager, Watershed Protection; G. Harris, Senior Manager, Environmental Protection; S. Irg, Senior Manager, Water Infrastructure Operations; J. Ussery, Manager, Watershed Resource Planning; M. Lagoa, Deputy Corporate Officer; M. Mikle, Manager, Legislative Services; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

Regrets: Commissioners N. Chambers, Z. de Vries, K. Pearson, J. Rogers

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

1. TERRITORIAL ACKNOWLEDGEMENT

Chair Baird provided a Territorial Acknowledgement.

2. APPROVAL OF THE AGENDA

MOVED by Commissioner Gray, **SECONDED** by Commissioner Stock,
That the agenda for the Regional Water Supply Commission meeting of February 18, 2026 be approved.
CARRIED

3. ADOPTION OF MINUTES

3.1. [26-0183](#) Minutes of the Regional Water Supply Commission Meeting of January 21, 2026

MOVED by Commissioner Stock, **SECONDED** by Commissioner Coleman,
That the minutes of the Regional Water Supply Commission meeting of January 21, 2026 be adopted as circulated.
CARRIED

4. CHAIR'S REMARKS

Chair Baird noted:

- the Regional District Board (Board) approved the Development Cost Charge (DCC) Bylaw
- staff were well prepared and responses to questions were thoughtful and thorough
- the point in time economic feasibility study was discussed at length
- the importance of all information being presented to Board

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. CONSENT AGENDA

**MOVED by Commissioner Coleman, SECONDED by Commissioner Wagner,
That consent agenda items 6.1. through 6.3. be approved.**

CARRIED

- 6.1. [26-0182](#) Summary of Recommendations from Other Water Commissions

This report was received for information.

- 6.2. [26-0181](#) Water Watch Report

This report was received for information.

- 6.3. [26-0171](#) Monthly Drinking Water Quality Dashboard

This report was received for information.

7. COMMISSION BUSINESS

- 7.1. [26-0031](#) General Manager's Verbal Update - February

A. Fraser spoke to Item 7.1. for information and noted:

- the DCC Bylaw was given three readings by the Board and will be sent to the Inspector of Municipalities for approval
- lessons learned during DCC planning and implementation

Commissioners were reminded of the option to join virtually for the upcoming March meeting, which takes place during spring break.

7.2. [26-0121](#) Summary of Peak Demands and High Water Users - Operational Implications and Action Plan

G. Harris presented Item 7.2. for information.

Discussion ensued regarding:

- outreach to encourage changes to automated irrigation system timing
- alternative options to reduce peak demand usage
- native plant program is being actively promoted to reduce water use
- advising residents and institutions of water conservation tools and technologies to support positive change

8. NOTICE(S) OF MOTION

There were no notice(s) of motion.

9. NEW BUSINESS

There was no new business.

10. ADJOURNMENT

**MOVED by Commissioner Coleman, SECONDED by Commissioner Gray,
That the Regional Water Supply Commission meeting of February 18, 2026 be
adjourned at 2:14 pm.
CARRIED**

Chair

Recorder

CAPITAL REGIONAL DISTRICT - INFRASTRUCTURE & WATER SERVICES

Water Watch

Issued March 09, 2026

Water Supply System Summary:

1. Useable Volume in Storage:

Reservoir	March 31 5 Year Ave		March 31/25		March 8/26		% Existing Full Storage
	ML	MIG	ML	MIG	ML	MIG	
Sooke	92,727	20,400	92,727	20,400	92,727	20,400	100.0%
Goldstream	9,675	2,129	9,825	2,161	9,906	2,179	99.9%
Total	102,402	22,529	102,552	22,561	102,633	22,579	100.0%

2. Average Daily Demand:

For the month of March	105.9 MLD	23.3 MIGD
For week ending March 08, 2026	105.4 MLD	23.2 MIGD
Max. day March 2026, to date:	109.4 MLD	24.1 MIGD

3. Average 5 Year Daily Demand for March

Average (2021 - 2025)	105.4 MLD ¹	23.2 MIGD ²
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¹MLD = Million Litres Per Day ²MIGD = Million Imperial Gallons Per Day

4. Rainfall March:

Average (1914 - 2025):	158.6 mm
Actual Rainfall to Date	36.2 mm (23% of monthly average)

5. Rainfall: Sep 1- Mar 8

Average (1914 - 2025):	1,295.3 mm
2025/2026	1,347.7 mm (104% 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 - Infrastructure and Water Services
or
Glenn Harris, Ph D., RPBio
Senior Manager - Environmental Protection

CRD Infrastructure & Water Services
479 Island Highway
Victoria, BC V9B 1H7
(250) 474-9600

Daily Consumption

March 2026

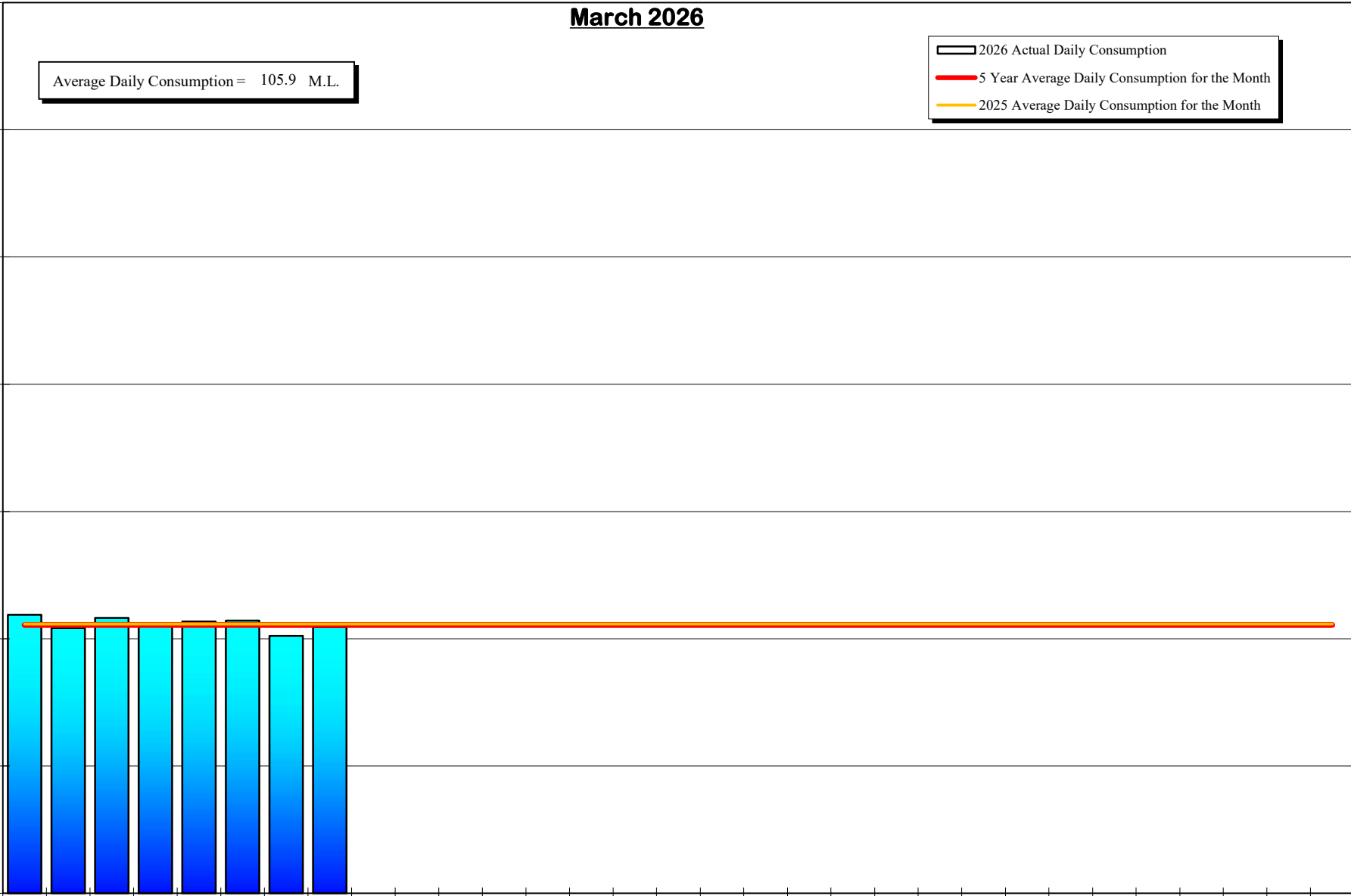
Average Daily Consumption = 105.9 M.L.

- 2026 Actual Daily Consumption
- 5 Year Average Daily Consumption for the Month
- 2025 Average Daily Consumption for the Month

Consumption (Million Litres)

Day

01 (Sun) 02 (Mon) 03 (Tue) 04 (Wed) 05 (Thu) 06 (Fri) 07 (Sat) 08 (Sun) 09 (Mon) 10 (Tue) 11 (Wed) 12 (Thu) 13 (Fri) 14 (Sat) 15 (Sun) 16 (Mon) 17 (Tue) 18 (Wed) 19 (Thu) 20 (Fri) 21 (Sat) 22 (Sun) 23 (Mon) 24 (Tue) 25 (Wed) 26 (Thu) 27 (Fri) 28 (Sat) 29 (Sun) 30 (Mon) 31 (Tue)



Daily Consumptions: - March 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 ⁷ (mm)	Total Precip.		
01 (Sun)	109.4	<=Max	24.1	11	0	Cloudy / P. Sunny / Showers	0.2	0.0	0.2	
02 (Mon)	104.3		23.0	11	1	Sunny	0.0	0.0	0.0	
03 (Tue)	108.2		23.8	11	5	Cloudy / Showers	7.0	0.0	7.0	
04 (Wed)	106.1		23.3	11	6	Cloudy / P. Sunny / Showers	11.5	0.0	11.5	
05 (Thu)	106.7		23.5	11	5	Cloudy / P. Sunny / Showers	2.4	0.0	2.4	
06 (Fri)	107.1		23.6	8	6	Cloudy / Showers	8.4	0.0	8.4	
07 (Sat)	101.1	<=Min	22.2	13	7	Cloudy / Showers	5.0	0.0	5.0	
08 (Sun)	104.6		23.0	10	1	Cloudy / P. Sunny / Showers	1.7	0.0	1.7	
09 (Mon)										
10 (Tue)										
11 (Wed)										
12 (Thu)										
13 (Fri)										
14 (Sat)										
15 (Sun)										
16 (Mon)										
17 (Tue)										
18 (Wed)										
19 (Thu)										
20 (Fri)										
21 (Sat)										
22 (Sun)										
23 (Mon)										
24 (Tue)										
25 (Wed)										
26 (Thu)										
27 (Fri)										
28 (Sat)										
29 (Sun)										
30 (Mon)										
31 (Tue)										
TOTAL	847.5	ML	186.45	MIG			36.2	0	36.2	
MAX	109.4		24.06		13	7		11.5	0	11.5
AVG	105.9		23.31		10.8	3.7		4.5	0	4.5
MIN	101.1		22.25		8	0		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 (1914-2025)	158.6 mm
Actual Rainfall: March	36.2 mm
% of Average	23%
Average Rainfall (1914-2025): Sept 01 - Mar 08	1,295.3 mm
Actual Rainfall (2025/26): Sept 01 - Mar 08	1,347.7 mm
% of Average	104%

Number days with precip. 0.2 or more
7

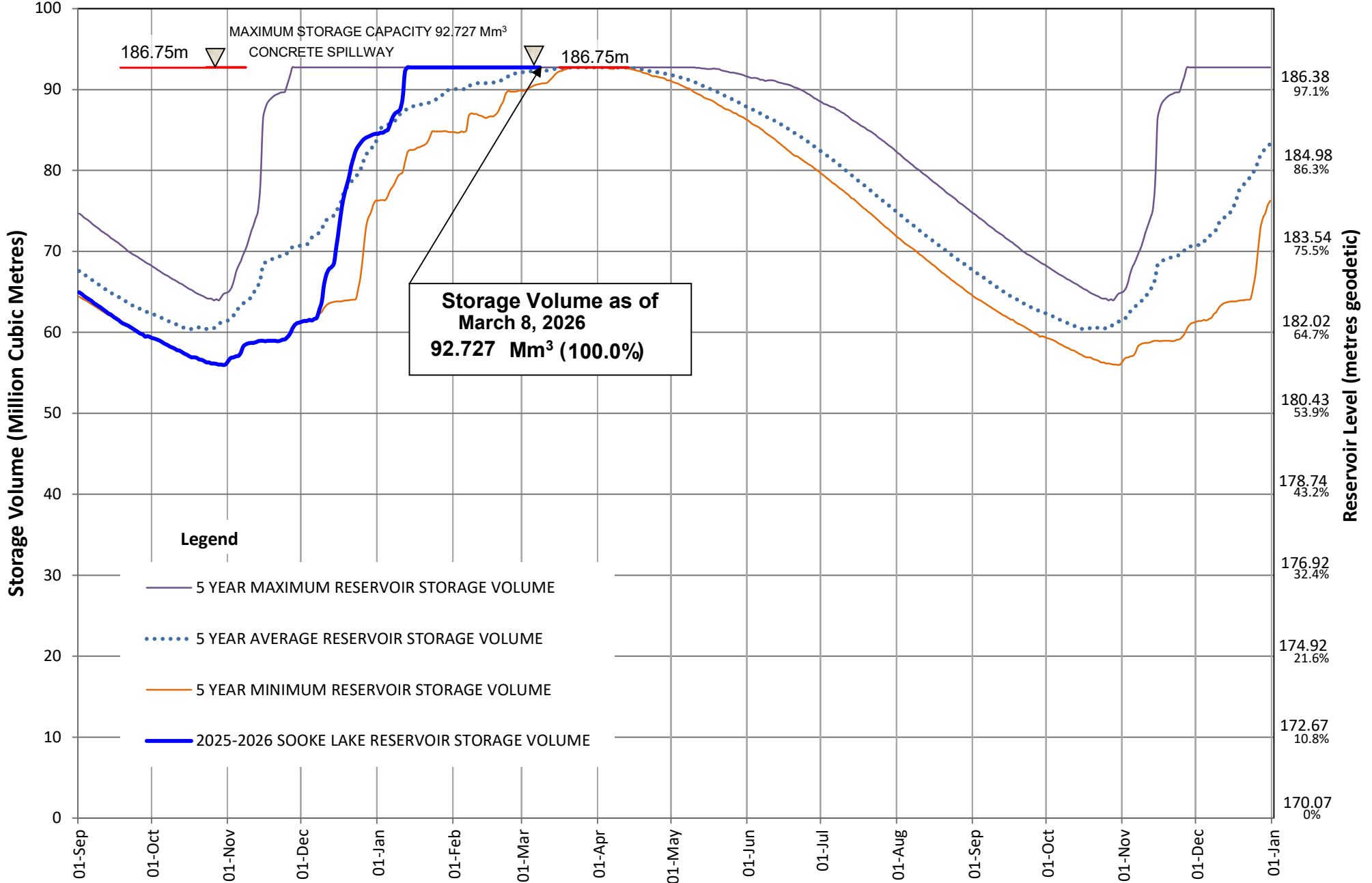
Water spilled at Sooke Reservoir to date (since Sept. 1) =

2.70 Billion Imperial Gallons

12.30 Billion Litres

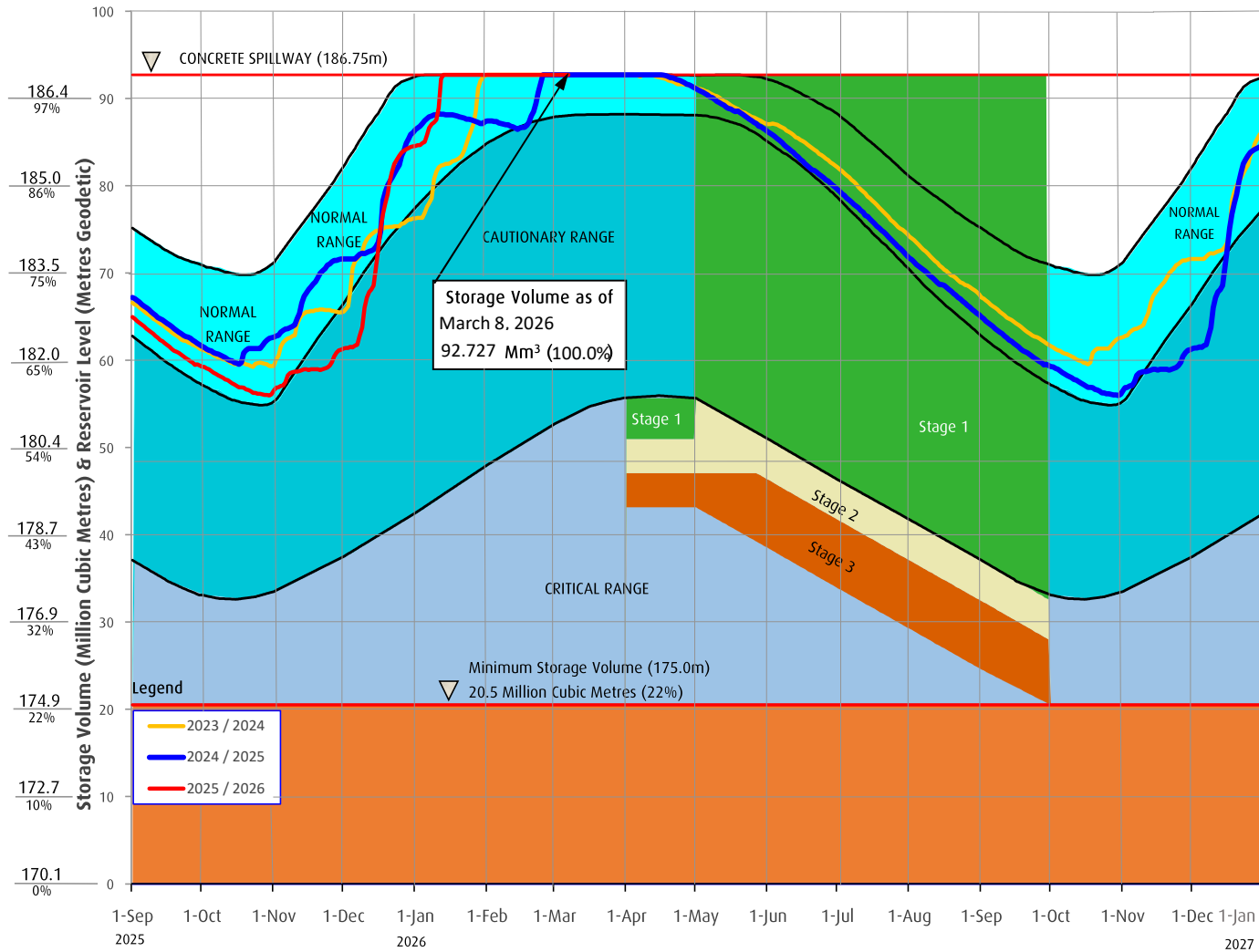
SOOKE LAKE RESERVOIR STORAGE SUMMARY

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.

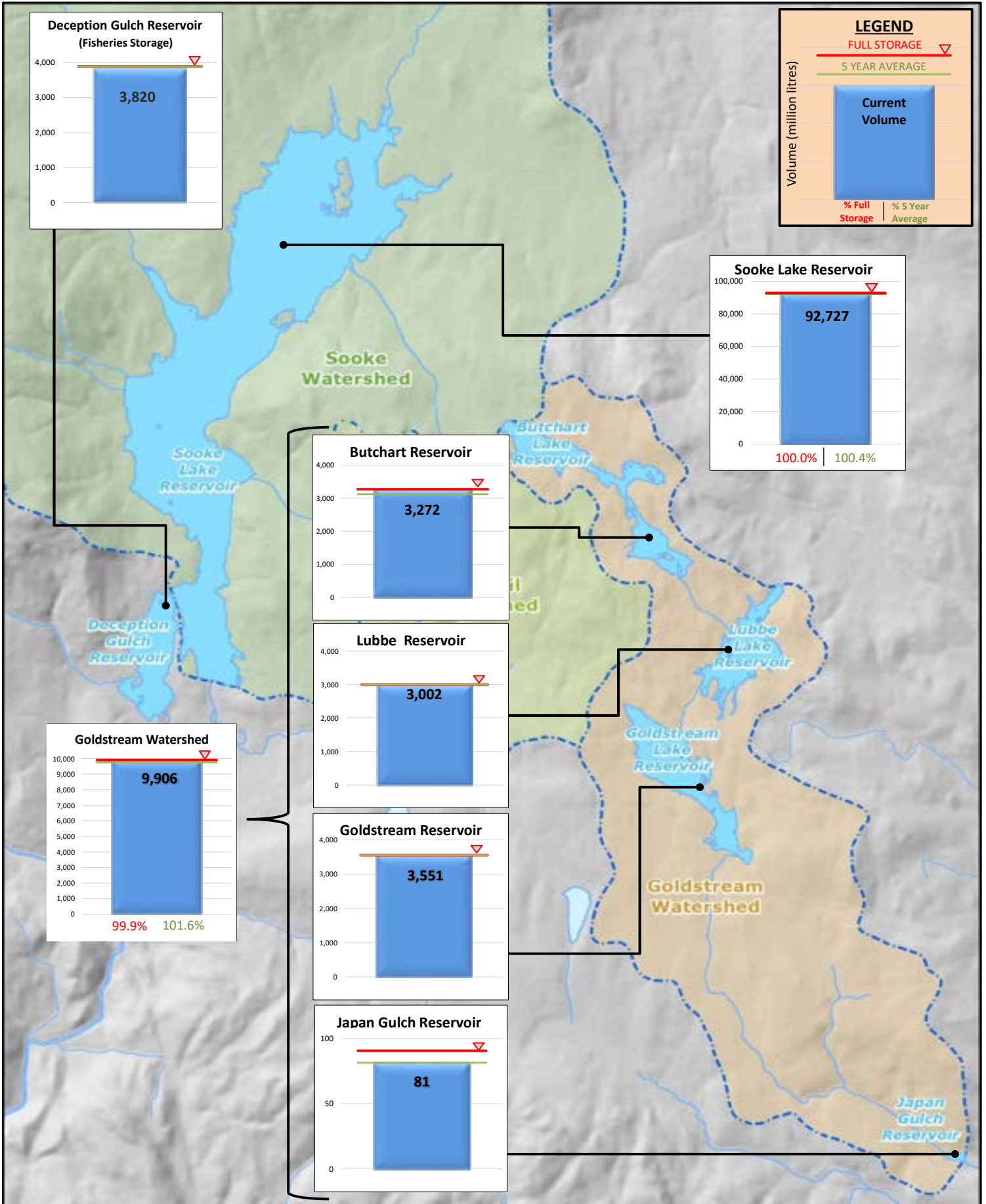
Stage 2 is initiated when it is determined that there is an acute water supply shortage. During this time, lawn water is permitted once a week at different times for even and odd numbered addresses.

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 March 08, 2026



Monthly Drinking Water Quality Dashboard



Water Quality Operations

Capital Regional District | February 2026

1. Treated Water | Monthly Compliance

The following table summarizes the main regulatory parameters across the various transmission and distribution systems in the Greater Victoria Drinking Water System (GVDWS). Drinking water systems in British Columbia are required to comply with the BC Drinking Water Protection Regulation and are expected to operate in accordance with recognized industry standards.

Monthly Water Quality Compliance Results by Municipality								
Municipality	Required Samples	Actual Samples Collected	Percent Total Coliform Samples >1 CFU/100 ml	Total Coliform Samples >10 CFU/100 ml	E.coli Samples >1 CFU/100 mL	Turbidity Samples >1 NTU	Chlorine Residual Median mg/L	Water Temp. Median °C
Central Saanich	17	22	0	0	0	0	1.66	8.5
Saanich	94	97	0	0	0	0	1.54	8.3
North Saanich	13	18	0	0	0	0	1.5	8.5
Victoria / Esquimalt	93	95	0	0	0	0	1.66	8.3
Oak Bay	20	22	0	0	0	0	1.62	8.7
Sidney	14	16	0	0	0	0	1.63	8.6
Sooke / East Sooke	17	31	0	0	0	0	1.46	8.0
Westshore	82	84	0	0	0	0	1.6	7.9
Transmission Mains	n/a	68	0	0	0	0	1.93	7.5
Transmission Reservoirs	n/a	20	0	0	0	0	1.66	8.0
Total	350	473	0	0	0	0	1.63	8.3

GREEN – Compliance with industry and/or health standards

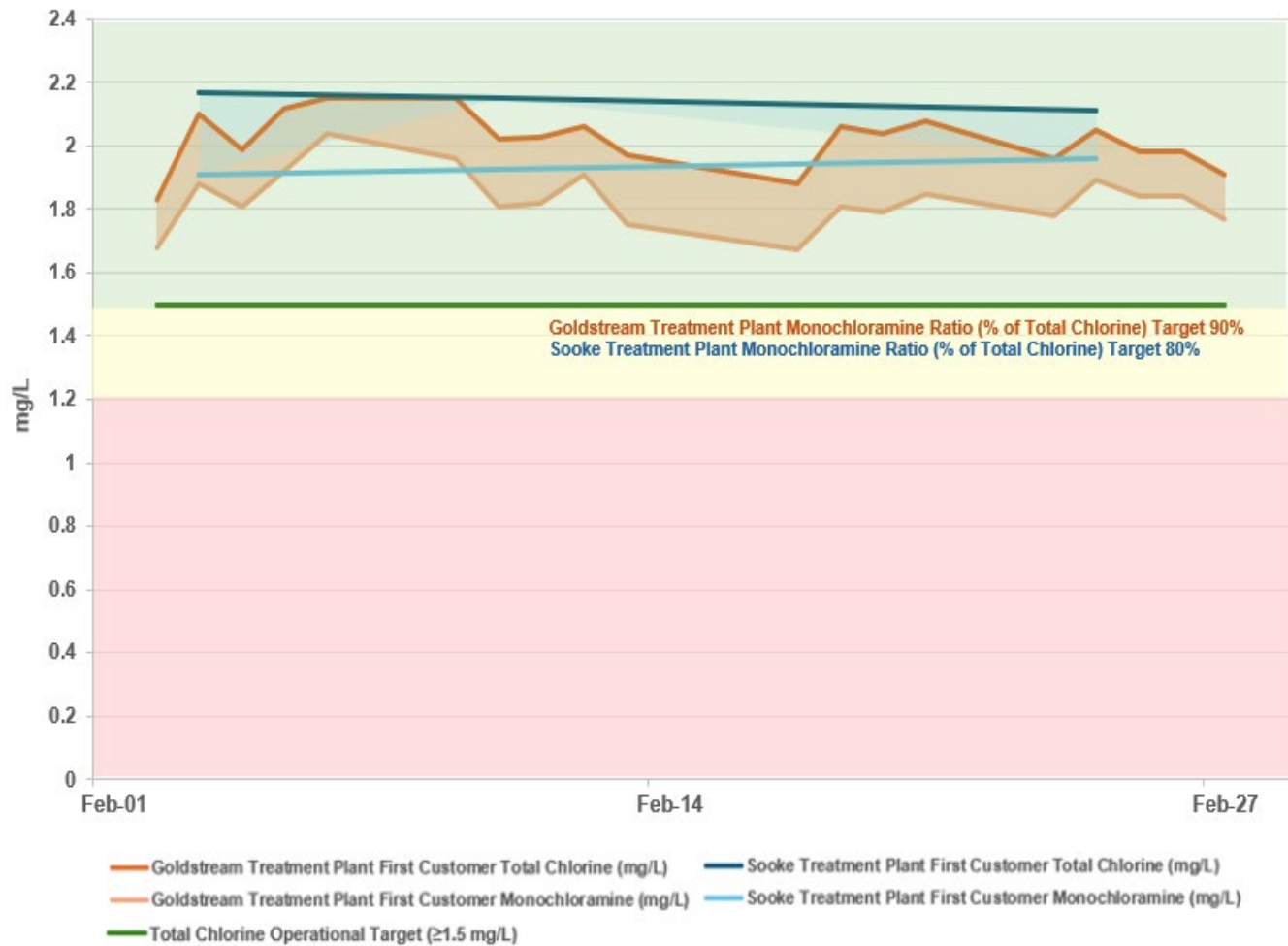
YELLOW – Exceedance of operational and/or aesthetic objectives

RED – Exceedance of industry and/or health standards

In February 2026, all GVDWS systems met provincial requirements and industry standards with overall excellent drinking water quality throughout. All main parameters were within target or the optimal target range.

2. Treated Water | Goldstream Treatment Plant First Customer and Sooke Treatment Plant First Customer, Total Chlorine and Monochloramine

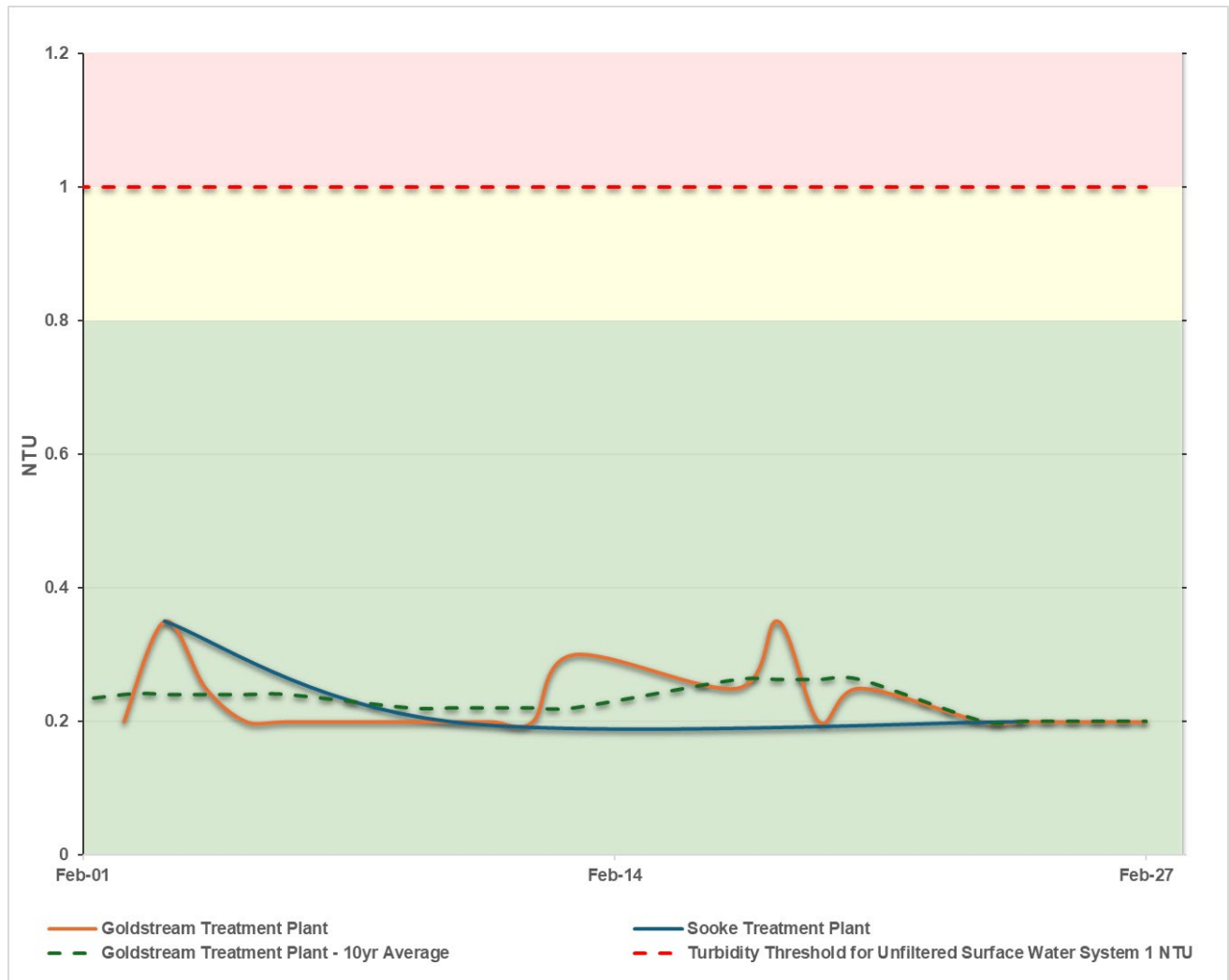
The following graph shows the daily measured total chlorine and monochloramine concentrations at the first treated water sampling stations downstream of the two CRD water treatment plants.



In February 2026, both plants met the target total chlorine concentration of 1.5 mg/L. The Sooke Treatment Plant met consistently its monochloramine target (80%). The Goldstream Treatment Plant met its monochloramine target (90%) on 74% of the sampling days. On 5 sampling days during mid February this target was not achieved and instead ranged between 88-89%. The improvements towards the end of the month were achieved by adjusting the ammonia - chlorine mixture at the Goldstream Treatment Plant. Lower monochloramine ratios affect the chemical stability and longevity of the chloramines which provide secondary disinfection in the distribution systems. Staff are monitoring chloramine residuals in all parts of the system and address localized low residuals with operational measures to maintain good drinking water quality.

3. Raw Water Turbidity | Goldstream Treatment Plant and Sooke Treatment Plant

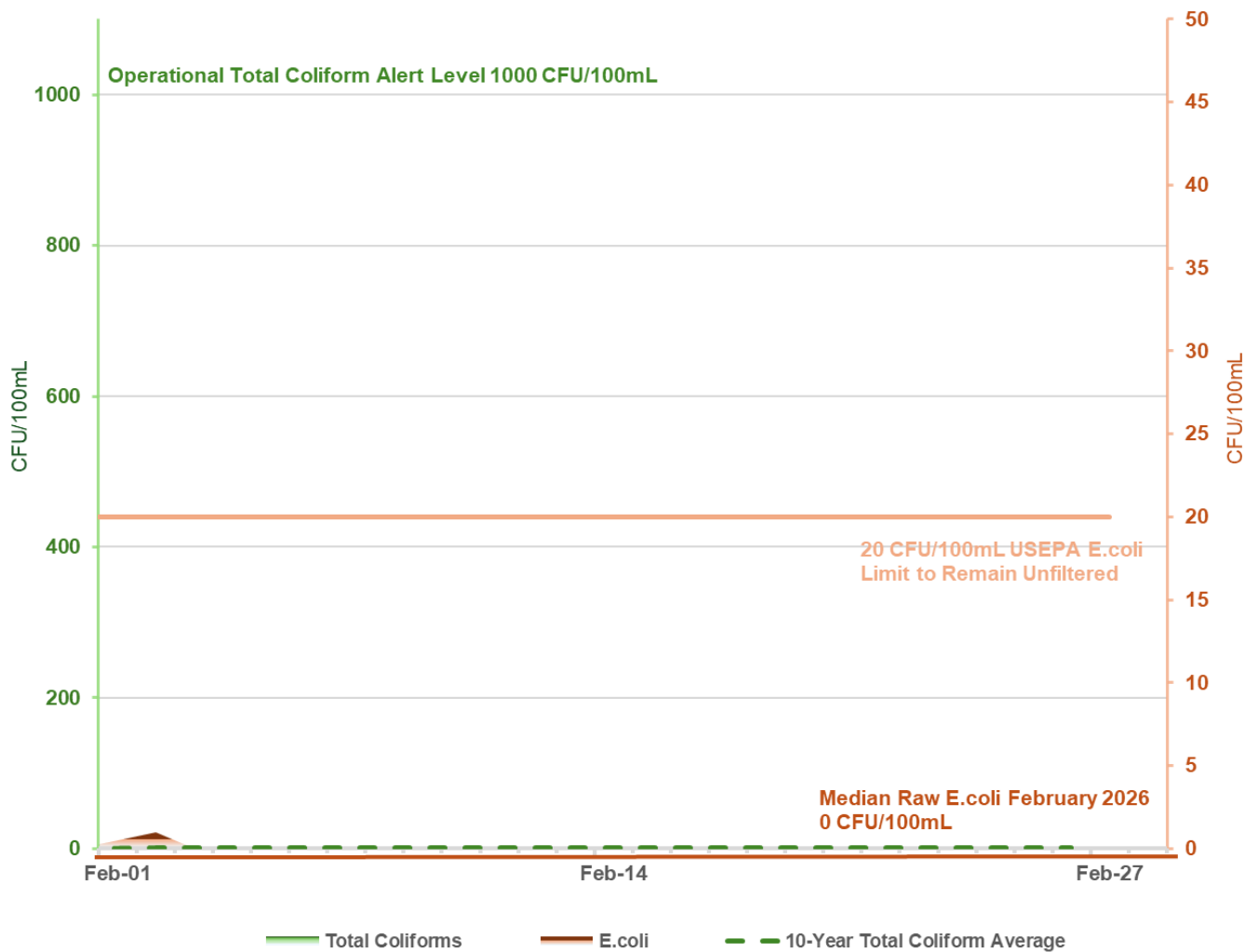
The following graph shows the raw water turbidity measured at both water treatment plants.



The GVDWS, an unfiltered surface water system, must consistently achieve turbidity levels under 1 NTU to meet regulatory standards. The turbidity levels at both plants were consistently below 1 NTU and within compliance.

4. Raw Water Biological Parameters | Total Coliforms and E. coli at Goldstream Treatment Plant

The following depicts the concentrations of key bacteria in the raw water.



As typical during the winter month, concentrations of total coliform and E. coli bacteria in the raw water were low and remained below the USEPA limit for unfiltered surface water systems.



Making a difference...together

REPORT TO REGIONAL WATER SUPPLY COMMISSION MEETING OF MARCH 18, 2026

SUBJECT **Bylaw No. 4754, Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026 and Revised of Terms of Reference**

ISSUE SUMMARY

To initiate the repeal of Bylaw No. 2541, “Water Advisory Committee Bylaw No. 1, 1997”, and revise the Water Advisory Committee (WAC) Terms of Reference (TOR) to ensure the WAC operates solely under the TOR.

BACKGROUND

Establishment of Regional Water Commission and Water Advisory Committee

In 1997, the *Capital Region Water Supply and Sooke Hills Protection Act* came into force, requiring the Capital Regional District (CRD) to establish:

1. the Regional Water Service, operated by Bylaw No. 2537;
2. a water distribution service for the Western Communities (the Juan de Fuca Water Service, operated by Bylaw No. 2538);
3. the Regional Water Supply Commission, by bylaw No. 2539; and
4. an advisory committee to provide advice to the Regional Water Supply Commission on water supply and quality, stewardship of water supplying lands and water conservation measures.

Subsequently, the CRD established both the Regional Water Supply Commission (Commission) and WAC. At the time, the WAC was established by bylaw. The WAC operated through the governing bylaw and additionally a TOR which served as a reference document to clarify its mandate, responsibilities and procedures and generally supplement information around governance and procedures of the WAC.

Bylaw Repeal

In order to streamline governance of the WAC, staff recommend the introduction, reading and adoption of Bylaw No. 4754, “Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026”.

Terms of Reference Updates

Staff are recommending revisions to the TOR to ensure uniformity across CRD Committees and that WAC continues to operate with elements of the governing bylaw and its amendments.

The proposed changes will include provisions for First Nations participation and voting rights, and consolidate items previously found separately across the governing bylaw and TOR into a single document.

ALTERNATIVES

Alternative 1

The Regional Water Supply Commission recommends to the Capital Regional District Board:

1. That Bylaw No. 4754, “Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026,” be introduced and read a first, second and third time;
2. That Bylaw No. 4754 be adopted; and
3. That the revised Water Advisory Committee Terms of Reference be approved.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS

Alignment with Existing Plans & Strategies

As part of CRD Evolves, Legislative Services now oversees the Regional Water Commission and Water Advisory Committee. Staff have undertaken ongoing review and optimization of governance of the Regional District’s advisory bodies in a fair, representative, and transparent manner.

First Nations Implications

The proposed amendments to the WAC TOR will include the CRD Board Procedures Bylaw amendments to Standing Committees and ensure participating First Nations representatives are able to participate and vote on matters of joint interest.

Service Delivery Implications

The revised TOR will ensure consistency with the CRD Board Procedures Bylaw. In the absence of legislation requiring a committee to be established by bylaw, committees should operate under TOR, reducing redundancy and risk of error in interpreting two governing documents.

CONCLUSION

The WAC currently operates under a TOR and a governing bylaw. To streamline governance, staff recommend repeal of the WAC’s governing bylaw with amendment of the TOR for consistency with other CRD advisory committees. Upon repeal of Bylaw No. 2541, “Water Advisory Committee Bylaw No. 1, 1997”, the WAC will operate solely under the revised TOR.

RECOMMENDATION

The Regional Water Supply Commission recommends to the Capital Regional District Board:

1. That Bylaw No. 4754, “Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026,” be introduced and read a first, second and third time;
2. That Bylaw No. 4754 be adopted; and
3. That the revised Water Advisory Committee Terms of Reference be approved.

Submitted by:	Marlene Lagoa, MPA, Senior Manager, Legislative Services & DCO
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services
Concurrence:	Alicia Fraser, P. Eng., General Manager, Infrastructure and Water Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4754, Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026

Appendix B: Consolidated Bylaw No. 2541, Water Advisory Committee Bylaw No. 1, 1997

Appendix C: 2026 Water Advisory Committee Terms of Reference (Revised)

Appendix D: 2026 Water Advisory Committee Terms of Reference (Redlined)

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4754

A BYLAW TO REPEAL WATER ADVISORY COMMITTEE BYLAW NO. 1, 1997 (BYLAW NO. 2541)

WHEREAS:

- A. Under Bylaw No. 2541, "Water Advisory Committee Bylaw No. 1, 1997", the Capital Regional District established a Regional Water Supply, Protection and Conservation Advisory Committee (called the "Water Advisory Committee") in accordance with section 8 of the Capital Region Water Supply and Sooke Hills Protection Regulation;
B. The Board of the Capital Regional District wishes to adjust the governance of the Water Advisory Committee to operate solely under a Terms of Reference; and
C. The Board of the Capital Regional District wishes to repeal Bylaw No. 2541 pursuant to section 227 of the Local Government Act and section 137 of the Community Charter.

NOW THEREFORE, the Board of the Capital Regional District in open meeting assembled hereby enacts as follows:

- 1. Bylaw No. 2541, "Water Advisory Committee Bylaw No. 1, 1997" and its amendments are repealed.
2. This Bylaw may be cited for all purposes as "Water Advisory Committee Bylaw No. 1, 1997, Repeal Bylaw No. 1, 2026".

READ A FIRST TIME THIS th day of 20__
READ A SECOND TIME THIS th day of 20__
READ A THIRD TIME THIS th day of 20__
ADOPTED THIS th day of 20__

CHAIR

CORPORATE OFFICER



Making a difference...together

BYLAW NO. 2541

Water Advisory Committee Bylaw No. 1, 1997

**Consolidated for Public Convenience
(This bylaw is for reference purposes only)**

ORIGINALLY ADOPTED DECEMBER 17, 1997
(Consolidated with Amending Bylaw No. 4652)

CAPITAL REGIONAL DISTRICT

BYLAW NO. 2541

A BYLAW FOR THE ESTABLISHMENT AND OPERATION OF A REGIONAL WATER SUPPLY PROTECTION AND CONSERVATION ADVISORY COMMITTEE

WHEREAS

- A. Section 2 of the Capital Region Water Supply and Sooke Hills Protection Act (the "Act") requires the Regional District to establish by bylaw a water supply local service of the Regional District.
- B. Section 4 of the Act requires the Regional District Board to establish by bylaw a Regional Water Supply Commission.
- C. Section 8 of the Capital Region Water Supply and Sooke Hills Protection Regulation Order-In-Council No. 0971 requires the Regional District Board to appoint a Regional Water Supply, Protection and Conservation Advisory Committee to provide advice to the Regional Water Supply Commission on water supply, water quality, the stewardship of the lands held by the Regional District for water supply purposes and water conservation measures.

NOW, THEREFORE, the Board of the Capital Regional District in open meeting assembled ENACTS AS FOLLOWS:

- 1. *A Regional Water Supply, Protection and Conservation Advisory Committee* (hereinafter called the "Water Advisory Committee" is hereby established.
- 2. The membership of the *Water Advisory Committee* is comprised as follows:
 - (a) one representative each from the Regional Water Supply Commission, the Juan de Fuca Water Distribution Commission and the Saanich Peninsula Water Commission.
 - (b) one representative from each of the following:
 - agricultural community
 - groups concerned with the protection of fish habitats
 - environmental groups
 - commercial and industrial water users
 - residents and ratepayers associations
 - Capital Region Health Board
 - scientific community

(Bylaw No. 4652)

(c) up to five representatives from other bodies the Regional District Board considers appropriate.

(Bylaw No. 4652)

(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.

(Bylaw No. 4652)

3. The terms of office of the members of the commission shall be for a two year period, to a maximum participation of three terms (i.e. six years)," except that initial appointments shall be as follows:

(a) five of the appointees shall hold office from the date of appointment until one year from the date of initial appointment.

(b) six of the appointees shall hold office from the date of appointment until two years from the date of initial appointment.

(Bylaw No. 4652)

4. A quorum of the Water Advisory Committee is a majority of its members.

5. 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.

(Bylaw No. 4652)

6. The Committee must follow Bylaw No. 3828, "Capital Regional District Board Procedures Bylaw, 2012", when conducting a meeting, so far as they are applicable.

(Bylaw No. 4652)

7. 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 and water conservation purposes.

(Bylaw No. 4652)

8. This Bylaw may be cited as the "Water Advisory Committee Bylaw No. 1, 1997".

READ A FIRST TIME THIS 10th dayof Sept. 1997

READASECONDTIMETHIS 17th dayof Dec. 1997

READ A THIRD TIME THIS 17th dayof Dec. 1997

ADOPTED THIS 17th dayof Dec. 1997

Terms of Reference

CRD

WATER ADVISORY COMMITTEE

PREAMBLE

Pursuant to the *Capital Region Water Supply and Sooke Hills Protection Regulation* (Regulation), the Capital Regional District (CRD) requires the establishment of a Regional Water Supply, Protection and Conservation Advisory Committee (Committee) to provide advice to the Regional Water Supply Commission on water supply, water quality, the stewardship of lands held by the CRD for water supply purposes and water conservation measures.

The Committee's official name is to be:

Water Advisory Committee

1.0 PURPOSE

- a) The mandate of the 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.
- b) The Committee will also:
 - i. Review options for water supply, water quality, and the stewardship of catchment lands for water supply purposes and water conservation measures, based on their technical and economic merit;
 - ii. Take into consideration the social and environmental impacts in the review of options;
 - iii. Ensure all relevant issues are being considered;
 - iv. Advise on the development of a public consultation process;
 - v. Attend and participate, when required, in public meetings, open houses, etc.; and
 - vi. Communicate the issues being considered to groups represented by Committee members and report comments/concerns back to the Committee;

2.0 ESTABLISHMENT AND AUTHORITY

- a) The Committee will make recommendations to the Regional Water Supply Commission for consideration;
- b) The Vice-Chair of the Regional Water Supply Commission shall be the Chair of the Committee, with a term commencing and ending commensurate to the term of the Vice-Chair.
- c) The Committee shall, at its first meeting each year, elect from among its members a Vice-Chair of the Committee.

- d) The Regional Water Supply Commission will recommend Committee member appointments to the CRD Board for up to a two-year term, to a maximum participation of three terms (i.e. six years). The Committee may request that the Regional District Board replace a member who has missed three consecutive meetings.

3.0 COMPOSITION

- a) 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.
- b) The membership of the Committee is comprised as follows:
- i. One (1) representative each from:
 - Regional Water Supply Commission;
 - Juan de Fuca Water Distribution Commission; and
 - Saanich Peninsula Water Commission
 - ii. 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; and
 - The scientific community
 - iii. up to five representatives from other bodies the Regional District Board considers appropriate.
- c) One representative from each First Nation is permitted to participate in Committee meetings at their pleasure, where the Nation has an interest in matters being considered by the Committee, in alignment with the CRD Procedures Bylaw, regarding participation in voting:
- i. First Nation representatives are permitted to abstain from voting on an item, provided that they declare their abstention prior to the vote being called on the item.
 - ii. When an abstention from voting on an item is declared by a First Nation representative, it shall be noted in the minutes and the total number of votes on the item shall not include those First Nation representatives who have abstained from voting.

4.0 PROCEDURES

- a) The Regional Water Supply Commission will review the Committee terms of reference on an as needed basis and will recommend updates to CRD Board for approval.
- 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 Committee Chair and any Committee member may make a request to the Chair to place a matter on the agenda through the Notice of Motion process.
- f) Quorum is a majority of the Committee membership and is required to conduct committee business.

5.0 RESOURCES AND SUPPORT

- a) The General Manager of Infrastructure and Water Services will act as liaison to the Committee and will lead the coordination and allocation of resources to the Committee.
- b) Minutes and agendas are prepared and distributed by the Corporate Services Department.

6.0 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 CRD Board on _____

Terms of Reference



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 Region 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 establishment of a Regional Water Supply, Protection and Conservation Advisory Committee (Committee) to provide advice to the Regional Water Supply 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) 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 will also:
- i. Review options for water supply, water quality, and the stewardship of catchment lands for water supply purposes and water conservation measures, based on their technical and economic merit;
 - ii. Take into consideration the social and environmental impacts in the review of options;
 - iii. Ensure all relevant issues are being considered;
 - iv. Advise on the development of a public consultation process;
 - v. Attend and participate, when required, in public meetings, open houses, etc.; and
 - vi. Communicate the issues being considered to groups represented by Committee members and report comments/concerns back to the Committee;

2.0 ESTABLISHMENT AND AUTHORITY

~~a) shall, at its first meeting each year, appoint as its Chair. The Committee will make recommendations to the Regional Water Supply Commission for consideration;~~

~~a)b) _____ The Vice-Chair of the Regional Water Supply Commission shall be the Chair of the Committee, with a term commencing and ending commensurate to the term of the Vice-Chair.~~

~~b)c) _____ The Water Advisory Committee shall, at its first meeting each year, elect from among its members a Vice-Chair of the Water Advisory Committee.~~

~~e)d) _____ The Regional Water Supply Commission will recommend Committee member appointments to the CRD Board 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-Regional District Board replace a member who has missed three consecutive meetings.~~

3.0 COMPOSITION

a) 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.

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

i. One (1) representative each from:

- Regional Water Supply Commission;
- Juan de Fuca Water Distribution Commission; and
- Saanich Peninsula Water Commission

ii. 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; and
- The scientific community

iii. up to five representatives from other bodies the Regional District Board considers appropriate.

c) One representative from each First Nation ~~in the Capital Regional District, who may is permitted to~~ 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, in alignment with the CRD Procedures Bylaw, Section 33 regarding participation in voting:~~

- i. First Nation representatives are permitted to abstain from voting on an item, provided that they declare their abstention prior to the vote being called on the item.
- ii. When an abstention from voting on an item is declared by a First Nation representative, it shall be noted in the minutes and the total number of votes on the item shall not include those First Nation representatives who have abstained from voting.

4.0 TERMS OF SERVICE

4.0 PROCEDURES

- a) The Regional Water Supply Commission will ~~approve~~review the Committee terms of reference ~~annually on an as needed basis and will recommend updates to CRD Board for approval.~~
- 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 Committee Chair and ~~Vice-any Committee member may make a request to the Chair of the Committee. Items to be included into place a matter on the agenda must be received by through the Committee secretary at least one week in advance of a meeting-Notice of Motion process.~~
- f) ~~A~~ Quorum is a majority of the Committee membership and is required to conduct committee business.

5.0 RESOURCES AND SUPPORT

- a) The General Manager of Integrated Infrastructure and Water Services will ~~be the staff~~ act as liaison ~~for~~to 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~~ the Corporate Services ~~staff~~ Department.

6.0 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 CRD Board on _____