Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda
Port Renfrew Utility Services Committee

Tuesday, November 10, 2026 | **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 Conference ID: 346 653 085#

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. 26-1144 Minutes of the Port Renfrew Utility Services Committee Meeting of July 14, 2026

Recommendation: That the minutes of the Port Renfrew Utility Services Committee meeting of July 14, 2026 be adopted as circulated.

Attachments: Minutes: July 14, 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 Committee at legserv@crd.bc.ca.

6. Commission Business

6.1. 26-1145 Senior Manager's Verbal Update - November 2026

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

6.2. 26-0894 Port Renfrew Utility Services 2027 Operating and Capital Budget

Recommendation: The Port Renfrew Utility Services Committee recommends the Electoral Areas Committee recommend to the Capital Regional District Board:
1. That the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Port Renfrew Street Lighting Service be approved as presented;
2. That the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Port Renfrew Refuse Disposal Service be approved as presented;
3. That the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Port Renfrew Water Service be approved as presented; and
4. That the 2027 Operating and Capital Budget and the Five-Year Financial Plan for the Port Renfrew Sewer Service be approved as presented.

Attachments:
Staff Report: PRUSC 2027 Operating & Capital Budget Report
Appendix A: 2027 Budget Port Renfrew Street Lighting
Appendix B: 2027 Budget Port Renfrew Refuse Disposal
Appendix C: 2027 Budget Port Renfrew Water
Appendix D: 2027 Budget Port Renfrew Sewer

6.3. 26-1151 Port Renfrew Transfer Station - Feasibility Study Results

Recommendation: That the Port Renfrew Utility Services Committee direct staff to:
1. Review cost recovery mechanisms for the 2027 budget year;
2. Evaluate and report back to the Committee on user-pay options that better align the demand for service with Port Renfrew's waste generator categories for the 2028 budget year; and
3. Investigate and report back to the Committee on source separation options, including:
    a) clear garbage bag requirement;
    b) updated signage and material-separation guidance;
    c) targeted education for user groups with high quantities of divertible material;
    d) home-based organics processing; and
    e) enhanced monitoring and enforcement of disposal restrictions.

Attachments:
Staff Report: Port Renfrew Transfer Station Feasibility Study Results
Appendix A: SJE Port Renfrew Transfer Station Feasibility Study Results
Presentation: Port Renfrew Garbage & Recycling Depot Feasibility Study Result

7. Notice(s) of Motion

8. New Business

9. Adjournment

There are no more scheduled meetings for 2026.