

## Meeting Minutes

### Regional Water Supply Commission

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Wednesday, June 15, 2022

11:30 AM

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

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#### PRESENT:

L. Szpak (Chair); M. Alto for G. Young; Z. De Vries (EP); S. Duncan (EP); C. Graham (EP); K. Harper;  
M. Hicks (EP); B. Isitt (EP); K. Kahakauwila (EP); J. Loveday (EP); R. Mersereau (EP);  
T. Morrison (EP); J. Rogers (EP); N. Taylor; R. Wade (EP); E. Wood Zhelka

#### STAFF:

R. Lapham, CAO; T. Robbins, General Manager, Integrated Water Services; A. Constabel,  
Senior Manager, Watershed Protection; I. Jesney, Senior Manager, Infrastructure Engineering;  
S. Henderson, Senior Manager, Real Estate & SGI Administration; T. Duthie, Manager,  
Administration Services; D. Dionne, Administrative Coordinator; M. Risvold, Committee Clerk  
(Recorder)

#### REGRETS:

G. Baird (Vice Chair); N. Chambers; S. Dubow; G. Logan; C. Stock; T. St-Pierre; G. Young

EP = Electronic Participation

The meeting was called to order at 11:37 am

### 1. TERRITORIAL ACKNOWLEDGEMENT

Commissioner Loveday provided the Territorial Acknowledgement.

### 2. APPROVAL OF THE AGENDA

**MOVED** by Alternate Commissioner Alto and **SECONDED** by Commissioner  
Harper,

That the agenda be approved as circulated.

**CARRIED**

### 3. ADOPTION OF MINUTES

- 3.1. [22-374](#) Adoption of the May 18, 2022 Regional Water Supply Commission minutes

Attachments: [Draft Minutes May 18, 2022](#)

**MOVED** by Commissioner Harper and **SECONDED** by Alternate Commissioner Alto,  
That the Minutes of the May 18, 2022 meeting be adopted.  
**CARRIED**

#### 4. CHAIR'S REMARKS

The chair acknowledged the cool weather pattern, recognized the hard work of commissioners and thanked staff.

#### 5. PRESENTATIONS/DELEGATIONS

There were none.

#### 6. GENERAL MANAGER'S REPORT

##### 6.1. Water Supply Outlook

T. Robbins provided a water supply outlook advising the Sooke Lake reservoir is currently holding 98 percent of the full storage capacity due to the weather this spring. More rain was experienced compared to the historical monthly average for May resulting in reduced daily water demands across the region, and seeing a similar trend for June.

- 6.2. [22-403](#) 2022 Master Plan Media Release and Engagement

Attachments: [Media Release: RWS Master Plan](#)

T. Robbins spoke to item 6.2.

Discussion ensued regarding:  
-Public engagement concerns  
-Improving outreach and feedback  
-Engaging the Water Advisory Committee

#### 7. COMMISSION BUSINESS

7.1. [22-376](#) Cost Recovery Fee and Delegation of Permit Issuance for Greater Victoria Water Supply Area Special Access Requests

**Attachments:** [Staff Report: Cost Recovery Fee and Delegation of Permit Issuance for Special Access Requests](#)  
[Appendix A: Policy - GVWSA Access and Special Use Request and Approval](#)  
[Appendix B: Procedure - GVWSA Access and Special Use Request and Approval](#)  
[Appendix C: CRD Regional Parks Permit Fees](#)

A. Constable spoke to item 7.1.

Discussion ensued regarding:

- The cost and possibility for cost recovery
- Increased usage rates due to pandemic
- Streamlined and cost effective process for future access requests
- Rules and policies in the event of increased access requests

Staff advised a significant increase in requests may require a different approach and additional resources. Additional requests may streamline the process for staff and the commission.

**MOVED** by Commissioner Rogers and **SECONDED** by Commissioner Loveday,

That staff initiate a \$500 administration fee for access to the Leech watershed.

**CARRIED**

**OPPOSED:** Hicks

**MOVED** by Commissioner Harper and **SECONDED** by Commissioner Rogers, That staff be directed to amend the Water Supply Area Access and Special Use Request and Approval Procedure to include an additional prescribed situation considered "routine" for which the General Manager has delegated authority to approve access (Section 1, k):

"k. Mining access requests in the Leech Water Supply Area where the CRD is required to provide access under the BC Mineral Tenure Act, and the claim holder agrees to CRD's terms and conditions of access."

**CARRIED**

**Opposed:** Isitt, Taylor

7.2. [22-372](#) Greater Victoria Water Supply Area Land Acquisition Reserve Fund Options

**Attachments:** [Staff Report: GVWSA Land Acquisition Reserve Fund Options](#)  
[Appendix A: June 16, 2021 GVWSA Land Acquisition Staff Report](#)

A. Constabel spoke to item 7.2.

Commissioner Morrison left the meeting.

Discussion ensued regarding:

- Funds from future sales
- Opportunities to sell land
- Reserve fund for future
- Capital plan and funding
- Investments in land acquisition
- Control over catchment lands
- Ongoing work for land acquisitions

**MOVED** by Commissioner Harper and **SECONDED** by Commissioner Mersereau,

That the establishment of a reserve fund for Greater Victoria Water Supply Area Land Acquisition not be pursued at this time, and that any immediate land purchase opportunities be addressed through adjustments to the existing capital program and existing capital funding and/or debt financing be utilized to fund the acquisition.

**CARRIED**

**Opposed:** Rogers, Taylor, Loveday, Hicks, Alto, Isitt

**MOVED** by Commissioner Loveday and **SECONDED** by Commissioner Harper,

That the issue of Greater Victoria Water Supply Area land acquisition reserve fund options be brought back to the Commission in one years' time to be revisited.

**CARRIED**

**Opposed:** Zhelka

- 7.3. [22-397](#) Grant Application for Regional Water Supply Main No.4 - Mt. Newton to Highway 17 Section Replacement

**Attachments:** [Staff Report: Grant Application for RWS Main No. 4](#)  
[Appendix A: Location Map](#)

I. Jesney spoke to item 7.3.

**MOVED** by Commissioner Rogers and **SECONDED** by Alternate Commissioner Alto,  
The Regional Water Supply Commission recommends to the Capital Regional District Board: That staff be directed to prepare and submit an application for a Canada Community-Building Fund in British Columbia, Strategic Priorities Fund Capital Infrastructure Stream and Capacity Building Stream grant for the replacement of the Regional Water Supply Main No. 4 from Mt. Newton to Highway 17.

**CARRIED**

- 7.4. [22-375](#) Post Disaster Emergency Planning Program Status Report

**Attachments:** [Staff Report: Post Disaster Water Supply Program Status Report](#)  
[Appendix A: Post Disaster Water Supply Photos](#)

T. Robbins spoke to item 7.4.

Discussion ensued regarding:

- Equipment acquired for use in the event of an emergency
- Protocols and procedures to leverage equipment in localized events

- 7.5. [22-377](#) Water Watch Report

**Attachments:** [Water Watch Report](#)

T. Robbins spoke to item 7.5.

## 8. MOTION WITH NOTICE

- 8.1. [22-303](#) Delegation of Mining Access Requests (April 20, 2022) - Commissioner Graham

**Attachments:** [Delegation of Mining Access Requests \(April 20, 2022\)](#)

Commissioner Graham withdrew his motion.

## 9. NEW BUSINESS

There was no new business.

## 10. MOTION TO CLOSE THE MEETING

10.1. [22-378](#)

## Motion to Close the Meeting

**MOVED** by Commissioner Harper and **SECONDED** by Commissioner Loveday,

That the meeting be closed for land acquisition in accordance with Section 90 (1)(e) of the Community Charter.

**CARRIED**

The Regional Water Supply Commission moved into closed session at 12:54 pm.

## 11. RISE AND REPORT

The Commission rose from its closed session at 12:58 pm without report.

## 12. ADJOURNMENT

**MOVED** by Alternate Commissioner Alto and **SECONDED** by Commissioner Loveday,

That the meeting be adjourned at 12:58 pm.

**CARRIED**

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CHAIR

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SECRETARY