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**Minutes of a Meeting of the Wilderness Mountain Water Service Commission
Held November 27, 2018 in the Main Conference Room, 479 Island Highway, Victoria, BC**

PRESENT: Committee Members: R. Hancock (C), D. Tallyn, C. Taylor, Director M. Hicks

Staff: T. Robbins, General Manager, Integrated Water Services; I. Jesney, Senior Manager, Infrastructure Engineering; M. McCrank, Senior Manager, Infrastructure Operations; J. Marr, Manager, Water Distribution Engineering and Planning; P. Dayton, Senior Financial Advisor; Joe Marr, Manager, Water Distribution Engineering and Planning; S. Orr (recorder)

Public: 1

Chair Hancock called the meeting to order at 10:32 a.m.

1. APPROVAL OF AGENDA

T. Robbins requested that the following items be re-ordered:

- Item #4 - Wilderness Mountain Service Water Supply Options and Feasibility Study
- Item #5 - 2019 Operating and Capital Budget

MOVED by R. Hancock, **SECONDED** by D. Tallyn,

That the agenda be approved as amended.

CARRIED

2. ELECTION OF CHAIR

Nominations were called for Chair of the Wilderness Mountain Water Service Commission for a one-year term.

- M. Hicks nominated R. Hancock.
- R. Hancock agreed to stand.
- Nominations were called for two additional times, and hearing none, R. Hancock was elected as Chair.

The commission discussed electing a Vice-Chair and agreed that the Electoral Area Director should automatically be elected as Vice-Chair.

MOVED by M. Hicks, and **SECONDED** by D. Tallyn,

That the Wilderness Mountain Water Service Commission elect the Electoral Area Director as Vice-Chair of the Wilderness Mountain Water Service Commission for the term.

CARRIED

3. ADOPTION OF MINUTES OF DECEMBER 14, 2017

MOVED by M. Hicks, and **SECONDED** by D. Tallyn,

That the minutes of December 14, 2017 be adopted.

CARRIED

4. WILDERNESS MOUNTAIN SERVICE WATER SUPPLY OPTIONS AND FEASIBILITY STUDY

T. Robbins introduced the report stating that the Island Health requires a plan from the Commission to meet the Surface Water Treatment Objectives (SWTO) and Ministry of Health requirements. He summarized the options as presented in the report.

Staff answered questions from the commission.

MOVED by R. Hancock, and **SECONDED** by D. Tallyn,

That the Wilderness Mountain Water Service Commission:

- a) Direct staff to pursue planning for Option 2b, Juan de Fuca Water Supply via Matheson Lake, to achieve the SWTO and meet the CRD commitments and plan outlined in the November 15, 2017 letter to Island Health;
- b) Direct staff to report to Island Health on the current status of the plan and next steps;
- c) Direct staff to advise the Juan de Fuca Water Distribution Commission of the potential system connection and incorporation of the Wilderness Mountain Water system infrastructure;
- d) Direct staff to submit a grant application for the project by January 23, 2019, under the Canada - British Columbia, Investing in Canada Infrastructure, Rural and Northern Communities Program; and,

That the Wilderness Mountain Water Service Commission recommend to the Electoral Area Services Committee to recommend to the CRD Board,

That the CRD submit an application for project funding under the Canada - British Columbia, Investing in Canada Infrastructure, Rural and Northern Communities Program, to fund improvements to the Wilderness Mountain Water Local Service system to achieve compliance with provincial Surface Water Treatment Objectives and Island Health requirements, including a water supply connection to the Juan de Fuca Water Distribution system.

CARRIED

5. 2019 OPERATING AND CAPITAL BUDGET

I. Jesney introduced the 2019 Operating and Capital Budget report and provided an overview of the key factors influencing the budget.

MOVED by R. Hancock, and **SECONDED** by D. Tallyn,

That the Wilderness Mountain Water Service Commission:

1. Approve the 2019 operating and capital budget as presented, and recommend that any deficit be brought forward as an expense in the 2019 budget and the contingency be reduced by an equal amount, and a surplus be transferred to the Capital Reserve Fund;
2. Approve the Capital Reserve Funding in the amount of \$5,200 for emergency replacement of the roof of the Water Treatment Plant Filter Building in 2018; and,
3. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2019 Operating and Capital Budget and the five year Financial Plan for the Wilderness Mountain Water Service as presented.

CARRIED

6. CORRESPONDENCE

There was no correspondence.

7. NEW BUSINESS

There was no new business.

8. ADJOURNMENT

MOVED by R. Hancock,

That the meeting be adjourned at 11:30 a.m.

CARRIED

Chair

Secretary