



Making a difference...together

**Minutes of the Wilderness Mountain Water Service Commission
Held Friday 28 January 2011
CRD Integrated Water Services – Main Conference Room
479 Island Highway, Victoria, BC**

Present: Yale Shap (C), Rob Hancock, Chuck Taylor
CRD Juan de Fuca Electoral Area Director: Mike Hicks
CRD Staff: Colwyn Sunderland, Local Services Engineering Coordinator, Scott Mason, Manager, Regional Infrastructure, Stewart Irwin, Senior Manager, Water Quality, Lorrie Siemens, Recording Secretary

Public: Seven members of the public

Chair Shap called the meeting to order at 9:30 a.m.

1. Call to Order

Chair Shap called the meeting to order at 9:30 a.m.

2. Approval of Agenda

The following changes were made to the agenda:

- Add "Water Quality" to follow Item #4 and change sequence of agenda to follow.
- Add "Voting Procedures at AGM" to follow revised Item 8.
- Add "New Business" to follow revised Item 12.

MOVED by Director Hicks, **SECONDED** by Rob Hancock that the agenda of the Wilderness Mountain Water Service Commission meeting of 28 January 2011 be approved as amended.

CARRIED

3. Election of Chair

Director Hicks called for nominations for Chair of the Wilderness Mountain Water Service Commission for a one-year term. Yale Shap was nominated and agreed to stand. Nominations were called for two more times, and hearing none, Yale Shap was elected as Chair.

Nominations were called for Vice-Chair of the Wilderness Mountain Water Service Commission for a one-year term. Rob Hancock was nominated and agreed to stand. Nominations were called for two more times, and hearing none, Rob Hancock was elected as Vice-Chair.

4. Review of Action List

The action list was reviewed and updated.

Staff advised that the CRD is self-insured to a maximum of \$2,000,000 and carries commercial insurance for an additional \$20,000,000. The CRD insurance policies would cover third-party liability.

5. Water Quality

Stewart provided an explanation on the CRD water quality monitoring program for small water systems. He advised that in addition to the regular monitoring, the CRD has been monitoring disinfection by-products. He reported on recent THM, and HAA and phosphorus monitoring results.

An update of the catchment boundary was provided. It was reported that a recent site visit revealed that two homes are within the catchment area. Maps showing the boundary of the catchment area will be modified to reflect the findings. It was also noted that a culvert that takes water from catchment to off-catchment was detected and would need to be properly maintained.

Discussion on removal of a tree that had fallen in the reservoir.

6. Adoption of Minutes of 24 September 2011

The following change was made to the minutes:

Item 2, first bullet – it was confirmed by Mr. Hull that that the original wording remain as drafted in the minutes of January 29 as follows:

"Mr. Hull confirmed, based on a previous legal opinion concerning a similarly operated water system, that the Wilderness Mountain water users are responsible for all costs arising from the operation of the utility".

The reference to additional wording will be removed from the minutes.

MOVED by Director Hicks, **SECONDED** by Rob Hancock that the minutes of the Wilderness Mountain Water Service Commission meeting of 24 September 2011 be adopted as amended.

CARRIED

7. Adoption of Minutes of 05 November 2010 (Budget)

MOVED by Rob Hancock, **SECONDED** by Director Hicks that the minutes of the Wilderness Mountain Water Service Commission meeting of 05 November 2010 be adopted as distributed.

CARRIED

8. Adoption of Minutes of 26 November 2010 (AGM)

It was agreed that the minutes of 26 November 2010 (AGM) would be deferred to the next AGM.

9. Voting Procedures

Staff reported that voting eligibility and procedures at local service annual general meetings follow provincial legislation. It was agreed that staff would provide written documentation on voting eligibility and procedures at the next meeting.

10. Water Treatment Upgrade Project

Staff presented a written report to provide the commission with an update on progress to complete the water treatment upgrade by the March 31, 2012 deadline for spending the provincial grant.

MOVED by Director Hicks, **SECONDED** by Chuck Taylor that the report be received for information.

CARRIED

11. Supply and Purchase of Standby Power Unit

Staff presented a written report regarding the commission's desire to purchase and install standby power for the utility, to ensure continuity of water to the community during power outages.

MOVED by Director Hicks, **SECONDED** by Chuck Taylor that the report be received for information.

CARRIED

12. Conservation Covenant

Staff reported that Habitat Acquisition Trust (HAT) undertook an inspection of the Gilbert property and provided a report. An update on this matter will be provided at the next meeting.

13. New Business

Chair Shap thanked the CRD staff for their presentations and for the AGM held on November 26, 2010.

14. Adjournment

The meeting was adjourned at 11:27 a.m.