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**Minutes of a Meeting of the Wilderness Mountain Water Service Commission  
Held June 18, 2013 in the Main Conference Room, 479 Island Highway, Victoria, BC**

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**PRESENT:** **Committee Members:** Y. Shap (Chair), R. Hancock, Director M. Hicks, C. Taylor  
**Staff:** T. Tanton, Senior Manager, Infrastructure Engineering; S. Irwin, Senior Manager, Water Quality, L. Siemens (recorder)

The meeting was called to order at 9:30 am.

**1. Approval of Agenda**

The following items were added to the agenda under Item 7 - New Business

- a) William Brooks Reservoir
- b) Watershed Land Acquisition
- c) SAMP Update
- d) Open House

**MOVED** by R. Hancock, **SECONDED** by Director Hicks,  
That the agenda of the Wilderness Mountain Water Commission be approved as amended.

**CARRIED**

**2. Adoption of Minutes of January 3, 2012**

**MOVED** by R. Hancock, **SECONDED** by Y. Shap,  
That the minutes of January 3, 2012 be adopted as circulated.

**CARRIED**

**3. Adoption of Minutes of November 19, 2012**

**MOVED** by Director Hicks, **SECONDED** by C. Taylor,  
That the minutes of November 19, 2012 be adopted as circulated.

**CARRIED**

**4. Review of Action List**

There were no action items.

**5. Project Update**

T. Tanton provided a verbal update. The following items were noted.

- The road is gravelled and complete.
- The treatment plant is on line.

- Cartridge filter replacement is currently once per month and cartridges are functioning well.
- Work on the booster station is complete.

## **6. Project Budget Update**

T. Tanton reported the following:

- The final grant claim has been submitted
- The grant extension was accepted.
- A final accounting review is in progress.
- The project was completed under budget.

The commission requested that staff provide a final budget update and to identify possible projects for use of the gas tax funding.

## **7. New Business**

### a) William Brooks Reservoir

A discussion took place on the budget item "Dam Safety Upgrades" as shown in the 5 Year Capital Plan and whether the water licence could be abandoned.

C. Taylor left the meeting at 10:15 am.

### b) Watershed Land Acquisition

T. Tanton has left a message with Mr. Gilbert regarding his subdivision inquiry. No reply has been received to date. T. Tanton will correspond again by letter.

### c) SAMP Update

T. Tanton advised that \$1,400 of the \$10,000 budget item has been spent to date. A sample of the report was reviewed the by commission. A final draft will be sent to the commission members for review.

### d) Open House

- The open house is scheduled for Tuesday, July 9, 2013 from 5 – 7 pm. Laminated notices will be sent to the chair for posting.
- The commission requested that staff contact MOTI to mark the project sign as "Completed".
- Chair Shap spoke on behalf of the commission and noted that "staff have done a great job".

It was agreed that laminated notices of future meetings will be sent to a commission member who will post them at public areas. The notice will direct the public to the CRD website for further information.

## **8. Adjournment**

The meeting was adjourned at 10:52 am.