



Making a difference...together

Minutes of the Annual General Meeting of the Wilderness Mountain Water Service Commission

Held Monday, November 4, 2013 at the East Sooke Fire Hall, 1397 Coppermine Road, Sooke, BC

PRESENT: **Committee Members:** Y. Shap (Chair), R. Hancock, Director M. Hicks, C. Taylor
Staff: T. Tanton, Senior Manager, Infrastructure Engineering; L. Siemens (recorder)
10 Members of the Public

The meeting was called to order at 7:07 pm.

1. Approval of Agenda

MOVED by Director Hicks, **SECONDED** by R. Hancock,
That the agenda be approved as distributed.

CARRIED

2. Adoption of Minutes of Annual General Meeting of October 29, 2012

MOVED by Director Hicks, **SECONDED** by C. Taylor,
That the minutes of the October 29, 2012 meeting be adopted as previously circulated.

CARRIED

3. Chair's Report

Chair Shap presented a written report. A copy of the report is attached to the minutes.

Chair Shap responded to questions from the public.

Responding to questions regarding the need to purchase a generator for the utility, Director Shap advised that the item would be a topic for a future meeting.

Chair Shap and CRD staff responded to questions regarding inclusion of properties into the service area. It was noted that no consideration will be given to inclusions until two years after the October 10, 2013 completion of the new treatment plant contract.

4. Annual Report

T. Tanton presented a written report. The following topics were addressed:

- System Overview
- Water Supply and Consumption
- Drinking Water Quality
- Water System Upgrade Project
- Operations
- Financial Report

CRD staff and commission members responded to questions from the public.

MOVED by R. Hancock **SECONDED** by Director Hicks,
That the Annual Report be received for information.

CARRIED

5. Election of Officers

Chair Shap reported that the term for R. Hancock was expiring on December 31, 2013 and that an election would be held. He then called for nominations for one two-year term beginning January 1, 2014 and expiring on December 31, 2015.

R. Hancock was nominated and agreed to stand. Nominations were called for two more times, and hearing none, R. Hancock was elected by acclamation. His name will be forwarded to the CRD Board for appointment.

6. New Business

The next meeting for the Wilderness Mountain Water Service Commission is the budget meeting on November 27.

7. Adjournment

The meeting was adjourned at 8 pm.

**WILDERNESS MOUNTAIN WATER COMMISSION
AKA MOUNT MATHESON
2012-2013 AGM - November 4, 2013
REPORT FROM THE CHAIR – YALE SHAP**

Since the October 29, 2012 AGM, in the meeting room of the CRD Office in Sooke, we have held 2 regular Commission meetings on November 19, 2012 (Budget/Finance), and on June 18, 2013. Over this past year, we have had many telephone and email conversations regarding the construction, completion, adjustments, deficiencies, and dedication of our new treatment plant and the commissioners have individually, and as a group, participated in onsite visits to deal with some ongoing construction issues that were successfully handled. No further commission meetings were scheduled until the 2013 AGM.

2012-1203 Highlights

- Regular water quality reports are being generated, sent out, and posted on the CRD website, and Mr. Stewart Irwin, Senior Manager for Water Quality has been available to answer any questions from residents and commissioners.
- Commissioners Shap and Taylor were re-elected at the 2012 AGM for a 2 year term with Commissioner Hancock continuing until 2013. Director Hicks continues to offer his invaluable input at meetings, and comes up for re-election in the November 2014 municipal elections.
- As stated in the preface above, there were dozens of individual telephone contacts between Commissioners and CRD personnel regarding the construction process, timetable, deficiencies, and small crises which took up virtually all of the Commission business this past year.
- All Commission agenda, minutes, water quality reports, and the 2013 Annual Report are posted on the CRD website, those not approved are in Draft form.
- Our new treatment plant was finally completed (under budget) in time for our community Open House held on July 9, 2013 when residents/families had the opportunity of having guided tours and explanations regarding our new system installation and functions.
- On March 9, 2013 a failure of an under street connector line on Cains Way forced a complete shutdown of the system due to there being no isolation valves in the vicinity to shut during the repair process. CRD crews were on the scene in quick order but needed to dig out the pavement, replace corroded components, retest the lines, and refill the tanks.

- On July 16, a pump systems failure in the new plant failed to warn CRD personnel of the pending complete draining of our water supply. CRD staff were quickly on site with water trucks, electricians, technicians, and a mobile standby generator due to the odd coincidence of BC Hydro's cutting off all power to Mt. Matheson due to a pole replacement that morning. Although the 2 incidents were not related, it pointed out the need for access to a generator and better failsafe and tank level warning systems in place – to be discussed further.
- As stated in the Chair's 2012 AGM report :”At the January 28, 2011 meeting, the Commission accepted a CRD report, as information, on the installation of a backup generator. This is still of interest to the Commission and represents the wishes of the residents....” This item, although not yet installed, is still under consideration and is dependent on remaining funds available and other possible options. (see above note).
- Staff have regularly reported that there did not appear to be any reservoir issues, or ongoing system leaks as construction and installation of the new treatment plant progressed, and that regular maintenance, cleaning, and adjustments were taking place throughout the system. It was mentioned that, even with very little rain this past summer (record low for July), the water level in the reservoir was more than adequate for demand.
- As per last year's Chair's report, and ongoing interest, regarding AGM voting, the official interpretation from the legislative branch of the CRD on the voting clauses in the bylaw, is that only the following people can vote at the AGM:
 - Owners (more than one per household is OK as per CRD records)
 - Residents (more than one per household is OK – proof required – utility bill, driver's license, etc).
 - JDF Elected Regional Director can vote on all JDF Commissions
 - Persons from outside the service area are not allowed to vote.

It is my opinion that the voting system still needs to be clarified and adjusted so that there is equal voting representation per lot/owner. For example, if there are 83 lots on the system (or being able to access the system), there should be only 83 votes. After all, it is the land owners that pay for the cost of the treatment plant and ongoing taxation payments, not tenants or other residents. Usage costs will still be paid by those who actually use the water and live in the WMWC area.

- At the present time, two landowners, one with all the land around the reservoir, have made an alternate property line adjustment request which change the ownership of some of that land. This request has now been approved by the appropriate CRD committees and is before the other covenant holding agencies.

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- The bottom line for the Commission is that the treatment plant had finally been completed, under budget and meets Canadian Drinking Water Quality Guidelines (as projected).
- As of the writing of this report, all deficiencies and issues have been addressed by the consultant and contractors, and the plant was completely functional and paid in full on October 10, 2013.

In summary, the Commission dealt with several issues, the majority of which was the ongoing construction, installation, and completion of the new treatment plant, as well as ongoing operations/issues as noted above. We participated in many discussions, and, we believe, that we have finally reached our ultimate goal of clean, clear, and sufficient drinking water for all Wilderness Mountain Water Commission ratepayers.

In conclusion, the Chair and present commissioners would like to thank Tim Tanton, Scott Mason, Stewart Irwin, Lorrie Siemens, and untold other CRD Water personnel for their attention to ongoing maintenance, problem solving, dealing with critical issues and professionalism this past year.

Submitted November 4, 2013
Yale Shap
Chair WMWC