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**Minutes of a Meeting of the Wilderness Mountain Water Service Commission
Held November 27, 2013 in the Main Conference Room, 479 Island Highway, Victoria, BC**

PRESENT: **Committee Members:** Y. Shap (Chair), R. Hancock, C. Taylor
 Staff: T. Tanton, Senior Manager, Infrastructure Engineering; P. Sparanese,
 Senior Manager, Infrastructure Operations, S, Thaver, Senior Financial Analyst,
 L. Siemens (recorder)

ABSENT: Director M. Hicks

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

1. Approval of Agenda

MOVED by R. Hancock, **SECONDED** by C. Taylor,
That the agenda be approved as distributed.

CARRIED

2. 2014 Operating and Capital Budget

T. Tanton presented a written report and the 2014 Operating and Capital budget documents.

A discussion took place on the Strategic Asset Management Plan that will be brought to the committee in 2014.

MOVED by R. Hancock, **SECONDED** by C. Taylor,

That the Wilderness Mountain Water Service Commission recommend that the CRD Board:

1. Approve the 2014 operating and capital budget for the Wilderness Mountain Water Service as presented;
2. Authorize changes in the parcel tax and the user charge for the Wilderness Mountain Water Service as required to balance the 2014 budget; and
3. Balance the 2013 actual revenue and expense on the 2013 transfer to the Capital Reserve Funds.

CARRIED

3. New Business

A discussion took place on the following topics:

- Dam Safety Review.
- Future expansion of the service area.

- Monitoring options for the treatment plant and pump functions.

Staff were directed to provide a staff report to the committee on options of monitoring the treatment plant and pump functions.

4. Adjournment

The meeting was adjourned at 10:30 am.