



Making a difference...together

**Minutes of a Meeting of the Wilderness Mountain Water Service Commission
Held December 14, 2017 in the Main Conference Room, 479 Island Highway, Victoria, BC**

PRESENT: **Committee Members:** R. Hancock (C), 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, Kyu-Chang Jo, Financial Analyst, L. Siemens (recorder)

The meeting was called to order at 10:37 a.m.

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 October 28, 2016

The following change was made to the minutes:

- Item 3 – #1 of the motion to read: "Complete items 1 and 3 for an estimated cost of \$5,000 to be funded from the Capital Reserve Fund (CRF).

MOVED by Director Hicks, **SECONDED** by C. Taylor,
That the minutes of be adopted as amended.

CARRIED

3. Island Health Discussion

Ted Robbins updated the commission on Island Health's concerns regarding water treatment and that an options analysis was to be carried out in 2018 to deal with the concerns.

4. 2018 Operating and Capital Budget

I. Jesney presented a written report and the 2018 Operating and Capital Budget documents.

The following change was made to the 5-Year Capital Plan:

Item 18.01 Water Service Options Analysis
 Funded \$10,000 from reserves and \$15,000 from grants.

MOVED by R. Hancock, **SECONDED** by Director Hicks,
That the Wilderness Mountain Water Service Commission:

1. Approve the 2018 operating and capital budget as amended, and recommend that the 2017 actual deficit be balanced on the 2017 transfer from Capital Reserve Fund (estimated to be \$18,635) and the remaining deficit be brought forward as an expense in the 2018 budget; and
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2018 Operating and Capital Budget and the five-year Financial Plan for the Wilderness Mountain Water Service as amended.

CARRIED

5. Correspondence

T. Robbins discussed the content of correspondence to/from Island Health regarding the Wilderness Mountain water system.

MOVED by R. Hancock, **SECONDED** by Director Hicks,
That the letters dated November 15, 2017 and December 6, 2017 be received for information.

CARRIED

6. New Business

M. McCrank provided a handout regarding the Public Alert Notification System.

7. Adjournment

MOVED by R. Hancock, **SECONDED** by Director Hicks,
That the meeting be adjourned at 11:57 a.m.

CARRIED

Chair

Secretary