



Making a difference...together

**WILDERNESS MOUNTAIN WATER SERVICE COMMISSION**  
Notice of Meeting on **Thursday, February 15, 2024 at 9:30 a.m.**  
Goldstream Conference Room, 479 Island Highway, Victoria, BC

For members of the **public who wish to listen to the meeting** via telephone please call **1-833-353-8610** and enter the **Participant Code 1911461 followed by #**. You will not be heard in the meeting room but will be able to listen to the proceedings.

L. Cutler                      M. Lechowicz                      D. Pepino                      A. Wickheim, Electoral Area Director

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**AGENDA**

**1. ELECTION OF CHAIR**

*Pursuant to Bylaw No. 3511  
Election conducted by Senior Manager*

**2. ELECTION OF VICE CHAIR**

*Pursuant to Bylaw No. 3511  
Election conducted by the Chair*

**3. APPROVAL OF AGENDA**

**4. ADOPTION OF MINUTES .....XX**

*Recommendation: That the minutes of the November 10, 2023 meeting be adopted.*

**5. CHAIR’S REMARKS**

**6. PRESENTATIONS/DELEGATIONS**

*Delegations will have the option to participate electronically. Please complete the [online](#) application for “Addressing the Board” on our website and staff will respond with details.*

*Alternatively, you may email your comments on an agenda item to the Wilderness Mountain Water Service Commission at [iwsadministration@crd.bc.ca](mailto:iwsadministration@crd.bc.ca).*

*Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.*

**7. SENIOR MANAGER’S REPORT**

**8. COMMISSION BUSINESS**

**8.1. Project and Operations Update .....XX**

*There is no recommendation. This report is for information only.*

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*To ensure quorum, advise [IWSadministration@crd.bc.ca](mailto:IWSadministration@crd.bc.ca) if you cannot attend.*

**Wilderness Mountain Water Service Commission  
Agenda – February 15, 2024**

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**9. WILDERNESS MOUNTAIN WATER SERVICE COMMISSION MEETING SCHEDULE**

*Regular meetings of the Wilderness Mountain Water Service Commission shall be held in the Goldstream Conference Room, 479 Island Highway, Victoria, BC in February, June, and November to approve the Operating and Capital Budget. Meetings will commence at 9:30 am unless otherwise determined.*

**10. CORRESPONDENCE**

**10.1. Wilderness Mountain Water System (Capital Regional District), 706 Cains Way,  
Sooke, BC**

**11. NEW BUSINESS**

**12. ADJOURNMENT**

**Next Meeting:** At the call of the Chair

**MINUTES OF A MEETING OF THE Wilderness Mountain Water Service Commission, held Friday, November 10, 2023 at 9:30 am, Goldstream Conference Room, 479 Island Highway, Victoria, BC**

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**PRESENT: Commissioners:** D. Pepino (Chair); M. Lechowicz (Vice Chair); A. Wickheim (Electoral Area Director) (EP); L. Cutler

**Staff:** S. Irg, Senior Manager, Water Infrastructure Operations; L. Xu, Manager, Local Service and Corporate Grants; C. Moch, Manager, Water Quality; D. Dionne, Administrative Coordinator (Recorder)

EP = Electronic Participation

The meeting was called to order at 9:33 am.

## 1. APPROVAL OF AGENDA

The Chair provided a hard copy of an alternate agenda for the meeting (available upon request). The alternate agenda reordered and amended the published agenda as follows:

- Item 5, Presentations/Delegations, was moved to Item 3.
- Items 6.1 and 6.2 were moved to Item 4, Senior Managers Update, 4.1 and 4.2 respectively.
- Item 6, Commission Business was moved to Item 5 and Item 5, Chairs Remarks was moved to Item 6.
- Addition to the agenda as Item 7, Working to Satisfy Island Health Service Water Treatment Objectives.

**MOVED** by Commissioner M. Lechowicz, **SECONDED** by Commissioner L. Cutler, That the agenda be approved as amended.

**CARRIED**

## 2. ADOPTION OF MINUTES

**MOVED** by Commissioner M. Lechowicz, **SECONDED** by Commissioner A. Wickheim, That the minutes of the June 12, 2023 meeting be adopted.

**CARRIED**

## 3. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

## 4. SENIOR MANAGER'S REPORT

S. Irg provided an update and information on the Boil Water Advisory (BWA) noting that earlier in the week the water was at 1.2 Nephelometric Turbidity Unit (NTU) and staff are currently monitoring.

C. Moch advised that there was some additional sampling done and noted a few things that are contributing to the higher NTUs:

- There is an algae bloom occurring;

- A number of very small particles of a smaller algae species were found;
- Lots of tiny organic decomposing material, likely due to the recent rainfalls; and
- Runoff from the watershed as well as the lake turnover at the same time.

There was a discussion regarding BWA compliance in the Wilderness Mountain Water System and how residents deal with their drinking water.

#### **4.1. Project and Operations Update**

S. Irg provided an overview of the staff report. He noted that there were no Capital Project updates and highlighted the activities that staff undertake monthly, which are outlined in the staff report in more detail.

He noted that in July and August there was a lot more algae activity that resulted in more frequent filter changes.

There was a question regarding filter changes and the filtration exemption. The Chair stated that there was a filtration exemption in place which has been rescinded. The cartridge filters that are currently in place are not filtering to consistently guarantee less than 1 NTU. They are larger than 1 micron in size.

#### **4.2. Lake Profiler Discussion [verbal]**

The Chair referred to correspondence Item 8.2 (7.2 on the published agenda package) and asked Commissioner Lechowicz to provide further clarity on the item.

There was a discussion regarding implications and benefits of various water quality processes:

- Lake depth profiler
- Floating intake

### **5. COMMISSION BUSINESS**

#### **5.1. 2024 Operating and Capital Budget Report**

The Commission requested a line-by-line consideration of the Items proposed in the 2024 budget.

Staff responded to questions from the Commission regarding:

- Pipe drag along the bottom of the reservoir related an adjustable intake.
- Community affordability and the cost of project.
- The Chair thanked Director Wickheim on behalf of the community for the Community Works Funds toward Project 24-01.

There was a discussion regarding applying for grants. Staff noted that there is greater success of receiving a grant if the project is shown in the capital plan. The Commission expressed concern with the implication of the service being responsible should the project go over the grant funding. Staff confirmed that it is a standard clause for most grant applications, that should there be any cost overrun, the service would be responsible.

**5.1.1. Project 24-01 Wooden Intake Platform Replacement**

(\$45,000 internal grant; \$5,000 CRD labour)

**MOVED** by Commissioner Lechowicz, **SECONDED** by Commissioner Cutler,  
That Project 24-01, Wooden Intake Platform Replacement be approved.

**CARRIED**

**5.1.2. Project 24-02 Conduct a Study for Raw Water Quality Sampling**

(\$175,000 grant application)

**MOVED** by Commissioner Lechowicz, **SECONDED** by Commissioner Cutler,  
That Project 24-02 Conduct a study for raw water quality sampling be rejected.

**CARRIED**

**5.1.3. Project 24-03 Alternative Approval Process**

(\$10,000 Wilderness Mountain Water Service Reserve Funds)

There was discussion regarding the cost of an alternative approval process.

**MOVED** by Commissioner Lechowicz, **SECONDED** by Commissioner Cutler,  
That Project 24-03 Alternative Approval Process be moved to 2025.

**CARRIED**

**5.1.4. Project 25-01 New Floating Intake**

(\$400,000 grant application; no Wilderness Mountain Water Service debt)

The Commission stated the following points:

- Lack of security of the grant funding
- If there is an overrun the Service would be on the hook for that
- Costly project to run a pipe

**MOVED** by Commissioner Lechowicz, **SECONDED** by Commissioner Cutler,  
That Project 25-01 New Floating Intake be rejected.

**CARRIED**

**5.1.5. Project 25-02 Treatment Plant Upgrades**

(\$1.9 million grant application, \$200,000 Wilderness Mountain Water Service 25-year debt)

The Commission stated that \$1.9 million is unaffordable for the community.

There was a discussion regarding the Associated Engineering report and the Commission noted that the reports' recommendation was too risky.

Staff noted that having a placeholder for grant opportunities in the budget provides staff opportunity to pursue and apply for them when they come available. The grant and debt

numbers presented are optimistic placeholders for 2025, based on a 90% grant with 10% debt split. Staff are generally seeing more like a 60/40 or 70/30 split.

There was discussion regarding compliance with Island Health requirements to meet Service Water Treatment Objectives.

**MOVED** by Commissioner Lechowicz, **SECONDED** by Commissioner Cutler,  
That Project 25-02 Treatment Plant Upgrades be rejected.

**CARRIED**

That Project 25-02 Treatment Plant Upgrades, to meet Service Water Treatment Objective requirements, be revised from \$1,800,000 grant application and \$200,000 Wilderness Mountain Water Service 25-year debt to \$200,000 grant application and \$20,000 Wilderness Mountain Water Service 25-year debt.

**CARRIED**

**MOVED** by Commissioner Lechowicz, **SECONDED** by Commissioner Cutler,  
That the Wilderness Mountain Water Services Commission:

1. Approve the 2024 operating and capital budget as amended and that the 2023 actual operating surplus or deficit be balanced on the 2023 Reserve Funds transfer (Capital Reserve Fund and/or Operating Reserve Fund).
2. Recommends that the Electoral Areas Committee recommend that the Capital Regional District Board approve the 2024 Operating and Capital Budget and the five-year Financial Plan for the Wilderness Mountain Water Service as amended.

**CARRIED**

## **6. CHAIR'S REMARKS**

The Chair read his remarks and provided a hard copy for the record (available upon request).

## **7. WORKING TO SATISFY ISLAND HEALTH SERVICE WATER TREATMENT OBJECTIVES**

There was a discussion regarding a failing septic field and staff advised that this responsibility falls with Island Health. Staff can discuss the concern with Island Health but have no authority.

There was a discussion regarding finding a financial model that will work for the community. The two options are to either build a new plant or connect to the Jua de Fuca Water Distribution System.

## **8. CORRESPONDENCE**

### **8.1. Wilderness Mountain Update to Island Health – July 13, 2023**

### **8.2. Wilderness Mountain Water Service Commission Reply to Staff – July 16, 2023**

**8.3. Wilderness Mountain Water Service Permit to Operate – Island Health – August 3, 2023**

The correspondence was received for information.

**9. NEW BUSINESS**

There was no new business.

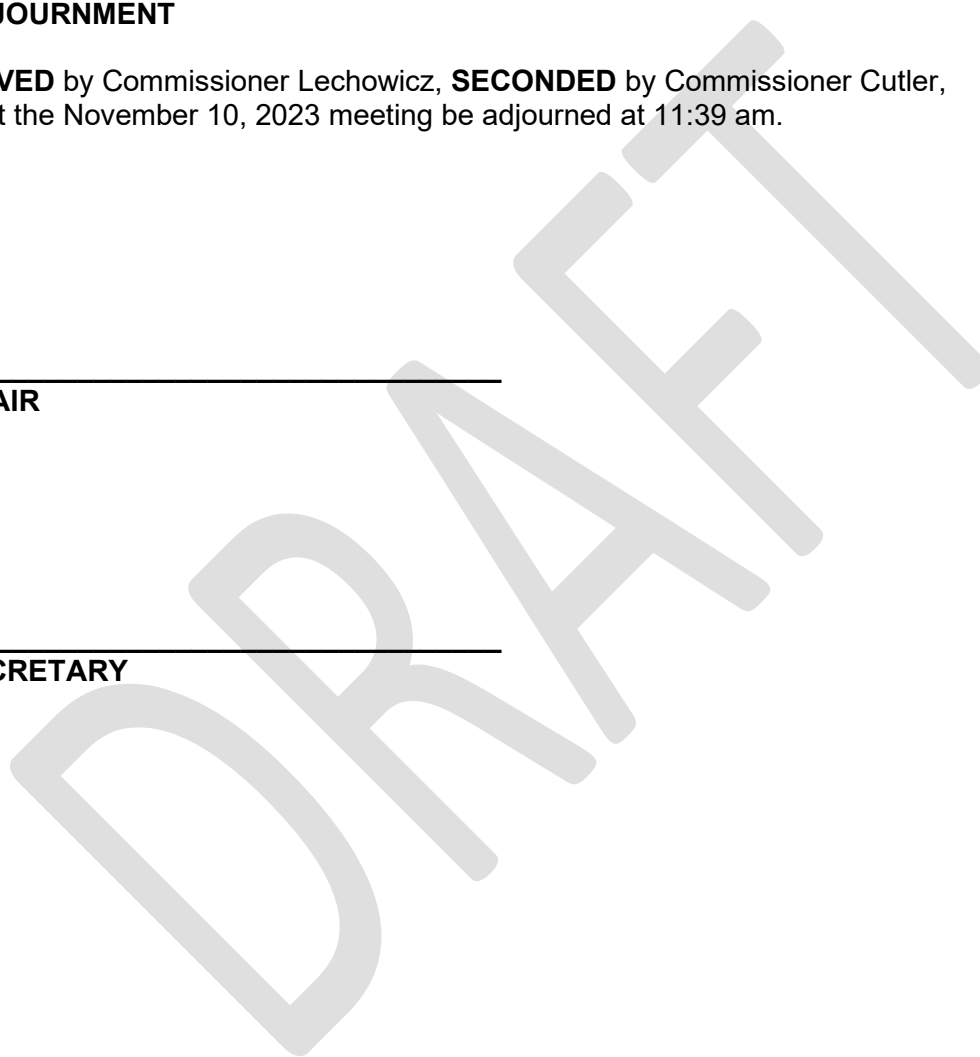
**10. ADJOURNMENT**

**MOVED** by Commissioner Lechowicz, **SECONDED** by Commissioner Cutler,  
That the November 10, 2023 meeting be adjourned at 11:39 am.

**CARRIED**

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CHAIR

\_\_\_\_\_  
SECRETARY





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**REPORT TO WILDERNESS MOUNTAIN WATER SERVICE COMMISSION  
MEETING OF THURSDAY, FEBRUARY 15, 2024**

**SUBJECT Capital Project Status Reports and Operational Updates – February 2024**

**ISSUE SUMMARY**

To provide the Wilderness Mountain Water Service Commission with capital project status reports and operational updates.

**BACKGROUND**

The Wilderness Mountain Water System is located near the top of Mount Matheson in East Sooke on Vancouver Island in the Juan de Fuca Electoral Area and provides drinking water to approximately 74 customers. Capital Regional District (CRD) Integrated Water Services is responsible for the overall operation of the water system with day-to-day operation, maintenance, design and construction of water system facilities provided by the CRD Infrastructure Engineering and Operations Divisions. The quality of drinking water provided to customers in the Wilderness Mountain Water System is overseen by the CRD Water Quality Section.

**CAPITAL PROJECT UPDATE**

There are no active Capital Projects to update on. The final 2024 Capital Plan is subject to CRD Board Approval in March 2024. If approved, CRD staff will begin scheduling work for the Wooden Intake Platform Replacement project.

**OPERATIONAL UPDATE**

The following provides a summary of Operational activities completed since November 2023:

- November 8: Replace chlorine analyzer membranes
- November 8: Replace eye wash hot water tank element
- November 15: Dam inspections and site safety inspections
- November 30: Water quality advisory issued for high manganese
- December 12: Dam inspections and site safety inspections
- December 13: Reservoir level transmitter replacement
- December 15: Dam inspections and site safety inspections
- December 20: Powerline to treatment plant, vegetation clearing
- January 2: Ultraviolet (UV) 1 failure, replaced ground fault circuit interrupter
- January 16: Dam inspections and site safety inspections
- January 24: Investigated total chlorine reading issue, replaced total analyzer membranes, and completed turbidity meter maintenance
- January 25: Installed new total chlorine probe

**RECOMMENDATION**

There is no recommendation. This report is for information only.

Submitted by:	Shayne Irg, P.Eng., Senior Manager, Water Infrastructure Operations
Concurrence:	Joseph Marr, P.Eng., Senior Manager, Infrastructure Engineering
Concurrence:	Alicia Fraser, P.Eng., General Manager, Integrated Water Services





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January 29, 2024

File: 5240-20  
Wilderness Mountain – Water

Rory Beise  
Land Use/Drinking Water Consultant  
Island Health, Gateway Village Health Unit  
Suite 201 – 771 Vernon Avenue  
Victoria, BC V8X 5A7

Dear Mr. Beise:

**RE: WILDERNESS MOUNTAIN WATER SYSTEM (CAPITAL REGIONAL DISTRICT),  
706 CAINS WAY, SOOKE, BC**

Thank you for your correspondence of August 23, 2023, attaching the updated Permit to Operate a Water Supply System for the Wilderness Mountain Water System, which included Water System Operating Conditions. Capital Regional District (CRD) staff understand that this permit supersedes previous correspondence from Island Health.

As confirmed in your permit, Island Health's operating conditions indicate the following:

1. Drinking Water Treatment Objectives (Microbiological) for Surface Water Supplies in British Columbia (SWTO) implementation plan and completion dates by December 31, 2023.
2. Achieve compliance with SWTO by December 31, 2024.

CRD Staff have reviewed the requirements of the permit and identified a workplan to achieve compliance by 2025 which requires a \$2,400,000 investment in the system.

In November 2023, the Wilderness Mountain Water Service Commission (the "Commission") met to review the CRD's 2024 capital budget recommendations. Staff proposed projects in 2024 and 2025 that would bring the service into compliance with the updated Permit to Operate. Project funding and timelines are subject to Commission and CRD Board approval. During

Mr. Beise – January 29, 2024  
Wilderness Mountain Water System (Capital Regional District),  
706 Cains Way, Sooke, BC

the budget review, the Commission directed staff to make the following adjustments to the five-year capital plan (2024-2028):

Proposed Workplan to Achieve Permit Requirements	CRD Budget Recommendation	WMWS Commission Budget Approval
New Floating Intake (2025)	\$ 400,000	\$0
Treatment Plant Upgrades, to meet Surface Water Treatment Objective requirements (2025)	\$2,000,000	\$220,000

The Commission identified \$220,000 in 2025 for treatment plant upgrades. CRD staff are awaiting direction from the Commission on scope of projects for 2025 for the revised value. The 2025 budget will be reviewed by the Commission at the November 2024 budget meeting.

Should you wish to discuss this further or require additional information, please contact the undersigned at [aafraser@crd.bc.ca](mailto:aafraser@crd.bc.ca) or 250.360.6061.

Yours truly,



Alicia Fraser, P.Eng.  
General Manager, Integrated Water Services

cc: Mike Benusic, Medical Health Officer  
Shayne Irg, P.Eng., Senior Manager, Water Infrastructure Operations