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**MINUTES OF THE MEETING OF THE WILDERNESS MOUNTAIN WATER SERVICE COMMISSION
Held Friday, January 29, 2010 at 1 p.m., CRD Water Services, 479 Island Highway,
in the Main Conference Room**

PRESENT: Commissioners: R. Hancock, M. Hicks, M. LeBlanc, Y. Shap
Staff: J. Hull, T. Tanton, S. Thaver, C. Sunderland, M. Montague (Recorder)

PUBLIC: Three members of the public were in attendance.

1. CALL TO ORDER

The meeting was called to order at 1 p.m.

2. ELECTION OF CHAIR AND VICE CHAIR

T. Tanton called for nominations for the position of Chair of the Wilderness Mountain Water Service Commission for 2010.

Commissioner Hancock nominated Commissioner Shap.

T. Tanton called for nominations a second and third time and hearing none, proclaimed Commissioner Shap Chair of the Wilderness Mountain Water Service Commission for 2010 by acclamation. Commissioner Shap assumed the Chair.

The Chair called for nominations for Vice Chair of the Wilderness Mountain Water Service Commission for 2010.

Commissioner Leblanc nominated Commissioner Hancock.

The Chair called for nominations a second and third time and hearing none, proclaimed Commissioner Hancock Vice Chair of the Wilderness Mountain Water Service Commission for 2010 by acclamation.

3. APPROVAL OF AGENDA

MOVED by Commissioner Leblanc and **SECONDED** by Commissioner Hancock, that the Wilderness Mountain Water Service Commission approve the agenda.

CARRIED

4. APPROVAL OF THE MINUTES OF THE MEETING HELD OCTOBER 30, 2009

MOVED by Commissioner Hicks and **SECONDED** by Commissioner Hancock, that the Wilderness Mountain Water Service Commission approve the minutes of the meeting held October 30, 2009 as distributed.

CARRIED

5. REVIEW OF THE ACTION LIST

The action list was reviewed and an updated list is attached.

6. CHAIR'S REPORT

The Chair reported as follows:

- An Annual General Meeting (AGM) was held in November and Rob Hancock was acclaimed. Minutes of the AGM are available on the website.
- Water samples are being collected from the distribution system weekly.
- A huge leak was discovered on the system and has now been fixed.
- The Chair indicated the fire that was lit at the lower reservoir 01 September 2009 was determined to be illegal. It is unknown what follow-up action was taken by the East Sooke Fire Commission.

7. PRESENTATION

Mr. Christopher Gilbert presented a proposal to donate a large portion of land to the CRD or Mt. Matheson Conservation Society.

MOVED by Commissioner Shap and **SECONDED** by Commissioner Hancock, that the Wilderness Mountain Water Service Commission direct staff to look into the ramifications of Mr. Gilbert's proposal in terms of water processing and the map as presented.

CARRIED

8. CORRESPONDENCE

Mr. Hull confirmed, based on a previous legal opinion concerning a similarly operated water system, that the Wilderness Mountain water users are responsible for all costs arising from the operation of the utility.

MOVED by Commissioner Hicks. **SECONDED** by Commissioner Hancock, that the Wilderness Mountain Water Service Commission request that J. Hull, write a letter in response to the correspondence received from K. LeBlanc and W. Fleetham and copied to the Commission, to address questions raised in the correspondence received as result of Mr. Tanton's letter dated 02 December 2009.

CARRIED

[J. Hull left the meeting.]

9. 2010 OPERATING AND CAPITAL BUDGET

The 2010 draft budget was initially provided at the October 30th meeting for discussion. S. Thaver noted that the 2010 budget was constructed basing projected estimated numbers on 2009. The actual deficits are not known at this time but, as soon as the numbers are known, the numbers will change to reflect the actual outcome of the 2009 year to date totals.

Following approval by the commission, the budget will go to the CRD Board for final approval.

MOVED by Commissioner Hicks and **SECONDED** by Commissioner Shap, that the Wilderness Mountain Water Service Commission approve the 2010 Operating and Capital Budget as presented.

CARRIED

10. CONNECTION TO LOTS OUTSIDE THE LOCAL SERVICE AREA

As requested, staff reviewed the Local Service Area boundaries and determined that the large 50 acre lot is within the Local Service Area and does pay the appropriate fees.

11. OPERATIONS & WATER QUALITY UPDATE

The current status of operations is as follows:

- Water quality tests have been conducted on the distribution system for parasites, metals, organics, and disinfection by-products and no problems were found.
- All water quality results will be included in the Water Quality annual report, which will be posted on the website when complete.

12. TREATMENT PLANT UPDATE

T. Tanton reported that the first year of samples are still being compiled. A phased approach is being considered for the treatment plant with construction scheduled for 2011. All grants and claims will be submitted in 2012. It was noted that the design will include pumps sized appropriately for fire protection.

13. QUESTIONS FROM MEMBERS OF THE PUBLIC

In response to questions from the public, staff reported as follows:

- Costs associated with the installation of new water meters have been included in the 2010 budget and are paid by each household in the parcel tax.
- Costs associated with meetings held without appropriate notice to the public are paid by the Commission.
- Costs associated with the mailing of Mr. Tanton's letter dated 02 December 2009 (Re: Private Property Concerns) were paid by the Wilderness Mountain water users.

14. NEW BUSINESS

Due to concerns raised, Transfer of Assets will be added to the next agenda for discussion.

15. DATE AND TIME OF NEXT MEETING

The next meeting will be held at the Call of the Chair.

16. ADJOURNMENT

It was moved by Commissioner Hicks that the meeting of the Wilderness Mountain Water Service Commission be adjourned at 3:02 p.m.