



## Notice of Meeting and Meeting Agenda Wilderness Mountain Water Service Commission

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Thursday, March 12, 2026

9:30 AM

Goldstream Conference Room  
479 Island Hwy  
Victoria BC V9B 1H7

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Members of the public can view the live meeting via MS Teams link: [Click here](#)

Alternatively, to hear the meeting via telephone:

Call: 1-877-567-6843 and enter the Phone Conference ID: 667 819 408#

P. Twamley, A. Wickheim (EA Director), J. Wilson

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

### 1. Territorial Acknowledgement

### 2. Approval of Agenda

### 3. Election of Chair

### 4. Election of Vice Chair

### 5. Adoption of Minutes

#### 5.1. [26-0254](#) Minutes of the Wilderness Mountain Water Service Commission meeting of October 28, 2025

**Recommendation:** That the minutes of the Wilderness Mountain Water Service Commission meeting of October 28, 2025 be adopted as circulated.

**Attachments:** [Minutes - October 28, 2025](#)

### 6. Chair's Remarks

### 7. Presentations/Delegations

*The public are welcome to attend CRD meetings in-person.*

*Delegations will have the option to participate electronically. Please complete the online application at [www.crd.ca/address](http://www.crd.ca/address) no later than 4:30 pm two days before the meeting and staff will respond with details.*

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

## 8. Motion to Close the Meeting

### 8.1. [26-0253](#) Motion to Close the Meeting

- Recommendation:**
1. That the meeting be closed for Land Acquisition/Disposition in accordance with Section 90(1)(e) of the Community Charter. [1 item]
  2. That such disclosures could reasonably be expected to harm the interests of the Regional District. [1 Item]

## 9. Commission Business

### 9.1. [26-0248](#) Senior Manager's Verbal Update - March

- Recommendation:** There is no recommendation. This verbal update is for information only.

### 9.2. [26-0256](#) Committee Orientation

- Recommendation:** There is no recommendation. This report is for information only.

**Attachments:** [Presentation: WMWS Committee Orientation](#)

## 10. Notice(s) of Motion

## 11. New Business

## 12. Adjournment

The next meeting is May 28, 2026.

## Meeting Minutes

### Wilderness Mountain Water Service Commission

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Tuesday, October 28, 2025

9:30 AM

Goldstream Conference Room  
479 Island Hwy  
Victoria BC V9B 1H7

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**PRESENT:**

D. Pepino (Chair), P. Twamley (Vice Chair), A. Wickheim (EA Director), J. Wilson

**STAFF:** S. Henderson, General Manager, Electoral Area Services; S. Irg, Senior Manager, Water Infrastructure Operations; I. Lawrence; Senior Manager, Juan de Fuca Administration; L. Xu, Manager, Local Services and Corporate Grants; J. Dorman, Committee Clerk (EP); M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

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

#### 1. Territorial Acknowledgement

Chair Pepino provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED by J. Wilson, SECONDED by A. Wickheim,  
That the agenda for the Wilderness Mountain Water Service Commission  
meeting of October 28, 2025 be approved.  
CARRIED**

#### 3. Adoption of Minutes

3.1. [25-1149](#) Minutes of the Wilderness Mountain Water Service Commission meeting of June 24, 2025

**MOVED by J. Wilson, SECONDED by A. Wickheim,  
That the minutes of the Wilderness Mountain Water Service Commission meeting  
of June 24, 2025 be adopted as circulated.  
CARRIED**

#### 4. Chair's Remarks

Chair Pepino noted this will be his last meeting as a member of the commission, and expressed appreciation for staff and commission members.

## 5. Presentations/Delegations

There were no presentations or delegations.

## 6. Motion to Close the Meeting

### 6.1. [25-1155](#) Motion to Close the Meeting

**MOVED by A. Wickheim, SECONDED by P. Twamley,**

**1. That the meeting be closed for Land Acquisition/Disposition in accordance with Section 90(1)(e) of the Community Charter. [1 item]**

**CARRIED**

**MOVED by J. Wilson, SECONDED by A. Wickheim,**

**2. That such disclosures could reasonably be expected to harm the interests of the Regional District. [1 Item]**

**CARRIED**

The Wilderness Mountain Water Service Commission moved to the Closed Session at 9:36 am.

The meeting reconvened at 9:41 am.

## 7. Commission Business

### 7.1. [25-1139](#) Senior Manager's Verbal Update

S. Irg introduced the Electoral Areas Services staff, who will be the contact point for the commission going forward. It was also noted that the current boil water advisory is typical for this time of year.

Discussion ensued the impacts of the current algae bloom, which is plugging water filters and causing turbidity

### 7.2. [25-1043](#) Wilderness Mountain Water Service 2026 Operating and Capital Budget

S. Irg presented Item 7.2. for information.

Discussion ensued regarding:

- future debt estimates to fund system repairs and replacements
- cost sharing requirements to obtain a grant for repairs
- upgrades required to ensure compliance with Island Health guidelines

**MOVED by A. Wickheim, SECONDED by P. Twamley,**

**That the Wilderness Mountain Water Service Commission recommends that the Electoral Areas Committee recommend to the Capital Regional District Board that the 2026 Operating and Capital Budget and the Five-Year Financial Plan for the Wilderness Mountain Water Service be approved as presented.**

**CARRIED**

## 8. Notice(s) of Motion

There were no notice(s) of motion

## 9. New Business

### 9.1. Correspondence from Community Members

Commission members requested clarification of the proper procedure for community members to send correspondence related to the water service.

M. MacDonald advised that all commission related correspondence may be sent to CRD Legislative Services. The email address for correspondence is LegServ@crd.bc.ca. Staff will determine if a response is required by staff and ensure proper distribution and consideration by the commission.

## 10. Adjournment

**MOVED** by J. Wilson, **SECONDED** by A. Wickheim,  
**That the Wilderness Mountain Water Service Commission meeting of October 28, 2025 be adjourned at 10:14 am.**  
**CARRIED**

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Chair

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Recorder

A scenic view of a rocky coastline. In the foreground, a pebbly beach is scattered with large pieces of driftwood. The ocean is a deep blue, with gentle waves lapping at the shore. In the background, a wooden viewing platform sits on a rocky outcrop, overlooking the sea. The sky is clear and blue, with distant mountains visible on the horizon. The overall atmosphere is peaceful and natural.

# Wilderness Mountain Water Service Commission

March 12, 2026



# Agenda

1. Introduction
2. Governance
3. Service Overview
4. Budget(s)
5. Key initiatives
6. Meeting Dates

# Meet the team

Stephen Henderson  
General Manager, Electoral Area Services

Iain Lawrence, MCIP, RPP  
Senior Manager, JdF Administration

Denise Dionne  
Manager, IWS Business Support Services

Megan MacDonald  
Legislative Services Coordinator

Shayne Irg, P.Eng.  
Senior Manager, Water Infrastructure  
Operations

Katarina Konicek, P.Eng.  
Manager, Water Distribution Engineering  
& Planning

Damon Gosper, P.Eng.  
Manager, Dam Safety

Jared Kelly, P.Eng.  
Manager, Capital Projects

Christoph Moch, Dipl.-Ing, P.Eng.  
Manager, Water Quality

Lia Xu, M.Sc., CPA, CGA  
Manager, Finance Services

# Governance Overview



## Committee Governance

- CRD Procedures Bylaw No. 3828
- Commission Bylaw No. 3511, includes requirements such as:
  - Mandate or purpose
  - Membership
  - Term of office
  - Appointment procedure
  - Delegated power
  - Financial plan and budget
  - Meeting procedures
- Roberts Rules of Order

## Role and Responsibility of the Commission



## Wilderness Mountain Water Service Commission

- Provide input on the overall direction and delivery of the Service, including:
  - Working with staff to set strategic direction and priorities and recommend user charges to be established by the Regional Board
  - Recommending a draft budget, including the extent of requisition to be collected by way of parcel taxes
  - Advising of community interests
- The Commission and individual commissioners are not responsible for directing or becoming involved in day-to-day administrative activities, purchasing, awarding contracts, development of regional policies, or hands-on service delivery, including compliance.

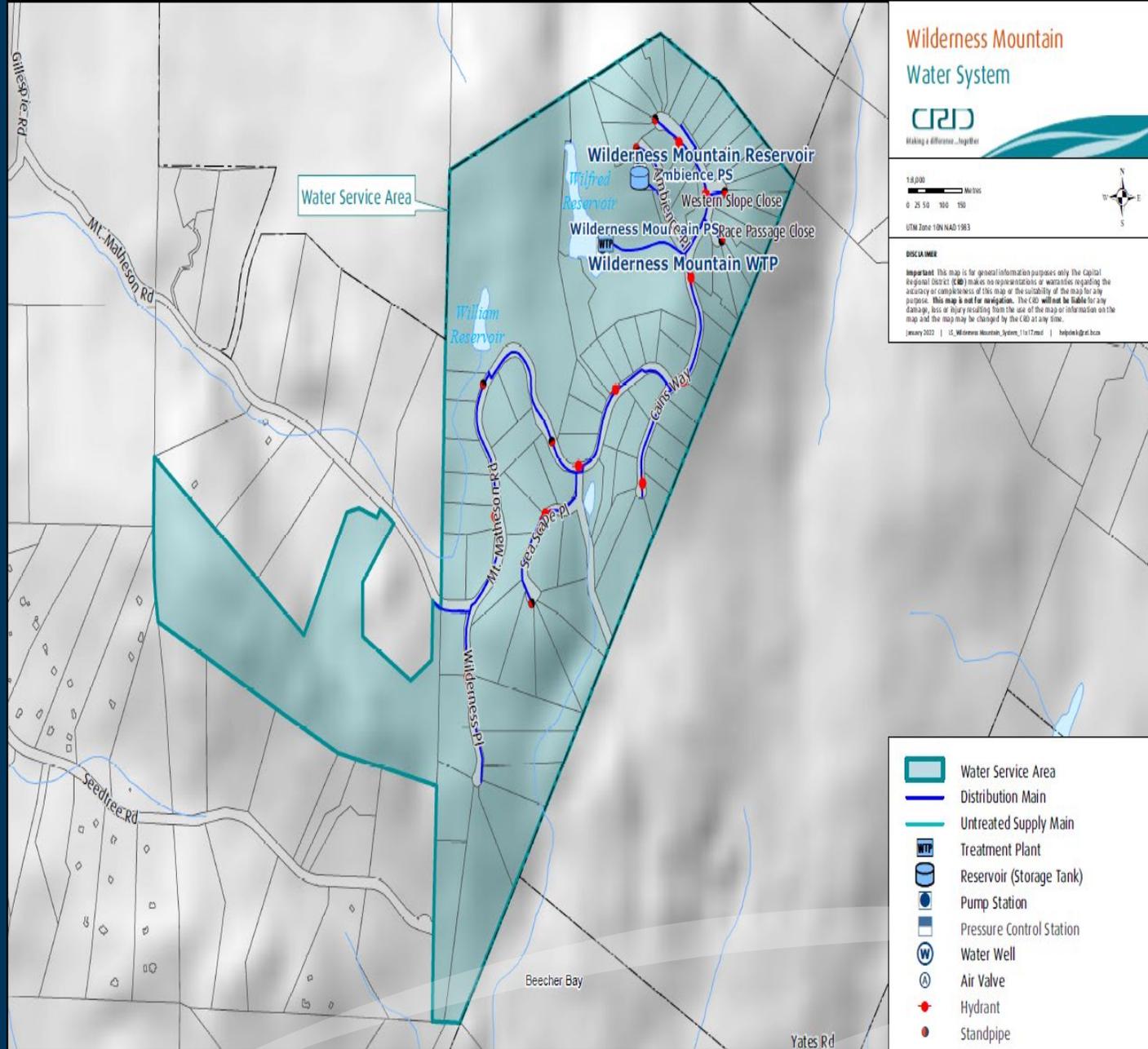
# Role and Responsibility of the CRD



## Capital Regional District

- Day-to-day administrative activities
- Hands-on service delivery
- Operational functions will be performed by CRD staff
- Compliance reporting to Island Health
- Communication of service advisories

# Wilderness Mountain Water Service Area



## Service Overview

Wilderness Mountain is a rural residential development located on Mount Matheson in the Juan de Fuca Electoral Area. The area was serviced by a private water utility from 1983 to 2008, when the service transferred to the Capital Regional District (CRD).

The Wilderness Mountain water service is made up of:

- 82 parcels encompassing a total area of approximately 124 hectares
- Of the 82 parcels, 74 were customers to the water system in 2021

# Service Levels



## Capital Regional District

- “CRD Evolves” – Re-organization of departments and divisions within the CRD
- Electoral Area Services Department supports the Committee – meeting coordination and legislative duties shared with Leg Services and IWS administrative staff
- Engineers and technicians provide operational management and planning for the supply, treatment, storage and transmission of retail water supply
- Financial staff provide retail billing services and budgeting/financial planning support
- Administrative services

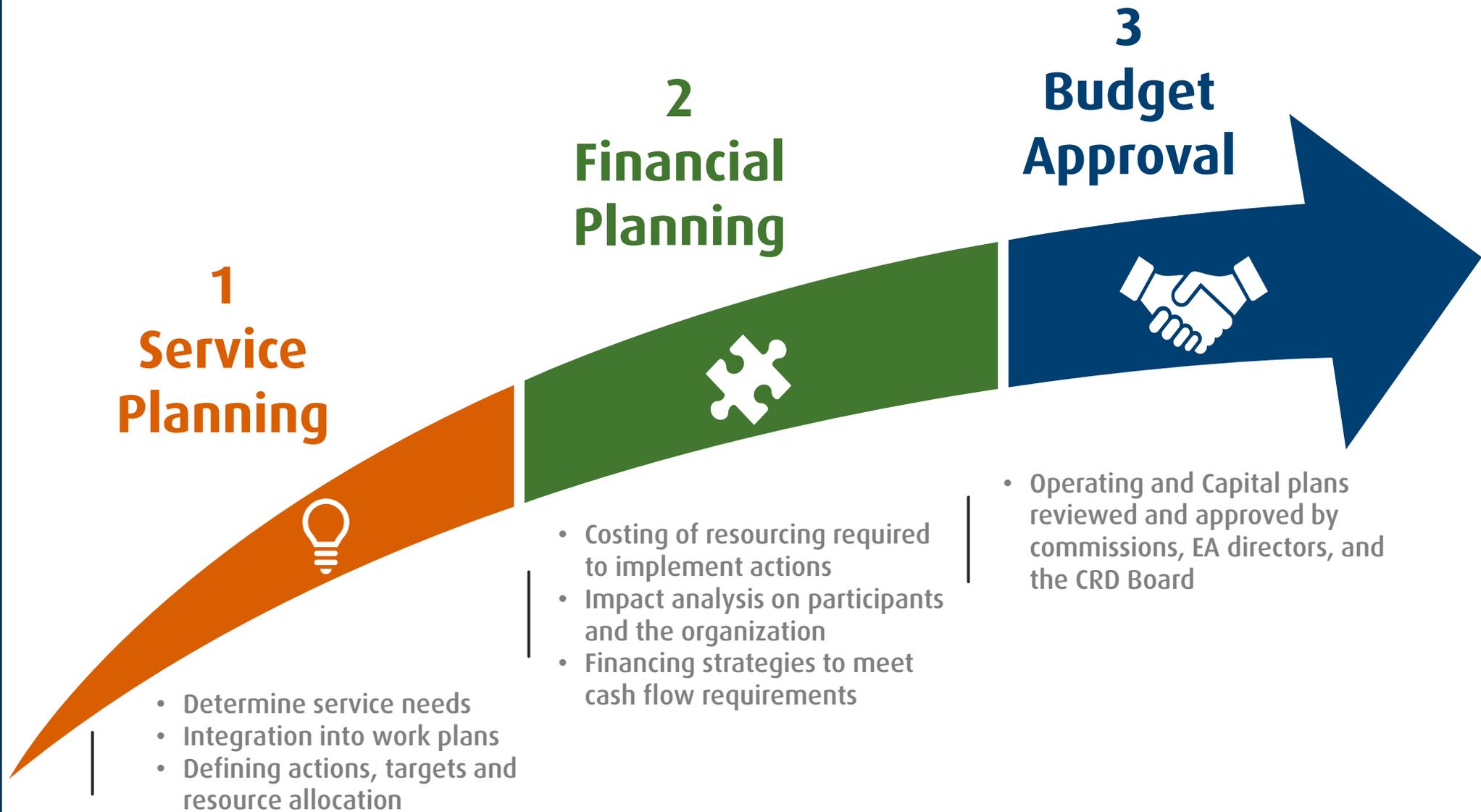
# Service Levels



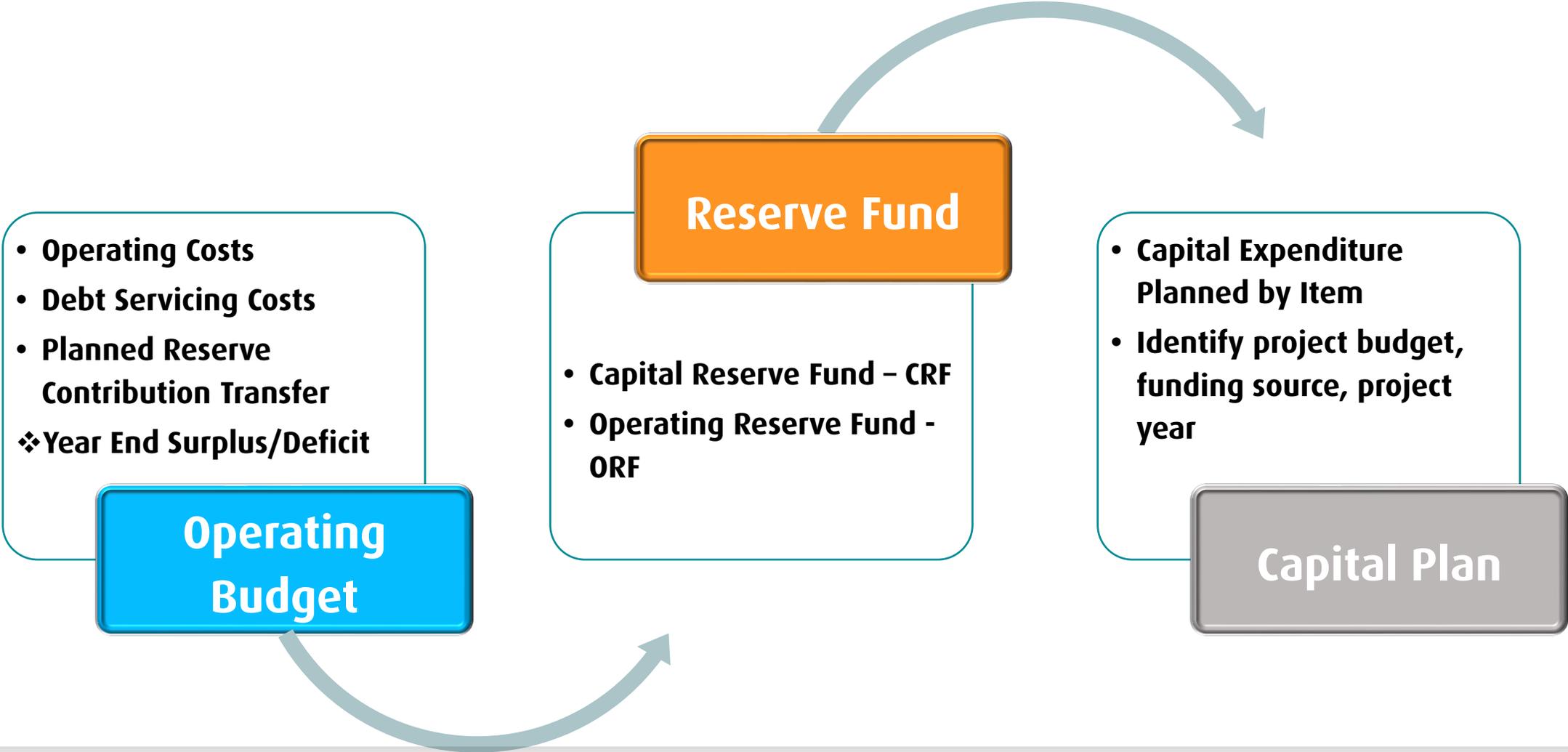
## Water Quality Monitoring

- Based on legislative requirements and a system specific water quality risk assessment: water quality sampling - collection, analysis and reporting
- Operational support (maintenance, repairs)
- Emergency response (e.g., spills, pipe breaks, public advisories)
- Research, planning and risk assessment support for long-term planning
- Lab Services: Provides analysis for CRD drinking water and wastewater systems

# Building a Budget and Process



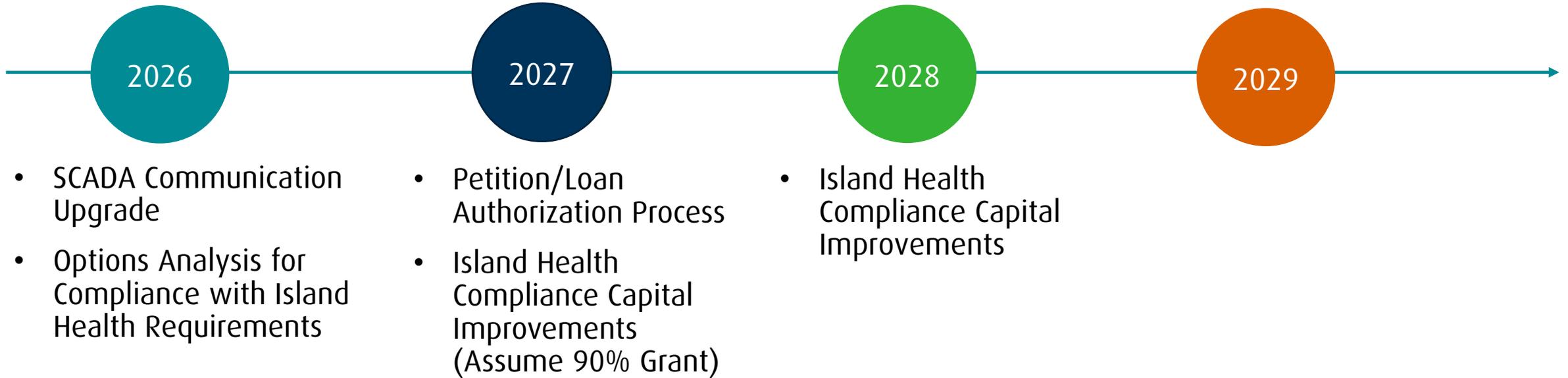
# Three Major Budget Components



# Wilderness Mountain Water Service Budget

- The Wilderness Mountain Water Service budget is funded entirely by tax requisition.
- The total budget for 2026 is **\$209,290**
- The operating budget for 2026 is **\$146,574**
- The capital budget for 2026 is estimated at **\$65,000**
- Capital projects are funded by a combination of reserves, grants and long-term debt.

# Key initiatives



# 2026 Meeting Schedule & Locations

## Wilderness Mountain Water Service Commission:

- Thurs March 12, 9:30 am – Goldstream Room, IWS
  - Thurs May 28, 9:30 am – Goldstream Room, IWS
  - Thurs Nov 10, 9:30 am - Goldstream Room, IWS
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- \* Agenda deadlines for new business – 2 weeks
  - \* Agendas distributed one week ahead of meetings.



# Thank you



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