



Making a difference...together

**Minutes of the Annual General Meeting
of the Beddis Water Service Commission
Held December 10, 2013, 2591 Fulford Ganges Road, Salt Spring Island, BC**

DRAFT:

Present: **Director:** Wayne McIntyre
 Commission Members: Simon Wheeler (Chair), Nancy Hamilton, Ruth Waldick
 Staff: Karla Campbell, Senior Manager; Brian MacDonald, Manager Financial Planning and Treasury Corporate Services; Ted Robbins, GM Integrated Water Services; Dan Robson, Manager of Operations Integrated Water Services Saanich Peninsula and Gulf Islands; Peter Sparanese, Senior Manager Infrastructure Operations; Sarah Shugar, Recording Secretary

Chair Wheeler called the meeting to order at 4:05 pm.

1. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Commissioner Hamilton,
That the agenda be adopted as presented.

CARRIED

2. Approval of Minutes – December 6, 2012

MOVED by Director McIntyre, **SECONDED** by Commissioner Hamilton,
That the minutes of the December 6, 2012 Annual General Meeting be approved as presented.

CARRIED

3. Chair's Report

Chair Wheeler provided the following report:

- In September 2013 Commission Wheeler took over from departing Chair, Jim Sharp.
- Staff worked very hard to oversee the Commissioning of the new treatment plant. The treatment plant was completed approximately \$30,000 below the original estimate. Project was completed on time and below budget.
- The water quality is very good although there have been some comments about the level of chlorine.
- There were some system leaks that were repaired by North Salt Spring Waterworks.
- There has been a good level of communication between Salt Spring Island staff, CRD Victoria and the Commission.
- There is one vacancy on the Commission.

MOVED by Director McIntyre, **SECONDED** by Commissioner Waldick,
That the Beddis Water Service Commission receive the Chair's Report as presented.

CARRIED

4. Annual Report

T. Robbins reviewed the Beddis Water Service 2012 Annual Report dated December 10, 2013. Staff to confirm water quality testing results and forward to Commission.

There was question from the members of the public regarding the chlorine levels, especially the Sky Valley Road residents. Staff will look into a gradual decrease at the plant and the possibility of changing the addition of a percentage of the chlorine from the treatment plant to chlorination stations.

MOVED by Commissioner Waldick, **SECONDED** by Director McIntyre,
That the Beddis Water Service Commission receive the 2012 Annual Report as presented.

CARRIED

5. Election of Officers

Commissioner Hamilton advised that she would stand for reappointment. Commissioner Hamilton was reappointed. There is one vacancy remaining on the Commission.

6. New Business

The following items were reported:

- Director McIntyre thanked Chair Wheeler and previous Chair Sharp and staff for all of the effort in the successful Commissioning of the new treatment plant.
- There was a question regarding system leaks. T. Robbins reviewed the protocol for dealing with leaks. Each situation is evaluated for urgency and either North Salt Spring Waterworks or Victoria staff would be called out.
- There was a question regarding emergency preparedness. Previously, there was spill equipment on site. It is recommended a sign be placed at the plant with emergency contact information. It was agreed to refer emergency response items to the CRD Emergency Operations Committee.
- It was confirmed the PRV in Creekside has been replaced.

7. Adjournment

MOVED by Commissioner Waldick, **SECONDED** by Director McIntyre,
That the meeting be adjourned at 5:15 pm.

CARRIED