



Making a difference...together

**Minutes of the Regular Meeting of the Beddis Water Service Commission  
Held February 28, 2014 in the Portlock Park Meeting Room, Salt Spring Island, BC**

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**Present:** **CRD Director:** Wayne McIntyre  
**Commission Members:** Simon Wheeler (Chair), Ruth Waldick  
**Staff:** Dan Robson, Saanich Peninsula and Gulf Islands Operations; Brian MacDonald, Finance; Peter Sparanese, Senior Manager, Infrastructure Operations, Integrated Water Services; Karla Campbell, EA Senior Manager; Michele Akerman, Recording Secretary; Keith Wahlstrom, Contract Engineer

The Chair called the meeting to order at 1:06 pm

**1. Approval of Agenda**

**MOVED** by Director McIntyre, **SECONDED** by Commissioner Wheeler  
That the agenda be approved as presented.

**CARRIED**

**2. Approval of Minutes - December 10, 2013**

**MOVED** by Director McIntyre, **SECONDED** by Commissioner Wheeler  
That the minutes of December 10, 2013 be approved pending any further comments from Commissioner Waldick.

**CARRIED**

**3. 2014 Operating and Capital Budget**

Staff reviewed the 2014 Operating and Capital Budget and he highlighted the following items:

- Biggest change is in December we were working with the 2013 approved budget vs. the estimated actuals and since then we have received the 2013 actuals and as a result we are seeing some significant changes in the overall budget.
- Major changes are looking at a difference in the Operating cost that was estimated at \$88,205, the actual came in at \$40,068, that significant change is due to the plant not operating for the full year.
- Parcel tax for 2013 was \$500.00 per parcel. CRD was recommending \$695 but with this revised budget and the savings it is now recommended a parcel tax of \$550.00 for 2014.
- The user charge will be the same as in 2013, not recommending any changes for the variable consumption charge.

There was a general discussion regarding the forecast into 2015 and why the user charge is not going up and it was decided that the Commission could increase it if they chose to.

There was discussion regarding the disposal costs not coming up to what the forecast is. There is a good estimate but there needs to be a full year of operation and it also

depends on raw water quality in the summer when water quality goes down and sludge disposal costs go up.

Commissioner Waldick requested a list of various things that it takes to operate the system and costs associated with them and how frequently they occur.

**Recommendations**

**MOVED** by Director McIntyre, **SECONDED** by Commissioner Waldick,  
That the Beddis Water Service Commission recommend that the Capital Regional District Board:

1. Approve the 2014 Operating and Capital Budget for the Beddis Water Service as presented;
2. Approve the 2014 Parcel Tax for the Beddis Water Service as presented; and further
3. Approve the 2014 Fixed Annual User Charge and Consumption Charge Rates for the Beddis Water Service as presented.

**CARRIED**

**4. New Business**

There were no new business items for consideration at this time.

**5. Adjournment**

**MOVED** by Commissioner Wheeler, **SECONDED** by, Director McIntyre  
That the meeting be adjourned at 1:29 pm.

**CARRIED**

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**CHAIR**

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**SENIOR MANAGER**