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**BEDDIS WATER SERVICE COMMISSION**

Notice of Meeting on **Monday, June 22, 2015 at 10:00 AM**

Salt Spring Public Library, ROOM 103, 129 McPhillips Ave, Salt Spring Island, BC

Wayne McIntyre

Simon Wheeler

Ruth Waldick

Geoff Bartol

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**AGENDA**

1. **Approval of Agenda**
2. **Adoption of Minutes of March 12, 2015**
3. **Chair and Director Reports**
4. **Reports**
  - 4.1 **Beddis Water Treatment Plant-Emergency Capital Equipment Replacement**
5. **New Business**
6. **Outstanding Business**
7. **Adjournment**



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**Minutes of the Regular Meeting of the Beddis Water Service Commission  
Held March 12, 2015 Public Library Meeting Room, 129 McPhillips Avenue, Salt Spring  
Island, BC**

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**DRAFT**

**Present:**           **Director:** Wayne McIntyre  
                          **Commission Members:** Simon Wheeler (Chair), Ruth Waldick  
                          **Staff:** Karla Campbell, Senior Manager; Keith Wahlstrom, Manager of  
                          Engineering Salt Spring Island, Dan Robson, Manager of Operations  
                          Integrated Water Services Saanich Peninsula and Gulf Islands, Peggy Dayton,  
                          CRD Finance; Tracey Shaver, Recording Secretary

The Chair called the meeting to order at 10:02am with a round table introduction of participants.

**1. Approval of Agenda**

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

**CARRIED**

**2. Approval of Minutes of the Regular Meeting held on October 30, 2014.**

**MOVED** by Commissioner Waldick, **SECONDED** by Director McIntyre,  
That the Minutes of the October 30, 2014 meeting be approved.

**CARRIED**

**3. Chair and Director Reports**

Director McIntyre reported on recent community activities:

- Electoral Area Recycling Services - the CRD Board agreed to extend the Multi Material BC funding shortfall for depot collection of packaging and printed paper in the Electoral Areas until April 30, 2019 to coincide with the length of the curbside collection contract.
- Southern Gulf Islands - meetings and partnerships surrounding economic development for the Southern Gulf Islands have spurred interest in the possibilities of combining budget items for infrastructure improvements.

**4. Reports**

**4.1 2015 Operating and Capital Budget Report**

Staff reviewed the various operating and capital funds which provide the basis for the 2015 budget and participated in a series of questions and answers:

- Increase in electricity budget has evolved over a few years with the development and then operation of the new plant along with the hike in BC Hydro user rates.
- Sludge and liquid waste disposal charges have increased. Commissioners urge CRD to consider long term sustainable options such as reed beds and or lagoons to dispose of the liquid waste coming from the new daft plant.
- Labour charges and contingencies are being adjusted to track and reflect the type of work being done. North Salt Spring Water District (NSSWD) has a base operations

and maintenance contract with an additional amount set aside in other operating expenses for emergency work and the potential need for contingency funds. Recommendation is to use surplus funds to build up a maintenance reserve fund.

- Plans for capital projects over the next several years were reviewed. Issues with the intake pipe were explored and short term versus long term approach to fixing the pipe discussed. Commissioners placed emphasis on actively seeking alternatives to improve and reduce operating costs and be better managers of the system.
- Commissioners did not agree with the recommendation of raising the user fees by 77% and provided an alternative recommendation to increase the user charges by 25% from \$2.00, \$4.50 and \$6.00 per cubic meter to \$2.50, \$5.625 and \$7.50 per cm. Set user charge to \$453 per SFE. Remaining surplus balance be transferred to maintenance reserve fund.

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

1. Approve the 2015 operating and capital budget for the Beddis Water Service as amended;
2. Approve the 2015 parcel tax of \$550.00 and user charge of \$453.00 and consumption charge rates increased by 25% for the Beddis Water Service; and
3. Carry forward \$11,890 as revenue to 2015 and transfer the remaining 2014 surplus to the maintenance reserve fund.
4. Transfer \$1,972 from the New Waterworks Project Fund to the Capital Reserve Fund.

**CARRIED**

**5. Adjournment**

**MOVED** by Director McIntyre, **SECONDED** by Commissioner Waldick,  
That the Regular Meeting be adjourned at 11:07am.

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**CHAIR**

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**SENIOR MANAGER**



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**REPORT TO BEDDIS WATER LOCAL SERVICES COMMISSION  
MEETING OF JUNE 22, 2015**

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**SUBJECT     BEDDIS WATER TREATMENT PLANT - EMERGENCY CAPITAL EQUIPMENT  
REPLACEMENT**

**ISSUE**

Components of two Variable Frequency Drive (VFD) have failed in the Beddis Water Treatment and need to be replaced immediately to ensure a reliable source of drinking water.

**BACKGROUND**

The pumps at the Beddis Water Treatment Plant were intermittently stopping resulting in alarm call-out and emergency response. An assessment by CRD staff diagnosed the problem and identified that the VFD's electrical capacitors that control the pumps are irreparably damaged and require immediate replacement.

At that time, staff was able to carry-out temporary repairs and integrated programming modifications to get the pumps operational while replacement parts were ordered. Although the system is working at this time, there are operational risks, including reduced flow capacity and the potential for the VFDs to fail, along with the two pump. In addition, staff also reviewed the repair requirements and determined that in order to undertake the capacitor replacement, a spare VFD is needed to keep the system operational during the repair work.

The additional VFD will have an added benefit for the water system as it will serve as a spare backup should either VFD fail in the future.

CRD staff did investigate what may have contributed to the premature VFD capacitor failure and nothing conclusive has been determined. However, a voltage surge as a result of a lightning strike is suspected. It is important to note that the VFD equipment and the components are recognised as high industrial quality and as such not considered to be the issue that contributed to the failure.

The budget for the work is estimated at \$14,000. CRD staff will undertake this work and the estimated budget breakdown is as follows:

|                                  |                  |
|----------------------------------|------------------|
| • Capacitors to Repair VFDs      | \$ 3,000         |
| • New Variable Frequency Drive   | \$ 4,700         |
| • Labour                         | \$ 5,200         |
| • Engineering, Admin, Operations | <u>\$ 1,100</u>  |
| <b>Total Cost</b>                | <b>\$ 14,000</b> |

**ALTERNATIVES**

1. That the Beddis Water Local Services Commission approve up to \$14,000 from the Capital Reserve Fund 1069 to undertake emergency repairs of two VFD's and the purchase of one additional VFD at the Beddis Water Treatment Plant.
2. That the Beddis Water Local Services Commission request Capital Regional District staff to provide additional information and report back.

**IMPLICATIONS**

Alternative 1 - The VFD repair work and purchase of one additional VFD are eligible capital expenditures. The repairs are expected to extend the equipment's service life. As of December 31, 2014 the Capital Reserve Fund 1069 balance is \$99,693. Currently, there is \$64,915 of uncommitted funds remaining and if \$14,000 is approved there are sufficient funds remaining to carry-out the five year capital plan.

Alternative 2 - There will be extra staff time required in order to; collect additional information; prepare and present a staff report to the Commission for their consideration. As a result there will be additional costs and delays.

**CONCLUSION**

The failure of VFDs created an extreme risk to the water. The pumps at the water treatment plant are critical system components and they required immediate repairs and an additional VFD to mitigate the risk in case of a re-occurrence.

**RECOMMENDATION**

That the Beddis Water Local Services Commission approve up to \$14,000 from the Capital Reserve Fund 1069 to undertake emergency repairs of two VFD's and the purchase of one additional VFD at the Beddis Water Treatment Plant.

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Keith Wahlstrom, P.Eng.  
Manager, Engineering  
Salt Spring Island Electoral Area

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Dan Robson, A.Sc.T  
Manager, Saanich Peninsula and Gulf  
Islands Operations  
Infrastructure Engineering & Operations

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Peter Sparanese, P.Eng.  
Senior Manager, Infrastructure  
Engineering and Operations  
Concurrence

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Karla Campbell  
Senior Manager  
Salt Spring Island Electoral Area  
Concurrence

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Ted Robbins, BSc., C Tech.  
General Manager, Integrated Water  
Services  
Concurrence

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