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**Minutes of the ANNUAL GENERAL MEETING of the Beddis Water Service Commission
Held November 20, 2017 at the Creekside Meeting Room, #108 121 McPhillips Ave Salt
Spring Island, BC**

Present: **Director:** Wayne McIntyre
Commission Members: Simon Wheeler (Chair), Geoff Bartol, Doreen Hewitt, Ruth Waldick
Staff: Karla Campbell, Senior Manager SSI Electoral Area; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Kyu-Chang Jo, Financial Analyst 2; Kristi Wilson, Environmental Science Officer; Tracey Shaver, Recording Secretary

1. Call to Order

The meeting was called to order at 10:00 am.

2. Approval of Agenda

MOVED by Commissioner Bartol, **SECONDED** by Waldick,
That the Beddis Water Service Commission 2016 Annual General Meeting agenda of November 20, 2017 be approved.

CARRIED

3. Adoption of Minutes of the 2015 Annual General Meeting held on June 21, 2016

MOVED by Commissioner Bartol, **SECONDED** by Commissioner Hewitt,
That the Beddis Water Service Commission 2015 Annual General meeting minutes of June 21, 2016 be approved.

CARRIED

4. Chair and Director Reports

4.1 Chair Report

Chair Wheeler provided a brief report:

- Very little communication from CRD staff during the current year
- Departure of Keith Wahlstrom and hiring of new engineer, Chris Davidson
- Thank you to the Hewitt's for monitoring the quality of the raw lake water
- Capital works completed by local contractors

4.2 Director McIntyre - no report

5. Reports

5.1 Annual Report for 2016 Fiscal Year

Staff reviewed the 2016 Annual Report highlighting the following:

- 28.2% unaccounted for non-revenue water; almost double previous year.

- Metered water used was unchanged from the previous year.
- Conservation efforts have been effective.
- Water loss is due to a few large leaks.
- Large leaks are discovered through the SCADA system when there is a drop in the reservoir tank levels; and regular visual inspections.
- Revenue is higher due to the increase in User Charges.
- Email notices and postings to the Exchange are provided for all capital works and emergencies which impact service; no communication required for routine work and inspections.

6. Election of Officers

Commissioners Hewitt and Waldick agreed to stand for an additional term. No other nominations or objections were brought forward.

MOVED by Commissioner Bartol, **SECONDED** by Director McIntyre,
That Commissioners Hewitt and Waldick are nominated by acclamation for terms which begin in 2018.

CARRIED

7. New Business

Commissioner Hewitt provided information on the raw water quality of Cusheon Lake during 2017.

- Lake frozen for several months
- Potential contamination of watershed from land fill
- No cyanobacteria toxin present

8. Adjournment

MOVED by Commissioner Bartol, **SECONDED** by Director McIntyre,
That the meeting be adjourned at 10:50 am.

CHAIR

SENIOR MANAGER