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**MINUTES OF A MEETING OF THE JUAN DE FUCA WATER DISTRIBUTION COMMISSION
Held Tuesday, September 4, 2012, Goldstream Conference Room, 479 Island Highway**

PRESENT: **Commissioners:** B. Gramigna (C), J. Rogers, W. Sifert, G. Logan, K. Williams
 Staff: T. Robbins, S. Thaver, C. Gottfred, M. Montague (Recorder)

ABSENT: Commissioners Haldane, Hicks

The meeting was called to order at 12 pm.

1. APPROVAL OF AGENDA

The following items were added to the agenda:

- Request for a rate reduction for the WildARC;
- Juan de Fuca Water Distribution Commission policy regarding video recording of meetings;
- Report on delivery of potable water following an earthquake

MOVED by Commissioner Logan and **SECONDED** by Commissioner Sifert,
that the Juan de Fuca Water Distribution Commission approve the agenda as amended.

CARRIED

2. ADOPTION OF MINUTES OF THE MEETING HELD MAY 1, 2012

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Sifert,
that the Juan de Fuca Water Distribution Commission adopt the minutes of the meeting held May 1,
2012 as distributed.

CARRIED

3. CHAIRS REMARKS

The Chair noted that Jack Hull resigned his position as General Manager at Integrated Water Services and accepted the position as Acting Project Director for the planning stage of the Core Area Liquid Waste Management Program. He introduced Ted Robbins, Acting General Manager of Integrated Water Services until the position is filled on a permanent basis. T. Robbins addressed the Commission and provided them with a brief history on his employment background.

4. PRESENTATIONS/DELEGATIONS

Sara Dubois, BCSPCA, made a presentation to the Commission and requested a rate reduction for the WildARC located at 1020 Malloch Road in Metchosin.

5. MAIN NO. 8 CROSSING OF BILSTON CREEK (TENDER REF. NO. 2012-712) AWARD OF CONSTRUCTION CONTRACT

MOVED by Commissioner Logan and **SECONDED** by Commissioner Sifert,
that the Juan de Fuca Water Distribution Commission award a construction contract to Brunnell Construction Ltd. for \$146,425.00 (excluding HST) for the Main No. 8 Crossing of Bilston Creek (Tender No. 2012-712), subject to the Regional Water Supply Commission adopting a recommendation to award the same contract.

CARRIED

6. REVENUE AND EXPENDITURE STATEMENT AS AT JULY 31, 2012

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Sifert,
That the Juan de Fuca Distribution Commission receive the staff report for information.

CARRIED

7. WATER WATCH

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Sifert, that the Juan de Fuca Water Distribution Commission receive the report for information.

CARRIED

8. NEW BUSINESS

- Request for a Rate Reduction for the Wild ARC

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Logan, that the Juan de Fuca Water Distribution commission direct staff to prepare draft amendments to the fees and charges bylaw for the Juan de Fuca water distribution system to facilitate the rate reduction to the agricultural rate for the Wild ARC and take the matter before the Regional Water Supply Commission for input and consideration.

CARRIED

- Juan de Fuca Water Distribution Commission Policy Regarding Video Recording of Meetings

Discussion ensued on this item and it was agreed that T. Robbins would discuss the issue of videotaping Commission meetings with K. Daniels, Chief Administrative Officer for the Capital Regional District, and report back to the Commission at the next meeting.

- Report on Delivery of Potable Water Following an Earthquake

T. Robbins noted that he would provide a status report on this item at the next Commission meeting. Dry hydrants will be included as part of the update.

9. ADJOURNMENT

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Williams, that the meeting of the Juan de Fuca Water Distribution Commission be adjourned at 12:50 pm.

CARRIED

Chair

Secretary