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MINUTES OF A MEETING OF THE JUAN DE FUCA WATER DISTRIBUTION COMMISSION
Held Tuesday, January 7, 2014, Goldstream Conference Room, 479 Island Highway

PRESENT: **Commissioners:** B. Gramigna, J. Rogers, L. Szpak, W. Sifert, K. Williams, H. Haldane, M. Hicks, G. Logan
 Staff: T. Robbins, T. Tanton, P. Sparanese, M. Montague (Recorder)

The meeting was called to order at 12:03 pm.

1. ELECTION OF CHAIR AND VICE CHAIR

T. Robbins called for nominations for the position of Chair of the Juan de Fuca Water Distribution Commission for 2014.

Commissioner Hicks nominated Commissioner Gramigna.

T. Robbins called for nominations a second and third time and hearing none, proclaimed Commissioner Gramigna Chair of the Juan de Fuca Water Distribution Commission for 2014 by acclamation. Commissioner Gramigna assumed the Chair.

The Chair called for nominations for Vice Chair of the Juan de Fuca Water Distribution Commission for 2014.

Commissioner Hicks nominated Commissioner Rogers.

The Chair called for nominations a second and third time and hearing none, proclaimed Commissioner Rogers Vice-Chair of the Juan de Fuca Water Distribution Commission for 2014 by acclamation.

2. APPROVAL OF AGENDA

Correspondence forwarded via email from the Director of the Juan de Fuca Electoral Area regarding Bulk Water Stations was added to the agenda under Item 5.

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Williams that the Juan de Fuca Water Distribution Commission approve the agenda as amended.

CARRIED

3. ADOPTION OF MINUTES OF THE MEETING HELD NOVEMBER 5, 2013

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Sifert, that the Juan de Fuca Water Distribution Commission adopt the minutes of the meeting held November 5, 2013 as distributed.

CARRIED

4. CHAIRS REMARKS

The Chair remarked as follows:

- He thanked the members for showing their continued confidence in him by electing him Chair for another year.
- He reported on the meeting with the West Shore Fire Services and noted that the Fire Chiefs were in favour of the improvements suggested. CRD staff will now develop policies and procedures for implementation of the improvements and, once reviewed, a report will be brought to the Commission.

- He advised the members that any correspondence to be considered by the Commission should be addressed to the Chair of the Juan de Fuca Water Distribution Commission and to the Commission. Once received, the correspondence will then be added to the next Commission meeting agenda.
- He reported that there were two water main breaks over the holiday period and noted that CRD staff that attended did an absolute terrific job. He acknowledged Gary Jay, Team Lead, Construction Division, for the quick and thoughtful decision made by him during the response to the water main break on Sooke Road on December 17, 2013.

5. CORRESPONDENCE

- View Royal Ratepayers & Community Association
T. Robbins reported that CRD staff did apply an adjustment under the bylaw for the View Royal Ratepayers & Community Association.

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Szpak, that the Juan de Fuca Water Distribution Commission receive the correspondence.

CARRIED

- Correspondence forwarded via email from the Director of the Juan de Fuca Electoral Area regarding Bulk Water Stations.

MOVED by Commissioner Hicks and **SECONDED** by Commissioner Rogers, that the Juan de Fuca Water Distribution Commission receive the correspondence.

CARRIED

6. BULK WATER DISPENSING STATIONS

T. Robbins spoke to the report. The Commission discussed the following points:

- Number of bulk water carriers that hold permits
- Operational changes for bulk water carriers
- Options for installation of additional bulk water dispensing station(s)
- Alternative bulk water delivery systems
- Budget impacts
- Status of wells on Vancouver Island

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Szpak, that the report to the Juan de Fuca Water Distribution Commission regarding Bulk Water Dispensing Stations be tabled.

CARRIED

7. EXTENSION OF THE AWARD OF CONTRACT FOR SUPPLY OF PAVING SERVICES

T. Robbins spoke to the report.

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Szpak, that the Juan de Fuca Water Distribution Commission approve the extension of the award of the contract for the supply of paving services to Capital City Paving Ltd. for one year, effective March 1, 2014, based on the price per unit of measurement as submitted in the 2012 tender, not including taxes.

CARRIED

8. WATER WATCH

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

CARRIED

9. QUESTIONS FROM MEMBERS OF THE PUBLIC

None.

10. NEW BUSINESS

There was no new business.

11. ADJOURNMENT

MOVED by Commissioner Rogers and **SECONDED** by Commissioner Hicks,
that the meeting of the Juan de Fuca Water Distribution Commission be adjourned at 1:15 pm.

CARRIED

Chair

Secretary