



Making a difference...together

**Minutes of the Annual General Meeting of the Port Renfrew Utility Services Committee
Held March 8, 2012 at the Port Renfrew Fire Hall - Video Conference**

Present: Committee Members: Director M. Hicks, R. Wilson (Chair), A. Tremblay, C. Kuzman

Public: Two members of the public

Attending via Video Conference:

CRD Staff: J. Poncelet, Senior Financial Analyst, C. Preece, Manager, Core Area Operations, T. Tanton, Senior Manager, Infrastructure Engineering, L. Siemens (Recorder)

Regrets Chair Conlin, T. Wyton, D. Hunt

1. Call to Order

Vice-Chair Wilson called the meeting to order at 10:25 a.m.

2. Approval of Agenda

The following changes were made to the agenda.

- Add: Questions from the Public under New Business

MOVED by Director Hicks, **SECONDED** by A. Tremblay, that the agenda of the Port Renfrew Utility Services Committee Annual General Meeting be approved as amended.

CARRIED

3. Minutes of the Annual General Meeting of October 21, 2010

The minutes of the Annual General Meeting of October 21, 2010 were provided for information. They had been adopted at a previous meeting.

Director Hicks advised that he could provide the committee members with hard copies of agendas by receiving them at his Sooke office by e-mail rather than sending by Canada Post.

4. Chair's Report

There was no chair's report.

5. 2011 Operations Report

Staff presented a written report. The following topics were addressed:

- Committee Structure
- Street Lighting Budget
- Water System Operations 2011
- Water Budget – Snuggery Cove
- Water Budget – Port Renfrew Water
- Sewer System Operations
- Sewer Budget

**Port Renfrew Utility Services Committee Annual General Meeting Minutes
March 8, 2012**

- Refuse Budget

MOVED by Director Hicks, **SECONDED** by A. Tremblay, that the Port Renfrew Utility Services Committee receive the 2012 Operations Report for information.

CARRIED

6. New Business

Questions from the Public

Questions were addressed on the following topics:

- Process to be excluded from the service area.
- Fire hydrant on Parkinson Road hit by vehicle – to be investigated.

7. Adjournment

The meeting was adjourned at 10:50 a.m.