



Making a difference...together

**Minutes of the Annual General Meeting of the Port Renfrew Utility Services Committee
Held November 18, 2013 at the Port Renfrew Fire Hall, Port Renfrew, BC**

PRESENT: **Committee Members:** R. Wilson (Chair), CRD Regional Director, M. Hicks, A. Tremblay, W. Smith, C. Kuzman
 Staff: T. Tanton, Senior Manager, Infrastructure Engineering; T. Watkins, Manager, ERM Policy and Planning, J. Poncelet, Senior Financial Analyst, L. Siemens (recorder)

ABSENT: D. Hunt

The meeting was called to order at 5:40 pm.

1. Approval of Agenda

MOVED by Director Hicks, **SECONDED** by A.Tremblay,
That the agenda be approved as distributed.

CARRIED

2. Adoption of Minutes of Annual General Meeting of October 22, 2012

MOVED by Director Hicks, **SECONDED** by A. Tremblay,
That the minutes of the Annual General Meeting of October 22, 2012 be adopted as previously distributed.

CARRIED

3. Chair's Report

Chair Wilson reported that the taste of the water has improved.

4. Annual Report

T. Tanton presented a written report. The following topics were addressed:

- Port Renfrew Utility Services Committee structure
- Street Lighting Service
- Drinking Water Service
- Water Supply and Demand
 - Port Renfrew Water Production
 - 2012 Average Annual Water Use Per Connection
- Drinking Water Quality
- Sewer Service – Operations
 - Treated Sewage Annual Flows by Year
 - Treated Effluent Discharge
- Refuse Disposal Service
- 2012 Year End Financial Report

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

CARRIED

C. Kuzman joined the meeting at 6:10 pm.

5. Election of Officers

The following nominations were received in writing by the November 1, 2013 deadline
for a term beginning January 1, 2014 and expiring on December 31, 2015:

Representatives for the Water, Sewer and Street Lighting Service Areas.

- Rob Wilson

Rob Wilson was elected by acclamation.

Representative for Pacheedaht First Nation Elected by the Band

- Dale Peeler

There were no nominations for the Snuggery Cove water area.

Dale Peeler and Rob Wilson's names will be forwarded to the CRD Board for
appointment.

6. New Business

Concerns were raised regarding danger trees along the highway. CRD staff advised
that it was not a CRD service and therefore there is no budget to fund removal of trees.

7. Adjournment

The meeting was adjourned at 6:30 pm.