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**MINUTES OF A MEETING OF THE REGIONAL WATER SUPPLY COMMISSION**  
**Held Wednesday, September 21, 2016 in the 6<sup>th</sup> Floor Boardroom, 625 Fisgard Street**

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**PRESENT: Commissioners:** G. Orr (Chair), B. Fallot (for M. Lougher-Goodey), G. Baird, M. Hicks, C. Coleman, J. Rogers, L. Wergeland, B. Isitt, G. Young, T. Morrison, W. Sifert, R. Kasper, L. Szpak, J. Loveday, V. Sanders, D. Murdock, G. Logan, V. Derman, B. Gramigna, Z. King, E. Zhelka, F. Haynes

**Staff:** T. Robbins, A. Constabel, I. Jesney, M. McCrank, M. Montague (Recorder)

The meeting was called to order at 12:30 p.m.

**1. APPROVAL OF THE AGENDA**

**MOVED** by Commissioner Baird and **SECONDED** by Commissioner Coleman,  
That the Regional Water Supply Commission approve the agenda.

CARRIED

**2. ADOPTION OF THE MINUTES OF JUNE 15, 2016**

**MOVED** by Commissioner Gramigna and **SECONDED** by Commissioner Baird,  
That the Regional Water Supply Commission adopt the minutes of the meeting held  
June 15, 2016.

CARRIED

**3. CHAIR'S REMARKS**

The Chair remarked that Commissioner Lougher-Goodey is away on a trip and not able to attend the meeting today. He thanked the Commission members that participated in the budget subcommittee meeting held this morning at 9 am.

**4. PRESENTATIONS/DELEGATIONS**

There were no presentations/delegations.

**5. WATER ADVISORY COMMITTEE – CHAIR'S REPORT**

The Chair of the Water Advisory Committee was not in attendance. G. Orr noted that the draft minutes of the last Water Advisory Committee meeting are included in the agenda package on Page 4, and contain comments regarding public tours, which will be discussed later in the agenda.

**6. GENERAL MANAGER'S REPORT**

Budget Subcommittee – T. Robbins reported that the Budget Subcommittee met this morning. The next steps will be to bring a report and draft budget to the Commission in October. A recommendation will then be sent to the Board through the Committee of the Whole in November.

**7. JAPAN GULCH UV & CHLORINATION FACILITY SUPPLY AND DELIVERY OF A DIESEL STANDBY POWER GENERATOR RECOMMENDATION OF AWARD OF CONTRACT 2016-152**

I. Jesney spoke to the report.

**MOVED** by Commissioner Kasper and **SECONDED** by Commissioner Szpak,  
That the Regional Water Supply Commission award the contract for the Supply and Delivery of a Diesel Standby Power Generator for the Japan Gulch UV & Chlorination (RFQ. 2016-152) to Cullen Diesel Power Ltd. for the amount of \$400,307.00, including contingency.

CARRIED

**8. SMITH HILL RESERVOIR, PROPOSED PUBLIC SAFETY IMPROVEMENTS – PROJECT COMPLETION UPDATE**

T. Robbins spoke to the report and noted that the report was submitted as a project completion report.

**MOVED** by Commissioner Isitt and **SECONDED** by Commissioner Coleman,  
That the Regional Water Supply Commission receive the staff report for information.

CARRIED

Commissioner Isitt thanked all staff involved in the project.

**9. SUMMARY OF THE 2016 “GET TO KNOW YOUR H<sub>2</sub>O TOURS” (PUBLIC TOURS OF THE GREATER VICTORIA WATER SUPPLY AREA AND WATER SUPPLY FACILITIES)**

A. Constabel spoke to the report.

**MOVED** by Commissioner Baird and **SECONDED** by Commissioner Rogers,  
That the Regional Water Supply Commission receive the staff report for information.

CARRIED

**10. WATER WATCH**

**MOVED** by Commissioner Szpak and **SECONDED** by Commissioner Baird,  
That the Regional Water Supply Commission receive the staff report for information.

CARRIED

**11. NEW BUSINESS**

There was no new business.

**12. ADJOURNMENT**

**MOVED** by Commissioner Szpak and **SECONDED** by Commissioner Logan,  
That the Regional Water Supply Commission meeting be adjourned at 1 pm.

CARRIED

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Chair

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Secretary