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**Minutes of a Meeting of the Saanich Peninsula Wastewater Commission
Held November 21, 2013 in the Saanich Peninsula Treatment Plant Meeting Room
9055 Mainwaring Road, North Saanich, BC**

PRESENT: **Commissioners:** G. Orr (Chair), M. Lougher-Goodey (Vice-Chair), T. Daly, M. Doehnel, J. John, Z. King, M. Loveless, J. MacGowan, E. McMurphy, M. Williams
 Staff: T. Robbins, General Manager, Integrated Water Services; D. Telford, Senior Manager, Environmental Engineering; A. Lui, Manager, Environmental Engineering; D. Green, Environmental Science Officer; C. Lowe, Environmental Science Officer; J. Poncelet, Senior Financial Analyst; M. Montague (recorder)

ABSENT: A. Bryson

The meeting was called to order at 9:45 am.

1. APPROVAL OF AGENDA

MOVED by Commissioner Loveless, **SECONDED** by Commissioner Lougher-Goodey, that the Saanich Peninsula Wastewater Commission approve the agenda as circulated.

CARRIED

2. ADOPTION OF MINUTES

MOVED by Commissioner Loveless, **SECONDED** by Commissioner Lougher-Goodey, that the Saanich Peninsula Wastewater Commission adopt the minutes of the June 20, 2013 meeting as previously circulated.

CARRIED

3. CHAIR'S REMARKS

The Chair remarked as follows:

- He thanked the CRD departments, and associated staff, and particularly Integrated Water Services and Parks and Environmental Services for their service with regard to a variety of topics covered with the wastewater commission.
- Amendment No. 9 to the Core Area Liquid Waste Management Plan revising the wording regarding the beneficial use of biosolids was tabled by the Core Area Liquid Waste Management Committee.
- There has been good progress on the heat recovery project, which will improve overall system performance.

4. REVIEW OF TASK LIST OF JUNE 20, 2013

The task list was reviewed.

5. 2014 CAPITAL AND OPERATING BUDGET

T. Robbins presented the budget.

MOVED by Commissioner Lougher-Goodey, **SECONDED** by Commissioner King, that the Saanich Peninsula Water Commission recommend that the CRD Board approve the 2014 Operating and Capital Budget.

CARRIED

T. Daly **OPPOSED**

MOVED by Commissioner Lougher-Goodey, **SECONDED** by Commissioner King, that the Saanich Peninsula Wastewater Commission recommend that the CRD Board approve the 2014 debt budget.

CARRIED

MOVED by Commissioner Lougher-Goodey, **SECONDED** by Commissioner King, that the Saanich Peninsula Water Commission recommend that the CRD Board approve the 2014 Environmental Services program budgets that are incorporated in the Saanich Peninsula Wastewater service, including Liquid Waste Management Plan Implementation, Saanich Peninsula Stormwater Quality Management, and Saanich Peninsula Source Control Stormwater.

CARRIED

M. Doehnel **OPPOSED**

MOVED by Commissioner Lougher-Goodey, **SECONDED** by Commissioner King, that the Saanich Peninsula Water Commission recommend that the CRD Board balance the 2013 actual revenue and expense on the transfer to capital reserve fund.

CARRIED

T. Daly **OPPOSED**

6. SAANICH PENINSULA TREATMENT PLANT WASTEWATER AND MARINE ENVIRONMENT PROGRAM 2012 ANNUAL REPORT AND UPDATE ON TECHNICAL WATER QUALITY REVIEW PANEL ACTIVITIES

C. Lowe presented the report.

MOVED by Commissioner Loveless, **SECONDED** by Commissioner Lougher-Goodey, that the Saanich Peninsula Wastewater Commission receive the Technical Water Quality Review Panel Progress update for information.

CARRIED

MOVED by Commissioner Loveless, **SECONDED** by Commissioner Lougher-Goodey, that the Saanich Peninsula Wastewater Commission:

- a) receive the *Saanich Peninsula Treatment Plan Wastewater and Marine Environment Program 2012 Annual Report* for information; and
- b) forward a copy of the *Saanich Peninsula Treatment Plant Wastewater and Marine Environment Program 2012 Annual Report* to the Ministry of Environment.

CARRIED

7. THERMAL ENERGY RECOVERY SYSTEM – SYSTEM IMPROVEMENT AND OPTIMIZATION PLAN UPDATE

A. Liu presented the report.

MOVED by Commissioner Lougher-Goodey, **SECONDED** by Commissioner Williams, that the Saanich Peninsula Wastewater Commission receive the staff report for information.

CARRIED

8. NEW BUSINESS

- T. Robbins noted that other locations for meetings can be looked at and CRD staff will investigate further.

9. ADJOURNMENT

MOVED by Commissioner MacGowan, **SECONDED** by Commissioner Lougher-Goodey, that the Saanich Peninsula Wastewater Commission meeting be adjourned at 11:03 am.

CARRIED

CHAIR