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**Minutes of a Meeting of the Saanich Peninsula Wastewater Commission
Held February 20, 2014 in the Saanich Peninsula Treatment Plant Meeting Room
9055 Mainwaring Road, North Saanich, BC**

PRESENT: **Commissioners:** M. Williams, M. Lougher-Goodey, T. Daly, M. Doehnel, M. Loveless, J. Garrison (for A. Bryson), R. Windsor (for Z. King) R. Barnhart, A. Rowland
Staff: T. Robbins, General Manager, Integrated Water Services; P. Sparanese, Senior Manager, Infrastructure Operations; T. Tanton, Senior Manager, Infrastructure Engineering; D. Telford, Senior Manager, Environmental Engineering; H. Lee, Environmental Science Officer; T. Smyth, Senior Environmental Science Officer; M. Montague (recorder)
ABSENT: E. McMurphy

The meeting was called to order at 9:20 am.

1. ELECTION OF CHAIR AND VICE-CHAIR

T. Robbins called for nominations for the Chair of the Saanich Peninsula Wastewater Commission for 2014.

- M. Lougher-Goodey nominated M. Williams.

T. Robbins called a second and third time for further nominations and, as there were none, M. Williams was declared Chair for 2014 by acclamation.

Chair Williams called for nominations for the position of Vice-Chair of the Saanich Peninsula Wastewater Commission for 2014.

- M. Loveless nominated M. Lougher-Goodey

Chair Williams called a second and third time for further nominations and, as there were none, M. Lougher-Goodey was declared Vice-Chair for 2014 by acclamation.

2. APPROVAL OF AGENDA

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

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Loveless, **SECONDED** by Commissioner Lougher-Goodey, that the Saanich Peninsula Wastewater Commission adopt the minutes of the November 21, 2013 meeting as circulated.

CARRIED

4. CHAIR'S REMARKS

The Chair had no remarks.

5. REVIEW OF TASK LIST OF NOVEMBER 21, 2013

The task list was reviewed and updated.

6. **REGIONAL SOURCE CONTROL PROGRAM – 2012 ANNUAL REPORT**

H. Lee spoke to the report.

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

CARRIED

7. **SAANICH PENINSULA WASTEWATER TREATMENT PLANT CAPACITY UPDATE**

T. Tanton spoke to the report.

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

CARRIED

8. **NEW BUSINESS**

- It was suggested that M. Doehnel bring ideas to the table for discussion on what the Commission can do to increase the quality of the effluent.
- M. Williams suggested that a report on infrastructure and assets be brought to the Commission at a future meeting, including current status, timelines and funding options.

9. **ADJOURNMENT**

MOVED by Commissioner Lougher-Goodey, **SECONDED** by Commissioner Windsor, that the Saanich Peninsula Wastewater Commission meeting be adjourned at 9:51 am.

CARRIED

CHAIR