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**Minutes of a Meeting of the Saanich Peninsula Wastewater Commission  
Held June 18, 2015 in the Saanich Peninsula Treatment Plant Meeting Room,  
9055 Mainwaring Road, North Saanich, BC**

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**PRESENT: Commissioners:** M. Williams (Chair), M. Lougher-Goodey, J. Thornburgh, P. Wainwright, R. Windsor, M. Doehnel, Z. King, C. Stock  
**ABSENT: Commissioners:** A. Rowland, R. Barnhart  
**Staff:** T. Robbins, General Manager, Integrated Water Services; P. Sparanese, Senior Manager, Infrastructure Engineering & Operations; G. Harris, Senior Manager, Environmental Protection; D. Green, Supervisor, Stormwater Quality; C. Gottfred, Manager, Wastewater Engineering and Planning; M. Montague (recorder)  
**Guests:** G. Orr, P. O'Reilly

**1. APPROVAL OF AGENDA**

**MOVED** by Commissioner Windsor, **SECONDED** by Commissioner Lougher-Goodey, that the Saanich Peninsula Water Commission approve the agenda.

CARRIED

**2. ADOPTION OF MINUTES**

**MOVED** by Commissioner Lougher-Goodey, **SECONDED** by Commissioner Windsor, that the Saanich Peninsula Water Commission adopt the minutes of the April 16, 2015 meeting.

CARRIED

**3. CHAIR'S REMARKS**

The Chair remarked that he will be away from September 13 to October 16 and P. Wainwright will act as the Chair during that period.

**4. PRESENTATIONS/DELEGATIONS**

None.

**5. CORRESPONDENCE**

T. Robbins spoke to the letter from R. Paquette requesting that the tree line surrounding the waste treatment plant be topped to a height sufficient to restore the ocean view previously enjoyed by the property owners in the neighbourhood.

**MOVED** by Commissioner Windsor, **SECONDED** by Commissioner Lougher-Goodey, That the Saanich Peninsula Wastewater Commission authorize staff to allocate \$10,000 from the operational budget to undertake work to bring the trees down to the level of the other trees after consulting with an arborist.

DEFEATED

**MOVED** by Commissioner Stock, **SECONDED** by Commissioner King, That the Saanich Peninsula Wastewater Commission direct staff to provide a report outlining different options for dealing with the trees and to respond to the letter writer indicating this course of action.

CARRIED

**6. BAZAN BAY OUTFALL INSPECTION**

T. Robbins provided a verbal report on the inspection of the Bazan Bay outfall. He reported that a notice was sent to residents after discovering a 4" hole in the outfall close to the shore. A dive crew has made the repairs to the pipe and if there are any further issues, a report will be brought to the Commission for consideration.

**7. DISTRICT ENERGY SYSTEM PROJECT UPDATE – PHASE 2 COST BENEFIT ANALYSIS**

T. Robbins spoke to the report.

**MOVED** by Commissioner Lougher-Goodey, **SECONDED** by Commissioner Stock,  
That the Saanich Peninsula Wastewater Commission direct staff:

1. To continue actively considering any opportunities that arise with potential customers for the for the DES;
2. To meet with PRC staff to discuss the requirement to raise the current energy rate from \$12.015/GJ and to negotiate an increase in the energy rate resulting in a financially neutral position for PRC;
3. Review the energy rate annually and adjust as required to reflect market values; and
4. Re-evaluate the financial situation when major equipment fails, and present the Commission with an evaluation report on the viability of continuing with DES operations.

CARRIED

**MOVED** by Commissioner Wainwright, **SECONDED** by Commissioner King,  
That the Saanich Peninsula Wastewater Commission direct staff to approach the Core Area Liquid Waste Management Committee and the Roundtable on the Environment to request that they add an item to their agenda entitled “Recommendations from other Wastewater Commissions” as a regular item.

CARRIED

**MOVED** by Commissioner King, **SECONDED** by Commissioner Stock,  
That the Saanich Peninsula Wastewater Commission direct staff to ask the Core Area Liquid Waste Management Committee and the Roundtable on the Environment if they would like staff to make a short presentation to the committee on the lessons learned from the DES project.

CARRIED

**8. RENEWAL OF WASTEWATER SERVICE AGREEMENT WITH VICTORIA AIRPORT AUTHORITY**

**MOVED** by Commissioner Lougher-Goodey, **SECONDED** by Commissioner Windsor,  
That the Saanich Peninsula Wastewater Commission approve the renewal of the Victoria Airport Authority wastewater service agreement for the term January 31, 2015 to January 30, 2025.

CARRIED

**9. TERMS OF REFERENCE FOR A SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN ADVISORY COMMITTEE**

T. Robbins spoke to the report.

**MOVED** by Commissioner Lougher-Goodey, **SECONDED** by Commissioner Windsor,  
That the Saanich Peninsula Wastewater Commission approve the terms of reference for a Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee and direct staff to establish the Committee and send the terms of reference to Municipal Councils, First Nations Band Councils and other agencies, request support and the appointment of a “Technical Representative” as identified in the terms of reference to participate in the Committee and report back to Council and other agencies.

CARRIED

**10. SAANICH PENINSULA WASTEWATER STRATEGIC ASSET MANAGEMENT PLAN**

P. Sparanese spoke to the report.

**MOVED** by Commissioner Lougher-Goodey, **SECONDED** by Commissioner Windsor,  
That the Saanich Peninsula Wastewater Commission approve, in principle, the long term financial plan presented in the table “Saanich Peninsula Wastewater Service – Proposed 20 yr Financial Plan (2015-2034), June 18, 2015” and direct staff to use the plan as a guide for development of the annual and long term budget, and update the plan as required.

CARRIED

**11. SAANICH PENINSULA STORMWATER QUALITY – 2014 ANNUAL REPORT**

**MOVED** by Commissioner Doehnel, **SECONDED** by Commissioner Windsor,  
That the Saanich Peninsula Wastewater Commission direct staff to bring forward an item to increase stormwater quality monitoring by a lift of \$10,000, after inflationary consideration, to the 2016 budget meeting for consideration and approval.

CARRIED

**MOVED** by Commissioner Windsor, **SECONDED** by Commissioner Lougher-Goodey,  
That the Saanich Peninsula Wastewater Commission receive the report for information.

CARRIED

**12. NEW BUSINESS**

2016 Budget – T. Robbins noted that there will be an accelerated budget cycle again this year and staff are currently working on a meeting schedule. Once the schedule is final, the Commission will be advised of the meeting date to review the 2016 budget.

Next Meeting – The next meeting of the Saanich Peninsula Wastewater Commission will be held Thursday, September 17, 2015. The date for the budget meeting will be confirmed in the fall.

**13. ADJOURNMENT**

**MOVED** by Commissioner King, **SECONDED** by Commissioner Windsor,  
that the Saanich Peninsula Water Commission meeting be adjourned at 11 am.

CARRIED

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**CHAIR**