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**Minutes of a Meeting of the Seaterra Program Commission  
Held Friday, October 25, 2013 in the CRD Board Room, 625 Fisgard Street**

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**Present: Commissioners:** B. Eaton (Chair), F. Cummings, P. Elardo, H. McConnell  
**Staff:** R. Lapham, Chief Administrative Officer, CRD; A. Sweetnam, Program Director, Seaterra Program; S. Santarossa, Corporate Officer, CRD; M. Gibbs (recorder)

**Regrets: Commissioners:** I. Ing, L. Hughes, C. Smith (Vice-Chair)

The meeting was called to order at 9:00 am.

The Chair noted that Commissioners Smith, Hughes and Ing had been delayed due to fog, but that the meeting could proceed as a quorum was achieved with four Commissioners present.

**1. Approval of Agenda**

**MOVED** by F. Cummings, **SECONDED** by H. McConnell,  
That the agenda be approved as previously circulated.

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by F. Cummings, **SECONDED** by H. McConnell,  
That the minutes of the September 27, 2013 meeting be adopted as previously circulated.

**CARRIED**

**3. Chair's Remarks:**

None

**4. Presentations/Delegations:**

None

**5. Core Area Wastewater Treatment Program Monthly Progress Report No. 5**

A. Sweetnam took as the report as read. There were no questions.

**MOVED** by H. McConnell, **SECONDED** by F. Cummings  
That the Seaterra Program Commission:

1. Approve the Monthly Program Progress Report No. 5 for September 2013.
2. Forward the Core Area Wastewater Treatment Program Progress Report No. 5 to the Core Area Liquid Waste Management Committee and Capital Regional District Board.

**CARRIED**

**5. New Business**

None

**6. Motion to Close the Meeting**

**MOVED** by P. Elardo, **SECONDED** by H. McConnell,  
That the Core Area Wastewater Treatment Program Commission close the meeting in  
accordance with the *Community Charter*, Part 4, Division 3, 90(1) m) a matter that, under  
another enactment, is such that the public may be excluded from the meeting.

**CARRIED**

Committee moved to the closed session at 9:05 am.  
Committee rose from the closed session at 1:00 pm without report.

**7. Adjournment**

By consensus, the Commission adjourned at 1:00 pm.

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CHAIR

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RECORDER