

July 21, 2015
3:15pm
Committee Room #2, City Hall

MINUTES

VOTING MEMBERS PRESENT:

Fong Kwok	Commissioner & Chair
Don McLellan	Commissioner
Mayor Jonathan Cote	Commissioner

STAFF:

Rod Carle	General Manager, Electric Utility
Angela Danielisz	Recording Secretary

REGRETS:

Councillor Bill Harper	Commissioner
Lisa Spitale	Commissioner & CAO

GUEST:

Doug Leahy	Manager, Collection Services
------------	------------------------------

ADDITIONS / DELETIONS TO THE AGENDA

The Consent Agenda – Commission members may adopt in one motion all recommendations appearing on the Consent Agenda or, prior to the vote, request an item be removed from the Consent Agenda for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

MOVED and SECONDED

THAT item4 be removed from the Consent Agenda.

CARRIED

All members of Commission present voted in favour of the motion.

ADOPTION OF MINUTES

1. Minutes of April 21, 2015

MOVED and SECONDED

THAT the minutes of the Electric Utility Commission meeting held on April 21, 2015 be received and adopted.

CARRIED

All members of Commission voted in favour of the motion.

PRESENTATIONS

2. No Items

REPORTS FOR ACTION

3. No items.

CONSENT AGENDA

5. **Customer Service Stats**

MOVED and SECONDED

THAT the Customer Service Stats be received for information.

CARRIED

All members of Commission voted in favour of the motion.

6. **NWR Substation Upgrade Project**

MOVED and SECONDED

THAT the report regarding the New Westminster Substation Upgrade Project dated June 30, 2015 be received for information.

CARRIED

All members of Commission voted in favour of the motion.

7. **Utility Billing System**

Utility billing presentations from two proponents held mid-July.

MOVED and SECONDED

THAT the Utility Billing System information be received.

CARRIED

All members of Commission voted in favour of the motion

ITEMS REMOVED FROM THE CONSENT AGENDA

4. **Financial statement**

The financial statement ending May 31, 2015 shows the YTD actuals for the Sale of Services of \$2,886 debit record while the YTD budget was \$49,825 credit record. Chair F. Kwok would like an explanation of this variance.

Regarding the Transfers to Reserves for the 2015 Annual Budget, Chair F. Kwok would like a better understanding of the following:

- Are the reserves designated for the City or for the Utility?
- Is there a set percentage or dollar allocation for each entity? If so, please provide detail.

- Please provide last year's actual transfer at year end to the reserves.

CORRESPONDENCE

9. No items.

NEW BUSINESS

10. **City of New Westminster Electric Utility 125th Anniversary**
In 2016, the Electric Utility will be celebrating its 125th anniversary. Commission support the idea of raising the image of the Electric Utility on a positive level.

NEXT MEETING

October 20, 2015 – CR #2, City Hall

ADJOURNMENT

The meeting was adjourned at 3:25pm.



Fong Kwok
CHAIR



Angela Danielisz
RECORDER