



Making a difference...together

**Minutes of the Meeting of the CEDAR LANE WATER SERVICE COMMISSION**  
**Held Tuesday October 8, 2019 in the Creekside Meeting Room 108 121 McPhillips Ave,**  
**Salt Spring Island, BC**

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**Present:**        **CRD Director:** Gary Holman  
                  **Commission Members:** Lynda Wilcox, Jason Griffin (chair)  
                  **Staff:** Karla Campbell, Senior Manager, Salt Spring Island Electoral Area; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Allen Xu, Manager SSI Engineering; Lia Xu, Manager, Finance Services; Tracey Shaver, Recording Secretary  
                  **Absent:** Cathy Lenihan

Chair Griffin called the meeting to order at 1:00 pm.

**1. Approval of Agenda**

**MOVED** by Commissioner Wilcox, **SECONDED** by Commissioner Griffin,  
That the Cedar Lane Water Service Commission meeting agenda of October 8, 2019 be approved.

**CARRIED**

**2. Adoption of Minutes of January 16, 2019**

**MOVED** by Director Holman, **SECONDED** by Commissioner Wilcox,  
That the Cedar Lane Water Service Commission Minutes of January 16, 2019 be approved with the following correction to item 6.10 in the 5<sup>th</sup> bullet "Residence" to "Resident".

**CARRIED**

**3. Director, Chair and Commissioner Reports**

**3.1**        Director Holman briefly reported that the Province has agreed to fund pay for a water optimization study for Salt Spring Island.

**4. New Business**

**4.1        2020 Operating and Capital Budget**

- Reservoir cleaning and inspection-combine with other services under one contract
- Capital Reserve Funds to be used to bring manganese levels into compliance with new health Canada regulations.
- Combine designs for backup power sources with other small water services.
- User charge increased, parcel tax decreased, water sales under new tiered rates.

**MOVED** by Commissioner Wilcox, **SECONDED** by Commissioner Griffin,  
That the Cedar Lane Water Services Commission approve the 2020 operating and capital budget as presented, and that the 2019 actual surplus or deficit be balanced on the 2019 transfer to the Capital Reserve Fund and Operating Reserve Fund;

**CARRIED**

**MOVED** by Director Holman, **SECONDED** by Commissioner Wilcox,  
Recommend that the Electoral Area Services Committee recommend that the CRD  
Board approve the 2020 Operating and Capital Budget and the five year Financial Plan  
for the Cedar Lane Water Service as presented.

**CARRIED**

**5. Outstanding Business**

**5.1 Pump Expenses – Staff Verbal Report**

- Total cost for pump and labour last year to replace pump was \$4,400

**5.2 Decommissioned Pumps (2008) – Staff Verbal Report**

CRD staff confirmed with North Salt Spring Water Works that there has never been a  
pressure pump at well #1. There is no used pump or equipment stored for future use  
by Cedar Lane.

**6. Adjournment**

**MOVED** by Commissioner Griffin, **SECONDED** by Commissioner Wilcox,  
That the meeting be adjourned at 1:53 pm.

**CARRIED**

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**CHAIR**

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**SENIOR MANAGER**