



Making a difference...together

**Minutes of the Highland Water and Sewer Local Services Commission
and the Fernwood Water Local Service Commission
Held Thursday, November 24, 2011
Salt Spring Island Baptist Church, Lower Auditorium
520 Lower Ganges Road, Salt Spring Island, BC**

Present: Highland: Ann Heeley-Ray, Carol Newmeyer, Sharon Bywater
Fernwood: Eli Trory, Lorrie Hunt, Peter Lake
CRD Electoral Area Director: Garth Hendren
CRD: Ted Robbins, Senior Manager, Water Management, Tim Tanton, Senior Manager,
Infrastructure Engineering, Janice Poncelet, Senior Financial Analyst, Mark Harper,
Manager, Saanich Peninsula and Gulf Islands Operations, Lorrie Siemens, Recording
Secretary

1. Call to Order

Director Hendren called the meeting to order at 3:05 p.m.

2. Approval of Agenda

MOVED by Sharon Bywater, **SECONDED** by Ann Heeley-Ray,
that the agenda of the Highland Water and Sewer Local Services Commission and the Fernwood
Water Local Service Commission be approved as distributed.

CARRIED

3. Adoption of Minutes of November 9, 2010

MOVED by Ann Heeley-Ray, **SECONDED** by Sharon Bywater,
that the minutes of the Highland Water and Sewer Local Services Commission and the Fernwood
Water Local Service Commission of November 9, 2010 be adopted as presented.

CARRIED

4. 2012 Operating and Capital Budget

Staff presented a written report and the following 2012 budget documents:

- 2.660 - Fernwood Water
- 2.620 - Highland Water
- 2.621 - Highland and Fernwood Water
- 3.820 - Maliview Sewer

The following changes were made to the 3.820 - Maliview Sewer budget:

- Decrease user charges revenue by \$4,425
- Increase sewer use revenue by \$4,425
- Increase contingency cost by \$341
- Set 2012 fixed annual user fee to \$400
- Set sewer user fee to \$1.25 per cubic metre

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Staff were directed to:

- Investigate the increase in number of users for the Maliview system which increased from 94 to 95 in 2011.
- Send a notice with the next water bill to advise residents of the increases.

MOVED by Ann Heeley-Ray, **SECONDED** by Peter Lake,
that the Fernwood Water Local Service Commission recommend that the Capital Regional District Board:

1. Approve the 2012 operating and capital budget for the Fernwood Water Service as presented;
2. Authorize an increase in the fixed annual user charge for the Fernwood Water Service as required to balance the 2012 budget; and
3. Balance the Fernwood Water Service 2011 actual revenue and expense on the 2012 contingency.

CARRIED

MOVED by Sharon Bywater, **SECONDED** by Ann Heeley-Ray,
that the Highland Water and Sewer Local Services Commission recommend that the Capital Regional District Board approve the 2012 operating and capital budget for the Highland Water Service as presented.

CARRIED

MOVED by Sharon Bywater, **SECONDED** by Ann Heeley-Ray,
that the Highland Water and Sewer Local Services Commission recommend that the Capital Regional District Board balance the Highland Water Service 2011 actual revenue and expense on the 2012 contingency.

CARRIED

MOVED by Lorrie Hunt, **SECONDED** by Sharon Bywater,
that the Highland Water and Sewer Local Services Commission and the Fernwood Water Local Service Commission recommend that the Capital Regional District Board approve the 2012 debt budget for the Highland - Fernwood Water Service as presented.

CARRIED

MOVED by Carol Newmeyer, **SECONDED** by Sharon Bywater,
that the Highland Water and Sewer Local Services Commission recommend that the Capital Regional District Board approve the 2012 operating and capital budget for the Maliview Sewer Service as amended.

CARRIED

MOVED by Carol Newmeyer, **SECONDED** by Sharon Bywater,
that the Highland Water and Sewer Local Services Commission recommend that the Capital Regional District Board authorize that the fixed user fee be set at \$400 and the annual user charge be set at \$1.25 per cubic metre.

CARRIED

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MOVED by Sharon Bywater, **SECONDED** by Carol Newmeyer, that the Highland Water and Sewer Local Services Commission recommend that the Capital Regional District Board balance the Maliview Sewer Service 2011 actual revenue and expense on the 2012 transfer to reserve.

CARRIED

5. Adjournment

The meeting was adjourned at 4:30 p.m.