

### Minutes of the Annual General Meeting of the FULFORD WATER SERVICE COMMISSION Held Tuesday April 16, 2019 in the Creekside Room, 108 121 McPhillips Ave, Salt Spring Island, BC

- Present: CRD Director: Gary Holman Commission Members: Carole Eyles, Gord Singbeil, Alan Martin, Anthony Maude Staff: Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Amber Donaldson, Manager, Financial Planning and Performance; Tracey Shaver, Recording Secretary.
- 1. Call to Order: Chair Eyles called the meeting to order at 1:00 pm.

# 2. Approval of Agenda

**MOVED** by Commissioner Maude, **SECONDED** by Commissioner Martin, That the Fulford Water Service Commission Annual General meeting agenda of April 16, 2019 be approved.

# **CARRIED**

CARRIED

# 3. Adoption of Minutes from the 2017 Annual General Meeting held on June 4, 2018

**MOVED** by Commissioner Eyles, **SECONDED** by Commissioner Singbeil, That the Fulford Water Service Commission Annual General meeting minutes of June 4, 2018 be amended and approved by changing item 5.1 "2022" to "2020".

#### 4. Chair's Report

Chair Eyles provided a written report.

- System functioned well, leak under road continues to be bothersome
- Frustration over water main repair project and communications
- Request for educational information to be distributed to rate payers regarding amount of stored water available during power outages.

#### 5. Report

#### 5.1 Annual Report for 2018 Fiscal Year

Staff reviewed the various sections of the annual report which included water production/demand, water quality, operations, capital projects and financial information.

• Better way to track water leaks and consumption rates

- Water production spike in 2013 from water main break, flooded Rock Salt
- Capacity of lake in relation to licenced withdrawal
- Treated water stored in reservoir gravity feed is divided into levels for emergency, fire storage and balancing.
- Empty reservoir would cause boil water advisory and VIHA testing to get systems back online
- Water main replacement construction tenders are under review
- Draft asset management plans to inform and prioritize infrastructure replacement under review
- Request for easier to understand R&E expense reports

**MOVED** by Commissioner Maude, **SECONDED** by Commissioner Martin, That the Fulford Water Service Commission request staff identify strategic areas where meters can be placed to assist in detecting leaks and to quantify the costs of implementation.

## CARRIED

## 6. Election of Officers

Carole Eyles and Gord Singbeil will be stepping down from the Fulford Water Service Commission at the end of 2019.

Anthony Maude agreed to a nomination for another two years and hearing no other nominations was elected by acclamation.

#### 7. New Business

Update on request for service extension and connection to Fulford Water Service by property now identified as Vortex (old Fulford Inn Property)

- Request letter received from developer to connect
- CRD responded by outlining the process and responsibilities of the developer
- Developer to pay costs of feasibility study, engineering, and construction of line extension and hookup to system
- Community reports that development project is now on hold

#### 8. Adjournment

**MOVED** by Commissioner Eyles, **SECONDED** by Commissioner Maude, That the Fulford Water Service Commission adjourn the meeting at 2:31 pm.

# **CARRIED**

CHAIR

SENIOR MANAGER

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