



Making a difference...together

Minutes of the Highland/Fernwood, Highland and Fernwood Local Water Service Commissions

Held Tuesday November 28, 2017, in the Creekside Meeting Room, Suite 108- 121 McPhillips Ave, Salt Spring Island, BC

DRAFT

Present: **CRD Director:** Wayne McIntyre
Commission Members: Eli Trory, Lorries Hunt, Sharon Bywater; Carol Newmeyer
Staff: Karla Campbell, Senior Manager SSI Electoral Area; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Peggy Dayton, Senior Financial Analyst; Dan Ovington, Manager Parks and Recreation; Tracey Shaver, Recording Secretary

Chair Hunt called the meeting to order at 11:05 am.

1. Approval of Agenda

MOVED by Commissioner Bywater, **SECONDED** by Commissioner Trory,
That the combined Highland/Fernwood Water Service Commission agenda of November 28, 2017 be approved.

CARRIED

2. Adoption of Minutes of September 19, 2016

MOVED by Commissioner Bywater, **SECONDED** by Commissioner Trory,
That the combined Highland/Fernwood Water Service Commission Minutes of September 19, 2016 be approved.

CARRIED

3. Chair and Director Reports

3.1 Chair Hunt briefly reported:

- Automated emergency notifications coming; register and receive email, text or phone messages
- Aging delivery system rapidly degrading
- Increased repair costs and inconveniences
- Operators being as proactive as possible searching for leaks

3.2 Director McIntyre reported:

- Two new trustees for North Salt Spring Water District
- Federal/Provincial Government looking for shelf ready infrastructure projects for grant funding

4. Reports-2018 Operating and Capital Budget Report

Staff reviewed the various sections of the report for each service.

Noted that there are 333 taxable folios in the service area with only 319 connected. Keep water license diversion and storage amounts in consideration as connections increase in the future.

4.1 Highland/Fernwood Water Service

MOVED by Director McIntyre, **SECONDED** by Commissioner Bywater,
That the Highland/Fernwood Water Service Commission:

1. Approve the 2018 operating and capital budget as presented, and that the 2017 actual surplus or deficit be balanced on the 2017 transfer to the Operating Reserve Fund;
2. Approve Capital Reserve Funding in the amount of \$14,616 for equipment replacement; and,
3. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2018 Operating and Capital Budget and the five year Financial Plan for the Highland/Fernwood Water Service as presented.

CARRIED

4.2 Highland Water Service

MOVED by Director McIntyre, **SECONDED** by Commissioner Bywater,
That the Highland Water Service Commission

1. Approve the 2018 operating and capital budget as presented; and,
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2018 Operating and Capital Budget and the five year Financial Plan for the Highland Water Service as presented.

CARRIED

4.3 Fernwood Water Service

MOVED by Director McIntyre, **SECONDED** by Commissioner Bywater,
That the Fernwood Water Service Commission

1. Approve the 2018 operating and Capital Budget as presented; and,
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2018 Operating and Capital Budget and the five year Financial Plan for the Fernwood Water Service as presented.

CARRIED

5. **New Business- none**
6. **Outstanding Business- None**
7. **Adjournment**

MOVED By Commissioner Bywater, **SECONDED** by Commissioner Trory,
That the meeting adjourn at 11:45 am.

CHAIR

SENIOR MANAGER