



Making a difference...together

Minutes of the 2017 Annual General Meeting of the Highland/Fernwood, Highland and Fernwood Local Water Service Commissions
Held Monday June 11, 2018, in the Creekside Meeting Room, Suite 108- 121 McPhillips Ave, Salt Spring Island, BC

Present: **CRD Director:** Wayne McIntyre
 Commission Members: Eli Trory, Lorrie 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; Chris Davidson, Manager Engineering, Salt Spring Electoral Area; Tracey Shaver, Recording Secretary

1. Call to Order

Chair Hunt called the meeting to order at 1:00 pm. Due to illness, Chair Hunt requested that Sharon Bywater chair the remainder of the meeting.

2. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Commissioner Trory,
That the combined Highland/Fernwood Water Service Commission 2017 Annual General agenda of June 11, 2018 be approved.

CARRIED

3. Adoption of Minutes of the 2016 Annual General Meeting held on November 28, 2017.

MOVED by Commissioner Hunt, **SECONDED** by Commissioner Trory,
That the combined Highland/Fernwood Water Service Commission Minutes of 2016 Annual General Meeting be approved.

CARRIED

4. Chair's Report

Sharon Bywater briefly reported on Chair Hunt's behalf:

- 2017 Leaks! Lots of them.

5. Report

5.1 Annual Report for 2016 Fiscal Year

Staff presented the various sections of the AGM report for 2017 Fiscal Year which covers water production, demand and quality, along with operations, capital projects and financials.

- Water loss is estimated at 35 %; non-revenue water use is high and there were several leaks repaired and investigated

- Review of emergency notice system; worked in some instances and not in others for a recent boil water advisory. Activation of Public Alert Notification System (PAN); residents must sign up for Salt Spring Area events on CRD Website.

6. Election of Officers

Nominations were called for from the floor for volunteers. None being heard, it was advised that if there is not enough local participation from the service area the annual operating reports and budget decisions will be heard and decided on by the CRD Electoral Area Services Committee. This would mean there would be not local representation from the service area when decisions on fees and capital projects are being made.

Lorrie Hunt will stay on as a commissioner for another term.
Sharon Bywater was thanked for her over 14 years of volunteer service.

Request that some sort of a volunteer request notice be added to the quarterly bills in addition to the local advertisements each year.

7. New Business

Discussion- low water pressure on Howard Road in the Langs Road Area.
No way to increase pressure without another booster pump.

8. Adjournment

MOVED By Commissioner Newmeyer, **SECONDED** by Commissioner Hunt,
That the meeting adjourn at 2:30 pm.

CHAIR

SENIOR MANAGER