



Making a difference...together

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

Held Monday October 15, 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; Thea Clease, Financial Analyst II; Tracey Shaver, Recording Secretary

Chair Hunt called the meeting to order at 10:00 am.

1. Approval of Agenda

MOVED by Commissioner Bywater, **SECONDED** by Director McIntyre,
That the October 15, 2018 agenda of the combined Highland/Fernwood Water Service Commission be approved.

CARRIED

2. Adoption of Minutes of November 27, 2017

MOVED by Commissioner Bywater, **SECONDED** by Director Newmeyer,
That the combined Highland/Fernwood Water Service Commission Minutes of November 27, 2018 Meeting be approved.

CARRIED

3. Chair and Director Reports - Highland/Fernwood Water Service Commission

3.1 Chair Hunt briefly reported:

- Concerns over the condition of old pipes
- Pipes breaking down and leaks being repaired or patched
- More permanent fix of replacing the water lines will be expensive
- Fernwood lines in slightly better condition

3.2 Director McIntyre briefly reported on:

- Second Indoor tennis court opened; generous donation, broad age range of tennis players
- CRD Grants in Aid- Marine Search and rescue "beacon"; Wagon Wheel Emergency Housing aid; Farmland Trust-Root Cellar fire suppression
- Ganges Sewer refurbishment project; on time and budget; Tom Toynbee-great storey from beginning of sewer plant using new (MBR) technology which is still relevant and now a proven system

- Capital Regional Housing Corporation: Michigan Square affordable housing project; new federal building code increasing construction costs by 20%, will be felt across region
- Destination Management and Marketing Organization approved by CRD Board; Support by 50% of SGI & SSI accommodation sector; 2% tax to be used to promote off season tourism
- Water Collection: Working with CRD Building inspection to develop a simple guide and design for rain water harvesting for tanks up to 3,000 gallons. Potential for bulk buying of tanks
- CRD Board completed 49 out of 51 strategic priorities; notable for progress with climate action and 1st Nations communications

4. Reports – 2019 Operating and Capital Budget Report

Staff reviewed report by sections:

Highland/Fernwood

- Over budget by \$56,710 unexpected corrective maintenance.
- Hydrant maintenance; difference to levels of service, annual testing vs five year inspection of internal components.
- Reservoir cleaning and work safe reviews in 2019
- Costs of backup power service for treatment plan versus cost of replacing water mains
- No increase or changes to the user or parcel tax for Highland/Fernwood

Highland

- Operating costs lowered due to reduction in CRD administration allocations
- Staff to provide a list of projects and costs under CE360

Fernwood

- Parcel Tax is reduced due to reduction in CRD administration allocations

4.1 Highland/Fernwood Water Service

MOVED by Commissioner Bywater, **SECONDED** by Commissioner Trory,

That the Highland/Fernwood Water Service Commission:

1. Approve the 2019 operating and capital budget as presented, and that the 2018 actual surplus or deficit be balanced on the 2018 transfer to the Capital Reserve Fund and the Operating Reserve Fund; and,
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2019 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 Commissioner Bywater, **SECONDED** by Commissioner Newmeyer,

That the Highland Water Service Commission:

1. Approve the 2019 operating and capital budget as presented; and,

2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2019 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 Commissioner Bywater, **SECONDED** by Commissioner Trory,

That the Fernwood Water Service Commission:

1. Approve the 2019 operating as presented; and,
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2019 Operating and Capital Budget and the five year Financial Plan for the Fernwood Water Service as presented.

CARRIED

5. New Business

5.1 Affordable Housing – Seasonal Cottages

Brief discussion regarding Islands Trust proposal to allow the use of seasonal cottages as full time rentals.

- No formal referral for comment has been received.
- Staff to investigate process.
- Highland Fernwood Commission not in favour as main water source for system is St Mary Lake.

6. Outstanding Business none

7. Adjournment

MOVED by Commissioner Bywater, **SECONDED** by Director McIntyre,
That the combined Highland/Fernwood Water Service Commission meeting be adjourned at 11:00 AM.

CHAIR

SENIOR MANAGER