



Making a difference...together

**Minutes of the 2018 Annual General Meeting of the Highland/Fernwood, Highland and Fernwood Local Water Service Commissions**  
**Held Wednesday April 17, 2019, in the Creekside Meeting Room, Suite 108- 121**  
**McPhillips Ave, Salt Spring Island, BC**

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**DRAFT**

**Present:** **CRD Director:** Gary Holman  
**Commission Members:** Eli Trory, Lorrie Hunt, Laura Travelbea  
**Staff:** Karla Campbell, Senior Manager SSI Electoral Area; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Amber Donaldson, Manager, Financial Planning and Performance Financial; Jeremy Rilkoff, Financial Analyst; Tracey Shaver, Recording Secretary  
**Absent:** Brian Travelbea

**1. Call to Order**

Chair Hunt called the meeting to order at 10:05 am

**2. Approval of Agenda**

**MOVED** by Director Holman, **SECONDED** by Commissioner Travelbea,  
That the combined Highland/Fernwood Water Service Commission 2018 Annual General agenda of June 17, 2019 be approved.

**CARRIED**

**3. Adoption of Minutes from the 2017 Annual General Meeting held on June 11, 2018**

**MOVED** by Commissioner Trory, **SECONDED** by Commissioner Travelbea,  
That the combined Highland/Fernwood Water Service Commission Minutes of 2017 Annual General Meeting be approved.

**CARRIED**

**4. Chair's Report**

Chair Hunt briefly commented:

- Lots of leaks, large and small
- Age of the treatment plant; repairs and increase in maintenance
- Raw water intake needs fixing
- Need to demolish the old water treatment plant

**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.

- water leaks influencing the production graft; loss estimated at 35%
- water demand stable over several years
- storm damage; leak caused reservoir tank to be drained and access was not possible for immediate repair

**6. Election of Officers**

Eli Trory will be stepping down at the end of this year. No new nominations were brought forward.

**7. New Business - none**

**8. Adjournment**

**MOVED** By Commissioner Trory, **SECONDED** by Commissioner Travelbea,  
That the meeting adjourn at 10:57 am.

**CARRIED**

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**CHAIR**

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**SENIOR MANAGER**