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

**Held Monday February 24, 2020, in the Creekside Meeting Room, Suite 108- 121
McPhillips Ave, Salt Spring Island, BC**

Present: **CRD Director:** Gary Holman
Commission Members: Brian Travelbea, Laura Travelbea, Kevin Wilson
Staff: Karla Campbell, Senior Manager SSI Electoral Area; Allen Xu, Manager Engineering; Tracey Shaver, Recording Secretary

Chair Laura Travelbea called the meeting to order at 1:00 pm.

1. Approval of Agenda

MOVED by Commissioner L. Travelbea, **SECONDED** by Commissioner B. Travelbea,
That the combined Highland/Fernwood Water Service Commission agenda be amended and approved with the addition of item 4.2 Budget Update.

CARRIED

2. Adoption of Minutes of November 21, 2019

MOVED by Commissioner L. Travelbea, **SECONDED** by Director Holman,
That the combined Highland/Fernwood Water Service Commission approve the minutes of November 21, 2019 as submitted.

CARRIED

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

3.1 No chair or director reports

3.2 Senior Manager Campbell reviewed the terms of the water optimization study for the benefit of new commission member and to report that a survey will be forth coming.

4. New Business

4.1 Islands Trust Referral- Salt Spring Island Official Community Plan 434, Amendment No. 1, 2013" be referred to CRD Water Service Areas.

- Referral was sent to all CRD water/sewer commissions.
- Response to previous referral on seasonal cottages was to exclude CRD water service areas due to lack of build out information from Islands Trust.
- Would secondary suits be considered a Single Family Equivalent and how would they be monitored.
- Each TUP application would be considered individually.
- How many properties would be eligible to submit applications.
- Sewer system is already inadequate.

MOVED by Commissioner L. Travelbea, **SECONDED** by B. Travelbea,
That the combined Highland/Fernwood Water and Sewer Service Commission seeks
more information from Islands Trust on a full build out analysis of the service area;
whether or not secondary suites are already legal in the service area; and recommends
that TUP's not be given consideration in the Maliview Sewer service area.

CARRIED

4.2 Budget Update

- Additional repairs resulted in unplanned expenditures of \$39,000
- Information will be reported out to the commission through the Annual General Meeting
- Costs were covered by reducing transfers to reserves.

5. Outstanding Business- none to report

6. Adjournment

MOVED by Director Holman, **SECONDED** by Commissioner B. Travelbea,
That the meeting be adjourned at 1:38 pm.

CARRIED

CHAIR

SENIOR MANAGER