



Making a difference...together

Minutes of the Annual General Meeting Fiscal Year 2019 of the FULFORD WATER SERVICE COMMISSION

Held Tuesday November 3, 2020 at the Fulford Hall. 2591 Fulford-Ganges Road, Salt Spring Island, BC

Present: **CRD Director:** Gary Holman
Commission Members: Carole Eyles, Gord Singbeil, Alan Martin, Anthony Maude
Staff: Karla Campbell, Manager, SSI Electoral Area; Allen Xu, Manager of SSI Engineering; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Lia Xu, Manager, Financial Planning and Performance; Tracey Shaver, Recording Secretary.
Present: Elizabeth Nolan

1. Territorial Acknowledgement / Call Meeting to Order

Chair Eyles provided a territorial acknowledgement and called the meeting to order at 10:00 am

2. Limited Space Meeting Resolution

MOVED by Commissioner Singbeil, **SECONDED** by Commissioner Maude,
That this resolution applies to the Fulford Water Service Commission for the meeting being held on November 3, 2020, and that the attendance of the public at the place of the meeting will be limited in accordance with the applicable requirements or recommendations under the Public Health Act, despite the best efforts of the Commission because:

- a. The available meeting facilities cannot accommodate more than (30) people in person, including members of the Commission and staff, and
- b. There are no other facilities presently available that will allow physical attendance of the Commission and the public in sufficient numbers; and

That the Commission is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:

- a. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
- b. By making the minutes of the meeting available on the CRD website following the meeting.

CARRIED

3. Approval of Agenda

MOVED by Commissioner Martin, **SECONDED** by Commissioner Maude,
That the Fulford Water Service Commission Annual General for the Fiscal Year 2019 meeting agenda of November 3, 2020 be approved.

CARRIED

4. **Adoption of Minutes from the 2018 Annual General Meeting held on April 16, 2019**

MOVED by Commissioner Maude, **SECONDED** by Commissioner Singbeil,
That the Fulford Water Service Commission Fiscal Year 2018 Annual General meeting
minutes of April 16, 2019 be approved.

CARRIED

5. **Chair's Report**

- Chair Eyles provided a verbal and written copy of chair's report
- Three items requested in 2019 without resolution: 1) Breakdown of capital project expenses similar to monthly revenue and expense reports 2) Educational information regarding amount of stored water during power outages out to rate payers 3) Plan for strategic placement of water metres to detect leaks
- Request emergency numbers be part of quarterly bills
- Seeking update on Vortex project; developer invited to present to Commission.
- Waiting to review and provide input on water optimization report
- Seeking to build budget together with staff "in partnership"
- Seeking upfront consultation in development of contract work for local perspective (request for proposals)
- Requesting status on operating and maintenance contract with North Salt Spring Water District

6. **Report**

6.1 **Annual Report for 2019 Fiscal Year**

- Two items to be corrected in staff report. Page 2 under water production- remove reference to Cedar Lane. Page 5 under financial report- remove "not" before metered. Commercial properties are charged a consumption.

MOVED by Commissioner Martin, **SECONDED** by Commissioner Singbeil,
That the Fulford Water Service Commission receives the Fiscal Year 2019
Annual Report as corrected.

CARRIED

7. **Election of Officers**

Request for volunteers was advertised and having received no nominations both Commissioner Singbeil and Commissioner Martin were asked if they would continue for another term. Both accepted and will be reappointed for terms beginning in 2021

8. **New Business - none**

9. **Adjournment**

MOVED by Commissioner Martin, **SECONDED** by Commissioner Singbeil,
That the Fulford Water Service Commission adjourn the meeting at 10:56 am.

CARRIED

CHAIR

SENIOR MANAGER