



Making a difference...together

Minutes 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 11:03 am

2. Limited Space Meeting Resolution

MOVED by Commissioner Martin, **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 Singbeil, **SECONDED** by Commissioner Maude, That the Fulford Water Service Commission meeting agenda of November 3, 2020 be amended and approved by adding Item 7.0 Updates: Weston Lake Study, Vortex, Weston Creek Water Main Repair and Road Weight Limits.

CARRIED

4. Approval of Minutes September 10, 2020

MOVED by Commissioner Singbeil, **SECONDED** by Commissioner Maude,
That the Fulford Water Service Commission meeting minutes of September 10, 2020 be approved.

CARRIED

5. Director, Chair and Commissioner Reports

5.1 No Director Report

- 5.2**
- Chair Eyles provided a verbal and written copy of chair's report
 - Agendas need to be published a minimum of one week in advance
 - Debt servicing reduced by 77% with only a 6% reduction in property tax
 - Not interested in back up power generation unit
 - Asset management plan identified 341 Reynolds road as still receiving non potable water
 - Asset management plan delivered and published without consideration of commission comments and proactive work suggestions

6. New Business

6.1 2021 Capital and Operating Budget

- Use all savings from debt being payed off to reduce requisition and costs to rate payers
- Distribution system is failing and staff recommend transfers to reserves to minimize borrowing in the future; consider strategic and phased approach for replacement.
- Discussion on deferring capital projects or leaving as placeholders
- Discussion on need for security fencing; bring forward safety report for commission review
- Commission does not want stand-alone generator
- End of January is deadline for financial amendments to final 2021 budgets
- Amendments to budget as follows:
 - Reduce transfer from Capital Reserves to \$21,000 from \$46,000.
 - Defer Capital Projects 21-02 (referendum) in the amount of \$25,000 to 2022
 - Remove Project 21-01 in the amount of \$180,000 for backup power generation from the 5 yr Capital Plan

MOVED By Commissioner Maude, **SECONDED** by Commissioner Martin,
That the Fulford Water Service Commission:

1. Approve the 2021 operating and capital budget as amended, and that the 2020 actual surplus or deficit be balanced on the 2020 transfer to the Capital Reserve Fund; and,
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the amended 2021 Operating and Capital Budget and the five year Financial Plan for the Fulford Water Service as presented.

CARRIED

7. Outstanding Business

7.0 Updates: Weston Lake Study, Vortex, Weston Creek Water Main Repair and Road Weight Limits.

Deferred

7.1 Fulford Asset Management Plans

To be received for information

Deferred

8. Adjournment

MOVED By Commissioner Eyles, **SECONDED** by Director Holman,
That the meeting adjourn at 12:50 pm.

CARRIED

CHAIR

SENIOR MANAGER