



Making a difference...together

Minutes of the Fulford Water Service Commission

Held Monday October 18, 2021 at the Fulford Hall, 2591 Fulford-Ganges Road, Salt Spring Island, BC

Present: **CRD Director:** Gary Holman
Commission Members: Carole Eyles, Alan Martin, Anthony Maude, and Gord Singbeil (via Zoom)
Staff: Dean Olafson, Manager of SSI Engineering, Dan Ovington, Manager of Parks and Recreation, Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations, Lia Xu, Manager, Financial Planning and Performance, and Shayla Burnham, Recording Secretary

1. Territorial Acknowledgement / Call Meeting to Order

Chair Eyles provided a Territorial Acknowledgement and called the meeting to order at 10:03 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 October 18, 2021, 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 (175) 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 Maude, **SECONDED** by Commissioner Martin, that the Fulford Water Service Commission meeting agenda of October 18, 2021 be approved as amended by adding item 7.1 Updates on the Vortex and Weston Lakes Study, item 7.2 Fulford Asset Management Plan, item 7.3 Safety Report Regarding Fencing, and item 7.4 Fulford Hill Pathway/Watermain Replacement.

CARRIED

4. Approval of Minutes September 10, 2020

MOVED by Commissioner Maude, **SECONDED** by Commissioner Martin, that the Fulford Water Service Commission minutes of September 10, 2020 be approved as presented.

CARRIED

5. Director, Chair and Commissioner Reports

Director Holman briefly reported:

- Provisional Budget to be approved by October 27, 2021 and Final Budget to be approved in March 2022.

Chair Eyles – No report.

6. New Business

6.1 2021 Capital and Operating Budget

- Staff confirmed the Operating Reserve Fund is approximately \$10,500 under budget due to the deferral of the reservoir cleaning.
- The Commission asked why the reservoir cleaning was deferred and staff confirmed it was due to resourcing challenges as well as WorkSafeBC regulatory requirements for the development of a safe work plan for staff entering confined spaces.
- The Commission asked where Fulford Water Service sales come from and staff confirmed Fulford Community Elementary, the BC Ferries Terminal in Fulford Harbour, Rock Salt Restaurant & Café and Salt Spring Mercantile Ltd.
- Staff to forward the previous loan authorization information and borrowing amount to the Commission for information.
- Staff confirmed that the borrowing authorization bylaw has a life span of five years.
- Refinancing in 2022.
- Staff confirmed that the watermain replacement detailed design and construction was a priority.
- The Commission expressed support for a detailed design prior to public engagement.
- The Commission expressed concern regarding costs associated with the watermain replacement for the small number of rate payers within the service area.
- Staff confirmed they would not go to the public until an assessment of the watermain by a consultant was complete.
- Staff confirmed ground activity would be determined by the consultant.
- The Commission expressed concern regarding Fulford hill repeated breaks and there being no weight limit on Salt Spring Island roads.
- The Commission asked if a partnership with the Salt Spring Island Transportation Commission was an option to improve the Fulford hill pathway and staff noted this was a possibility.

- The Commission noted the possibility of additional funding through BC Ferries and the Ministry of Transportation and Infrastructure.
- The Commission requested that the consultant speak to the Commission following an investigation of the watermain prior to public engagement.
- Staff spoke to the relocation of the waterline at Weston Creek.
- Staff noted that if the watermain broke there would be an environmental impact due to the water being chlorinated.
- The Commission requested the voter approval process for the watermain replacement be deferred until 2023.

MOVED by Commissioner Eyles, **SECONDED** by Commissioner Martin, that the Fulford Water Service Commission decrease the transfer to Capital Reserve Fund from \$58,000 to \$35,000, shift \$25,000 of the \$148,000 of capital expenditures for project 21-02 "Study Public Engagement for Future Projects" out of reserve from 2022 to 2023 and, increase the transfer to Operating Reserve Fund by \$3,000.

CARRIED

MOVED by Commissioner Eyles, **SECONDED** by Commissioner Maude, that the Fulford Water Service Commission recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2022 Operating and Capital Budget and the five-year Financial Plan for the Fulford Water Service as amended.

CARRIED

7. Outstanding Business

7.1 Updates on the Vortex and Weston Lakes Study

DEFERRED

7.2 Fulford Asset Management Plan

DEFERRED

7.3 Safety Report Regarding Fencing

- Assessment Management Plan originally suggested fencing the entire facility.
- Staff confirmed the Risk Management Division oversees all CRD services and fencing around the tanks only is being considered which would result in cost reductions.
- The Commission suggested future installation of security cameras.
- The Commission expressed the need for more future involvement in projects within the service area.

7.4 Fulford Hill Pathway/Watermain Replacement

Discussion captured in item 6.1 2021 Capital and Operating Budget.

7.5 Update on Insurance Claim

DEFERRED

8. Adjournment

MOVED By Commissioner Eyles, **SECONDED** by Commissioner Martin, that the meeting adjourn at 12:39 pm.

CARRIED

CHAIR

SENIOR MANAGER