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Minutes of the Fiscal Year 2021 Annual General Meeting of the Fernwood and Highland Water Service Commission

Held Thursday, June 3, 2022, Creekside Meeting Room (CRD Office) 108-121 McPhillips Avenue, Salt Spring Island, BC

DRAFT

Present: **Director:** Gary Holman
Commission Members: Laura Travelbea, Brian Travelbea and Carolin Wentworth
Staff: Karla Campbell, Senior Manager; Dean Olafson, Manager Engineering; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Lia Xu, Manager, Finance Services (via Zoom); and Shayla Burnham, Recording Secretary

1. Territorial Acknowledgement / Call Meeting to Order

Chair L. Travelbea provided a Territorial Acknowledgement and the meeting was called to order at 10:00 am.

2. Approval of Agenda

MOVED by Commissioner B. Travelbea, **SECONDED** by Director Holman, that the Fernwood and Highland Water Service Commission agenda for the Fiscal Year 2021 Annual General Meeting be approved as presented.

CARRIED

3. Adoption of Minutes of the 2020 Annual General Meeting held on January 13, 2022

MOVED by Commissioner B. Travelbea, **SECONDED** by Director Holman, that the Fernwood and Highland Water Service Commission meeting minutes from the Fiscal Year 2020 held on January 13, 2022 be approved as presented.

CARRIED

- The Commission requested an update regarding item 6.1 Annual Report for 2020 Fiscal Year, bullet number three, "Discussion with the Ministry of Environment (MOE) underway regarding potential residual land application processes" and staff confirmed no update.

4. Director and Chair's Report

Director Holman briefly reported:

- The Local Community Commission (LCC) Advisory Committee has met two times, with a third meeting scheduled for Monday, June 6, 2022. Broadens representation with the possibility of consolidating island wide services under an elected LCC.

Chair Travelbea – No report.

5. Report

5.1 Annual Report for 2021 Fiscal Year

- Staff provided a brief overview of the Annual Report for 2021 Fiscal Year.
- Staff to update page 6 of the agenda package, under the header “Water Production and Demand” from “689,637 cubic meters (m³) of water was extracted” to “68,637 cubic meters (m³) of water was extracted.”
- The Commission asked how many water licences the Fernwood and Highland Water Service holds and staff confirmed five.
- Discussion regarding potential future affordable housing within the service area occurred and staff confirmed the Commission’s request for a report. Staffing shortages and capacity issues were also discussed and a timeline for the report could not be confirmed.

There is no recommendation. This report is for information only.

6. Election of Chair and Commissioners

- The Notice of Annual General Meeting was advertised as per requirements and staff called for nominations from the floor. After hearing none, L. Travelbea and B. Travelbea both agreed to stand for another two year term beginning on January 1, 2023 and ending on December 31, 2024.
- Director Holman nominated L.Travelbea as Chair. After hearing no other nominations, L. Travelbea was re-elected as Chair.

7. New Business – None

8. Next Meeting – TBD

9. Adjournment

MOVED by Commissioner B. Travelbea, **SECONDED** by Commissioner Wentworth, that the meeting be adjourned at 10:50 am.

CARRIED

CHAIR

SENIOR MANAGER