

## Meeting Minutes

### Fernwood and Highland Water Service Commission

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Thursday, November 14, 2024

1:30 PM

SIMS Boardroom  
124 Rainbow Road  
Salt Spring Island BC

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#### Budget-Rescheduled

#### PRESENT:

COMMISSION MEMBERS: G. Holman, B. Travelbea, L. Travelbea,

STAFF: J. Dales, Senior Manager, Wastewater Infrastructure Ops.; D. Ovington, Senior Manager, SSI Administration; V. Somosan, Senior Manager, Financial Services/ Deputy CFO; J. Bilodeau, Manager, Local Services Water and Wastewater Ops.; D. Olafson, Manager SSI Engineering, L. Xu, Manager, Finance Services (EP); K. Vincent, Senior Financial Advisor, Finance Services (EP); A. Elliyoan, Financial Analyst, Finance Services (EP); M. Williamson, Committee Clerk, (Recorder)

#### REGRETS:

COMMISSION MEMBERS: C. Wentworth

Electronic Participation- (EP)

These minutes follow the order of the agenda although the sequence may have varied.

The meeting was called to order at 1:35 pm.

#### 1. Territorial Acknowledgment

D. Ovington provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** By Commissioner B. Travelbea, **SECONDED** by Director Holman,  
That agenda for the November 14, 2024, Budget Meeting of the Fernwood and  
Highland Water Services Commission be approved as circulated.  
**CARRIED**

#### 3. Adoption of Minutes

**3.1.** Minutes of October 31, 2023 Fernwood and Highland Water Service Commission Budget Meeting

**MOVED** By Commissioner B. Travelbea, **SECONDED** by Director Holman, That the minutes of the October 31, 2023 meeting be adopted as amended, by replacing of the words “Maliview Sewer Local” with the words “Fernwood and Highland Water” after the words “...that the” and before the words “Service Commission agenda...” under item 3.  
**CARRIED**

**4. New Business**

**4.1.** 2025 Operating and Capital Budget

**MOVED** by Commissioner L. Travelbea, **SECONDED** by Commissioner B. Travelbea,  
That the Fernwood and Highland Water Service Commission:

**A. FERNWOOD AND HIGHLAND WATER SERVICE**

1. Approve the 2025 operating and capital budget as presented, and that the 2024 actual deficit be balanced on the 2024 Reserve Funds transfer (CRF and/or ORF), and,

2. Recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2025 Operating and Capital Budget and the Five-Year Financial Plan for the Fernwood and Highland Water Service as presented.

**B. HIGHLAND WATER SERVICE**

1. Approve the 2025 operating and capital budget as presented; and,

2. Recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2025 Operating and Capital Budget and the Five-Year Financial Plan for the Highland Water Service as presented.

**C. FERNWOOD WATER SERVICE**

1. Approve the 2025 operating budget as presented; and,

2. Recommend that the Electoral Areas Committee recommend that the CRD Board approve the 2025 Operating Budget and the Five-Year Financial Plan for the Fernwood Water Service as presented.

**CARRIED**

**5. Adjournment**

**MOVED** By Commissioner B. Travelbea, **SECONDED** by Director Holman, That the meeting of the Fernwood and Highland Water Service Commission be adjourned at 2:17pm.  
**CARRIED**

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CHAIR

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SENIOR MANAGER