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**Minutes of the Annual General Meeting of the FULFORD WATER SERVICE COMMISSION
Held Tuesday April 16, 2019 in the Creekside Room, 108 121 McPhillips Ave, Salt Spring
Island, BC**

Present: **CRD Director:** Gary Holman
Commission Members: Carole Eyles, Gord Singbeil, Alan Martin, Anthony Maude
Staff: Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Amber Donaldson, Manager, Financial Planning and Performance; Tracey Shaver, Recording Secretary.

1. **Call to Order:** Chair Eyles called the meeting to order at 1:00 pm.

2. **Approval of Agenda**

MOVED by Commissioner Maude, **SECONDED** by Commissioner Martin,
That the Fulford Water Service Commission Annual General meeting agenda of
April 16, 2019 be approved.

CARRIED

3. **Adoption of Minutes from the 2017 Annual General Meeting held on June 4, 2018**

MOVED by Commissioner Eyles, **SECONDED** by Commissioner Singbeil,
That the Fulford Water Service Commission Annual General meeting minutes of
June 4, 2018 be amended and approved by changing item 5.1 "2022" to "2020".

CARRIED

4. **Chair's Report**

Chair Eyles provided a written report.

- System functioned well, leak under road continues to be bothersome
- Frustration over water main repair project and communications
- Request for educational information to be distributed to rate payers regarding amount of stored water available during power outages.

5. **Report**

5.1 **Annual Report for 2018 Fiscal Year**

Staff reviewed the various sections of the annual report which included water production/demand, water quality, operations, capital projects and financial information.

- Better way to track water leaks and consumption rates

- Water production spike in 2013 from water main break, flooded Rock Salt
- Capacity of lake in relation to licenced withdrawal
- Treated water stored in reservoir gravity feed is divided into levels for emergency, fire storage and balancing.
- Empty reservoir would cause boil water advisory and VIHA testing to get systems back online
- Water main replacement construction tenders are under review
- Draft asset management plans to inform and prioritize infrastructure replacement under review
- Request for easier to understand R&E expense reports

MOVED by Commissioner Maude, **SECONDED** by Commissioner Martin, That the Fulford Water Service Commission request staff identify strategic areas where meters can be placed to assist in detecting leaks and to quantify the costs of implementation.

CARRIED

6. Election of Officers

Carole Eyles and Gord Singbeil will be stepping down from the Fulford Water Service Commission at the end of 2019.

Anthony Maude agreed to a nomination for another two years and hearing no other nominations was elected by acclamation.

7. New Business

Update on request for service extension and connection to Fulford Water Service by property now identified as Vortex (old Fulford Inn Property)

- Request letter received from developer to connect
- CRD responded by outlining the process and responsibilities of the developer
- Developer to pay costs of feasibility study, engineering, and construction of line extension and hookup to system
- Community reports that development project is now on hold

8. Adjournment

MOVED by Commissioner Eyles, **SECONDED** by Commissioner Maude, That the Fulford Water Service Commission adjourn the meeting at 2:31 pm.

CARRIED

CHAIR

SENIOR MANAGER