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**Minutes of the Beddis Water Service Commission Budget Meeting
Held October 31, 2022 at the Salt Spring Island Library, 129 McPhillips Avenue,
Salt Spring Island, BC**

DRAFT

Present:

Director: Gary Holman

Commission Members: Michael McCormick, Chris Smid and
Chris Cheeseman

Staff: Karla Campbell, Senior Manager SSI Electoral Area; Lia Xu, Manager,
Finance Services; Dan Robson, Manager, Saanich Peninsula and Gulf Islands
Operations; Dean Olafson, Manager Engineering; Shayla Burnham,
Recording Secretary

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

1. Territorial Acknowledgement / Call Meeting to Order

A Territorial Acknowledgement was provided by Director Holman and the meeting was called to order at 12:39 pm.

MOVED by Commissioner McCormick, **SECONDED** by Commissioner Smid, that the Beddis Water Service Commission appoint Commissioner Cheeseman as Chair of the meeting.

CARRIED

2. Approval of Agenda

MOVED by Commissioner McCormick, **SECONDED** by Commissioner Cheeseman, that the Beddis Water Service Commission agenda of October 31, 2022 be approved as amended by moving item 6.2 Sky Valley Tank Replacement to item 5.1 and, and by reordering the agenda numerically.

CARRIED

3. Adoption of the Minutes of October 4, 2021

MOVED by Commissioner McCormick, **SECONDED** by Commissioner Cheeseman, that the Beddis Water Service Commission meeting minutes of October 4, 2021 be approved as amended by updating item 6.4 Backup Generator, bullet number three, to “Staff to explore if a common generator will able to service both the exiting treatment pump station and the new proposed booster pump station.”

CARRIED

4. Chair and Director Reports

Director Holman briefly reported:

- Local Community Commission (LCC) won voter approval with an election prediction for May 2023.

Chair Cheeseman – no report.

5. New Business

5.1 Sky Valley Tank Replacement

- The Commission stated that the Sky Valley storage tank services 18 rate payers and is a functioning, gravity fed tank.
- Staff to review historical records and provide a report to the Commission with an update on the Sky Valley Tank Replacement project details.
- The Commission requested an overview of the Lautman Pump Station operations.

MOVED by Director Holman, **SECONDED** by Commissioner Cheeseman, that the Beddis Water Service Commission request staff to review historical records and provide a report to the Commission with an update on project specifics and to consider whether the existing configuration is a viable option before proceeding with Project Number 25-02 Construction of Booster Pump and Second Reservoir at Sky Valley Lower Reservoir.

CARRIED

5.2 2023 Operating and Capital Budget

- The Commission requested an update on the increased labour chargers as a result of the addition of an 'on-island' Manager of Operations and staff reiterated the position will be cost shared among 14 local utility services on Salt Spring Island and the Southern Gulf Islands to address regulatory requirements, workload management, capital project coordination and integration and provide additional oversight and support to worker health and safety.
- Staff confirmed Project Number 23-03 Electrical Upgrades are required.
- The Commission asked staff to clarify the location of the asbestos piping slated to be removed and staff confirmed a short section of surficial abandoned asbestos pipe below the old Lautman Reservoir will be disposed of before it deteriorates further and enters the environment. Staff further confirmed the pipe would be properly disposed of at the Hartland Landfill in 2023.
- Staff confirmed the Fulford Water Service Commission was in support of the backup power request following their Monday, October 3, 2022 Budget Meeting.
- Staff reiterated issues related to ongoing fatigue and Occupational Health & Safety (OHS) concerns, service and fire risks, public safety, and financial risks associated in not having backup power.

- A discussion around climate change occurred.
- Staff confirmed the main funding source for the backup power preliminary works is Community Works Funds (CWF).

MOVED by Director Holman, **SECONDED** by Commissioner Cheeseman, that the Beddis Water Service Commission request staff move Project Number 26-01 Install Inline Strainers from 2026 to 2023 and to move Project Number 20-02 Referendum or Alternative Approval Process – Funding for Future Projects from 2023 to 2024.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Smid, that the Beddis Water Service Commission reduce the transfer to Capital Reserve Fund (CRF) by \$20,000 to be set at \$60,000 and that the \$20,000 reduction be balanced by \$10,000 on the user charge and \$10,000 on parcel tax.

CARRIED

MOVED by Commissioner Smid, **SECONDED** by Commissioner Cheeseman, that the Beddis Water Service Commission:

- Approve the 2023 operating and capital budget as amended and that the 2022 actual operating surplus or deficit be balanced on the 2022 Reserve Funds transfer (Capital Reserve Fund and/or Operating Reserve Fund).
- Recommend that the Electoral Area Committee recommend that the CRD Board approve the 2023 Operating and Capital Budget and the five-year Financial Plan for the Beddis Water Service as amended.

CARRIED

6. Outstanding Business

6.1 Water Residuals

- The Commission expressed support for staff to explore Vancouver Island Health Authority (VIHA) permitting requirements for reducing water residual hauling methods.
- Potential cost savings for island wide services discussed through eliminating or minimizing trucked water residuals with a request for staff to explore cost sharing options throughout the 2024 budgeting process.

MOVED by Director Holman, **SECONDED** by Commissioner Smid, that the Beddis Water Service Commission request staff clarify and initiate the permit application process for alternative disposal of water treatment residuals as soon as possible.

CARRIED

6.2 Leak Detection

- The Commission agreed to forward leak detection questions/comments to staff via email following the meeting.

6.3 Electrical Backup Power

- Discussion occurred under item 5.2 Operating and Capital Budget.

6.4 Island Health Water Treatment Plant Inspection

- The Commission agreed to forward Island Health Water Treatment Plant Inspection questions/comments to staff via email following the meeting.

6.5 Emergency Response Plan

- Discussion occurred under item 5.2 Operating and Capital Budget.

7. Next Meeting – TBD

Commissioner Smid left the meeting at 3:03pm

8. Adjournment

MOVED by Commissioner McCormick, **SECONDED** by Commissioner Cheeseman, that the meeting be adjourned at 3:07 p.m.

CARRIED

CHAIR

SENIOR MANAGER