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**Minutes of the Cedars of Tuam Water Service Commission Budget Meeting  
Held Thursday, October 25, 2022 in the Creekside Meeting Room #108-121 McPhillips  
Avenue, Salt Spring Island, BC**

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**Present:**       **CRD Director:** Gary Holman  
                  **Commission Members:** Peter Wypkema and Julian Edwards  
                  **Staff:** Karla Campbell, Senior Manager, SSI Administration; Dan Robson,  
                  Manager, Saanich Peninsula and Gulf Islands Operations (via Zoom);  
                  Dean Olafson, Manager Engineering, Salt Spring; Lia Xu, Manager, Financial  
                  Services (via Zoom); Shayla Burnham, Recording Secretary.

**1. Territorial Acknowledgement / Call Meeting to Order**

Chair Wypkema provided a Territorial Acknowledgement and called the meeting to order at 10:02 am.

**2. Approval of Agenda**

**MOVED** by Commissioner Wypkema, **SECONDED** by Commissioner Edwards, that the Cedars of Tuam Water Service Commission meeting agenda of October 25, 2022 be approved as amended by adding item 6.1 Options for Sand Removal from Cedars of Tuam Well.

**CARRIED**

**3. Approval of Minutes October 21, 2021**

**MOVED** by Commissioner Wypkema, **SECONDED** by Commissioner Edwards, that the Cedars of Tuam Water Service Commission meeting minutes of October 21, 2021 be approved as presented.

**CARRIED**

**4. Director, Chair and Commissioner Reports**

**Director Homan** – briefly reported:

- Provisional Budget approved in September 2022 ahead of the elections.
- Final Budget to be approved in March 2023.
- Local Community Commission (LCC) won voter approval with an election prediction for May 2023.

**Chair Wypkema** briefly reported:

- Expressed the importance in ongoing communication with the small number of service residents.

**5. New Business**

**5.1 2023 Operating and Capital Budget**

- Staff provided an overview of the 2023 Operating and Capital Budget.
- It was confirmed that staff labour charges cannot be funded by Community Work Funds (CWFs).
- Staff confirmed no update on the Investing in Canada Infrastructure Program (ICIP) grant application. Staff to report back to the Commission in spring 2023 if an update is received.
- It was agreed that no action should be taken by the Commission or staff on Capital Project #21-03 “Detailed Designs, IHA Application, Construction Documents, and Construction of New Infrastructure” until the outcome of the federal funding announced.
- 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 confirmed 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.
- Reservoir cleaning deferred from 2022 to 2023 with staff further recommending the cleaning not be deferred again.
- Potential phases for future water line replacements discussed following a study of the system.
- Issues around potential future trucked water for the service discussed.

**MOVED** by Commissioner Wypkema, **SECONDED** by Commissioner Edwards, that the Cedars of Tuam Water Service Commission recommend:

1. The 2023 consumption charge rate be set as follows:
  - First 38 cubic metres or potion – \$7.00 / cubic metre
  - Greater than 38 cubic metres – \$18.00 / cubic metre
2. And the user charge per SFE be set at \$1,941.18.

**CARRIED**

**MOVED** by Commissioner Wypkema, **SECONDED** by Commissioner Edwards that the Cedars of Tuam Water Service Commission:

1. 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) and
2. 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 Cedars of Tuam Water Service as amended.

**CARRIED**

**6. Outstanding Business**

**6.1 Options for Sand Removal from Cedars of Tuam Well**

- Requested staff contact Doug McDonald, resident, regarding safe and cost-efficient options for sand removal from the Cedars of Tuam well.

**MOVED** by Commissioner Wypkema, **SECONDED** by Commissioner Edwards, that the Cedars of Tuam Water Service Commission request CRD staff contact Doug McDonald regarding the sand removal options for the Cedars of Tuam well.

**CARRIED**

**7. Next Meeting – TBD**

**8. Adjournment**

**MOVED** by Commissioner Wypkema, **SECONDED** by Director Holman that the meeting adjourn at 11:54ss pm.

**CARRIED**

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**CHAIR**

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**SENIOR MANAGER**