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**Minutes of the Ganges Sewer Local Service Commission
Held Friday 03 June 2011
206 - 118 Fulford-Ganges Road
Salt Spring Island, BC**

Present: Tom Toynbee (C), Rod Scotvold, Gary Utter, Louis Pepin
CRD: Ted Robbins, Senior Manager, Water Management, Chris Lowe, Supervisor,
Marine Programs, Environmental Protection, Lorrie Siemens, Recording Secretary
Rick Lloyd and Gary Hendren, RCL Consulting Ltd.

Regrets: John Sprague, Director Garth Hendren

1. CALL TO ORDER

Chair Toynbee called the meeting to order at 10:35 a.m.

2. APPROVAL OF AGENDA

MOVED by Gary Utter, **SECONDED** by Louis Pepin,
that the agenda of the Ganges Sewer Local Service Commission meeting of June 3, 2011 be
approved as distributed.

CARRIED

Ted Robbins explained that as a result of feedback through the Salt Spring Island working group and concerns of system administration and project delivery, as an interim solution that he would be the direct contact to the Salt Spring Island commissions and that Tim Tanton, Senior Manager of Infrastructure Engineering would be the direct contact for Southern Gulf Islands and Juan de Fuca committees/commissions. A long term solution is being established.

3. GANGES SEWER SERVICE AREA DEVELOPMENT COST CHARGE STUDY

Staff, in coordination with RCL Consulting staff, presented a written report referring to a study of alternatives for imposing a Development Cost Charge or similar cost structure for the Ganges sewer service area.

The commission requested that information on the DCC study be forwarded to Islands Trust.

MOVED by Gary Utter, **SECONDED** by Rod Scotvold,
that the Ganges Sewer Local Service Commission receive the report for information.

CARRIED

RCL Consulting staff left the meeting.

4. REQUEST FOR INCLUSION OF PROPERTY IN THE GANGES SEWERAGE LOCAL SERVICE AREA - 114 SWANSON ROAD

Staff presented a written report addressing a request for inclusion into the Ganges sewer service area.

Discussion took place on the following topics:

- Costs involved for a conceptual design and construction of a gravity main for the full length of Swanson Road.
- Has the applicant applied for rezoning with the Island's Trust.
- Consideration of other properties on Swanson Road desiring inclusion.

MOVED by Louis Pepin, **SECONDED** by Gary Utter,
that the Ganges Sewer Local Service Commission defer approval of the request by the Applicant for inclusion into the Ganges sewer local service area pending:

1. Completion of the asset condition evaluation, as approved in the 2011 Capital Plan;
2. A cost estimate for a conceptual design and construction of a gravity main for the full length of Swanson Road;
3. Establishment of cost per household to participate in sewer construction and servicing; and
4. Consideration of the remaining properties on Swanson Road as part of the overall inclusion request.

CARRIED

5. GANGES WASTEWATER TREATMENT PLANT - OUTFALL MONITORING PROGRAM

Staff presented a written report outlining the Capital Regional District's outfall monitoring program as information to the commission

Chris Lowe reported on recent correspondence from the ministry referring to frequency of sampling. He advised that it has been approved that sampling be reduced to once per year with the potential of working in conjunction with the other three Gulf Islands facilities (Maliview, Schooner and Cannon) to cost share some of the monitoring. This would be done for two years in a row and then the ministry would re-assess the program.

Chair Toynbee disagreed with monitoring at the outfall and advised that he would correspond with the ministry, address his concerns to Director Hendren and attempt to discontinue mandated monitoring at the outfall. The commission agreed with Chair Toynbee and advised him to go forward with correspondence to the ministry. Staff agreed to provide background information for the correspondence.

The commission received the report for information.

6. CHANGES TO 2011 OPERATING AND CAPITAL BUDGET

Staff presented a written report to outline the changes to the budget that was presented in November 2011. Due to significant changes from November to year-end, it was advisable to report the changes to the commission in the form of a staff report.

Discussion took place on operational costs for the Burgoyne septage facility and staff advised that the results of a business case analysis by a consultant would be available soon.

MOVED by Rod Scotvold, **SECONDED** by Gary Utter,
that the Ganges Sewer Local Service Commission receive the report for information.

CARRIED

7. 2010 CAPITAL PLAN STATUS

Staff presented a written report as an update on the 2010 capital plan budget.

The commission requested that they receive a demonstration of the SCADA system.

MOVED by Gary Utter, **SECONDED** by Tom Toynbee,
that the Ganges Sewer Local Service Commission receive the report for information.

CARRIED

8. CORRESPONDENCE - REQUEST FOR SEWER EXTENSION - 100 BLOCK SWANSON ROAD

The correspondence was discussed in Item 4.

It was agreed to consider the properties on Swanson Road as part of an overall inclusion request.
This would include 100 Block Swanson Road.

9. APPROVAL OF MINUTES OF 29 OCTOBER 2010 ANNUAL GENERAL MEETING

MOVED by Louis Pepin, **SECONDED** by Gary Utter,
that the minutes of the Ganges Sewer Local Service Commission Annual General Meeting of 29
October 2010 be adopted as circulated.

CARRIED

10. APPROVAL OF MINUTES OF 29 OCTOBER 2010

MOVED by Gary Utter, **SECONDED** by Rod Scotvold that the minutes of the Ganges Sewer
Local Service Commission meeting of 29 October 2010 be adopted as circulated.

CARRIED

11. APPROVAL OF MINUTES OF 01 NOVEMBER 2010

MOVED by Rod Scotvold, **SECONDED** by Louis Pepin,
that the minutes of the Ganges Sewer Local Service Commission meeting of 01 November 2010
be adopted as circulated.

CARRIED

12. REVIEW OF ACTION LIST

The action list was reviewed and updated.

13. NEW BUSINESS

Staff advised that CRD received a referral from the Islands Trust proposing a new bylaw to
amend the Salt Spring Island Land Use Bylaw to enable the creation of a bare-land strata for the
existing mobile home park (Brinkworthy Estates). The property is currently a single parcel and is
located in the Ganges sewer service area and connected for service. One single parcel tax is
currently received. The service area received the SFE equivalent of 136 SFE's and under the
current user charge structure equates to approximately \$53,000. If the property goes bare-land

strata the service area would receive a parcel tax for each unit. It is not the intention to increase the density. CRD sees no risk.

MOVED by Gary Utter, **SECONDED** by Louis Pepin,
to support the recommendation to Islands Trust in terms of sewer service to allow the bare-land strata.

CARRIED

The commission agreed that the Ganges Sewer Local Service Commission Annual General Meeting and the budget meeting can be set for November and can be held on the same day.

14. ADJOURNMENT

The meeting was adjourned at 12:55 p.m.

DRAFT