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**Minutes of the of the Ganges Sewer Local Service Commission Budget Meeting
Held October 13, 2022 at Creekside Meeting Room (CRD Office) #108 – 121 McPhillips
Avenue, BC**

Present: **CRD Director:** Gary Holman
Commission Members: David Toynbee and Gary Utter (via Zoom)
Staff: Karla Campbell, Senior Manager, SSI Administration; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations (via Zoom); Dean Olafson, Manager of Engineering; Lia Xu, Manager Finance Services (via Zoom); and Shayla Burnham, Recording Secretary
Regrets: Mike de Carle
DRAFT

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

1. Territorial Acknowledgement

A Territorial Acknowledgement was provided by Commissioner Toynbee and the meeting was called to order at 12:02 pm.

MOVED by Director Holman, **SECONDED** by Commissioner Utter, that the Ganges Sewer Local Service Commission appoint Commissioner Toynbee as Chair of the meeting.

CARRIED

2. Approval of Agenda

MOVED by Commissioner Toynbee, **SECONDED** by Commissioner Utter, that the October 13, 2022 Ganges Sewer Local Service Commission agenda be approved as presented.

CARRIED

3. Approval of Minutes October 14, 2021

MOVED by Commissioner Utter, **SECONDED** by Commissioner Toynbee, that the October 14, 2021 meeting minutes of the Ganges Sewer Local Service Commission be approved as presented.

CARRIED

4. Chair and Director Reports

Director Holman – no report

Chair Utter – no report

5. New Business

5.1 2023 Operating and Capital Budget

- Staff provided an overview of the 2023 Operating and Capital Budget.
- 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.
- A discussion around climate change occurred and it was asked if sea level rise concerns had been included within the asset management plan and staff confirmed it had not yet been explored.

MOVED by Director Holman, **SECONDED** by Commissioner Toynbee, that the Ganges Sewer Local Services Commission move the 5 Year Capital Plan Project Number 21-02 Reclaimed Water Study from 2025 to 2023 on a condition that an additional \$55,000 Community Works Funding be provided for eligible projects.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Utter, that the Ganges Sewer Local Service Commission:

- Approve the 2022 transfer of \$100,000 from the Capital Reserve to the Equipment Reserve.
- Approve the 2023 operating and capital budget as presented, and that the 2022 actual operating deficit or surplus be balanced on the 2022 Reserve Funds transfer (Capital Reserve Fund and/or Operating Reserve Fund), and
- Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2023 operating and capital budget and the five-year Financial Plan for the Ganges Sewer Local Service as amended.

CARRIED

5.2 Request Additional Funds to Complete the Detailed Design for the Ganges Wastewater Treatment Plant Aeration System Upgrade Design

- It was confirmed that Community Works Fund (CWF) was not eligible for the design work.

MOVED by Director Holman, **SECONDED** by Commissioner Toynbee, that the Ganges Sewer Local Services Commission recommends to the Capital Regional District Board that the Ganges Sewer Utility 2022-2026 Five-Year Capital Plan be amended to increase the project budget by an additional \$24,500 from \$90,000 to \$114,500 for the Ganges Wastewater Treatment Plant Aeration System Upgrade Design project, funded by Capital Reserve Fund.

CARRIED

5.3 Reclaimed Water Study Discussion

- Discussion occurred under item 5.1 2023 Operating and Capital Budget.

6. Outstanding Business - None

7. Election of Chair and Commissioners

- Commissioner Miller provided her resignation effective October 6, 2022.
- Chair Utter provided his resignation as of December 31, 2022.
- The Membership Opportunities ads were posted to the Salt Spring Exchange and printed in the Driftwood Publishing Ltd. for the month of June 2022 and September 2022 and one new application was received.
- Staff to forward Colin Whyte's application to the CRD Board for appointment as directed by the Commission.
- Election of the Chair deferred to the first meeting of 2023.

8. Next Meeting – TBD

9. Adjournment

MOVED by Commissioner Toynbee, **SECONDED** by Commissioner Utter, that the Ganges Sewer Local Service Commission meeting adjourn at 12:51 pm.

CARRIED

CHAIR

SENIOR MANAGER