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**Minutes of the Maliview Sewer Local Services Commission Budget Meeting
Held October 15, 2021 at the Salt Spring Island Library Meeting Room, 129 McPhillips
Avenue, Salt Spring Island, BC**

Present: **Director:** Gary Holman
 Commission Members: Laura Travelbea, Brian Travelbea, and Jodie Miller
 Staff: Dean Olafson, Manager Engineering; Lia Xu, Manager, Finance
 Services; Dan Robson, Manager, Saanich Peninsula and Gulf Islands
 Operations; and Shayla Burnham, Recording Secretary

1. Territorial Acknowledgement / Call Meeting to Order

Territorial Acknowledgement was provide by Commissioner L. Travelbea and the meeting was called to order at 12:34 pm.

2. Limited Space Meeting Resolution

That this resolution applies to the Maliview Sewer Local Services Commission for the meeting being held on October 15, 2021, and that the attendance of the public at the place of the meeting will be limited in accordance with the applicable requirements or recommendations under the Public Health Act, despite the best efforts of the Commission because:

- a. The available meeting facilities cannot accommodate more than (20) people in person, including members of the Commission and staff, and
- b. There are no other facilities presently available that will allow physical attendance of the Commission and the public in sufficient numbers; and

That the Commission is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:

- a. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,

By making the minutes of the meeting available on the CRD website following the meeting.

MOVED by Commissioner B. Travelbea, **SECONDED** by Commissioner Miller, that the limited space meeting resolution be approved.

CARRIED

3. Approval of Agenda

MOVED by Commissioner B. Travelbea, **SECONDED** by Commissioner Miller, that the Maliview Sewer Local Services Commission agenda of October 15, 2021 be approved.

CARRIED

4. Adoption of the Minutes of October 29, 2020

MOVED by Commissioner B. Travelbea, **SECONDED** by Commissioner Miller, that the Maliview Sewer Local Services Commission approve the meeting minutes of October 29, 2020.

CARRIED

5. Chair and Director Reports

Director Holman briefly reported:

- Provisional Budget to be approved by October 27, 2021 and Final Budget to be approved in March 2022.

Chair L Tavelbea – No report.

6. New Business

6.1 2022 Operating and Capital Budget

- Borrowed debt from 2006 was retired in 2021.
- New debt planned for 2022.
- Staff confirmed the Operating Reserve Fund is a multiuse fund and can be used for unplanned expenditures.
- Concern was expressed for the age of the current system.
- Staff confirmed the Operating Reserve Fund is low and informed the Commission on the importance of gradually building the fund back up.

Director Holman left the meeting at 1:10 pm.

- Possible grant funding opportunities discussed.

MOVED by Commissioner L. Travelbea, **SECONDED** by Commissioner B. Travelbea, that the Maliview Sewer Local Services Commission approve the 2022 operating and capital budget as presented and that the 2021 actual operating surplus or deficit be balanced on the 2021 transfer to Capital Reserve Fund transfer.

CARRIED

MOVED by Commissioner L. Travelbea, **SECONDED** by Commissioner B. Travelbea, that the Maliview Sewer Local Services Commission recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2022 operating and capital budget and the five-year Financial Plan for the Maliview Estates Sewerage Local Service as presented.

CARRIED

7. Outstanding Business – None

8. Adjournment

MOVED by Commissioner L. Travelbea, **SECONDED** by Commissioner Miller, that the meeting be adjourned at 1:33 pm.

CARRIED

CHAIR

SENIOR MANAGER