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**Minutes of the of the Salt Spring Island Liquid Waste Disposal Local Service Commission
Held October 7, 2022, at the Salt Spring Island Library, 129 McPhillips Ave, Salt Spring
Island, BC**

DRAFT

Present: **CRD Director:** Gary Holman
Commission Members: Mary Richardson, Jodie Miller, Peter Meyer and Sandra Ungerson
Staff: Karla Campbell, Senior Manager, Salt Spring Electoral Area, Dean Olafson, Manager Engineering, Lia Xu, Manager, Financial Services (via Zoom), Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations (via Zoom), Shayla Burnham, Recording Secretary
Regrets: Laura Travelbea

1. Territorial Acknowledgement / Call Meeting to Order

Chair Richardson provided a Territorial Acknowledgement and called the meeting to order at 10:05 am.

2. Approval of Agenda

MOVED by Commissioner Richardson, **SECONDED** by Commissioner Meyer, that the Salt Spring Island Liquid Waste Disposal Local Service Commission agenda of October 7, 2022 be approved as amended by adding item 7.1 Burgoyne Septage Treatment Options Analysis Update.

CARRIED

3. Adoption of Minutes of October 4, 2021

MOVED by Commissioner Miller, **SECONDED** by Commissioner Meyer, that the Salt Spring Island Liquid Waste Disposal Local Service Commission minutes of October 4, 2021 be adopted as presented.

CARRIED

4. Director and Chair Reports

Director Holman briefly reported:

- Provisional Budget approved in September 2022 due to the election process.

Chair Richardson briefly reported:

- Announced continued membership on the Commission in 2023 until the Local Community Commission (LCC) election at which time the Salt Spring Island Liquid Waste Disposal Local Service Commission will dissolve.

5. New Business

5.1 2023 Operating and Capital Budget

- Staff provided an overview of the 2023 Operating and Capital Budget.
- The Commission requested reasoning for the increased labour charges. Staff responded that two existing CRD part-time staff would be increasing their hours to full-time as well as hiring another full-time on-island management role to oversee island wide services and strengthen CRD resources.
- The Commission asked staff for an update on their request to explore the costs associated with placing powerlines underground due to high costs associated with ongoing powerline maintenance. Staff confirmed no update and reiterated the request could be added into the Capital Plan if the Commission wished to pursue these works.

MOVED by Commissioner Meyer, **SECONDED** by Director Holman, that the Salt Spring Island Liquid Waste Disposal Local Service Commission request staff to review the historical costs associated with ongoing powerline maintenance repairs and compare it to the costs associated in having the powerlines placed underground as staff time permits.

CARRIED

MOVED by Commissioner Meyer, **SECONDED** by Commissioner Miller, that the Salt Spring Island Liquid Waste Disposal Local Service Commission:

1. Approve the 2023 operating and capital budget as presented and that the 2022 actual surplus or deficit be balanced on the 2022 Reserve Funds transfer (Capital Reserve Fund and/or Operating Reserve Fund).
2. 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 Salt Spring Island Liquid Waste Disposal Local Service as presented.

CARRIED

6. Election of Chair and Commissioners

- 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 no new applications were received.
- Chair Richardson and Commissioner Ungerson requested to be re-appointed until the Local Community Commission (LCC) election at which time the Salt Spring Island Liquid Waste Disposal Local Service Commission will dissolve.
- Commissioner Travelbea provided her resignation following October 7, 2022.
- Election of Chair was deferred to the first meeting of 2023.

7. Outstanding Business

7.1 Burgoyne Septage Treatment Options Analysis

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

8. Next Meeting - TBD

9. Adjournment

MOVED by Commissioner Meyer, **SECONDED** by Commissioner Miller, that the meeting adjourn at 11:11 am.

CARRIED

CHAIR

SENIOR MANAGER