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Minutes of the Fiscal Year 2021 Annual General Meeting for Ganges Sewer Local Service Commission

Held June 2, 2022 at the Salt Spring Island Library Meeting Room, 129 McPhillips Avenue, Salt Spring Island, BC

DRAFT

Director: Gary Holman

Commission Members: Gary Utter, Mike de Carle (Via Zoom), David Toynbee, and Jodie Miller

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), Shayla Burnham, Recording Secretary

1. Territorial Acknowledgement/Call meeting to Order

Chair Utter provided the Territorial Acknowledgement and the meeting was called to order at 12:13 p.m.

2. Approval of Agenda

MOVED by Commissioner Toynbee, **SECONDED** by Director Holman, that the Ganges Sewer Local Service Commission Annual General Meeting agenda of June 2, 2022 for the 2021 Fiscal Year be approved as presented.

CARRIED

3. Adoption of Minutes of the 2020 Annual General Meeting held on November 5, 2021

MOVED by Commissioner Toynbee, **SECONDED** by Commissioner de Carle, that the Ganges Sewer Local Service Commission minutes of November 5, 2021 for the 2020 Fiscal Year be adopted as presented.

CARRIED

4. Director and Chairs Report

Director Holman briefly reported:

- The Local Community Commission (LCC) Advisory Committee has met two times, with a third meeting scheduled for Monday, June 6, 2022. Broadens representation with the possibility of consolidating island wide services under an elected LCC.

Chair Utter briefly reported:

- Affordable housing on Salt Spring Island is an ongoing issue with the need for small businesses to be proactive when it comes to staff housing solutions.

5. Report

5.1 Annual Report for 2021 Fiscal Year

- Staff provided a brief overview of the report.
- The Commission asked for an update on reclaimed water and staff confirmed it is included in the 2022 Capital Planning projects. Staff further confirmed a review of historical records had begun and due to the outdated report from 2009, the project budget was very under estimated. A staff report with recommendations is forthcoming.
- Staff confirmed significant overflow events were a result of unusual weather such as equipment freezing in November and December. Staff further confirmed the installation of heat tracing equipment was complete with additional freeze protection equipment forthcoming.
- Staff confirmed emergency response plans are prepared for all services.
- A review of the existing facility in its entirety will be completed before the completion of any scheduled upgrades.
- The Commission asked if the capacity of the system was oversubscribed and staff confirmed it was not.

There is no recommendation. This report is for information only.

Dan Robson left the meeting at 1:08 p.m.

6. Election of Chair and Commissioners

- The Notice of Annual General Meeting was advertised as per requirements and staff called for nominations from the floor. After hearing none staff were directed by the Commission to re-run the ad prior to the budget meeting scheduled in the fall.
- Chair Utter provided the Commission with his resignation following December 31, 2022.

7. New Business

- A report is forthcoming to the Commission regarding a different rate structure at which time staff will call a Special Meeting to present the options for consideration.

8. Next Meeting – TBD

9. Adjournment

MOVED by Commissioner Miller, **SECONDED** by Commissioner Toynbee, that the Ganges Sewer Local Service Commission meeting adjourn at 1:28 p.m.

CARRIED

CHAIR

SENIOR MANAGER