



Making a difference...together

**Minutes of the of the Ganges Sewer Local Service Commission
Held October 14, 2021 at Salt Spring Island Public Library, 129 McPhillips Avenue, BC**

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

1. Territorial Acknowledgement

Territorial Acknowledgement was provided by Chair Utter and the meeting was called to order at 10:01 am.

2. Limited Space Meeting Resolution

MOVED by Director Holman, **SECONDED** by Commissioner Toynbee, that this resolution applies to the Ganges Sewer Local Service Commission for the meeting being held on October 14, 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 Ganges Sewer Commission, because:

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

That the Ganges Sewer 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,
- b. By making the minutes of the meeting available on the CRD website following the meeting.

CARRIED

3. Approval of Agenda

MOVED by Commissioner Toynbee, **SECONDED** by Commissioner de Carle, that the October 14, 2021, Ganges Sewer Local Service Commission agenda be approved as amended by adding item 7.1 Capacity in the Sewer System for Affordable Housing.

CARRIED

4. Approval of Minutes October 27, 2020

MOVED by Commissioner de Carle, **SECONDED** by Commissioner Toynbee, that the October 27, 2020 meeting minutes of the Ganges Sewer Local Service Commission be approved as amended by adding Item 8.2 Rate Review as an ongoing agenda item moving forward.

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.
- Fees and charges bylaw going to the CRD Board in November 2021.

Chair Utter – no report.

Lia Xu joined the meeting via Zoom at 10:07 am.

6. New Business

6.1 2022 Operating And Capital Budget

- 2021 operating expenses slightly over budget.
- 2021 operating revenue on budget.
- 2% increase for 2022 operating budget.
- Modification to sludge thickening tank with a target of 2.5% solids will reduce future sludge hauling.
- The Commission asked what the minimum Capital Reserve Fund balance was and staff confirmed a new Capital Reserve Funding Guideline had been implemented.
- A “target ratio” line was requested by the Commission for inclusion in future budget meeting agendas as a way for the Commission to properly monitor spending and staff confirmed this request would be implemented in 2022.
- Staff to update the Commission on the Development Cost Charges (DCC) bylaw regarding details associated with service expansion.
- Staff confirmed a review of the aeration system proved to be under sized and that staff have received a preliminary cost estimate in the \$600,000 range.

MOVED by Commissioner Toynbee, **SECONDED** by Commissioner de Carle, that the Ganges Sewer Local Service Commission approve the 2022 operating and capital budget as presented, and that the 2021 actual operating deficit or surplus be balanced on the 2021 transfer to the Operating Reserve Fund.

CARRIED

MOVED by Commissioner Toynbee, **SECONDED** by Commissioner de Carle, that the Ganges Sewer Local Service 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 Ganges Sewer Local Service as presented.

CARRIED

Lia Xu left the meeting at 11:41 am.

7. New Business

7.1 Capacity in the Sewer System for Affordable Housing

- The Commission recommends supporting, in principle, the suggestion to ensure holding sufficient capacity, for the Drake Road Development and request staff to review the property capacity and commitments and return to the Commission with an update.

8. Next Meeting

Friday, November 5, 2021 at the SSI Library, 129 McPhillips Avenue, Salt Spring Island, BC from 10:00 a.m. – 12 :00 p.m.

9. Adjournment

MOVED by Commissioner de Carle, **SECONDED** by Commissioner Toynbee, that the Ganges Sewer Local Service Commission meeting adjourn at 11:57 am.

CARRIED

CHAIR

SENIOR MANAGER