



Making a difference...together

**Minutes of the Cedars of Tuam Water Service Commission Budget Meeting
Held October 30, 2023 at the Salt Spring Island Multi Space (SIMS), 124 Rainbow Road,
Salt Spring Island, BC**

Present: **Director:** Gary Holman
 Commission Members: Julian Edwards (Chair); Peter Wypkema
 Staff: Karla Campbell, Senior Manager SSI Electoral Area; Lia Xu, Manager,
 Finance Services; Dan Robson, Manager, Saanich Peninsula and Gulf Islands
 Operations; Kim Vincent, Senior Financial Advisor, Finance Services (via
 Teams); Dean Olafson, Manager Engineering; Mackenzie Williamson,
 Committee Clerk

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

1. Call to Order

Commissioner Edwards called the meeting to order at 10:09 pm.

CARRIED

2. Territorial Acknowledgement / Call Meeting to Order

Commissioner Edwards provided a Territorial Acknowledgement.

CARRIED

3. Approval of Agenda

MOVED by Commissioner Edwards, **SECONDED** by Commissioner Wypkema, that the Cedars of Tuam Water Service Commission agenda of October 30, 2023 be approved as presented.

CARRIED

4. Adoption of the Minutes of October 25, 2022

MOVED by Commissioner Edwards, **SECONDED** by Commissioner Wypkema, that the Cedars of Tuam Water Commission meeting minutes of October 25, 2022 be approved as presented.

CARRIED

- Discussion of minute item number 6.1 Sand removal from Cedars of Tuam Well Asking for update on status.
- 3rd party would need to be hired for remove sand.
- Requested staff contact Doug McDonald resident regarding options for sand removal from Cedars of Tuam Well.

5. Director and Commissioner Report

- Provisional Capital Regional District Board approval of 2024 Capital Budget.
- Salt Spring Island Local Community Commission currently reviewing referral from the Islands Trust regarding the possibly acquiring the Salt Spring Island Watershed Protection Alliance (SSIWPA) Service.
- The latest water delivery was the previous Friday before the meeting. Five truck loads have been delivered to date.

6. New Business

6.1 2024 Operating and Capital Budget

MOVED by Commissioner Wypkema, **SECONDED** by Director Holman, that the Cedars of Tuam Water Service Commission request staff balance 2023 actual operating surplus or deficit on reserve Funds; 75% transferred to Operating Reserve Fund and 25% transferred to Capital Reserve Fund.

CARRIED

MOVED by Commissioner Wypkema, **SECONDED** by Director Holman, that the Cedars of Tuam Water Service Commission defer borrowing in the Five-Year Capital Plan of project number 21-03 Design and construct new well and distribution system, and project number 24-02 Referendum or Alternative Approval Process - Funding for Future Projects to 2025.

That the savings from deferring the estimated new 2024 debt (\$90,000 from 21-03) servicing costs to be added to Capital Reserve Fund Transfer in 2024 budget.

CARRIED

MOVED by Director Holman, **SECONDED** by Commissioner Edwards, that the Cedars of Tuam Water Service Commission fund the Five-Year Capital Plan project number 23-01 Electrical Service Replacement (\$50,000) by Community Works Fund \$42,000 and Capital Reserves Fund \$8,000 in replacement of debt funding source of \$50,000.

That the saving from replacing estimated new 2024 debt (\$25,000 from 23-01) servicing costs to be added to Capital Reserve fund transfer in 2024 operating budget.

CARRIED

MOVED by Commissioner Wypkema, **SECONDED** by Commissioner Edwards, that the Cedars of Tuam Water Service Commission increase the consumption charge for the first 38 cubic meters of water per quarter from \$7/ cubic meter to \$9/ cubic meter for water conversation purpose.

CARRIED

MOVED by Commissioner Edwards **SECEONDED** by Commissioner Wypkema, that the Cedars of Tuam Water Service Commission:

1. Approve the 2024 operating and capital budget as amended, and that the 2023 actual operating surplus or deficit be balanced on the 2023 Reserve Funds transfer (25% Capital Reserve Fund and 75% Operating Reserve Fund), and
2. Recommend that the Electoral Area Committee recommend that the CRD Board approve the 2024 Operating and Capital Budget and the Five-Year Financial Plan for the Cedars of Tuam Water Service as amended.

CARRIED

6.2 Commissioner Appointments

MOVED by Commissioner Edwards **SECEONDED** by Commissioner Wypkema, that the Cedars of Tuam Water Service Commission request the Capital Regional District Board appoint Jendy Wu to the Commission for the January 1, 2024 to December 31, 2025 term.

CARRIED

- The Commission acknowledged Commissioner Wypkema service to the Cedars of Tuam Water Service Commission.

7. Next meeting – TBD

8. Adjournment

MOVED by Commissioner Edwards, that the meeting be adjourned at 12:09 p.m.

CARRIED

CHAIR

SENIOR MANAGER