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**Minutes of the Regular Meeting of the Ganges Sewer Local Service Commission
Held September 10, 2015 at the Salt Spring Public Library, 129 McPhillips Avenue, Salt
Spring Island, BC**

PRESENT: **Director:** Wayne McIntyre
 Commission Members: Louis Pepin, Rod Scotvold, John Sprague
 Staff: Keith Wahlstrom, Manager, Engineering Salt Spring Electoral Area; Dan
 Robson, IWS Operations Manager, Peggy Dayton, CRD Finance, Erin Jory,
 Recording Secretary
 Absent: Gary Utter

Commissioner Scotvold called the meeting to order at 10:47 am.

1. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Commissioner Sprague,
That the Ganges Sewer Local Service Commission agenda of September 10, 2015 be
approved.

CARRIED

2. Approval of Minutes – August 18, 2015

MOVED by Commissioner Pepin **SECONDED** by Commissioner Sprague,
That the Ganges Sewer Local Service Commission minutes of August 18, 2015, be
approved.

CARRIED

3. Chair and Director Reports

3.1 Director's Report

- Attended CRD Board meeting September 9, 2015. A CRD consultant stated the CRD has most complex regional system in province with more than 200 services provided. Salt Spring could benefit from discussion on complexity of local services.
- Governance study – costing study to be completed by September 30th.

4. Reports

**4.1 Ganges Wastewater Infrastructure Renewal Project – New Building Canada
Fund – Small Communities Fund Grant Application Status and Next Steps**

MOVED by Commissioner Sprague, **SECONDED** by Director McIntyre,
That the Ganges Sewer Local Service Commission:

- A. Receive the letter from the New Building Canada Fund - Small Communities Fund for information;
- B. Update the resolutions from August 18, 2015 Commission meeting and approve the following:
 - i. All work is subject to the 30 day quashing period being completed and the CRD receiving a Certificate of Approval to undertake the necessary borrowing;

- ii. Direct staff to prepare a project plan for the commission's approval at the November meeting;
- iii. Direct staff to gather information required for design contracted services and prepare an RFP – work to be done concurrently with developing the project plan;
- iv. Utilize a design-bid-build procurement model to deliver the project works with consideration of design-build (i.e. pump stations);
- v. Approve \$30,000 from Capital Reserves to fund staff time required to prepare an initial RFP and gather information required for design contracted services to be project ready; and
- vi. Reaffirm the approved 2015 budget work to spend up to \$1,222,000 for rehabilitation work. Money will be available by utilizing internal short term borrowing until MFA funds are available.

CARRIED

4.2 2016 Operating and Capital Budget

That the Ganges Sewer Local Service Commission recommends that the Capital Regional District Board:

1. Approve the 2016 operating and capital budget for the Ganges Sewer Service as presented;
2. Approve the 2016 Parcel Tax of \$136.07 for the Ganges Sewer Service;
3. Approve the projected 2016 Average Residential User Charge of \$512.81; and
4. Balance the 2015 actual revenue and expense on the 2015 transfer to the capital reserve fund.

CARRIED

5. New Business

No items.

6. Outstanding Business

No items.

7. Adjournment

MOVED by Director McIntyre, **SECONDED** by Commissioner Scotvold,
That the meeting be adjourned at 11:55 am.

CARRIED

CHAIR

SENIOR MANAGER