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**Minutes of the Regular Meeting of the Ganges Sewer Local Service Commission
Held January 12, 2016 at the Salt Spring Public Library, 129 McPhillips Avenue, Salt Spring
Island, BC**

PRESENT: **Director:** Wayne McIntyre
 Commission Members: Garry Utter, Rod Scotvold, David Toynbee, Mike de Carle
 Staff: Keith Wahlstrom, Manager, Engineering Salt Spring Electoral Area; Tracey Shaver, Recording Secretary
 Absent: Karla Campbell, Senior Manager, Salt Spring Electoral Area

Commissioner Utter called the meeting to order at 10:03 am.

1. Approval of Agenda

MOVED by Director McIntyre, **SECONDED** by Commissioner Scotvold,
That the Ganges Sewer Local Service Commission agenda of September 10, 2015 be approved with the addition of item 1.1 Election of Commission Chair.

CARRIED

1.1 Election of Commission Chair

Nominations were called for from the floor. Commissioner Toynbee nominated Commissioner Utter who accepted and was unanimously voted in as Chair.

2. Approval of Minutes – September 10, 2015

Chair Utter requested staff to provide an overview of the motion under item 4.2.4 - 2016 Operating and Capital Budget, for the benefit of new commissioners.

At the September 10, 2015 meeting, CRD Staff presented the Ganges Sewer Commission with a more sustainable budgeting practise in order to build up reserves for capital and maintenance projects. The change in budgeting philosophy moves any remaining revenue not used by operating expenses to the Capital or Maintenance Reserves funds instead of leaving it in as revenue carried forward into the next year.

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

CARRIED

3. Chair and Director Reports

3.1 Director's Report

- At the CRD Board meeting to be held on January 13, 2016, appointments to the various board committees will be announced.
- The Chair of the 2016 CRD Board is Barbara Desjardins, Mayor of Esquimalt.
- A focus on emergency services on Salt Spring Island will be showcased in an upcoming town hall style meeting jointly sponsored by the RCMP, Fire District and CRD.

- Governance study – The committee has decided to have the road study information provided by the Ministry of Transportation vetted by an independent review. This will cause a delay in the final recommendations.
- Incorporation would change the reporting structure of the Ganges Sewer Commission, however the utility would remain a self-funded service.

4. Reports

4.1 Ganges Wastewater Infrastructure Renewal Project – Summary of Steps to Date, project plan overview and project schedule.

Managing Engineer Wahlstrom reviewed the project plan and schedule highlighting the following:

- This project is not to increase the capacity of the current sewer treatment facility, but to provide needed repairs and equipment replacement while reducing the impact of inflow and infiltration (I&I) on the hydraulic capacity of the current system.
- The current I&I causes the treatment plant to run near capacity at times.

MOVED by Commissioner Scotvold, **SECONDED** by Commissioner Toynbee,
That the Ganges Sewer Local Service Commission receive the report for information and approve the:

- A. Project Plan Overview as presented; and
- B. Preliminary Project Schedule.

CARRIED

5. New Business

The Commission requests a tentative meeting schedule be produced for the remainder of the year to ease scheduling conflicts and ensure attendance. The next meeting will likely be in March and it was noted that video and phone conferencing technologies are available.

The Commission requests that they receive regular updates on the status of the Liquid Waste Facility project in Burgoyne Bay as it has a significant impact on the Ganges Sewer Utility.

6. Outstanding Business

No items.

7. Adjournment

The meeting was adjourned at 11:50 am.

CHAIR

SENIOR MANAGER