

## MINUTES

### Trustee Admin/Finance Meeting

11:00 am September 27, 2025

Via Zoom

Present: Chair Bryan Miles, Trustee Brent Brucker, Administrator Janine Reimer

**1. Approval of the Agenda** ..... Moved B.Brucker, 2nd B.Miles. Carried.

**2. Notice of Tax Increase**.....Discussion  
The administrator shared a MailChimp notice and Canada Post notice explaining the tax increase required for replacement of the upper tank, and an Excel breakdown of the line items making up the \$1.5 million cost.

The administrator showed that the 15-year tax plan would cover funding of the new upper tank over the next 15 years. A \$400 annual tax increase starting in 2026 would also be sufficient to cover repairs, if needed, in 2030. If repairs are required in 2030, the annual tax would have to be re-adjusted to meet the \$1.5 million cost of a new upper tank in 2040.

The administrator said that both tanks were originally estimated as having a 99-year service life until 2069, but the 2025 assessment of the upper tank predicted it might need replacing by 2040, and the 2023 assessment of the lower tank estimated it to be good past 2050.

The trustees approved the Notices of Tax Increase with a suggestion to add a comparison with the taxes of similarly sized improvement districts. The Chair advised focusing on the comparative tax rates for water service, rather than on a comparison of water volumes, which would be less relevant.

..... Administrator to add comparison chart

**3. GARP** .....Discussion  
The administrator reported that the Permanent Water Quality Advisory would have minimal costs, and not require large signage. She had not yet prepared costs for the chlorination option because it was turning out to be considerably more complex than the original direction of just an injector and 12V pump. As per expanded instructions from the Drinking Water Officer, a system designer and a permit would be needed. Research into the design of the injection system showed that SSID would need a new building, with features like panic doors, a viewing window of tempered glass, a means of chlorine storage, chlorine gas removal, and a redundant injection system. These items still need to be costed out.

Trustee Brucker noted that communications on the chlorination option could also advise residents of individual chlorine filtration systems for those not wanting chlorine in their drinking water.

It was also suggested that the communications should point out that the entire island is susceptible to bacteria and viruses due to unchlorinated wells, not just SSID, but that as a community water system, we were required to take action.

**4. Next meeting** ..... TBD

**5. Adjournment**..... B.Miles

12:00 PM