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**Minutes of the of the Lyall Harbour Boot Cove Water Local Service Committee
Held November 8, 2018 in Room 488, CRD Headquarters 625 Fisgard Street, Victoria BC**

PRESENT: **Committee Members:** D. Thachuk (Chair), I Rowe, J. Sabre-Makofka, J. Money
M. Fry

Staff: M. McCrank, Senior Manager, Infrastructure Operations; I. Jesney, Senior Manager, Infrastructure Engineering; C. Moch, Manager, Water Quality Operations; D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations; T. Clease, Financial Analyst; S. Orr (recorder)

ABSENT: D. Howe, Southern Gulf Islands Regional Director

The meeting was called to order at 1:34 p.m.

1. Approval of Agenda

There were three additions to the agenda:

- Item 2 – Election of Officers
- Item 5 - Motion to Close the Meeting
- Item 6 – New Business, Questions about funding

MOVED by M. Fry, **SECONDED** by J. Money,

That the Lyall Harbour Boot Cove Water Local Service Committee approve the agenda as amended.

CARRIED

2. ELECTION OF OFFICERS

Nominations were called for committee member of Lyall Harbour Boot Cove Water Local Service Committee for a 2 year term.

- I. Rowe nominated D. Thachuk.
- D. Thachuk agreed to stand.
- Nominations were called for two additional times, and hearing none, D. Thachuk was elected.

Nominations were called for Chair of the Lyall Harbour Boot Cove Water Local Service Committee for a one-year term.

- I. Rowe nominated D. Thachuk.
- D. Thachuk agreed to stand.
- Nominations were called for two additional times, and hearing none, D. Thachuk was elected as Chair.

The Chair stated that the acceptance of the nomination is on the understanding that the term may not extend through all of 2019.

3. ADOPTION OF MINUTES OF NOVEMBER 9, 2017

The Chair stated that hard copies of the agenda packages should be mailed to committee members that don't have access to email.

MOVED by I. Rowe, **SECONDED** by J. Money,

That the minutes of the Annual General Meeting of November 9, 2017 be adopted.

CARRIED

Staff stated that committee members can request hard copies instead of electronic versions.

4. 2019 OPERATING AND CAPITAL BUDGET

I. Jesney introduced the 2019 Operating and Capital Budget report and provided an overview of the key factors influencing the budget.

Discussion took place about capital projects, 2018 operational activities and boil water advisories. Staff answered questions from the committee.

The Chair requested that staff inform the committee of the response from Island Health regarding the boil water advisory as soon as its available.

MOVED by I. Rowe, **SECONDED** by J. Money,

That the Lyall Harbour Boot Cove Water Local Service Committee:

1. Approve the 2019 operating and capital budget as amended, and recommend that the actual surplus or deficit be carried forward to 2019 and balanced against the 2019 User Charge; and,
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2019 operating and capital budget and the five year Financial Plan for the Lyall Harbour Boot Cove Water Service as amended.

CARRIED

The Chair requested that staff follow up with a memo to the committee regarding the increased amounts.

5. MOTION TO CLOSE THE MEETING

MOVED by D. Thachuk and **SECONDED** by M. Fry,

That the Lyall Harbour Boot Cove Water Local Service Committee close the meeting in accordance with the Community Charter, Part 4, s. 90(1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

The meeting reconvened at 3:47 pm.

6. NEW BUSINESS

J. Sabre-Makofka stated that the committee would be interested in exploring what grants would be available to maintain the water services.

The Chair thanked staff and committee members for their work.

7. ADJOURNMENT

The meeting was adjourned at 3:50 pm.

Chair

Secretary