

Meeting Minutes

Sticks Allison Water Local Service Committee

Tuesday, March 31, 2026

1:00 PM

Saanich Peninsula Wastewater Treatment Plant
9055 Mainwaring Road
Victoria BC

PRESENT:

D. Pepin (Chair) (EP), V. Seidel (Vice Chair) (EP), P. Brent (EA Director), M. Knight, P. Ramsay

STAFF: S. Henderson, General Manager, Electoral Area Services; J. Starke, Senior Manager, Southern Gulf Islands Administration; D. Robson, Manager, Saanich Peninsula Gulf Island Operations; L. Xu, Manager, Local Services and Corporate Grants; M. Miklea, Manager, Legislative Services; M. MacDonald, Legislative Services Coordinator (Recorder)

EP - Electronic Participation

The meeting was called to order at 1:01 pm.

1. Territorial Acknowledgement

P. Brent provided a Territorial Acknowledgement.

2. Election of Chair

S. Henderson called for nominations for the position of Chair of the Sticks Allison Water Local Service Committee for 2026.

P. Brent nominated P. Ramsay . P. Ramsay declined the nomination.

P. Brent nominated D. Pepin. D. Pepin accepted the nomination.

S. Henderson called for nominations a second.

S. Henderson called for nominations a third and final time.

Hearing no further nominations, S. Henderson declared Danielle Pepin the Chair of the Sticks Allison Water Local Service Committee for 2026 by acclamation.

3. Election of Vice Chair

S. Henderson called for nominations for the position of Vice Chair of the Sticks Allison Water Local Service Committee for 2026.

D. Pepin nominated V. Seidel. V. Seidel accepted the nomination.

S. Henderson called for nominations a second time.

S. Henderson called for nominations a third and final time.

Hearing no further nominations, S. Henderson declared Volker Seidel the Vice Chair of the Sticks Allison Water Local Service Committee for 2026 by acclamation.

**MOVED by P. Brent, SECONDED by P. Ramsay,
That S. Henderson will Chair the meeting as both the Chair and Vice Chair are
electronic.
CARRIED**

4. Approval of Agenda

**MOVED by P. Brent, SECONDED by P. Ramsay,
That the agenda of the Sticks Allison Water Local Services Committee meeting of
March 31, 2026 be amended to add Item, 10.1. 2026 Budget Discussion, 10.2.
Stakeholder Request to Disconnect from Water System, Item 10.3. Leak Detection
Efforts, and that the agenda be approved as amended.
CARRIED**

5. Adoption of Minutes

5.1. [26-0358](#) Minutes of the Sticks Allison Water Local Service Committee meeting of
October 30, 2025

**MOVED by P. Brent, SECONDED by M. Knight,
That the minutes of the Sticks Allison Water Local Service Committee meeting of
October 30, 2025, be adopted as circulated.
CARRIED**

6. Chair's Remarks

Chair Pepin spoke about the opportunity to chair the committee and the support to progress with an open and collaborative atmosphere to maintain water distribution.

7. Presentations/Delegations

There were no presentations or delegations.

8. Commission Business

8.1. [26-0248](#) Senior Manager's Verbal Update - March

J. Starke presented Item 8.1. for information and noted there was no updates at this time.

8.2. [26-0360](#) Committee Orientation

J. Starke presented Item 8.2. for information.

Discussion ensued regarding:

- point of contact and support staff for committee
- open meeting procedures, transparency and collective decision making
- potential for grant funding for future projects and requirements
- building reserves and future options for long term or other methods of borrowing
- asset management report card

9. Notice(s) of Motion

There were no notice(s) of motion.

10. New Business

10.1. 2026 Budget Discussion

D. Pepin spoke to the approval process of the proposed 2026 budget.

Discussion ensued regarding:

- capital projects delayed by a year
- concern about lack of funding for reserve
- amendments suggested to Board to ensure capital projects are being build
- healthy sustainable water systems require funding
- maintenance of community water systems requires forward thinking
- the Regional District Board may override an advisory body recommendation

10.2. Stakeholder Request to Disconnect from Water System

D. Robson advised that disconnecting from the water system is possible if an alternate access source is proven and that property owners are still responsible for parcel tax related to being in the system.

10.3. Leak Detection Efforts

D. Robson spoke to leak detection efforts, scheduling a team in field and will happen in near future.

Discussion ensued regarding:

- potential impacts to community will be conveyed in advance if needed
- planned work is notified in advance
- emergency situations do not get notified due to urgency

11. Adjournment

MOVED by M. Knight, **SECONDED** by P. Ramsay,
That the Sticks Allison Water Local Service Committee meeting of March 31, 2026
be adjourned at 2:31 pm.
CARRIED

CHAIR

RECORDER