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**MINUTES OF THE OF THE LYALL HARBOUR / BOOT COVE WATER LOCAL SERVICE COMMITTEE held Tuesday, October 29, 2019 in Room 488, 625 Fisgard Street, Victoria BC**

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**PRESENT:**     **Committee Members:** J. Crerar, M. Fry, D. Howe, Southern Gulf Islands Regional Director, J. Money, I Rowe, J. Sabre-Makofka

**Staff:** M. McCrank, Senior Manager, Infrastructure Operations; I. Jesney, Senior Manager, Infrastructure Engineering; D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations; L. Xu, Manager Financial Services; T. Duthie, Manager, Administrative Services; S. Orr (recorder)

The meeting was called to order at 2:00 pm.

**1. ELECTION OF CHAIR**

Nominations were called for election of Chair for the Lyall Harbour Boot Cove Water Local Service Committee for a one-year term. Jeanne Crerar was nominated and agreed to stand. Nominations were called for two additional times, and hearing none, Jeanne Crerar was elected Chair by acclamation.

**2. APPROVAL OF AGENDA**

The following item was added under New Business:

- Contact List for the Committee

**MOVED** by J. Money, and **SECONDED** by M. Fry,  
That the Lyall Harbour Boot Cove Water Local Service Committee approve the agenda as amended.

**CARRIED**

**3. ADOPTION OF MINUTES OF NOVEMBER 8, 2018**

**MOVED** by Director Howe, and **SECONDED** by I. Rowe,  
That the minutes of the Annual General Meeting of November 8, 2018 be adopted.

**CARRIED**

**4. 2020 OPERATING AND CAPITAL BUDGET**

I. Jesney introduced the 2020 Operating and Capital Budget report and provided an overview of the key factors influencing the budget.

Staff answered questions from the committee about capital projects.

**MOVED** by M. Fry, and **SECONDED** by J. Money,  
That the Lyall Harbour Boot Cove Water Local Service Committee:

1. Approve the 2020 Operating and Capital Budget, and recommend that the actual surplus or deficit be carried forward to 2020 and balanced against the 2020 User Charge.

**CARRIED**

Staff answered questions from the committee about water service operations and maintenance.

**MOVED** by J. Money, and **SECONDED** by D. Howe,

2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2020 operating and capital budget and the five year Financial Plan for the Lyall Harbour Boot Cove Water Service as presented.

**CARRIED**

The Committee requested that the monthly Expense and Revenue report be emailed to interested members.

**5. MOTION TO CLOSE THE MEETING**

**MOVED** by Director Howe, and **SECONDED** by I. Rowe,

That the Lyall Harbour Boot Cove Water Local Service Committee close the meeting in accordance with the Community Charter, Part 4, Division 3, 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.

**CARRIED**

The meeting reconvened at 4:03 pm.

The Committee rose from its Closed Session at 4:03 pm without report.

**6. NEW BUSINESS**

**6.1 Contact List for Committee**

I. Jesney stated that questions related to the water service may be directed to the Manager, Saanich Peninsula and Gulf Islands Operations, Infrastructure Operations.

A discussion took place about operational activities for the service and staff answered questions from the committee.

**7. ADJOURNMENT**

**MOVED** by Director Howe, and **SECONDED** by I. Rowe,

That the meeting be adjourned at 4:06 pm.

**CARRIED**

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Chair

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Secretary