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**Minutes of the Annual General Meeting of the Lyall Harbour/Boot Cove Water Local Service Committee**  
**Held August 11, 2012 at the Saturna Island Community Hall, 105 East Point Road, Saturna Island, BC**

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**PRESENT:** **Committee Members:** P. Carney (Chair), B. Bruce (Vice Chair), Director D. Howe, J. Money, I Rowe  
**Staff:** T. Tanton, Senior Manager, Infrastructure Engineering; J. Wiznuk and W. Foster, Saturna Island Wastewater/Waterworks Operators, L. Siemens (recorder)  
12 Members of the Public

**ABSENT:** M. Harter

The meeting was called to order at 10:20 am.

**1. Approval of Agenda**

The following changes were made to the agenda:

- Add *Issues Arising from Minutes* as Item 3. The remaining items will follow in sequence.

**MOVED** by J. Money, **SECONDED** by B. Bruce,  
That the agenda be approved as amended.

**CARRIED**

**2. Adoption of Minutes of Annual General Meeting held August 27, 2011**

**MOVED** by J. Money, **SECONDED** by B. Bruce,  
That the minutes of the AGM of August 27, 2011 be adopted as previously circulated.

**CARRIED**

**3. Issues Arising from Minutes**

Status of Harris Road

Staff advised that they contacted the Ministry of Highways (MOH) regarding the request to install barriers on Harris Road for safety reasons and to avoid vehicles inadvertently ending up in the reservoir. Staff noted that they believe that there is a spirit of cooperation from MOH to cost share with the work but they will not commit in writing. Staff recommended that funds be included in the 2013 budget and then to contact MOH to request that they cost share the work.

Islands Trust Proposed Bylaw No. 104

Chair Carney advised that this item is being attended to by John Money.

**4. Chair's Report**

Chair Carney presented a written report. The report is provided as an attachment to the minutes.

A question and answer period followed. The following topics were addressed:

- Leaks in the water system
- Consumption based billing
- Notification to owners when there is an increase to the user fee

**5. Annual Report**

T. Tanton presented a written report and a PowerPoint presentation. The following topics were addressed:

- Water Production and Consumption
- Non-Revenue Water
- Planning for a Water Usage Charge
- Water Quality
- Operations
- System Upgrade Project
- Financial Report – 2011

A question and answer period followed. The following topics were addressed:

- Life expectancy of the new water system and future capital upgrades
- Availability of future grant funding opportunities

Chair Carney requested that staff prepare a short article for the Scribbler advising that information on the Lyall Harbour/Boot Cove water system is available on the CRD website.

**MOVED** by I. Rowe, **SECONDED** by B. Bruce,  
That the Annual Report be received for information.

**CARRIED**

**6. Election of Officers**

Director Howe thanked the committee members for their work over the past year and P. Carney for her work as committee Chair. He advised that P. Carney was not seeking re-election. He then called for nominations for two positions for a term beginning January 1, 2013 and expiring on December 31, 2014. The following nominations were received:

- Dan Thachuk
- Ian Rowe

Both agreed to stand for election. Nominations were called for two more times, and hearing none, Dan Thachuk and Ian Rowe were elected by acclamation. Their names will be forwarded to the CRD Board for appointment.

**7. New Business**

The Money family requested a meeting with the committee on their property in order to familiarize them with the water system components on their property.

Chair Carney advised that the committee has no intention to support another referendum to raise funds for the current project.

**MOVED** by P. Carney, **SECONDED** by I. Rowe,  
That the Lyllal Harbour/Boot Cove water system upgrade be completed within the additional funds provided and that no referendum be required for this project.

**CARRIED**

A show of hands from the public showed support of the motion.

**8. Adjournment**

The meeting was adjourned at 11:30 am.