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**Minutes of a Meeting of the Lyall Harbour/Boot Cove Water Local Service Committee
Held November 9, 2017 at Capital Regional District Headquarters, 625 Fisgard Street,
Victoria, BC**

PRESENT: **Committee Members:** D. Thachuk (Chair), I Rowe, J. Money, M. Fry,
Staff: I. Jesney, Senior Manager, Infrastructure Engineering, M. McCrank, Senior
Manager, Infrastructure Operations, D. Robson, Manager Saanich Peninsula and
Gulf Islands Operations, D. Puskas, Manager Capital Projects, S. Mason,
Manager, Water Engineering and Planning, D. Gosper, Project Engineer, Peggy
Dayton, Senior Financial Advisor, S. Orr (recorder)

ABSENT: R. Lewis, Director D. Howe, Southern Gulf Islands Regional Director

The meeting was called to order at 1:37 p.m.

1 Approval of Agenda

The following item was added under New Business:

- Vacant Committee Position

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

That the agenda be approved as amended.

CARRIED

2 Adoption of Minutes of November 18, 2016

MOVED by I. Row, **SECONDED** by M. Fry,

That the minutes of November 18, 2016 be adopted as previously circulated.

CARRIED

3 Dam Safety Discussion with John Baldwin (Province of BC)

The Chair introduced J. Baldwin, Dam Safety Officer for Vancouver Island, Ministry of Forests, Lands Natural Resource Operations and Rural Development. J. Baldwin gave a hand-out to the committee members which outlined dam safety regulations. He provided a summary of dam safety issues, regulations, emergency planning and disaster mitigation.

A discussion took place about water licenses and risk level on Saturna Island.

4 Verbal Updates

I. Jesney provided verbal updates on the traffic guards on the road adjacent to Money Lake and discussions the CRD has had with the Ministry of Transportation and Infrastructure and the toe drain project.

5 2018 Operating and Capital Budget

I. Jesney presented a written report and the 2018 Operating and Capital budget documents. The committee requested that they thank Director Howe for providing funding.

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

That the Lyall Harbour Boot Cove Water Local Service Committee amend the budget to include \$32,384 from the Community Works Fund and that the grant money be applied to maximize its use on projects.

CARRIED

MOVED by I. Row, **SECONDED** by M. Fry,

That the Lyall Harbour Boot Cove Water Local Service Committee:

1. Approve the 2018 operating and capital budget as amended, and recommend that the actual surplus or deficit be balanced on the 2017 transfer to the Capital Reserve Fund; and,
2. Recommend that the Electoral Area Services Committee recommend that the CRD Board approve the 2018 operating and capital budget and the five year Financial Plan for the Lyall Harbour Boot Cove Water Service as presented.

CARRIED

6 New Business

Vacant Committee Position

J. Money has requested that the vacant spot on the committee be filled and inquired about what the process is. Staff reported they will report back to the committee.

Operators Position

D. Robson stated that the position for the on-island operator is to be posted and filled before year end.

Emergency Notification System

M.McCrank provided an update on the emergency notification system.

7 Adjournment

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

That the meeting be adjourned at 3:14 p.m.

CARRIED

CHAIR

SECRETARY