



Making a difference...together

LYALL HARBOUR / BOOT COVE WATER LOCAL SERVICE COMMITTEE

Notice of Meeting on **Friday, June 19, 2020 at 2:00 pm**
Goldstream Meeting Room, 479 Island Highway, Victoria BC

During the COVID-19 pandemic, Commission meetings will be held electronically with limited in-person participation, and will not be open to the public pursuant to [Ministerial Order M139](#).

Jeanne Crerar (Chair)
John Money

Michael Fry
Ian Rowe

Director Dave Howe
Jill Sabre-Makofka

AGENDA

- 1. APPROVAL OF AGENDA**
Recommendation: That the agenda approved.
- 2. ADOPTION OF MINUTES OF OCTOBER 29, 2019**
Recommendation: That the minutes of October 29, 2019 be adopted.
- 3. CHAIR'S REMARKS**
- 4. FINANCIAL DISCUSSION**
- 5. GRANTS DISCUSSION**
- 6. NEW BUSINESS**
- 7. ADJOURNMENT**

Note: Next meeting will be at the call of the Chair.

To ensure quorum, advise Sharon Orr 250-474-9622 if you are unable to attend.



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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

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

Chair

Secretary