



Making a difference...together

LYALL HARBOUR / BOOT COVE WATER LOCAL SERVICE COMMITTEE
 Notice of Annual General Meeting on **Monday, November 23, 2020 at 10 am**
 Goldstream Conference Room, 479 Island Highway, Victoria, BC

For members of the public who wish to listen to the meeting via telephone please call **1-833-353-8610** and enter the **Participant Code 1911461 followed by #**. You will not be heard in the meeting room but will be able to listen to the proceedings.

Jeanne Crerar (Chair)	Michael Fry	Director Dave Howe
John Money	Ian Rowe	Jill Sabre-Makofka

AGENDA

1. APPROVAL OF RESOLUTION

1. That this resolution applies to the Lyall Harbour/Boot Cove Water Local Service Committee for the meetings being held between July 1, 2020 and December 31, 2020.
2. That the attendance of the public at the place of the meeting cannot be accommodated in accordance with the applicable requirements or recommendations under the *Public Health Act*, despite the best efforts of the Lyall Harbour/Boot Cove Water Local Service Committee, because:
 - a. The available meeting facilities cannot accommodate more than (8) people in person, including members of the Lyall Harbour/Boot Cove Water Local Service Committee and staff, and
 - b. There are no other facilities presently available that will allow physical attendance of the Lyall Harbour/Boot Cove Water Local Service Committee and the public in sufficient numbers; and
3. That the Lyall Harbour/Boot Cove Water Local Service Committee is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:
 - a. By allowing the public to hear or participate via teleconference or electronic meeting software,
 - b. By providing notice of the meeting in newspaper or local notice Board, including the methods for providing written or electronic submissions,
 - c. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
 - d. By strongly encouraging the provision of, and subsequently receiving and distributing to members, written correspondence from the public in advance of the meeting, and
 - e. By making the minutes of the meeting available on the CRD website following the meeting.

Recommendation: *That the Lyall Harbour/Boot Cove Water Local Service Committee adopt the resolution as presented.*

2. APPROVAL OF AGENDA

Recommendation: *That the agenda be approved.*

3. ADOPTION OF MINUTES OF THE ANNUAL GENERAL MEETING OF AUGUST 20, 2019

Recommendation: *That the minutes of the Annual General Meeting of August 20, 2019 be adopted.*

4. CHAIRS REPORT

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

5. APPOINTMENT OF COMMITTEE MEMBERS

Recommendation: That the Lyall Harbour/Boot Cove Water Local Service Committee direct staff to forward the names of the nominees to the Capital Regional District Board for appointment.

6. CORRESPONDENCE

7. NEW BUSINESS

8. ADJOURNMENT

Inquires arising from this meeting may be sent to WSAdmin@crd.bc.ca for direct response.



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MINUTES OF THE ANNUAL GENERAL MEETING OF THE LYALL HARBOUR / BOOT COVE WATER LOCAL SERVICE COMMITTEE Held Tuesday, August 20, 2019 at the Saturna Island Community Hall, 105 East Point Road, Saturna Island, BC

PRESENT: **Committee Members:** I Rowe (Chair), J. Money, J. Sabre-Mafokfa, M. Fry, Alternate Director B. Mabberley

Staff: I. Jesney, Senior Manager, Infrastructure Engineering; M. McCrank, Senior Manager, Infrastructure Operations; S. Orr (recorder)

Public: 22

ABSENT: D. Howe, Southern Gulf Islands Regional Director

The meeting was called to order at 1:02 pm.

1. APPROVAL OF AGENDA

MOVED by M. Fry, **SECONDED** by J. Sabre-Makofka,
That the agenda be approved.

CARRIED

2. ADOPTION OF MINUTES OF ANNUAL GENERAL MEETING OF AUGUST 18, 2018

MOVED by J. Sabre-Makofka, **SECONDED** by M. Fry,
That the minutes of the Annual General Meeting of August 18, 2018 be adopted as circulated.

CARRIED

3. CHAIR'S REPORT

The Chair thanked staff for work organizing the meeting. He stated that he reviewed the 2018 Annual Report and noted ongoing water quality issues and that expenses have increased, while the water service continues to operate in a deficit. He stated that the provincial dam inspector has identified the dam as high risk during a seismic event and could order the dam as unsafe and order it to be repaired. He stated that the service has a very good supply of water.

4. 2018 ANNUAL REPORT

M. McCrank presented the 2018 Annual Report and provided a summary of the events that lead to the two boil water advisories in February of 2018 and October 2018 – March 2019.

Discussions took place and staff responded to questions about communications and emergency response planning.

MOVED by I. Rowe, **SECONDED** by M. Fry,
That the 2018 Annual Report be received for information.

CARRIED

5. APPOINTMENT OF COMMITTEE MEMBERS

The Chair stated that the Committee is seeking nominations for two, two-year appointments starting January 1, 2020.

Nominations were called for two positions for a term beginning January 1, 2020 and expiring on December 31, 2021. The following nominations were received and agreed to stand:

- Michael Fry
- Andrew Money
- Jeanne Crerar

Nominations were called two more times, and hearing none, ballots were handed out for a vote for the positions. Ballots were collected in a secret ballot box, ballots were counted and the following people were nominated:

- Michael Fry (re-appointment)
- Jeanne Crerar (new member)

MOVED by J. Money, **SECONDED** by B. Mabberley,

1. That the following names be forwarded to the Capital Regional District Board for appointment:
 - Michael Fry
 - Jeanne Crerar
2. That the ballots be destroyed.

CARRIED

6. NEW BUSINESS

The Chair invited members of the public to add items to new business.

Discussions took place and staff answered questions regarding:

- Water billing
- Money Lake water supply
- Watershed protection

7. ADJOURNMENT

MOVED by I. Rowe, **SECONDED** by B. Mabberley,
That the meeting be adjourned at 3:00 pm.

CARRIED

Chair

Secretary