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**Minutes of a Meeting of the Skana Water Service Committee**  
**Held Monday, October 16, 2018 in the Main Conference Room, 479 Island Highway,**  
**Victoria, BC**

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**PRESENT:**    **Committee Members:** J. Sanders (Chair), G. Fryling, R. Johnston, R. Hagkull

**Staff:** M. McCrank, Senior Manager, Infrastructure Operations; D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations; J. Marr, Project Engineer, Infrastructure Engineering; P. Dayton, Senior Financial Advisor, D. Dionne, Administrative Coordinator; S. Orr,(recorder)

**ABSENT:**    Director D. Howe

The meeting was called to order at 10:10 a.m.

**1. APPROVAL OF AGENDA**

**MOVED** by R. Hagkull, **SECONDED** by G. Fryling,  
That the agenda be approved.

**CARRIED**

**2. ELECTION OF CHAIR**

Nominations were called for Chair of the Skana Water Service Committee for a one-year term. Jon Sanders was nominated and agreed to stand. Nominations were called for two additional times, and hearing none, Jon Sanders was elected as Chair.

**3. ADOPTION OF MINUTES OF OCTOBER 16, 2017**

**MOVED** by R. Johnston, **SECONDED** by G. Fryling,  
That the minutes of October 16, 2017 be adopted.

**CARRIED**

**4. 2019 OPERATING AND CAPITAL BUDGET**

M. McCrank spoke to the report and provided a summary of the key budget factors influencing the 2019 Operating and Capital Budget and recommended that the 2018 deficit or surplus be transferred to the Capital Reserve Fund.

A discussion took place about the capital expenditure plan and staff answered questions from the committee.

**MOVED** by J. Sanders, **SECONDED** by G. Fryling,

1. That the Skana Water Service Committee approve the 2019 capital budget and that the 2018 actual surplus or deficit be balanced on the 2018 transfer to the Capital Reserve Fund; and,
2. Recommend that the Electoral Area Services Committee recommend to the CRD Board that the 2019 Operating and Capital Budget and the five year Financial Plan for the Skana Water Service be approved as presented.

**CARRIED**

**5. NEW BUSINESS**

Discussion took place about replacing the pavement on the road where work was done to the service.

**6. ADJOURNMENT**

**MOVED** by J. Sanders, **SECONDED** by R. Hagkull,  
That the meeting be adjourned at 11:00 a.m.

**CARRIED**

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Chair

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Secretary