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**Minutes of a Meeting of the Sticks Allison Water Local Service Committee
Held Wednesday, November 21, 2013 in the Main Conference Room, 479 Island Highway,
Victoria, BC**

PRESENT: **Committee Members:** D. Knight (Chair), J. Stephenson, B. Russell
Staff: J. Poncelet, Senior Financial Analyst, D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations, T. Tanton, Senior Manager, Infrastructure Engineering; L. Siemens (recorder)
ABSENT: Director D. Howe

The meeting was called to order at 2 pm.

1. Approval of Agenda

MOVED by B. Russell, **SECONDED** by J. Stephenson,
That the agenda be approved as previously circulated.

CARRIED

2. Election of Chair

Nominations were called for chair of the Sticks Allison Water Local Service Committee for a one-year term. D. Knight was nominated and agreed to stand. There were no further nominations. D. Knight was acclaimed as Chair.

Staff were directed to send a letter of appreciation to Alex Finlayson for his several years of service on the Sticks Allison Water Local Service Committee.

3. Adoption of Minutes of November 28, 2012

MOVED by J. Stephenson, **SECONDED** by D. Knight,
That the minutes of November 28, 2012 be adopted as previously circulated.

CARRIED

4. 2014 Operating and Capital Budget

T. Tanton presented a written report and the 2014 Operating and Capital budget documents.

MOVED by J. Stephenson, **SECONDED** by B. Russell,
That the Sticks Allison Water Local Service Committee recommend that the Capital Regional District Board:

1. Approve the 2014 operating and capital budget for the Sticks Allison Water Local Service as presented;

2. Authorize a decrease in the Parcel Tax to \$215.64 and maintain the \$1,149.12 User Charge for the Sticks Allison Water Local Service; and
3. Balance the 2013 actual revenue and expense on the 2014 contingency.

CARRIED

5. New Business

T. Tanton advised that a first draft of the Strategic Asset Management Plan (SAMP) will be available before the end of 2013. A meeting will be held in Spring of 2014 to discuss the report.

6. Adjournment

The meeting was adjourned at 2:47 pm.