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**Minutes of the Sticks Allison Water Local Service Committee  
Held Monday, October 24, 2017 in the Main Conference Room, 479 Island Highway,  
Victoria, BC**

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**PRESENT:**    **Committee Members:** D. Knight (Chair), B. Russell, P. Ramsay

**Staff:** M. McCrank, Senior Manager, Infrastructure Operations; K. Jo, Financial Analyst; D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations; L. Siemens (recorder)

**ABSENT:**    M. Serink, Director D. Howe

The meeting was called to order at 2:10 p.m.

**1.     Approval of Agenda**

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

**CARRIED**

**2.     Adoption of Minutes of October 24, 2016**

**MOVED** by B. Russell, **SECONDED** by P. Ramsay,  
That the minutes of October 24, 2016 be adopted.

**CARRIED**

M. McCrank updated the committee on the progress of the Juan de Fuca Billing Software Enhancement Project.

**3.     2018 Operating and Capital Budget**

M. McCrank presented a written report and the 2018 Operating and Capital budget documents.

**MOVED** by P. Ramsay, **SECONDED** by B. Russell,  
That the Sticks Allison Water Local Service Committee:

1. Approve the 2018 operating and capital budget as presented, and recommend that the 2017 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 Sticks Allison Water Service as presented.

**CARRIED**

4. **New Business**

The committee advised staff regarding concerns that contractors may be crossing over buried pipe potentially causing damage to the pipe. Staff agreed to contact the Building Inspection Division to investigate if there is a mechanism to address the issue.

5. **Adjournment**

**MOVED** by B. Russell, **SECONDED** by P. Ramsay,  
That the meeting be adjourned at 2:45 p.m.

**CARRIED**

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CHAIR

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SECRETARY