



Making a difference...together

STICKS ALLISON WATER LOCAL SERVICE COMMITTEE

Notice of Annual General Meeting on **Tuesday, November 24, 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.

Patrick Ramsay (Chair)
G. Menyhart

J. Fenby
Director D. Howe

D. Knight

AGENDA

1. RESOLUTION FOR APPROVAL

1. That this resolution applies to the Sticks Allison 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 Sticks Allison Water Local Service Committee, because:
 - a. The available meeting facilities cannot accommodate more than (8) people in person, including members of the Sticks Allison Water Local Service Committee and staff, and
 - b. There are no other facilities presently available that will allow physical attendance of the Sticks Allison Water Local Service Committee and the public in sufficient numbers; and
3. That the Sticks Allison 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 Sticks Allison 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 Sticks Allison Water Local Service Committee:

1. *Direct staff to forward the names of the nominees with the most mail-in votes to the Capital Regional District Board for appointment;*
2. *Direct staff to retain polling materials for 30 days after the Capital Regional District Board ratifies the Sticks Allison Water Local Service Committee appointment(s) and make them available for public inspection upon request; and*
3. *Direct staff to destroy polling materials as soon as practicable following 56 days after the Capital Regional District Board ratification of the appointments, including:*
 - a. *The ballots used in the election; and*
 - b. *Any copies of the list of owners and occupants within the service area used for the purposes of voting proceedings.*

6. CORRESPONDENCE

7. NEW BUSINESS

8. ADJOURNMENT

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



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Agenda Item #3

MINUTES OF THE ANNUAL GENERAL MEETING OF THE STICKS ALLISON WATER LOCAL SERVICE COMMITTEE Held Tuesday August 20, 2019 at the Galiano Island Community Library, 1290A Studies Bay Road, Galiano Island, BC

PRESENT: **Committee Members:** P. Ramsay (Chair), D. Knight, B. Russell, M. Serink
Staff: M. McCrank, Senior Manager, Infrastructure Operations; I. Jesney, Senior Manager, Infrastructure Engineering; S. Orr (recorder)

Public: 3

ABSENT: D. Howe, Southern Gulf Islands Regional Director

The meeting was called to order at 9:33 a.m.

1. APPROVAL OF AGENDA

MOVED by B. Russell, **SECONDED** by D. Knight,
That the agenda be approved.

CARRIED

2. ADOPTION OF MINUTES OF ANNUAL GENERAL MEETING OF AUGUST 27, 2018

MOVED by B. Russell, **SECONDED** by M. Serink,
That the minutes of the Annual General Meeting of August 27, 2018 be adopted.

CARRIED

3. CHAIR'S REPORT

The Chair stated that 2018 looked like another average year and proposed the committee may want to consider the use of a generator in the event of a disaster, stating that it would be good to have access to potable water. He stated that he has concerns about trees around the tank and treatment plant and requested staff address the issue of potentially dangerous trees.

A discussion took place and staff answered questions from the Committee regarding a generator.

The Committee asked staff to provide an estimate for appropriate hookup for a generator for an electrical switch at the upcoming budget meeting.

A discussion took place about developments and their impact on the water supply.

4. ANNUAL REPORT

M. McCrank introduced the 2018 Annual Report and provided a brief summary of the factors affecting the service including water quality, supply demand and production, operational highlights, capital project updates and financial report. He stated that the two events that affected the service have been rectified.

The Committee asked staff to look into installing a float bulb for the water system.

A discussion took place about water conservation.

MOVED by P. Ramsay, **SECONDED** by M. Serink,
That the 2018 Annual Report be received for information.

CARRIED

5. APPOINTMENT OF COMMITTEE MEMBERS

Nominations were called for two positions for a term beginning November 1, 2019 and expiring on October 31, 2021. The following nominations were received:

- George Menyhart
- Jan Fenby

Both agreed to stand. Nominations were called a second time and third time and there were no further nominations they were both appointed by acclamation. Their names will be forwarded to the Capital Regional District (CRD) Board for appointment.

MOVED by D. Knight, **SECONDED** by M. Serink,
That the following names be forwarded to the CRD Board for appointment:

- George Menyhart
- Jan Fenby

CARRIED

6. NEW BUSINESS

There was no new business.

7. ADJOURNMENT

MOVED by P. Ramsay, **SECONDED** by M Serink,
That the meeting be adjourned at 10:35 a.m.

Chair

Secretary