



Making a difference...together

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE STICKS ALLISON WATER LOCAL SERVICE COMMITTEE held Tuesday, November 24, 2020 in the Goldstream Conference Room, 479 Island Highway Victoria, BC**

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**PRESENT:** **Committee Members by WebEx:** P. Ramsay (Chair); J. Fenby; D. Knight; G. Menyhart; P. Brent, Southern Gulf Islands Alternate Electoral Area Director

**Staff:** I. Jesney, Senior Manager, Infrastructure Engineering; M. McCrank, Senior Manager, Wastewater Infrastructure Operations; L. Xu, Manager, Financial Services; S. Orr (recorder)

**By WebEx:** T. Duthie, Manager Administrative Services

The meeting was called to order at 10:03 am.

**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.

**MOVED** by P. Ramsay, **SECONDED** by D. Knight,

That the Sticks Allison Water Local Service Committee adopt the resolution as presented.

**2. APPROVAL OF AGENDA**

**MOVED** by D. Knight, **SECONDED** by P. Brent,  
That the agenda be approved.

**CARRIED**

**CARRIED**

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

**MOVED** by P. Ramsay, **SECONDED** by P. Brent,  
That the minutes of the Annual General Meeting of August 20, 2019 be adopted.

**CARRIED**

**4. CHAIR'S REPORT**

The Chair provided an update regarding the affordable housing project on Galiano Island and potential impacts to the water service.

**5. APPOINTMENT OF COMMITTEE MEMBERS**

M. McCrank stated that the two member positions set to expire on October 31, 2020 were extended to expire December 31, 2020 due to COVID-19 impacts affecting in person meetings. He stated there were three nominations received for a term beginning January 1, 2021 and expiring October 31, 2022. The following nominations were received and agreed to stand:

- Maria Carmita de Menyhart
- Brian Russell
- Mel Serink

The following two nominees received the most votes by mail-in ballots:

- Maria Carmita de Menyhart
- Brian Russell

**MOVED** by P. Ramsay, **SECONDED** by P. Brent,

That the Sticks Allison Water Local Service Committee:

1. Direct staff to forward the following names of the nominees with the most mail-in votes to the Capital Regional District Board for appointment;
  - Maria Carmita de Menyhart
  - Brian Russell
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.

**CARRIED**

6. **CORRESPONDENCE**

There was no correspondence.

7. **NEW BUSINESS**

There was no new business.

8. **ADJOURNMENT**

**MOVED** by P. Ramsay, **SECONDED** by J. Fenby,  
That the meeting be adjourned at 10:23 am.

**CARRIED**

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Chair

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Secretary