



Making a difference...together

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE SURFSIDE PARK ESTATES WATER SERVICE COMMITTEE held Monday, November 30, 2020 in the Goldstream Conference Room, 479 Island Highway Victoria, BC**

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**PRESENT:** Committee Members L. Vallee (Chair)

**By WebEx:** R. Bougie, W. Mulvin

**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

**REGRETS:** Southern Gulf Islands Electoral Area Director, D. Howe

The meeting was called to order at 1:31 pm.

**1. RESOLUTION FOR APPROVAL**

1. That this resolution applies to the Surfside Park Estates Water 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 Surfside Park Estates Water Service Committee, because:
  - a. The available meeting facilities cannot accommodate more than (8) people in person, including members of the Surfside Park Estates Water Service Committee and staff, and
  - b. There are no other facilities presently available that will allow physical attendance of the Surfside Park Estates Water Service Committee and the public in sufficient numbers; and
3. That the Surfside Park Estates Water 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 R. Bougie, **SECONDED** by W. Mulvin,  
That the Surfside Park Estates Water Service Committee adopt the resolution as presented.

**CARRIED**

2. **APPROVAL OF AGENDA**

**MOVED** by R. Bougie, **SECONDED** by W. Mulvin,  
That the agenda be approved.

**CARRIED**

3. **ADOPTION OF MINUTES OF ANNUAL GENERAL MEETING OF MAY 30, 2019**

**MOVED** by R. Bougie, **SECONDED** by W. Mulvin,  
That the minutes of the Annual General Meeting of May 30, 2019 be adopted.

**CARRIED**

4. **CHAIR'S REPORT**

The Chair thanked everyone for attending.

5. **APPOINTMENT OF COMMITTEE MEMBERS**

The Chair stated that the two positions originally set to expire on June 30, 2020 were extended to expire on December 31, 2020, due to impacts affecting in-person meetings resulting from the pandemic. He stated two nominations were received for the two outgoing positions, for a term beginning January 1, 2021 and expiring June 30, 2022. The following nominations were received and agreed to stand:

- Rob Noyes
- Richard Bougie

**MOVED** by W. Mulvin, **SECONDED** by R. Bougie,  
That the Surfside Park Estates Water Service Committee direct staff to forward the following names of the nominees to the Capital Regional District Board for appointment:

- Rob Noyes
- Richard Bougie

**CARRIED**

6. **NEW BUSINESS**

Staff answered questions regarding parcel tax payments

7. **ADJOURNMENT**

**MOVED** by W. Mulvin, **SECONDED** by R. Bougie,  
That the meeting be adjourned at 1:45 pm.

**CARRIED**

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Chair

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Secretary