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MINUTES OF THE ANNUAL GENERAL MEETING OF THE PORT RENFREW UTILITY SERVICES COMMITTEE Held Wednesday, October 23, 2019 at the Port Renfrew Recreation Centre, 6638 Deering Road, Port Renfrew BC

PRESENT: **Committee Members:** Director M. Hicks, K. Ablack, M. Tremblay, C. Welham, J. Wells

Staff: M. McCrank, Senior Manager, Infrastructure Operations; I. Jesney, Senior Manager, Infrastructure Engineering; J. Marr, Manager, Water Distribution Engineering and Planning; T. Watkins, Manager, Solid Waste Services; L. Xu, Manager, Financial Services; S. Orr (recorder)

Public: 10

The meeting was called to order at 6:07 p.m.

1. APPROVAL OF AGENDA

MOVED by M. Tremblay, **SECONDED** by C. Welham,
That the agenda be approved.

CARRIED

2. ADOPTION OF MINUTES OF ANNUAL GENERAL MEETING OF OCTOBER 30, 2018

MOVED by K. Ablack, **SECONDED** by M. Tremblay,
That the minutes of the Annual General Meeting of October 30, 2018 be adopted.

CARRIED

3. CHAIR'S REPORT

The Chair stated Port Renfrew was successful in removing payments towards the Sooke and Electoral Area Parks and Recreation Commission service which will have a positive impact on property taxes in Port Renfrew.

4. 2018 ANNUAL REPORT

M. McCrank spoke to the 2018 Annual Report and provided a brief summary of operations, maintenance, capital upgrades and finance for the water, sewer, street lighting and refuse disposal services.

Staff answered questions from the committee and public about maintenance and operation of the service.

MOVED by K. Ablack, **SECONDED** by M. Tremblay,
That the report be received for information.

CARRIED

5. APPOINTMENT OF COMMITTEE MEMBERS

The Chair stated that committee member E. Peterson has moved out of the service area and is no longer eligible to serve on the committee. He stated that there are three positions to be filled:

- One position in the Snuggery Cove Water Area for a two-year term beginning January 1, 2020.
- One position in the Port Renfrew Water, Sewer and Street Lighting Local Service Areas for a two-year term beginning January 1, 2020.
- One position in the Port Renfrew Water, Sewer and Street Lighting Local Service Areas to begin immediately and expire December 31, 2020.

Snuggery Cove Water Area

The following nomination was received by the Juan de Fuca Electoral Area Director for appointment to the Snuggery Cove Water Area:

- Karl Ablack (re-appointment)

K. Ablack agreed to stand and was re-appointed by acclamation. His name will be forwarded to the Capital Regional District Board for appointment.

Port Renfrew Water, Sewer and Street Lighting Local Service Areas

The following nominations were received by the Juan de Fuca Electoral Area Director for appointment to the Port Renfrew Water, Sewer and Street Lighting Local Service Areas:

- Dan Quigley (to the vacant position)
- Maurice Tremblay (re-appointment)

D. Quigley and M. Tremblay agreed to stand and were appointed by acclamation. Their names will be forwarded to the Capital Regional District Board for appointment.

A discussion took place about voting and area representation. Director Hicks stated he will clarify with staff if residents may only vote for nominees in the area they reside.

6. NEW BUSINESS

T. Watkins stated the Capital Regional District is in the process of developing a new solid waste master plan for the region and the information is available on the website.

Staff answered questions from the public about appliance recycling.

7. ADJOURNMENT

MOVED by M. Tremblay, **SECONDED** by C. Welham,
That the meeting be adjourned at 6:14 p.m.

CARRIED

Chair

Secretary