

Graham Lake Improvement District

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MINUTES OF THE 2022 ANNUAL GENERAL MEETING

Date and Time: Wednesday, March 16, 2022, commencing at 7:00 p.m. (Denman time)
Location: Electronic Meeting (see note below)

To allow for greater participation by all landowners, in keeping with Provincial Health Orders, and following guidance from the BC Ministry of Municipal Affairs, , the GLID Annual General Meeting was held by electronic means according to the following (posted on the GLID website):

- *Meeting Procedures Bylaw No. 60*
- *Electronic Meetings Bylaw No. 97*
- *Electronics Meetings Policy Resolution No. 58*

The Meeting was open to GLID landowners as well as members of the general public.

1. Welcome & Introductions

GLID Management participating in the Meeting:

Chair Peter Jackson
Trustee Alec Szibbo
Trustee Blake Hanna
Treasurer Colleen Forest
Operator Craig Williams
Operator Enrico Wauri

Absent: Secretary Jennifer Villard

Chair Peter Jackson welcomed those attending via Zoom or by phone to the Annual General Meeting. He introduced the Trustees, Treasurer and Operators.

The Chair stated that the purpose of the Annual General Meeting (AGM) was for the Trustees to consider the matters on the Agenda which are those specified by the Local Government Act and the District Bylaw No. 60.

Copies of the AGM materials were posted to the GLID website in advance of the AGM.

2. Call to Order

Chair Peter Jackson called the Meeting to order at 7:00 pm.

3. Appointment of Recording Secretary

The Chair stated that he had requested Treasurer Colleen Forest to serve as Recording

Secretary for the Meeting, as Jennifer Villard was unable to attend.

4. Quorum

Chair Peter Jackson stated that although there was no quorum mandated for Trustee's decisions at an AGM, he would take as a guide the quorum requirement for a Trustees Meeting, which is a majority of Trustees, namely 2, and declared that a quorum was present for Trustee's decisions.

5. Notice of Meeting

The Chair stated that Notice of this AGM was first emailed to all landowners in the District on February 6, 2022. A reminder of the AGM was sent to landowners on February 25.

Public Notice calling this Meeting, together with Zoom Instructions, were posted on the District's web site on March 12, 2022 in accordance with the District's Bylaws. Also posted on the same day were the following: AGM Agenda, Report from the Trustees, Operations Report, Financial Report, 2021 Financial Statements, Accountant Appointment Resolution, and Honorarium Waiver Resolution

6. Adoption of Agenda

A motion to adopt the Agenda as circulated was made by Trustee Alec Szibbo and seconded by Trustee Blake Hanna.

There were no objections or discussion.

MOTION CARRIED

7. Adoption of the Minutes of the last Annual General Meeting of March 18, 2021

A copy of the Minutes of the last Annual General Meeting held on March 18, 2021 was posted to the District's web site on October 28, 2021. A motion to approve the Minutes as circulated as a true and accurate record of the Minutes of the Annual General Meeting of March 18, 2021 with no corrections or additions, was made by Trustee Alec Szibbo and seconded by Trustee Blake Hanna.

There was no discussion.

MOTION CARRIED

8. Reports

The Chair noted that a number of reports had been prepared by GLID Trustees and Operators and that draft versions of these reports had been posted on the GLID website for several days. He proposed therefore that rather than him reading each of the reports, that the author of each report provide a very brief narrative that summarizes their main points.

- (a) Chair Peter Jackson summarize a number of key points in the **Report from Trustees** that was included in the reports that had been posted to GLID's website.

- (b) Operator Craig Williams provided a summary of the main findings in the **Operations Report** regarding the operations of the pump house and water treatment over the 2021 year.
- (c) The Chair stated that a copy of the District's Financial Statements for the fiscal year ended December 31, 2021, as prepared by Robbins & Company, Chartered Professional Accountants, was posted to the District's web site on March 12, 2022. Those financial statements have been received and a copy will be kept with the records of this Meeting. The Chair also advised that the Trustees had adopted a 2022 Budget for the District by Resolution No. 63 at their public meeting held on October 27, 2021.
- (d) Trustee Blake Hanna presented the highlights from the **Financial Report**. Trustee Hanna noted that the 2022 Budget can be found by accessing the Trustee Meeting tab on the GLID website. He stated that the Board believes that the 2022 Budget was still reasonable and the Board will continue to use it for guidance throughout the remainder of the 2022 year.

9. Appointment of Accounting Firm for 2022

Trustee Alec Szibbo moved the following **Resolution No. 67**, seconded by Trustee Blake Hanna, appointing the District's Accounting Firm for 2022:

"Robbins and Company, Chartered Professional Accountants, be re-appointed the accounting firm of the District to hold office until the close of the next annual general meeting in 2023, or until their successors are appointed, at a remuneration to be fixed by the Trustees."

There was no discussion.

MOTION CARRIED

10. Trustee Remuneration

Trustee Alec Szibbo moved the following **Resolution No. 68**, seconded by Trustee Blake Hanna, to waive all remuneration for the Trustees for the year 2022:

"The remuneration of each Trustee is hereby set at \$0, and no compensation or honorarium shall be due or payable to any Trustee with respect to the performance of the Trustee's duties or the exercise of the Trustee's responsibilities, from the 16th day of March 2022 until the next Annual General Meeting, but excluding the reimbursement of any expenses properly and necessarily incurred by a Trustee in the performance of the Trustee's office."

There was no discussion.

MOTION CARRIED

In light of the aforesaid **Resolution No. 68**, it was not felt necessary to have a vote from the landowners on Trustee remuneration.


11. Adjournment of Meeting

A motion was made by Trustee Blake Hanna and seconded by Alec Szibbo that the Meeting be adjourned.

There was no discussion.

MOTION CARRIED

Certified Correct



Colleen Forest – Recording Secretary



Peter Jackson, Chair