

**French Creek Residents Association
Annual General Meeting Minutes
Wednesday May 10, 2023
St. Columba Presbyterian Church**

1. Call to order.

The meeting was called to order at 7:07 pm with approximately 35 people in attendance. A quorum was present (10 or more members, excluding the Executive).

2. Greetings and announcement of chair.

Past President Rob Williams introduced himself as Chair for the meeting and welcomed everyone.

3. Introduction of Board Members and guests.

Chair Williams introduced and thanked the other outgoing members of the FCRA Executive – Mike Cook, Vice President; Jervis Swannack, Vice President; Barb Riordan, Treasurer; Directors; Lyle Hollingworth, Brian Coath, Pat Weber, Lloyd Sargison and Dan Goodfellow. Directors Brian Coath and Pat Weber were unable to attend the meeting. The Chair introduced the guest speakers on the agenda; Elaine McCulloch, RDN Recreation & Parks and Lehann Wallace, RDN Area G Director.

4. Approval of Agenda.

The Chair asked for any additions or amendments to the Agenda. Motion to approve the Agenda. M/S Mike Cook, Jervis Swannack. Carried.

5. Approval of June 8, 2022 Annual General Meeting Minutes.

Motion to approve the Minutes of the Annual General Meeting as distributed to members and posted on the Association website. M/S Clare Neufeld, Barb Riordan. Carried.

6. Financial Report

Treasurer Barb Riordan presented the Annual Financial Report to March 31, 2023, as attached. In summary, the closing balance was \$2,367.07 with revenue from dues of \$1,393.94, no interest and expenses of \$1,797.59. The largest regular expense at \$675.00 remains Directors and Officers Liability Insurance which is necessary if the society is to expect Members to run for these positions. The Financial Statement is based on cash accounting principles. Motion to accept the Treasurer's Report. M/S Lyle Hollingworth, Jervis Swannack. Carried.

7. Directors' Report

Chair Williams explained that the Board had been quieter due to the continuing effects of covid and there not being as much community activity. However, two projects continued to be a focus.

Because Director Weber was unable to attend the AGM, Chair Williams gave an overview of our efforts to support a **Governance Study for Area G**. He mentioned that the study for Area F was complete, a Final Report had been submitted by the Committee and the RDN Board had voted to request the Ministry to carry out an Incorporation Study for Area F. This will result in a delay for the Area G Governance Study of approximately 1 to 1 ½ years. We are specifically interested in French Creek being incorporated to enable control of matters that we believe are not receiving adequate attention.

Director Dan Goodfellow has been involved in discussion with the RDN Manager of Water Services and our Area Director as to the cost of water being delivered to Sandpiper residents, both usage rates and operating costs. He provided a summary of costs and changes to infrastructure. Residential usage is

evidently decreasing overall and with a further view to conserving water he displayed a retrofit irrigation watering head that is approximately 60% more efficient than pop-up heads presently in use for lawn areas, at a cost of \$16 each, available at Iritex Pumps & Irrigation, Parksville.

8. Presentations:

Elaine McCulloch, Senior Planner, RDN Recreation & Park Services

Elaine made a detailed PowerPoint presentation covering Community (those located in French Creek) and Regional Parks as well as Trails such as the one running to Coombs beside the old rail line. She mentioned costs and that only a staff of five handles all parks in the RDN together with POSAC (Parks and Open Space Advisory Committee) which is comprised of volunteers within each Area.

Additionally, Elaine explained they are in the process of developing a management plan for the new French Creek Estuary Park lands, together with community volunteers.

Members asked a number of questions for further clarification and information.

Lehann Wallace, RDN Area G Director.

A summary of Director Wallace's presentation is attached to these Minutes.

9. Election of Officers and Directors.

A slate of nominees was presented and distributed to Members. Chair Williams asked for volunteers from the floor for the positions of President, Secretary and Director positions but no one came forward. He and VP Mike Cook mentioned we need a Secretary, one of the main duties being preparation of Minutes of Board meetings. A sample set of Minutes was displayed amounting to 2 pages and that content follows the Agenda which is present at all meetings and makes it easy to record notes. Nominations for all positions were invited from the floor three times:

President - vacant.

Michael Cook and Jervis Swannack agreed to stand for VP and were acclaimed

Barb Riordan agreed to stand for Treasurer and was acclaimed.

Secretary – vacant.

Per Bylaws, the Association may have up to 6 Directors:

Lyle Hollingworth, Brian Coath, Pat Weber, Lloyd Sargison, Dan Goodfellow and Rob Williams agreed to let their names stand for Director and were acclaimed.

10. Further general questions and announcements

There were a number of general questions such as the disposition of the planned cellular tower off Hodges Rd and MOTI road maintenance, sidewalks.

Robin Robinson of Friends of French Creek Conservation Society (FFCCS) announced that the property of longtime FCRA member Jacquie Thompson, next to the Pollution Control Centre which had been purchased by the RDN, would be used as an office while the expansion project plant took place. FFCCS is communicating with the RDN to allow the house to become a nature education centre after project completion. This would also facilitate caring/storage for potted trees for use in restoration work. Volunteers are welcome to assist.

11. Adjournment

All business being complete, the Chair adjourned the meeting at 9:08pm.

Minutes prepared by Chair Rob Williams and reviewed by Treasurer Barb Riordan.

Minutes are subject to review and adoption at the next Annual General Meeting in 2024

**French Creek Resident's Association
Annual General Meeting
Wednesday May 10, 2023
2022/2023 Financial Report**

Opening Balance – April 1, 2022	\$2,770.72
Income – Membership Dues	\$1,393.94
Expenses	\$1,797.59
Closing Balance – March 31, 2023	\$2,367.07

Expenses included:

Room Rental for 2022 AGM and insurance	\$ 240.00
Room Rental for 2023 AGM	\$ 100.00
Web Hosting (3 years)	\$ 415.42
FCRA Rack Cards	\$ 206.08
Directors & Officers Liability Insurance	\$ 675.00
Room Rental for Board Meetings	\$ 99.05
2022 Society Registration	\$ 40.00
Website Domain	\$ 22.04
TOTAL	\$1,797.59

1. **French Creek Pollution Control Centre:**

May 2022 Summary of changes with value engineering and revised schedule to completion 2027:

<https://rdn-pub.escribemeetings.com/Meeting.aspx?Id=4debb9c7-9e57-48fb-82f3-e7fab0dbbcb6&Agenda=Agenda&lang=English&Item=46&Tab=attachments>

In the video the staff person answering my questions is Ms. Ellen Tian and she is the General Manager of Utilities at the RDN (since July 2021) responsible for this overall project. Previous grant applications for provincial and federal grant applications made by the RDN have not been successful. I have also met with Adam Walker MLA to strongly advocate for funding priority for this project also. For additional information, here is also a link to the completion of the Nanaimo facility, which is also managed by the RDN and services a much higher population. Although the facility itself cannot be directly compared to FCPC on design, it most likely received priority grant funding based on its required capacity for the much larger population in Nanaimo.

<https://www.nanaimobulletin.com/news/rdn-says-82m-pollution-control-centre-upgrade-now-complete/>

Current Status of the March 2023 Liquid Waste Management Plan Advisory Committee:

Detailed design of the French Creek Pollution Control Centre (FCPC) Expansion and Odour Control Upgrade Project is underway. The project will:

- Continue to provide secondary-level wastewater treatment
- Provide capacity required for planned growth through 2040
- Significantly reduce odours
- Contribute to carbon neutrality
- Replace ageing facilities.

Projects like this one follow a rigorous planning process. As the FCPC upgrade moved through the planning stages, the cost of materials and physical construction increased significantly across the Canadian construction industry. A Value Engineering Study recommended options to improve the project design and provide maximum That the Liquid Waste Management Plan Monitoring Committee receive this report for information. The RDN selected two design alternatives for further study. These studies, now complete and under evaluation by staff, will be incorporated into the updated design. Study findings will influence the final project budget and timing. An update on the FCPC Expansion and Odour Control Project will be provided at the meeting.

<https://rdn-pub.escribemeetings.com/Meeting.aspx?Id=5fb07a80-66b9-4477-ac10-a3d36f1c4ed1&Agenda=Agenda&lang=English&Item=14&Tab=attachments>

More information and attached document is from the Liquid Waste Management Plan site.

<https://www.getinvolved.rdn.ca/french-creek-expansion>

2. **Get Involved Website**

<https://www.getinvolved.rdn.ca/who-we-are>

If you are not yet registered at our Get Involved RDN page - be sure to click the link and register by June 16 to be entered to win one of three great prizes of your choice. An RDN Recreation or Parks \$100 gift certificate, two, one-month passes for RDN Transit, a \$100 credit on your next RDN utility bill (you must

live in one of the RDN's electoral areas to receive this prize) or a \$100 gift certificate for a local restaurant or business.

Here are some current projects that Impact French Creek at the Get involved site:

<https://www.getinvolved.rdn.ca/pool-bylaw>

<https://www.getinvolved.rdn.ca/expanded-organics>

<https://www.getinvolved.rdn.ca/pl2022-139> 594 Karls Way - Public Hearing June 14, 2023

<https://www.getinvolved.rdn.ca/pl2023-045> - 1236 Island Highway and 957 Lee Road

3. **Governance Study – 2024/2025:**

<https://www.rdn.bc.ca/electoral-area-g>

If a Governance and Services Study is approved by the provincial Ministry of Municipal Affairs, residents will have many opportunities to provide feedback through the various consultation processes that will be put in place. At this time, no study has commenced as Area G is awaiting the completion of Area F's request to the Ministry. Should a study be approved for Area G, the RDN will set up a portal on its website through which people will be able to provide written submissions and have their views and voices heard. **Anyone may call or write to the provincial Ministry of Municipal Affairs at any time to provide their feedback – including expressing the need directly from residents of French Creek for the ministry to proceed with and fund the study for G.**

<https://www2.gov.bc.ca/gov/content/governments/organizational-structure/ministries-organizations/ministries/municipal-affairs-housing/ministry-contact>