

**MINUTES OF THE ENGLISHMAN RIVER WATER SERVICE JOINT VENTURE MEETING OF THE  
MANAGEMENT BOARD MEETING**

**Tuesday, May 22, 2018**

**10:30 A.M.**

**Parksville Community and Conference Centre  
131 Jensen Avenue East**

|                     |                      |                              |
|---------------------|----------------------|------------------------------|
| In Attendance:      | Director J. Stanhope | Chair                        |
|                     | Director B. Rogers   | Regional District of Nanaimo |
|                     | Alternate            |                              |
|                     | Councillor K. Oates  | City of Parksville           |
|                     | Alternate            |                              |
|                     | Councillor M. Beil   | City of Parksville           |
| Regrets:            | Director M. Lefebvre | City of Parksville           |
|                     | Councillor S. Powell | City of Parksville           |
| Also in Attendance: | P. Carlyle           | Regional District of Nanaimo |
|                     | R. Alexander         | Regional District of Nanaimo |
|                     | S. De Pol            | Regional District of Nanaimo |
|                     | G. St.Pierre         | Regional District of Nanaimo |
|                     | W. Idema             | Regional District of Nanaimo |
|                     | D. Comis             | City of Parksville           |
|                     | L. Butterworth       | City of Parksville           |
|                     | V. Figueira          | City of Parksville           |
|                     | J. Doxey             | City of Parksville           |
|                     | B. Weir              | Town of Qualicum             |
| R. Graves           | Recording Secretary  |                              |

**CALL TO ORDER**

The Chief Administrative Officer called the meeting to order at 10:36 AM.

**ELECTION OF THE CHAIRPERSON**

The Chief Administrative Officer called for nominations for the position of Chairperson for the year 2018.

Director Oates nominated Director Stanhope, and Councillor Beil seconded the nomination.

Director Stanhope accepted the nomination.

There being no further nominations, the Chief Administrative Officer declared Director Stanhope as Chairperson of the Board for the following year.

Director Stanhope claimed his seat, expressed his thanks and respectfully acknowledged the Coast Salish First Nations on whose traditional territory the meeting took place.

**APPROVAL OF THE AGENDA**

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

**Englishman River Water Service Management Board Meeting - November 2, 2017**

It was moved and seconded that the minutes of the Englishman River Water Service Management Board meeting held November 2, 2017, be adopted.

CARRIED UNANIMOUSLY

**INVITED PRESENTATIONS**

**Project Update**

V. Figuera gave a verbal presentation.

**DELEGATIONS**

**Englishman River Water Service Joint Venture Draft Audited Financial Statements Year Ended December 31, 2017**

It was moved and seconded that the ERWS Draft Audited Financial Statements be accepted and approved.

CARRIED UNANIMOUSLY

**REPORTS**

**Englishman River Water Service Final 2018 - 2022 Budget Report**

It was moved and seconded that the report from the Englishman River Water Service Management Committee, dated May 15, 2018 and entitled ERWS 2018 - 2022 Final Financial Plan be received.

CARRIED UNANIMOUSLY

It was moved and seconded that the Englishman River Water Service Management Board accept the 2018 – 2022 Final Financial Plan as outlined in Table 1 attached to the May 15, 2018 report.

Opposed (1): B. Rogers

CARRIED

It was moved and seconded that the 2019 budget be increased by \$10,000 to commission a report on the Aquifer Storage and Recovery summarizing work completed.

The motion was laid on the table.

It was moved and seconded that the Englishman River Water Service Management Board direct the Committee to prepare a response to the Island Corridor Foundation (ICF) that respectfully declines, at this time, their requirement to rehabilitate two large diameter culverts located at stations 0+665 and 0+790 along the Springwood Transmission Main alignment and agrees to pay for a review of the condition of the culverts in five years with ICF to assess their condition, rehabilitation timing and cost sharing.

CARRIED UNANIMOUSLY

It was moved and seconded that the Englishman River Water Service Management Board recommends the Joint Ventures adopt their portion of the 2018 – 2022 Final Financial Plan as outlined in Table 2 attached to the May 15, 2018 report.

Opposed (1): B. Rogers

CARRIED

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 11:16 AM

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CHAIR