

CITY OF PARKSVILLE

June 19, 2025

Minutes of the Arrowsmith Water Service Joint Venture Board meeting held in the Civic and Technology Centre, 100 Jensen Avenue East, Parksville, BC, on Thursday, June 19, 2025, at 10:01 am.

In Attendance:	Councillor S. Harrison	Chair, Town of Qualicum Beach
	Mayor D. O'Brien	City of Parksville
	Councillor J. Grenz	City of Parksville
	Director L. Wallace	Regional District of Nanaimo
Also in Attendance:	Director B. Rogers	Regional District of Nanaimo (Alternate)
Staff:	K. Kehler	City of Parksville
	A. Weeks	City of Parksville
	K. Martin	City of Parksville
	M. Boven	City of Parksville
	A. Defoor	City of Parksville
	M. Denton	City of Parksville
	M. Walters	Regional District of Nanaimo
	B. Weir	Town of Qualicum Beach

1. CALL TO ORDER

Chair S. Harrison called the meeting to order at 10:01 am.

2. APPROVAL OF AGENDA

Director Wallace advised she wished to amend the agenda to provide a notice of motion.

At the request of Director Wallace, the Chair agreed to amend the agenda and include a New Business section after the reports.

3. ADOPTION OF MINUTES

a) Minutes of the Arrowsmith Water Service Management Board meeting held October 31, 2024

O'Brien - Grenz

1. THAT the minutes of the Arrowsmith Water Service Management Board meeting held October 31, 2024, were adopted by consent. CARRIED.

4. PRESENTATIONS

a) MNP LLP - Audited Financial Statements for Year Ended December 31, 2024

C. Vanderhorst of MNP LLP presented the Arrowsmith Water Service audited financial statements for the year ended December 31, 2024.

Grenz - O'Brien

1. THAT the Arrowsmith Water Service audited financial statements for the year ended December 31, 2024, be received for information.
2. THAT the 2024 Audited Financial Statements be accepted as presented and approved. CARRIED.

5. REPORTS

a) **City of Parksville - Arrowsmith Water Service (AWS) Operations Update**

M. Walters presented the Arrowsmith Water Service Operations Update for information.

O'Brien - Wallace

1. THAT the presentation regarding the Arrowsmith Water Service Operations Update be received for information. CARRIED.

6. NEW BUSINESS

a) **Director L. Wallace - Request for Special Closed Arrowsmith Water Service Meeting**

Director Wallace provided a notice of motion requesting that staff arrange a special closed Arrowsmith Water Service Management Board meeting at the earliest opportunity pursuant to Section 90 (1) (g) and (i) of the *Community Charter*.

7. ADJOURNMENT

It was moved by Mayor O'Brien and seconded by Councillor Grenz that the meeting adjourn. CARRIED.

The meeting adjourned at 10:45 am.

Certified Correct.

Chair