

**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

CHAIR