REGIONAL DISTRICT OF NANAIMO

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

Wednesday, February 6, 2019
9:00 A.M.
City of Parksville Forum
100 Jensen Avenue

In Attendance:	E. Mayne, Chair	Mayor, City of Parksville
	B. Rogers	Director, Regional District of Nanaimo
	C. Gourlay	Director, Regional District of Nanaimo
	D. O'Brien	Councillor, City of Parksville
Also in Attendance:	P. Carlyle	Regional District of Nanaimo
	R. Alexander	Regional District of Nanaimo
	J. Bradburne	Regional District of Nanaimo
	G. St.Pierre	Regional District of Nanaimo
	M. Walters	Regional District of Nanaimo
	L. Butterworth	City of Parksville
	V. Figueira	City of Parksville
	K. Kehler	City of Parksville
	S. Harrison	Town of Qualicum Beach
	B. Weir	Town of Qualicum
	R. Graves	Recording Secretary

CALL TO ORDER

Phyllis Carlyle, Chief Administrative Officer called the meeting to order at 9:20 AM.

ELECTION OF CHAIR

Phyllis Carlyle, Chief Administrative Officer called for nominations for the position of Chair for the year 2019.

Director Rogers nominated Mayor Mayne.

Mayor Mayne accepted the nomination.

There being no further nominations, Phyllis Carlyle, Chief Administrative Officer declared Mayor Mayne as Chair of the Board for the following year.

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 - May 22, 2018

It was moved and seconded that the minutes of the Englishman River Water Service Management Board meeting held May 22, 2018 be adopted.

CARRIED UNANIMOUSLY

INVITED PRESENTATIONS

Project Update

V. Figueira gave a verbal presentation.

REPORTS

Englishman River Water Service 2019 - 2023 Financial Plan Report

It was moved and seconded that the report from the Englishman River Water Service Management Committee, dated January 07, 2019 entitled ERWS 2019 - 2023 Final Financial Plan be received.

CARRIED UNANIMOUSLY

It was moved and seconded that the Englishman River Water Service Management Board approve an increase of $220,000.00 in the 2019 ERWS capital budget to cover the cost of adding an Automatic Transfer Switch to Contract 1 as shown in the 2019 – 2023 Final Financial Plan.

CARRIED UNANIMOUSLY

It was moved and seconded that the Englishman River Water Service Management Board approve an additional $99,000.00 in the 2019-2023 ERWS capital budget to cover the cost of Plant SCADA Integration, Safety Audit, Lab Equipment and Furniture and a Pickup Truck as shown in the proposed 2019 – 2023 Final Financial Plan.

CARRIED UNANIMOUSLY

It was moved and seconded that the Englishman River Water Service Management Board approve the proposed 5 year Operational Budget as shown in the 2019 – 2023 Final Financial Plan.

CARRIED UNANIMOUSLY

It was moved and seconded that the 2019-2023 Final Financial Plan be amended to remove the dollars in the 2021-2023 Financial Plan for Aquifer Storage Recovery and to add $50,000 in 2020 to get a third party report summarizing the research done on Aquifer Storage Recovery under grant funding for Kaye and Claudet Road.

Opposed (1): Doug O'Brien

CARRIED

It was moved and seconded that the Englishman River Water Service Management Board accepts the 2019-2023 Final Financial Plan as outlined in Table 1 attached to the January 07, 2019 report, as amended to exclude the dollars in the 2021-2023 Financial Plan for Aquifer Storage Recovery and to add $50,000 in 2020 to get a third party report summarizing the research done on Aquifer Storage Recovery under grant funding for Kaye and Claudet Road.

CARRIED UNANIMOUSLY

It was moved and seconded that the Englishman River Water Service Management Board recommends the Joint Ventures adopt their portion of the 2019 – 2023 Final Financial Plan as outlined in Table 1 attached to the January 07, 2019 report.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 10:46

CHAIR