



**MINUTES OF THE MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT COMMITTEE
HELD ON WEDNESDAY, SEPTEMBER 14, 2005 AT 1:30 PM
AT THE PARKSVILLE CIVIC AND TECHNOLOGY CENTRE**

Present:	Director Joe Stanhope	Regional District of Nanaimo
	Director George Holme (Alternate)	Regional District of Nanaimo
	Bob Lapham	Regional District of Nanaimo
	John Finnie	Regional District of Nanaimo
	Councillor Marc Lefebvre	City of Parksville
	Fred Manson	City of Parksville
	Gary O'Rourke	City of Parksville
	Councillor Scott Tanner	Town of Qualicum Beach
	Councillor Anton Kruyt (Alternate)	Town of Qualicum Beach
	Mark Brown	Town of Qualicum Beach
Also in Attendance:	Linda Burgoyne	Recording Secretary, RDN

1. **Call to Order.**

J. Stanhope called the meeting to order at 1:30 pm.

2. **Minutes.**

MOVED M. Lefebvre, SECONDED S. Tanner that the minutes from the meeting of the Arrowsmith Water Services Management Committee held July 13, 2005 be adopted.

CARRIED

3. **Operational Update/Status of Reservoir.**

G. O'Rourke provided a graph showing the Arrowsmith Dam water levels to date in 2005. He advised that the Dam was maintaining a sufficient water level. He also noted that the repairs to the shed from damage due to vandalism done in the spring had been made and that there had been minimal vandalism over the summer.

4. **Reservoir Road Project.**

The Committee was reminded of the obligation to fund the road around the dam for Island Timberlands Ltd. This project is currently underway. B. Weir will be requested to provide costing details at the next AWS Management Committee meeting.

5. **AWS Communication Strategy:**

J. Finnie noted that the Committee had approved a communication strategy in the spring to distribute a bulletin regarding the Arrowsmith Water System. Originally it was intended to

involve a media kit and to hold a media tour, but this was delayed and will be considered for next year after the road construction project is complete. The bulletin, however, has been finalized and will be printed and distributed soon.

6. **Watershed/Public Education Initiative:**

J. Finnie updated the Committee on the initiative to increase public awareness about the Arrowsmith Water System. The Engineers have met and discussed. An information website on AWS is to be developed to include a news bulletin, flow data and other information as needed. Work is also being done to develop an AWS logo for the website. Further details will be coming forward to this Committee.

7. **Power Generation Project Status.**

G. O'Rourke advised that he requires an additional month to follow-up with the consultant. It appears that AWS needs to pay for a feasibility study in order to make a case to BC Hydro to consider if it wishes to proceed.

8. **AWS Joint Venture Agreement Amendment.**

J. Finnie to follow-up with G. O'Rourke and B. Weir to clarify whether this amendment is required at this time.

9. **Breakwater Acquisition Update.**

J. Finnie provided an update to the Committee on the status of negotiations with EPCOR. The RDN had been negotiating to purchase Breakwater Utilities with an agreement for EPCOR to operate this system as well as the 14 RDN water service area systems. A Memorandum of Understanding had been drafted and discussed. In August this issue was brought before the RDN Board with representatives from CUPE as well as some public voicing their concerns. The Board directed that the 14 RDN systems be removed from negotiations and the MOU be terminated. EPCOR is continuing to follow through on the purchase with the Comptroller. A final decision by the Comptroller is being awaited.

10. **AWS Capital Plan Update.**

J. Finnie provided further information regarding Option 2 of the Koers and Associates Bulk Water Supply System Capital Plan concerning the downstream intake on the Englishman River. Previously A. Koers had been requested to explore property options and to look at the transmission corridor issues pertaining to the sites. A meeting was held last week with the Ministry of Health to discuss a downstream intake and the Ministry has requested that the AWS Management Committee submit a written request to consider the options.

11. **Proposed AWS 2006 Budget.**

The Committee reviewed a draft operating budget prepared by G. O'Rourke. He noted that licenses and insurance have increased. J. Finnie advised that T. Koers had noted in his report that site purchase funding of \$1 M. was required. Committee members requested information regarding the reserve fund amounts which include DCC's. Further information will be brought forward to future meetings.

12. **Next Meeting.**

The next meeting of the Arrowsmith Water Service Management Committee will be held Wednesday, October 19, 2005 at 1:30 pm at the Parksville Civic and Technology Centre.

13. **Adjournment.**

MOVED M. Lefebvre, SECONDED S. Tanner, that this meeting terminate.

TIME: 3:35 PM

J. Stanhope, Chairperson