



**ARROWSMITH WATER SERVICE JOINT VENTURE  
MANAGEMENT BOARD REGULAR MEETING**

**WEDNESDAY, DECEMBER 9, 2015**

**1:30 pm**

***Regional District of Nanaimo – Board Chambers***

**A G E N D A**

**PAGES**

**CALL TO ORDER**

**DELEGATIONS**

**MINUTES**

2-4 Minutes of the Arrowsmith Water Services Management Board meeting held May 7, 2015.

**BUSINESS ARISING FROM THE MINUTES**

**COMMUNICATIONS/CORRESPONDENCE**

**UNFINISHED BUSINESS**

**REPORTS**

Arrowsmith Lake Reservoir Status. (verbal)

Arrowsmith Snow Pillow/Weather Station Update (verbal)

Arrowsmith Water Services 2016-2020 Financial Plan. (to be circulated)

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**NEW BUSINESS**

**OTHER**

**NEXT MEETING**

**ADJOURNMENT**

*Distribution:* *M. Lefebvre, J. Stanhope, B. Rogers, S. Powell, Paul Thorkelsson,  
F. Manson, B. Luchtmeijer*

*For Information:* *M. Squire, B. Weir, R. Alexander, M. Donnelly, W. Idema, L. Butterworth,  
J. Marsh*



**MINUTES OF THE REGULAR MEETING OF THE  
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT BOARD  
HELD ON THURSDAY, MAY 7, 2015 9:00 AM IN THE PARKSVILLE FORUM**

<b>Present:</b>	M. Lefebvre, Chair B. Luchtmeijer J. Stanhope B. Rogers	City of Parksville Town of Qualicum Beach Regional District of Nanaimo Regional District of Nanaimo
<b>Also Present:</b>	M. Donnelly R. Alexander W. Idema G. St. Pierre P. Thorkelsson M. Squire L. Butterworth B. Weir R. Graves	Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo City of Parksville City of Parksville Town of Qualicum Beach Recording Secretary
<b>Regrets:</b>	F. Manson S. Powell	City of Parksville City of Parksville

**CALL TO ORDER**

The Chief Administrative Officer called the meeting to order at 9:00AM.

**ELECTION OF CHAIRPERSON**

The Chief Administrative Officer called for nominations for the position of Chairperson for the year 2015.

Director Rogers nominated Mayor Marc Lefebvre.

There being no further nominations, the Chief Administrative Officer declared Mayor Marc Lefebvre as Chairperson of the Board for 2015.

**MINUTES**

MOVED Director Luchtmeijer, SECONDED Director Rogers, that the minutes of the regular meeting of the Arrowsmith Water Service Management Board held June 5, 2014 be adopted.

CARRIED

**BUSINESS ARISING FROM THE MINUTES**

**COMMUNICATIONS/CORRESPONDENCE**

**REPORTS**

**AWS Joint Venture Draft Financial Statement, year ending December 2014.** M. McGorman (Verbal Presentation)

M. McGorman presented the draft financial statement and commented that in their opinion, this financial statement presents fairly, in all material respects, the financial position of the Joint Venture as at December 31, 2014 and the results of its operations for the year then ended in accordance with Canadian public sector accounting standards.

MOVED Director Luchtmeijer, SECONDED Director Rogers that the AWS Joint Venture Draft Financial Statement be received and approved.

CARRIED

**Arrowsmith Water Services 2015-2019 Financial Plan.** (M. Squire – verbal presentation)

M. Squire presented the AWS 2015-2019 Financial Plan. The 2015-2019 Financial Plan was developed in an effort to outline funding requirements for operations, maintenance and capital expenditures for the next five years and has been prepared for consideration by the AWS Management Board.

MOVED Director Luchtmeijer, SECONDED Director Rogers that the Arrowsmith Water Services 2015-2019 Financial Plan be adopted.

CARRIED

**Arrowsmith Lake Reservoir Status.** (Verbal)

M. Squire provided a verbal presentation to the Board on the lake levels. The Arrowsmith Lake Reservoir is full but this year was a deficit year for snow pack. River flows during the dry summer months will be managed using the operational rule curve to ensure adequate flows are available.

MOVED Director Rogers, SECONDED Director Luchtmeijer that the Arrowsmith Lake Reservoir Status verbal report be received.

CARRIED

**ADDENDUM**

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**NEW BUSINESS**

**OTHER**

## **QUESTIONS**

The Chair opened the floor to questions and comments.

Pat Powell questioned if the clay banks sluffing was near the Rivers Edge development?

Mike Squire replied that they are adjacent to the Rivers Edge development on Kaye Road.

Pat Powell asked about the possibility of re-vegetating the top of the bank area to hold the ground.

Paul Thorkelsson indicated the issue was the infiltration at lower levels and not a surficial issue, so additional vegetation or buffering at the top of slope wouldn't prevent the sluffing. The water coming through at lower levels has caused the sluffing.

Charlie Stone questioned if the presentation slide on the Arrowsmith Lake levels showed a comparison of snow in our water shed from last year.

Mike Squire answered that the snow pillow is not represented in that graph but strictly lake levels.

## **NEXT MEETING**

The next meeting of the AWS Management Board will be at the discretion of staff.

## **ADJOURNMENT**

MOVED Director Rogers, SECONDED Director Luchtmeijer that the meeting be adjourned.

CARRIED

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Marc Lefebvre, CHAIRPERSON