



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

**TUESDAY, January 24, 2017
9:30am – 11:00am**

***City of Parksville Forum
100 Jensen Avenue***

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

MINUTES

2-4 Minutes of the Englishman River Water Service Management Board Meeting held November 1, 2016.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

UNFINISHED BUSINESS

REPORTS

Project Update (M. Squire – verbal)

Contract 1 – Intake, Water Treatment Plant, and Top Bridge Reservoir Transmission Main Tender Award (M. Squire – to be distributed)

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

IN CAMERA

OTHER

NEXT MEETING

ADJOURNMENT



**MINUTES OF THE REGULAR MEETING OF THE
ENGLISHMAN RIVER WATER SERVICE (ERWS) MANAGEMENT BOARD
HELD ON TUESDAY, NOVEMBER 1, 2016 AT 9:30AM
CITY OF PARKSVILLE FORUM**

Present:	Director J. Stanhope, Chair Director B. Rogers M. Lefebvre	Regional District of Nanaimo Regional District of Nanaimo City of Parksville
Also Present:	M. Squire L. Butterworth D. Comis B. Weir B. Luchtmeijer C. Midgley R. Alexander R. Graves	City of Parksville City of Parksville City of Parksville Town of Qualicum Beach Town of Qualicum Beach Regional District of Nanaimo Regional District of Nanaimo Recording Secretary
Regrets:	S. Powell	City of Parksville

CALL TO ORDER

The Chair called the meeting to order at 9:41am.

DELEGATIONS

MINUTES

MOVED Director Lefebvre, SECONDED Director Rogers, that the minutes of the regular meeting of the Englishman River Water Service Management Board held May 10, 2016 be adopted.

CARRIED

BUSINESS ARISING FROM MINUTES

COMMUNICATIONS/CORRESPONDENCE

DFO Fisheries Act Authorization, correspondence dated April 25, 2016.

MOVED Director Lefebvre, SECONDED Director Rogers, that the DFO *Fisheries Act* Authorization, correspondence dated April 25, 2016 be received.

CARRIED

Island Corridor Foundation – Permission to Occupy Island Corridor Foundation Railway Right of Way correspondence dated May 10, 2016.

MOVED Director Lefebvre, SECONDED Director Rogers, that the Island Corridor Foundation – Permission to Occupy Island Corridor Foundation – Railway Right of Way, correspondence dated May 10, 2016 be received.

CARRIED

Provincial Approval – Section 11 (2) Work in and About Englishman River correspondence dated August 12, 2016.

MOVED Director Lefebvre, SECONDED Director Rogers, that the Provincial Approval – Section 11 (2) Work in and About Englishman River, correspondence dated August 12, 2016 be received.

CARRIED

UNFINISHED BUSINESS

REPORTS

Request for Qualifications, Contract 1 – Intake, Water Treatment Plant, and Top Bridge Reservoir Transmission Main.

Pre- qualified General Contractors for Contract 1 & Contract 2 – closed September – 2016:

Contract 1

Tender Start: October 20, 2016

Tender Close: January 12, 2016

Pre-qualified General Contractors are:

Kenaidan Contracting Ltd

Maple Reinders

NAC Construction

Knappett Projects

MOVED Director Rogers, SECONDED Director Lefebvre, that the Request for Qualifications, Contract 1 – Intake, Water Treatment Plant, and Top Bridge Reservoir Transmission Main report be received.

CARRIED

Request for Qualifications, Contract 2 – Springwood Reservoir Transmission Main.

The project schedule for Contract 2 – Springwood Reservoir Transmission Main is as follows:

Tender Start: January 10, 2017

Tender Close: February 9, 2017

Pre-qualified General Contractors are:

Copcan Civil Ltd

Knappett Industries

IDL Projects

Pedre Contractors

MOVED Director Lefebvre, SECONDED Director Rogers, that the Request for Qualifications, Contract 2 – Springwood Reservoir Transmission Main report be received.

CARRIED

Project Update.

M. Squire advised that the presentation on the reports was the Project Update.

ERWS 2017 – 2021 Financial Plan.

MOVED Director Lefebvre, SECONDED Director Rogers, that the report from the Englishman River Water Service Management Committee, dated October 27, 2016, entitled ERWS 2017-2021 Financial Plan be received.

CARRIED

MOVED Director Lefebvre, SECONDED Director Rogers, that the Englishman River Water Service Management Board accept the 2017-2021 Financial Plan as outlined in Table 1 attached to the October 27, 2016 report.

CARRIED

MOVED Director Rogers, SECONDED Director Lefebvre, that the Englishman River Water Service Management Board recommend the Joint Ventures adopt their portion of the 2017-2021 Financial Plan as outlined in Table 2 attached to the October 27, 2016 report.

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

OTHER

QUESTIONS

The Chair opened the floor to questions and comments, none received.

NEXT MEETING

To be announced.

ADJOURNMENT

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

CARRIED