arrowsmith WATER SERVICE

**MINUTES OF THE REGULAR MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT BOARD
HELD ON THURSDAY, OCTOBER 20, 2011 AT 10:00 AM
IN THE PARKSVILLE FORUM**

Present:

Director J. Stanhope, Chair	Regional District of Nanaimo
C. Mason	Regional District of Nanaimo
Director G. Holme	Regional District of Nanaimo (alternate)
Fred Manson	City of Parksville
Chris Burger	City of Parksville (alternate)
Mark Brown	Town of Qualicum Beach
Councilor Barry Avis	Town of Qualicum Beach

Also in Attendance:

Councilor Teresa Patterson	City of Parksville
Mike Squire	City of Parksville
John Finnie	Regional District of Nanaimo
Bob Weir	Town of Qualicum Beach
Bev Farkas	Recording Secretary

CALL TO ORDER

The meeting was called to order at 10:07 am.

MINUTES

MOVED B. Avis, SECONDED C. Burger, that the minutes of the regular meeting of the Arrowsmith Water Service Management Board held June 23, 2011 be adopted.

<div align="right">CARRIED</div>

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

M. Razberry, re: Trevor Wicks' Water Presentation

MOVED B. Avis, SECONDED C. Burger, that the correspondence from M. Razberry be received.

<div align="right">CARRIED</div>

Al Magnan, Department of Fisheries and Oceans, re: Relocation of the Englishman River Water Intake

MOVED B. Avis, SECONDED C. Burger, that the correspondence from Al Magnan be received.

<div align="right">CARRIED</div>

The meeting recessed at 10:20 AM to participate in the Great BC Shakeout and evacuation drill.

The meeting reconvened at 10:32 AM.

REPORTS

2011 – 2012 Budgets and 2012 – 2016 Financial Plan

MOVED B. Avis, SECONDED Director C. Burger, that the AWS Management Board recommend the Joint Ventures adopt the Year 2011 Final Budget as shown on Table 1, dated October 20, 2011.

CARRIED

MOVED B. Avis, SECONDED Director C. Burger, that the AWS Management Board recommend the Joint Ventures adopt the 2012 – 2016 Financial Plan as shown on Table 2, dated October 20, 2011.

CARRIED

AWS Operations Update (M. Squire)

M. Squire updated the Management Board on operations, noting that video surveillance has now been installed at the dam site for insurance purposes and it is now possible to view the site remotely. Winterizing will take place next week; draining lines etc. The level of the lake is about 6m below the spillway and there has been no release for approximately 2 weeks now.

M. Squire added that Fisheries contacted him and asked for the release of additional flows to assist with pink salmon migration and spawning. Due to the high reservoir level this year, this request was accommodated for 3.5 weeks during September.

Website Update (M. Squire)

M. Squire indicated that the 3 partners have been working together to modify the website with the goal of creating a central information repository. The website is the most efficient way to provide updated information to the public. The modified website should be up and running by November.

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

There was discussion pertaining to a meeting organized by Trevor Wicks to be held at the Parksville Community & Conference Centre on October 25. M. Squire and B. Weir will attend the meeting.

OTHER

ADJOURNMENT

TIME: 11:05 AM

IN CAMERA

MOVED B. Avis, SECONDED C. Burger, that pursuant to Section 90(1) (g) of the Community Charter the AWS Management Board proceed to an In Camera AWS Management Board meeting to consider items related to legal matters.

<div align="right">CARRIED</div>

RISE AND REPORT

TIME: 11:29 AM

MOVED B. Avis, SECONDED C. Burger, that the British Columbia Conservation Foundation's request for AWS to obtain a non-consumptive conservation water license on Shelton Lake and to own and operate a flow control structure at the outlet from the lake for the purpose of supporting fish habitat downstream be received for information.

<div align="right">CARRIED</div>

MOVED B. Avis, SECONDED C. Burger, that the request be deferred to the water licence amendment application referral process when additional consultation with fisheries and water licensing agencies is anticipated.

<div align="right">CARRIED</div>

ADJOURNMENT

TIME: 11:34 AM

NEXT MEETING

_____
CHAIRPERSON