

**REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE ARROWSMITH WATER SERVICE JOINT VENTURE MANAGEMENT
BOARD MEETING**

Tuesday, June 1, 2021

10:30 A.M.

Held Electronically

In Attendance: Director L. Wallace Chair
 Councillor E. Mayne City of Parksville
 Councillor D. O'Brien City of Parksville
 Director B. Rogers Regional District of Nanaimo
 Councillor S. Harrison Town of Qualicum Beach

Also in Attendance: L. Butterworth City of Parksville
 J. Holmes City of Parksville
 K. Kehler City of Parksville
 A. Weeks City of Parksville
 B. Woods City of Parksville
 P. Carlyle Regional District of Nanaimo
 S. De Pol Regional District of Nanaimo
 M. Walters Regional District of Nanaimo
 B. Weir Town of Qualicum Beach
 R. Graves Recording Secretary

CALL TO ORDER

The Chief Administrative Officer called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

ELECTION OF THE CHAIR

Keeva Kehler, Chief Administrative Officer, City of Parksville, called for nominations for the position of Chair for the year 2021.

Scott Harrison nominated Lehann Wallace.

Lehann Wallace accepted the nomination.

There being no further nominations, Lehann Wallace assumed the Chair.

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Arrowsmith Water Service Management Board Meeting - December 18, 2020

It was moved and seconded that the minutes of the Arrowsmith Water Service Management Board meeting held December 18, 2020, be adopted.

CARRIED UNANIMOUSLY

REPORTS

Arrowsmith Water Service Joint Venture Draft Audited Financial Statements for the Year Ending December 31, 2020 - Lenora Lee/Julie Robinson, KPMG

It was moved and seconded that the Arrowsmith Water Service Joint Venture Audited Financial Statement be received.

CARRIED UNANIMOUSLY

It was moved and seconded that the Arrowsmith Water Service Joint Venture Audited Financial Statement be approved.

CARRIED UNANIMOUSLY

Arrowsmith Water Service Joint Venture Audit Findings Letter

It was moved and seconded that the Arrowsmith Water Service Joint Venture Audit Findings Letter be received.

CARRIED UNANIMOUSLY

Arrowsmith Water Service Operations Update

Joe Doxey, City of Parksville, provided an update on the Arrowsmith Water Service Operations.

Arrowsmith Water Service Joint Venture Agreement Extension - Belinda Woods, City of Parksville

It was moved and seconded that the report from the Arrowsmith Water Service Management Committee dated June 1, 2021 be received.

CARRIED UNANIMOUSLY

It was moved and seconded that the Arrowsmith Water Service Management Board recommend approval of the one-year extension of the Arrowsmith Water Service Partnering Agreement by the joint venture partners.

CARRIED UNANIMOUSLY

It was moved and seconded that the Arrowsmith Water Service Management Board recommend approval of a budget increase of \$5,000 for legal fees by the joint venture partners.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 10:49 A.M.

CHAIR