



**MINUTES OF THE MEETING OF THE
ENGLISHMAN RIVER WATER SERVICE (ERWS) MANAGEMENT BOARD
HELD ON THURSDAY, JULY 30, 2015 AT 1:30PM
IN THE PARKSVILLE FORUM**

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

CALL TO ORDER

Chair Stanhope called the meeting to order at 1:30PM.

DELEGATIONS

MINUTES

MOVED Director Rogers, SECONDED Director Lefebvre, that the minutes from the meeting of the Englishman River Water Services Management Board held May 7, 2015, be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

MOVED Director Powell, SECONDED Director Lefebvre, that the reply letter to Island Health dated June 26, 2015 be received.

CARRIED

REPORTS

Englishman River Water Service Revision to the Project Implementation Strategy Report. M. Squire.
(Circulated)

M. Squire provided a verbal presentation on the ERWS Project Implementation Strategy Report. The presentation discussed the project being on hold pending the DFO approval and establish funding requirements. The Board directed staff to continue working with DFO to obtain the water intake construction permit, directed staff to request Island Health to amend the Operating Conditions by deferring the completion date of the water treatment plant completion to June 30, 2018, and direct staff to suspend all design until referendum. Staff have been corresponding with DFO officials and are now in a good position to submit a full application. At this point all indications are that the application will meet all DFO requirements and that an approval will be received in early fall of this year.

MOVED Director Lefebvre, SECONDED Director Rogers that the following recommendations be received.

RECOMMENDATION(S):

1. THAT the report from the Englishman River Water Service Management Committee dated July 27, 2015 entitled ERWS Revision to the Project Implementation Strategy be received;
2. AND THAT staff be directed to further engage CH2M Hill to complete the new water intake and transmission mains designs to full detailed design and tendering stage as a separate contract,
3. AND THAT staff be directed to further engage CH2M Hill to update the conceptual Plan B option of the water treatment plant to 16 million liters per day of full membrane filtration and disinfection to a preliminary design stage prior to public referendum,
4. AND THAT, staff be directed to further engage and negotiate the detailed design, value engineering and work plan with CH2M Hill up to detailed design and tendering services for the project providing satisfactory performance of CH2M Hill and sufficient budgets identified in the Financial Plan.
5. AND THAT the ERWS Management Committee be directed to work with the previously established Community Working Group stakeholders to obtain meaningful feedback on the design development of the Water Treatment Plant.
6. AND THAT the ERWS Management Board recommend Parksville City Council conduct a referendum on November 21, 2015 to obtain elector approval to borrow funds required for construction of a water intake and treatment plant.

CARRIED

Englishman River Water Service Revised 2015 – 2019 Financial Plan. M. Squire. (Circulated)

M. Squire presented the revised ERWS 2015 – 2019 Financial Plan. The plan sets out the financial requirements needed to advance the objectives of bulk water supply to the Joint Venture Communities. The proposed revised budget is based on Plan B, a multi phased approach with reduced water treatment plant capacity to firm membrane filtration treatment to 16 million liters per day with detailed design, tendering and construction of the phase 1 components as described in the revision to the Project Implementation Strategy dated July 27, 2015. The plan is also based on the additional firm water membrane treatment plant capacity of 16 million liters per day and total project costs of \$28.3 million.

MOVED Director Rogers, SECONDED Director Powell, that the report from the Englishman River Water Service Management Committee dated July 28, 2015 entitled ERWS Revised 2015-2019 Financial Plan be received.

CARRIED

MOVED Director Rogers, SECONDED Director Powell, that the Englishman River Water Service Management Board accept the Revised 2015 – 2019 Financial Plan as outlined in Table 1 attached to the July 28, 2015 report.

CARRIED

MOVED Director Rogers, SECONDED Director Powell, that the Englishman River Water Service Management Board recommend the Joint Ventures adopt their portion of the Revised 2015 – 2019 Financial Plan as outlined in Table 2 attached to the July 28, report.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**NEW BUSINESS****OTHER****QUESTIONS**

The Chair opened the floor to questions and comments.

Paul Reitsma questioned if the ERWS has followed up with Mr. Duncan's comments in regards to additional monies becoming available and if there would be corresponding contributions?

Director Lefebvre replied that the discussions with the Member of Parliament are ongoing and a meeting will be held in the next few weeks with the issue of money being discussed.

Trevor Wicks questioned the issue of the amount of water required to support the current proposed intake and would it be an issue if we continue with the drought we are in now. How much could the new plant provide if the dam doesn't fill up and how can the plant supply summer demands?

Mike Squire responded that the preliminary design of the intake considered drought conditions. Storage with the Arrowsmith Dam and the Provinces' direction for us to look at the Englishman River for fisheries aspect and to provide future water extraction is paying off. There wouldn't be any water flowing in the river without the dam. The most promising solution for the additional storage is aquifer storage and recovery when we can harvest the abundance in winter for critical time in summer.

Dwayne Round requested to put his name forward for the community working group.

Mike Squire replied that they will be moving forward with the communications plan and will look to the current stakeholders and adding additional stakeholders including the ODCA.

Elaine Hoffer questioned when there would be more details on Plan B Option 4?

Mike Squire replied that Plan B is currently at a conceptual level and is with the Consultant at this time. As one of the stakeholders you would see the Plan develop.

Elaine Hoffer asked if the estimated cost to taxpayers would be 2.5% the first year and then additional 2.5 % resulting in 5% next year?

Lucky Butterworth clarified that the initial revised plan for Parksville has a 2% Utility increases every year in the 20 year plan. The new module, with additional borrowing, increases 2.5% first two years, and 2% the following year. The report will be given to Council in August and if approved will be included in a revised budget.

Elaine Hoffer asked if the \$28.3 million includes ASR?

Marc Lefebvre replied that intake location and the treatment plant is the priority and the ASR will be revisited and is not part of the referendum.

IN CAMERA

OTHER

NEXT MEETING

ADJOURNMENT

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

CARRIED

J. Stanhope, Chairperson