

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

**Tuesday, June 1, 2021**

**10:30 A.M.**

**Held Electronically**

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

Also in Attendance:    L. Butterworth           City of Parksville  
                                  J. Doxey                 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 Chair called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

**APPROVAL OF THE AGENDA**

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

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

**Englishman River Water Service Management Board Meeting - February 16, 2021**

It was moved and seconded that the minutes of the Englishman River Water Service Management Board meeting held February 16, 2021, be adopted.

CARRIED UNANIMOUSLY

**REPORTS**

**Englishman River 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 Englishman River Water Service Joint Venture Draft Audited Financial Statement be received and;

That the Englishman River Water Service Joint Venture Draft Audited Financial Statement be approved.

CARRIED UNANIMOUSLY

**Englishman River Water Service Joint Venture Audit Findings Letter**

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

CARRIED UNANIMOUSLY

**Englishman River Water Service Operations Update**

Joe Doxey, City of Parksville, provided an update on the Englishman River Water Service operations.

**Englishman River Water Service Joint Venture Agreement Extension - Belinda Woods, City of Parksville**

It was moved and seconded:

That the report from the Englishman River Water Service Management Committee dated June 1, 2021 be received; and,

That the Englishman River Water Service Management Board recommend approval of the one-year extension of the Englishman River Water Service Partnering Agreement by the joint venture partners; and,

That the Englishman River Water Service Management Board recommend approval of a \$5,000 budget increase for legal services by the joint venture partners.

CARRIED UNANIMOUSLY

**NEW BUSINESS**

It was moved and seconded that a discussion occur in regard to Regional District of Nanaimo staff in concert with a qualified consultant preparing a study to report on consumption and supply capacity of the Englishman River Water Service.

After debate the motion was withdrawn.

**QUESTIONS / COMMENTS**

Trevor Wicks, Trentec Innovations, gave a presentation on the clay banks.

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 11:54 A.M.

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CHAIR