



*Town of Qualicum Beach*

**MINUTES OF THE MEETING OF THE  
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT COMMITTEE  
HELD ON WEDNESDAY, MARCH 30, 2005 AT 1:30 PM  
AT THE PARKSVILLE CIVIC AND TECHNOLOGY CENTRE**

<b>Present:</b>	Director Joe Stanhope	Regional District of Nanaimo
	Kelly Daniels	Regional District of Nanaimo
	John Finnie	Regional District of Nanaimo
	George Holme (Alternate)	Regional District of Nanaimo
	Councillor Marc Lefebvre	City of Parksville
	Gary O'Rourke	City of Parksville
	Fred Manson	City of Parksville
	Councillor Scott Tanner	Town of Qualicum Beach
	Councillor Anton Kruyt (Alternate)	Town of Qualicum Beach
	Mark Brown	Town of Qualicum Beach
	Bob Weir	Town of Qualicum Beach

<b>Also in Attendance:</b>	Linda Burgoyne	Recording Secretary, RDN
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1. **CALL TO ORDER.**

J. Stanhope called the meeting to order at 1:30 pm.

2. **MINUTES**

MOVED M. Lefebvre, SECONDED S. Tanner that the minutes from the meeting of the Arrowsmith Water Services Management Committee held January 19, 2005 be adopted.

CARRIED

3. **Operating Update – G. O'Rourke.**

G. O'Rourke advised that the Arrowsmith Dam is currently at 23.6 metres. With the increased snow pack over the last few weeks it is coming up steadily. He is confident that the dam will be full by May.

J. Finnie advised that the Department of Fisheries & Oceans and the Ministry of Water, Land and Air Protection have met to discuss the AWS reservoir operational rate and the potential impact of recent climate conditions on water release from the reservoir. They will be meeting again in mid-April to further discuss the water levels and will provide further direction at that time.

4. **AWS Communications Strategy.**

K. Daniels advised that the RDN Communications Coordinator had prepared the attached information brochure for the Committee's review. The brochure provides information regarding the purpose and function of the Arrowsmith Water Service. Distribution of the brochure to the residents would cost approximately \$4,500. This would include printing and postage, as well as a media tour of Arrowsmith Dam. This cost, however, was not included in the current budget.

Discussion ensued regarding the need for such a document.

J. Finnie noted that the history behind this issue was that a year ago the Environmental Services office received a number of enquiries regarding the bulk water charges on the residential billings. People, especially those new to the area, were not aware of the Arrowsmith Dam. It was proposed that in order to inform residents, a short summary of information to explain the operation and function of the dam be distributed.

M. Lefebvre felt that neither the City of Parksville or the Town of Qualicum Beach had any water issues, therefore did not see a need for this amount of information to be distributed.

MOVED M. Lefebvre, SECONDED S. Tanner that a brochure/pamphlet with a generic theme and message regarding water conservation, dam operation, fish habitat and capacity be prepared and signed off by the respective staff.

CARRIED

K. Daniels questioned whether there are funds in the AWS budget to cover this expense. He will follow-up regarding the production costs.

K. Daniels questioned the inclusion of the media trip to the dam.

M. Lefebvre responded that this decision be made by the Chair.

J. Stanhope advised that he feels that the press need to be involved. He feels that this would be a "good" news story and added that there is much interest by the residents to learn more.

5. **Capital Plan Update Status.**

J. Finnie advised that Koers & Associates will be reviewing the population and water supply capacity projects. They have been awaiting the water supply projections for Breakwater service area. This information will be brought forward at the next AWS Management Committee meeting.

6. **Intake Location Study Status.**

J. Finnie advised that details have not been finalized at this point regarding the intake siting area along Block 602. Koers & Associates have reviewed the intake structure options and have identified a preferred location. The actual intake location will be somewhat dependent on the AWS Capital Plan deliberations.

7. **Power Generation Initiative Update.**

G. O'Rourke advised that the Engineers recently met with Ryan Hansen of Signa to discuss a power generation initiative. Mr. Hansen is writing a proposal and will send it to G. O'Rourke by next Monday.

8. **ADDENDUM – No items**

9. **OTHER.**

(a) Watershed Protection Initiative:

K. Daniels advised that the RDN is working on a budget regarding a watershed protection initiative with community groups and hopes to bring this forward soon.

(b) EBA Hydrogeological Report.

Mr. Lefebvre asked if there had been any feedback to this item when it was presented to the RDN's Committee of the Whole.

Mr. Finnie advised that no feedback had been received.

MOVED S. Tanner, SECONDED M. Lefebvre that the Committee move into an In Camera meeting.

The meeting adjourned at 2:25 pm.

10. **NEXT MEETING**

The next meeting of the Arrowsmith Water Service Management Committee will be held Wednesday, May 18, 2005 at 1:30 pm at the City of Parksville offices.

11. **ADJOURNMENT**

MOVED M. Lefebvre, SECONDED S. Tanner, that this meeting terminate.

TIME: 2:30 PM