

From: sasorrell@damsafety.org on behalf of Susan Sorrell <sasorrell@damsafety.org>
Sent: December-23-13 10:34 AM
To: Jolley, William FLNR:EX
Subject: Upcoming Dam Safety Training Events

Upcoming ASDSO Training Opportunities

Register to Attend One of These Important Events

Upcoming Events

[Webinar: Introduction to Armoring Embankment Dams and Earth-Cut Spillways with ACBs](#)

[Webinar: How to Communicate Effectively in Any Situation](#)

[Technical Seminar: Inspection & Assessment of Dam](#)

Webinar: Introduction to Armoring Embankment Dams and Earth-Cut Spillways with ACBs

This webinar will be presented in two parts. In Part 1, Dr. Chris Thornton will focus on ACB theory and will provide a brief history of the origins of ACB systems, discuss their development, and summarize the physical model investigations that have been completed to date to assess the performance and stability of various ACB systems. Dr. Thornton will also present the latest approach for analyzing and interpreting the test data for use in design applications. In Part 2, Paul Schweiger will focus on ACB applications and provide a summary of the first applications of ACBs for dam embankment overtopping and spillway armoring, present performance information on ACB dam armoring projects that have experienced overtopping flows, and discuss lessons learned from these and other projects.

The purpose of this webinar is to provide practitioners with an introduction to the application of ACBs for use in armoring embankment dams and spillways.

Instructor: Chris Thornton, P.E., PhD, Colorado State University and Paul Schweiger, P.E., CFM, Gannett Fleming

Event Info:

January 14, 2014

LIVE BROADCAST: 12pm Eastern

Length: 2 hours

View all of
ASDSO's 2014
[Training Events](#)



**Webinar: How to Communicate Effectively
in Any Situation**

ASDSO members are called upon to communicate in many different situations: in presentations to colleagues, in testimony before regulatory bodies and legislative committees, and interviews with reporters. Whatever the circumstances, best practices can help to ensure that communication is as effective as possible. Participants will be asked to share experiences ahead of time that will be incorporated into the session, which will focus especially on tough situations where audiences are angry, worried or upset. Specific learning objectives include gaining a better understanding of:

- Effective media communications and presentation skills
- Best practices in the art of communication
- The skills and techniques that can raise trust and credibility in order to communicate more effectively in tough situations

Instructor: Leonard S. Greenberger, Potomac
Communications Group

Event Info:

February 11, 2014

LIVE BROADCAST: 12pm Eastern

Length: 2 hours

[More Information and Online Registration](#)



**Technical Seminar: Inspection & Assessment
of Dam**

This seminar provides comprehensive instruction in inspection and evaluation techniques for dams. Although the content has been tailored to focus on NRCS dams emphasizing NRCS policies and requirements, the principles, concepts and procedures taught will be readily adaptable to any organization conducting dam inspections and evaluating their compliance with current design standards. The target audience is NRCS personnel and state dam safety officials, however, dam owners, engineers and personnel responsible for the operation and maintenance of dams will find the course relevant.

Participants will be familiarized with a variety of dam types and

their appurtenances, instructed in the function of typical dam features, and become aware of common dam failure modes and the conditions that can lead to these failure modes. Actual dam failure cases will be presented so that participants will grasp the seriousness and responsibilities associated with performing dam inspections, and know what to look for and be able to identify potential deficiencies at dams before they become a problem.

Instructors: Dean B. Durkee, Ph.D., P.E., Gannett Fleming, Inc.; Gene Peters, Performance Plus; and Paul G. Schweiger, P.E., Gannett Fleming, Inc.

Event Info:

March 4-6, 2014
Little Rock Marriott Hotel
Little Rock, Arkansas
Length: Three days

[More Information and Online Registration](#)



Webinar: Quality Assurance and Field Inspection for Dam Construction Projects

This webinar presents an introduction to the construction inspection/quality assurance process employed for new dam and dam rehabilitation projects to ensure that they are constructed as designed and to verify that the contractor complies with the terms and conditions of the contract. It will look at important items to inspect during construction and discuss the roles and responsibilities of the inspector. The construction inspection/quality assurance process presented will be of interest to dam owners, design engineers, state and federal regulators, and contractors.

Instructors: Joe Freeland, P.E., Natural Resources Conservation Service

Event Info:
March 11, 2014
LIVE BROADCAST: 12pm Eastern
Length: 2 hours

[More Information and Online Registration](#)

For More Information Contact:

Susan Sorrell
ASDSO
Toll-Free: (855) 228-9732

[Forward email](#)



This email was sent to william.jolley@gov.bc.ca by sasorrell@damsafety.org |
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Association of State Dam Safety Officials | 450 Old Vine St. | Lexington | KY | 40507

Hamdi, Rhiannon MTIC:EX

From: Baldwin, John FLNR:EX
Sent: January-05-10 9:05 AM
To: Jolley, William FLNR:EX; 'Scott Pamminger'
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Wednesday May 12th it is! Let me know what you need me to do.

From: Jolley, William ENV:EX
Sent: Monday, January 4, 2010 2:39 PM
To: 'Scott Pamminger'
Cc: Baldwin, John ENV:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Scott, For John's information I will summarize our phone call from this afternoon:

- Tentative date for the workshop May 12
- Venue - Nanaimo Aquatic Centre (on Third Street) or at Beban Park Centre (on Bowen Rd.) decision to be made by Scott. I expect that we will have 20 people attending.
- Dam Inspection at Middle Chase River Dam with stops at Lower Chase River Dam and Reservoir #1.
- Bag lunches to be made by cafeteria at the venue. Lunch to be taken on the bus.
- Will to arrange the bus.

Cheers, Will

From: Scott Pamminger [<mailto:Scott.pamminger@nanaimo.ca>]
Sent: Monday, January 4, 2010 2:16 PM
To: Jolley, William ENV:EX
Cc: Baldwin, John ENV:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Hi Will,

Happy New Year as well! Yes, I recall our discussion and would be happy to assist. Some of our staff may be going to the BCWWA Conference at Whistler from May 1 to 5, 2010 so the week after would be preferred. The City can provide a suitable room either at the Nanaimo Aquatic Centre (on Third Street) or at Beban Park Centre (on Bowen Rd.) Depending on the number of attendees, one facility may be better than the other. Both facilities have small restaurants but, it would be better to pre-organize lunches through the vendors at these facilities. I can provide you with contacts to organize once we know how many people will likely be attending?

Were you thinking of using any of the dams within the City or the watershed for exercises? Travel time is more of an issue with the Jump Creek and South Fork dams.

Please give me a call if you would like to discuss further.

Regards,
Scott Pamminger
Water Resources Technologist
City of Nanaimo

From: Jolley, William ENV:EX [<mailto:William.Jolley@gov.bc.ca>]
Sent: 04 January, 2010 1:10 PM
To: Scott Pamminger
Cc: Baldwin, John ENV:EX
Subject: Inspection & Maintenance of Dams Workshop for BCWWA

Hi Scott, Happy New Year.

Do you recall our discussion last year about doing an Inspection & Maintenance of Dams workshop in Nanaimo this spring? We spoke about using one of your parks & recreation facilities for the workshop. It's time for me to notify BCWWA about it if I am going to get the workshop on to their spring calendar. The first week in May would be good for me, Wednesday May 5 would be good or the 2nd or 4th would also work. The week after would also work if that is better for you.

Cheers, Will

Hamdi, Rhiannon MTIC:EX

From: Scott Pamminger <Scott.pamminger@nanaimo.ca>
Sent: January-07-10 12:28 PM
To: Jolley, William FLNR:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Sounds good. Could you let me know if BCWWA is providing a spot or two for any of our staff to attend?

Cheers,
Scott

From: Jolley, William ENV:EX [<mailto:William.Jolley@gov.bc.ca>]
Sent: 07 January, 2010 12:19 PM
To: Scott Pamminger
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Thanks Scott. That's great. I'll have to let them know the exact number of attendees a couple of days before the workshop. Will

From: Scott Pamminger [<mailto:Scott.pamminger@nanaimo.ca>]
Sent: Thursday, January 7, 2010 9:36 AM
To: Jolley, William ENV:EX
Cc: Baldwin, John ENV:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Hi Will,

I have booked Room B at the Nanaimo Aquatic Centre on Third Street for May 12. If any need to change, please advise and I can re-book. This facility is a little closer to Colliery Dams Park and Westwood Lake Dam than Beban Park facilities.

The café in NAC is called Sharkies (contact Wayne, phone: 250-716-9192) and they can provide a morning coffee/tea/muffin for \$85 for the group. A bag lunch (sandwich wrap, salad, dessert and a fruit) would be \$12.50 per person.

If any questions, please give me a call.

Cheers,
Scott

From: Jolley, William ENV:EX [<mailto:William.Jolley@gov.bc.ca>]
Sent: 04 January, 2010 2:39 PM
To: Scott Pamminger
Cc: Baldwin, John ENV:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

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Cheers, Will

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Sent: Monday, January 4, 2010 2:16 PM
To: Jolley, William ENV:EX
Cc: Baldwin, John ENV:EX
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Were you thinking of using any of the dams within the City or the watershed for exercises? Travel time is more of an issue with the Jump Creek and South Fork dams.

Please give me a call if you would like to discuss further.

Regards,
 Scott Pamminger
 Water Resources Technologist
 City of Nanaimo
 Ph. 250-756-5338

From: Jolley, William ENV:EX [<mailto:William.Jolley@gov.bc.ca>]
Sent: 04 January, 2010 1:10 PM
To: Scott Pamminger
Cc: Baldwin, John ENV:EX
Subject: Inspection & Maintenance of Dams Workshop for BCWWA

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Cheers, Will

Hamdi, Rhiannon MTIC:EX

From: Scott Pamminger <Scott.pamminger@nanaimo.ca>
Sent: January-28-10 4:02 PM
To: Jolley, William FLNR:EX
Subject: RE: meeting tomorrow re Chase Dams

Hi Will,

Yes, the meeting starts at 10:00 am in our Public Works Meeting Room, 2020 Labieux Road. I did talk John and he will be attending as well.

See you tomorrow.

Scott

From: Jolley, William ENV:EX [<mailto:William.Jolley@gov.bc.ca>]
Sent: 28 January, 2010 2:17 PM
To: Scott Pamminger
Cc: Bill Sims
Subject: meeting tomorrow re Chase Dams

Hi Scott, Just checking about the meeting tomorrow. Is it still scheduled for 10AM at the Public Works meeting room?

Did you invite John Baldwin? I recall that you wanted to keep the attendees to a minimum so I haven't mentioned it to him.

Will Jolley

Section Head, Dam Safety

Management & Standards Branch

Water Stewardship Division

PO Box 9340 Stn Prov Govt

Victoria, BC, V8W 9M1

O. 250 387 3263

C s.17

Hamdi, Rhiannon MTIC:EX

From: Jolley, William FLNR:EX
Sent: January-12-10 3:05 PM
To: 'Scott Pamminger'
Subject: Accepted: Seismic Hazard Assessment - Lower and Middle Chase River Dams

Hamdi, Rhiannon MTIC:EX

From: Jolley, William FLNR:EX
Sent: May-03-10 11:31 AM
To: Baldwin, John FLNR:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA
Attachments: Agenda, Nanaimo 2010 05 12.docx; DAM- Nanaimo May 12.pdf

Yes it is. There are 20 signed up and 3 on the waiting list. I'll be making the final arrangements today (lunches, etc.). I have attached the BCWWA agenda (pdf) and the latest agenda (WORD) which may change again. I was really pressed for time at the Kamloops workshop last week and I want to make some more revisions to the agenda. Please give me a call today or tomorrow and we can talk about your involvement. I hope you still have the Jump Creek model.

Will.

From: Baldwin, John ENV:EX
Sent: Monday, May 3, 2010 9:57 AM
To: Jolley, William ENV:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

I assume this is still on?

From: Jolley, William ENV:EX
Sent: Monday, January 4, 2010 2:39 PM
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Cc: Baldwin, John ENV:EX
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Water Resources Technologist
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Ph. 250-756-5338

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Cheers, Will

BC Water & Waste Association & Min of Environment

Dam Owners - Inspection and Maintenance Workshops

Location: Nanaimo – May 12, 2010 – Nanaimo Aquatic Centre, Room B, 741 Third Street

Will Jolley, Dam Safety Section Head, Victoria, office 250-387-3263

John Baldwin, Regional Dam Safety Officer, 250 751 7079

Time	Module / Topic	Presenter	Description
8:30 – 8:45	Course Introduction	W.J.	Participant Introduction and course material.
8:45 – 9:00	Video and Discussion	W.J.	Video, "Cannon Creek Dam Failure"
9:00 – 9:30	Introduction to Dams	W.J.	Dam Terminology, Dam Failures & Inspecting Dams
9:30 - 10:00	Dam Safety Program	W.J.	Water Act; Dam Safety Regulations, Can. Dam Assoc. (CDA)
10:00 – 10:15	Break		
10:15 – 10:45	Provincial Emergency Program (PEP)	Nanaimo Fire Rescue	Overview of the Provincial Emergency Program, BC Emergency Management System and Role of Dam Owners
10:45 - 11:45	Inspecting Dams	W.J. & J.B.	Dam Components, equipment required, frequency, engineering requirements
11:45 - 12:00	Colliery Dams	Nanaimo	Colliery Dams - History and Rehabilitation .
12:00 - 2:00	Lunch & Dam Inspection	WJ, Nanaimo & J.B.	Field Trip to Colliery Dams, Lunch Provided
2:00 - 3:00	Inspecting Dams (cont.)	W.J. & J.B.	
3:00 – 3:15	Break		Dam Inspection; embankments, spillways, outlets, etc.
3:15 - 3:30	Inspecting Dams (cont.)	W.J.	Dam Components, equipment required, frequency, engineering requirements
3:30 - 4:00	Dam Maintenance	W.J.	Reducing the potential for problems.
4:00 - 4:30	Quiz and Wrap-up	W.J.	

Participants should bring;

1. Copy of "Inspection and Maintenance of Dams, Dam Safety Guidelines" and the BC Dam Safety Regulations. Copies will be available at the workshop.
2. Any specific questions or discussion about their dams.

The BC Water & Waste Association is pleased to offer a one day Dam Inspection and Maintenance Workshop. This workshop is being presented by BCWWA in cooperation with Ministry of Environment, Water Stewardship Division.

Will Jolley, Dam Safety Section Head from Victoria and **John Baldwin**, Regional Dam Safety Officer will be the presenters at this workshop. **The City of Nanaimo** is assisting by providing the workshop facility and dams for the tour.

Dam Inspection and Maintenance Workshop

Course Information	Date	May 12, 2010
	Location	Nanaimo Aquatic Centre 741 Third Street Nanaimo, BC V9R 2B7 **Workshop is held in room B**
	Duration	1 day, 8:30am – 4:30pm
	Cost	♦ BCWWA members: \$275 + GST ♦ Non-BCWWA members: \$340 + GST

	Time	Module / Topic	Presenter	Description
Preliminary Program	8:30 – 8:45	Course Introduction	W.J.	Participant introduction and course material.
	8:45 – 9:00	Video and Discussion	W.J.	Video, "Cannon Creek Dam Failure"
	9:00 – 9:30	Introduction to Dams	W.J.	Dam terminology, Dam failures & Inspecting dams
	9:30 - 10:15	Provincial Emergency Program (PEP)	Nanaimo Fire Rescue	Overview of the Provincial Emergency Program, BC Emergency Management System and role of dam owners
	10:15 – 10:30	Break		
	10:30 – 11:00	Dam Safety Program	W.J.	Water Act; Dam Safety Regulations, Can. Dam Assoc. (CDA)
	11:00 - 11:30	Inspecting Dams	W.J.	Dam inspection, embankments, spillways, outlets, etc.
	11:45 - 12:00	Colliery Dams	WJ, RDSO & Nanaimo	Colliery Dams- history and rehabilitation.
	12:00 - 2:00	Lunch & Dam Inspection	W.J, RDSO & Nanaimo	Field trip to Colliery Dams; lunch provided
	2:00 - 3:00	Inspecting Dams (cont.)	W.J. & RDSO	Dam components, equipment required, frequency, engineering requirements
	3:00 – 3:15	Break		
	3:15 - 3:30	Dam Maintenance	W.J.	Reducing the potential for problems.
	3:30 - 4:00	Emergency Response Exercise (time permitting)	W.J. & RDSO	Short emergency response exercise using dam incident examples.
	4:00 - 4:30	Quiz and Wrap-up	W.J.	

Presenters Contact Information:

- ♦ **Will Jolley**, Dam Safety Section Head, Victoria: (250) 387-3263
- ♦ **John Baldwin**, Regional Dam Safety Office, Nanaimo: (250) 751-3179

Course registration:

- ♦ For more information or to register online, please visit www.bcwwa.org
- ♦ As space is limited, we encourage you to register early. Registration deadline for this workshop is April 29, 2010.

If you would like to assist in sponsoring a workshop at a venue in your area, please contact the Education & Training Coordinator, Wendy Szeto at: wszeto@bcwwa.org or via telephone: 1-877-433-4389 ext. 224.



CONSULTANT SERVICES AGREEMENT

This Agreement made as of the 5 day of January, 2009-10 *WJ*

BETWEEN:

British Columbia Water & Waste Association
Suite 221, 8678 Greenall Avenue
Burnaby, British Columbia
V5J 3M4

(hereinafter called the "BCWWA")

OF THE FIRST PART

AND: _____

(hereinafter called the "Consultant")

OF THE SECOND PART

WHEREAS:

- A. The BCWWA requires the professional services (hereinafter referred to as "Services") of instructor of BCWWA Courses and desires to engage the Consultant to perform the said Services.
- B. The Consultant has agreed to perform the Services in accordance with the terms and conditions of this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the terms, covenants and conditions herein contained, the parties hereto hereby covenant and agree as follows:

1. CONSULTANT'S SERVICES TO THE BCWWA

- 1.1 The Consultant shall provide and be fully responsible for instructor services which form part of this Agreement.
- 1.2 The Consultant shall perform the Services:
 - (a) in accordance with the BCWWA Instructor Code of Ethics
 - (b) with that degree of care, skill and diligence normally applied in the performance of services of a similar nature and magnitude to those contemplated by this Agreement at the time and place the Services are rendered; and
 - (c) agrees to undertake BCWWA sponsored Train the Trainer Workshops on a regular basis in order to upgrade his/her professional instructional credentials.

2. BASIS OF PAYMENT TO THE CONSULTANT

- 2.1 In consideration of the Services performed by the Consultant to the satisfaction of the BCWWA and in strict conformity with the terms hereof, the BCWWA will pay the Consultant at a rate of s.21 per hour and for a maximum 8 hours per day of instruction and half an hour of preparation, depending on the course duration, plus the Goods and Services Tax as applicable.
- 2.2 BCWWA will reimburse the Consultant for the following out of pocket expenses and / or allowable expenses, as set out in **Appendices A & B** of this document:
- Travel and related accommodation expenses at the most cost effective and as approved by the CEO.
 - In transit allowance
 - Other incidental expenses

Reimbursement of these expenses by the BCWWA will be at actual cost without any addition for overhead or profit. All other expenses not listed above are considered to be included in the Consultant's fees.

The Consultant shall submit invoices to the BCWWA representative as identified in sub-clause 3.1 after the end of each course and within 30 days. The invoice shall show separately the amount of the Goods and Services Tax applicable.

Attached to each invoice shall be supporting documentation for all expenses and fees claimed and a statement setting out Services performed by the Consultant for the contracted services. The BCWWA shall never be obligated to pay the Consultant a greater percentage of total fees and related expenses than the percentage of the Services completed.

- 2.3 The BCWWA shall, if it approves an invoice, pay such invoices within 30 calendar days after receipt of the invoice. If the BCWWA does not approve or wishes to further review, audit or otherwise seek clarification concerning the Consultant's invoices, for whatever reason, the BCWWA shall not be liable for interest charges in respect of that invoice for the period from the date the invoice is submitted until the date that the invoice is paid.
- 2.4 The Consultant shall keep proper accounts and records of all costs and expenditures forming the basis of any billing to the BCWWA, including but not limited to hours worked, details of all disbursements and percentage amounts of work completed. The BCWWA shall be entitled to verify the accuracy and validity of all billings and payments made by auditing and taking extracts from the books and records of the Consultant and by such other means as shall be reasonably necessary or advisable.

3. COMMUNICATION BETWEEN THE CONSULTANT AND THE BCWWA

- 3.1 The Chief Executive Officer (CEO) or the CEO's delegate is the BCWWA representative for the purposes of communication and performance of services outlined in this Agreement.
- 3.2 The Consultant shall not enter into any contracts, incur any liability or make Agreements, representations or commitments on behalf of BCWWA in connection and with respect to this Agreement unless expressly requested to do so in writing by the BCWWA representative.

4. CHANGES TO SCOPE OF SERVICES

- 4.1 The BCWWA representative may at any time vary the scope of Services to be provided by the Consultant. In that case, the limit or limits in sub-clause 2.1 & 2.2 as to the maximum fees and disbursements to be paid to the Consultant for all or any part of the Services and the limit as to the schedule to complete the Services shall be adjusted as agreed to by both parties in writing and, failing agreement, as reasonably determined by a mutually agreed to third party.
- 4.2 Should the Consultant consider that any request or instruction from the BCWWA constitutes a change in the scope of the Services, the Consultant shall so advise the BCWWA immediately in writing. Without said written advice within five (5) working days, the BCWWA shall not be obligated to make any payments of additional fees or disbursements to the Consultant. The determination of any additional fees or disbursements shall be in accordance with sub-clause 4.1.

5. RELEASE AND INDEMNIFICATION

- 5.1 BCWWA shall not be liable for any injury, including death of a person, or loss or damages to the property of the Consultant or anyone else, occasioned by or in any way attributable to the Consultant under this Agreement, unless such injury, loss, or damage is caused by negligence of an officer or agent of BCWWA.
- 5.2 BCWWA will provide Environmental Consultants Errors & Omissions Insurance as per **Appendix D**.
- 5.3 Sub-clause 5.2 above does not negate any additional insurance the instructor may wish to acquire to provide additional insurance cover.

6. TERM AND TERMINATION

- 6.1 The BCWWA acknowledges that the Consultant began providing service on **September 1st, 2009** anticipates the Consultant's services to conclude on **December 31st, 2010**.
- 6.2 Notwithstanding 6.1 above:
 - 6.2.1 The Consultant or the BCWWA may terminate this Agreement by giving ten (10) days prior written notice. The Consultant shall be paid at the rate prescribed for all services properly performed to the date of the delivery of the said notice and for necessary hours in closing out the Services during the notice period.
 - 6.2.2 Notwithstanding sub-clause 6.2.1, the BCWWA may terminate this Agreement immediately without notice or compensation to the Consultant in the event that the Consultant fails to comply with the terms and conditions of this Agreement.
 - 6.2.3 This Agreement may be renewed or extended for such period as may be mutually agreed upon in writing between the Consultant and the BCWWA, including agreement on any revisions to the then-existing terms and conditions.
- 6.3 Nothing in this Agreement shall obligate the BCWWA to continue this contract for services beyond the Expiry Date, to grant exclusive consideration to the Consultant for future contractual relationships, or to continue with the then-existing terms and conditions if a renewal or extension is agreed upon.

7. OWNERSHIP OF DOCUMENTS AND COPYRIGHT

- 7.1 All course & training material, PowerPoint materials, audiovisual materials, information, intellectual property, plans, models, operator evaluation course assessment, reports and other documents or products supplied by BCWWA or as a result of the provision of the Services by the Consultant (the "Material") shall be the sole property of the BCWWA, and the BCWWA shall have the right to utilize all of the Material for its benefit in any way it sees fit without limitation.
- 7.2 The Material shall be delivered by the Consultant to the BCWWA forthwith prior to the expiration or following sooner termination of this Agreement, provided that the BCWWA may, at any time or times prior to the expiration or sooner termination of this Agreement, give written notice to the Consultant requesting delivery by the Consultant to the BCWWA of all or any part of the Material in which event the Consultant shall forthwith comply with such request.
- 7.3 Any errors found in the content of the instructional material or handouts must be reported to BCWWA at the end of the Course. This notice must be given in writing stating the slide or page number as well as a brief explanation of the deficiencies found. The Consultant Instructor is not expected to correct these deficiencies, just to report them.

8. RESOLUTION OF DISPUTES

- 8.1 This Agreement shall be governed by the laws of the Province of British Columbia and the parties agree to submit all disputes to the courts of British Columbia for resolution.

9. T4A TO CANADA REVENUE AGENCY (CRA)

- 9.1 It is hereby noted that BCWWA will be filing T4A notices for fees paid to Consultant Instructors for provision of services.

10. INDEPENDENT CONSULTANT

- 10.1 This Agreement is a contract for services and the Consultant, his or her permitted sub-consultants, the officers, directors, shareholders, partners, personnel, affiliates and agents of the Consultant and their permitted sub-consultants are not, nor are they to be deemed to be partners, appointees, employees or agents of the BCWWA. The Consultant is not an employee, and will not be paid on the account of vacations, statutory holidays or overtime hours, or any other benefits.

11. GENERAL

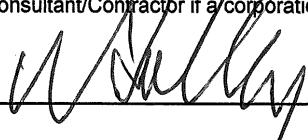
- 11.1 BCWWA is committed to respecting the privacy of its members and employees by adhering to the principles set forth in Schedule #1 of the Personal Information Protection & Electronic Documents Act of Canada. The Consultant shall abide by the same principles as set out by the Act.
- 11.2 The Consultant acknowledges that in performing the Services required under this Agreement, it will acquire information about certain matters which are confidential to the BCWWA, and such information is the exclusive property of the BCWWA. The Consultant undertakes to treat as confidential all information received by reason of its position as Consultant, and agrees not to disclose same to any third party. Further, the Consultant undertakes not to use any of the confidential information outside of the performance of the Services under this Agreement.
- 11.3 If you are a corporation, you represent and warrant to BCWWA that you have authorized your signatory to enter into and execute this agreement on your behalf without affixing your common seal.
- 11.4 Sections 5, 7, 9, and 11 continue in force indefinitely, even after this agreement ends.
- 11.5 If there is a conflict between a provision in an Appendix to this Agreement and any other provision of this agreement, the provision in the Appendix is inoperative to the extent of the conflict unless it states that it operates despite a conflicting provision of this agreement.
- 11.6 The Consultant shall not, without prior written consent of the BCWWA assign, either directly or indirectly, this Agreement or any right of the Consultant under this Agreement.
- 11.7 This Agreement shall be binding upon the parties hereto and their successors.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the day and year first above written.

SIGNED AND DELIVERED on behalf of BCWWA by
an authorized representative thereof.

Chief Executive Officer

SIGNED AND DELIVERED by or on behalf of the
Consultant/Contractor (or by an authorized signatory
of the Consultant/Contractor if a corporation).



Consultant Instructor Signature

William R.F. Tolley
Consultant Instructor Print Name

**BCWWA OPERATOR EDUCATION
INSTRUCTOR AVAILABILITY - January 1 - December 31st, 2010**

Instructor Name: Will Jolley

Years of experience as a BCWWA Instructor: 8

What equipment do you have/ are willing to use for instructing?

- ☒ Lap top with DVD rom Course equipment (please specify):
☐ Lap top without DVD rom
☐ Multimedia Projector

What course(s) are you interested in teaching?

- | | | |
|--|---|---|
| <input type="checkbox"/> Water Distribution I | <input type="checkbox"/> SCADA | <input type="checkbox"/> Managing Small Water Systems |
| <input type="checkbox"/> Water Distribution II | <input type="checkbox"/> Bulk Water Delivery | <input checked="" type="checkbox"/> Other (Please Specify): |
| <input type="checkbox"/> Water Distribution III | <input type="checkbox"/> Confined Spaces | <u>Dam Inspection & Maintenance</u> |
| <input type="checkbox"/> Water Treatment I | <input type="checkbox"/> Pump Operation and Maintenance | |
| <input type="checkbox"/> Water Treatment II | <input type="checkbox"/> Unidirectional Flushing | |
| <input type="checkbox"/> Wastewater Collection I | <input type="checkbox"/> Water Meters | |
| <input type="checkbox"/> Wastewater Collection II | <input type="checkbox"/> Extended Aeration Operation & Maint. | |
| <input type="checkbox"/> Wastewater Collection III | <input type="checkbox"/> Shoring & Utility Location Awareness | |
| <input type="checkbox"/> Wastewater Treatment I | <input type="checkbox"/> Sewer System Pumps | |
| <input type="checkbox"/> Wastewater Treatment II | <input type="checkbox"/> Liquid Waste Management | |
| <input type="checkbox"/> Wastewater Treatment III/IV | <input type="checkbox"/> Waste Water Stormwater Pumps | |
| <input type="checkbox"/> Small Water Systems | <input type="checkbox"/> Supervisory Skills & Leadership Skills | |
| <input type="checkbox"/> Small Wastewater Systems | <input type="checkbox"/> Applied Computer Skills | |
| <input type="checkbox"/> Chlorine Handling | <input type="checkbox"/> Leak Detection | |
| <input type="checkbox"/> Cross Connection Control | <input type="checkbox"/> INAC Small Water Systems | |
| <input type="checkbox"/> Water & Wastewater Operations | <input type="checkbox"/> Drinking Water Officer | |

What is your availability for instructing for 2010? Please specify dates for each month if applicable:

January: _____	May: <u>✓</u>	September: _____
February: _____	June: _____	October: <u>✓</u>
March: _____	July: _____	November: <u>✓</u>
April: <u>✓</u>	August: _____	December: _____

Where are you willing to travel?

- | | |
|--|--|
| <input checked="" type="checkbox"/> Kootenays | <input checked="" type="checkbox"/> Yukon |
| <input checked="" type="checkbox"/> Okanagan | <input checked="" type="checkbox"/> Northern BC |
| <input checked="" type="checkbox"/> Vancouver Island | <input checked="" type="checkbox"/> Lower Mainland |

How many sessions are you interested in teaching in 2010?

- ☐ Specify Number: 2-3 ☐ Unlimited

What length of session are you interested in teaching?

- ☒ 1 Day ☐ 2 Days ☐ 3 days ☐ 5 Days

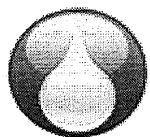
Are you willing to coach new instructors?

- ☐ Yes ☒ No

Are you interested in doing BCWWA course development / peer reviewing?

- | | |
|--|--|
| <input type="checkbox"/> Yes to development | <input checked="" type="checkbox"/> No to development |
| <input type="checkbox"/> Yes to peer reviewing | <input checked="" type="checkbox"/> No to peer reviewing |

If yes, please indicate your area of interest and provide a summary of applicable experience.



BCWWA
BRITISH COLUMBIA WATER
& WASTE ASSOCIATION

INSTRUCTOR CONTACT INFORMATION FORM 2010

PERSONAL INFORMATION

Full Name:

Jolley
(Last)

William
(First)

Address:

Street Address

Victoria

City

BC

Province

Postal Code

Apartment or Unit #

Canada

Country

Home Phone:

Fax Number:

(250) 952 6792

Cellular Phone:

E-mail Address:

william.jolley@gov.bc.ca

EMPLOYMENT INFORMATION

Organization

Ministry of Environment

Address:

Street Address

395 Waterfront Crescent

City

BC

Province

Postal Code

Apartment or Unit #

V8W 9M1

Canada

Country

Work Phone:

(250) 387 3263

Fax Number:

(250) 952 6792

Cellular Phone:

E-mail Address:

william.jolley@gov.bc.ca

Hamdi, Rhiannon MTIC:EX

From: Jolley, William FLNR:EX
Sent: February-25-10 8:46 AM
To: Jolley, William FLNR:EX; 'Wendy Szeto'
Cc: 'Scott Pamminger'
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Hi Wendy, Here is the address for the workshop in Nanaimo. Also as noted in the email below, the City of Nanaimo would like to have 1 or 2 of their staff attend free in return for the use of their facilities. Will

The contact for Nanaimo is:

Scott Pamminger
Water Resources Technologist
City of Nanaimo
Ph. 250-756-5338

From: Jolley, William ENV:EX
Sent: Thursday, January 7, 2010 12:56 PM
To: 'Wendy Szeto'
Cc: 'Scott Pamminger'
Subject: FW: Inspection & Maintenance of Dams Workshop for BCWWA

Wendy, Below is the address of the venue for the May 12 Inspection & Maintenance of Dams Workshop in Nanaimo.

In the past, BCWWA has agreed to provide 1 or 2 free admissions for participants from the host dam owner (in this case the City of Nanaimo). Scott Pamminger from the City of Nanaimo has asked me to confirm that this is argeeable. In return, the host will 1) arrange for the venue, 2) provide access to one or more dams for the field trip, 3) describe and discuss their dam safety program with the group, and 4) lead the group around the dam on the field trip.

Will

From: Scott Pamminger [<mailto:Scott.pamminger@nanaimo.ca>]
Sent: Thursday, January 7, 2010 9:36 AM
To: Jolley, William ENV:EX
Cc: Baldwin, John ENV:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Hi Will,

I have booked Room B at the Nanaimo Aquatic Centre on Third Street for May 12. If any need to change, please advise and I can re-book. This facility is a little closer to Colliery Dams Park and Westwood Lake Dam than Beban Park facilities.

The café in NAC is called Sharkies (contact Wayne, phone: 250-716-9192) and they can provide a morning coffee/tea/muffin for \$85 for the group. A bag lunch (sandwich wrap, salad, dessert and a fruit) would be \$12.50 per person.

If any questions, please give me a call.

Cheers,
Scott

From: Jolley, William ENV:EX [<mailto:William.Jolley@gov.bc.ca>]
Sent: 04 January, 2010 2:39 PM
To: Scott Pamminger
Cc: Baldwin, John ENV:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Scott, For John's information I will summarize our phone call from this afternoon:

- Tentative date for the workshop May 12
- Venue - Nanaimo Aquatic Centre (on Third Street) or at Beban Park Centre (on Bowen Rd.) decision to be made by Scott. I expect that we will have 20 people attending.
- Dam Inspection at Middle Chase River Dam with stops at Lower Chase River Dam and Reservoir #1.
- Bag lunches to be made by cafeteria at the venue. Lunch to be taken on the bus.
- Will to arrange the bus.

Cheers, Will

From: Scott Pamminger [<mailto:Scott.pamminger@nanaimo.ca>]
Sent: Monday, January 4, 2010 2:16 PM
To: Jolley, William ENV:EX
Cc: Baldwin, John ENV:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Hi Will,

Happy New Year as well! Yes, I recall our discussion and would be happy to assist. Some of our staff may be going to the BCWWA Conference at Whistler from May 1 to 5, 2010 so the week after would be preferred. The City can provide a suitable room either at the Nanaimo Aquatic Centre (on Third Street) or at Beban Park Centre (on Bowen Rd.) Depending on the number of attendees, one facility may be better than the other. Both facilities have small

restaurants but, it would be better to pre-organize lunches through the vendors at these facilities. I can provide you with contacts to organize once we know how many people will likely be attending?

Were you thinking of using any of the dams within the City or the watershed for exercises? Travel time is more of an issue with the Jump Creek and South Fork dams.

Please give me a call if you would like to discuss further.

Regards,
Scott Pamminger
Water Resources Technologist
City of Nanaimo
Ph. 250-756-5338

From: Jolley, William ENV:EX [<mailto:William.Jolley@gov.bc.ca>]
Sent: 04 January, 2010 1:10 PM
To: Scott Pamminger
Cc: Baldwin, John ENV:EX
Subject: Inspection & Maintenance of Dams Workshop for BCWWA

Hi Scott, Happy New Year.

Do you recall our discussion last year about doing an Inspection & Maintenance of Dams workshop in Nanaimo this spring? We spoke about using one of your parks & recreation facilities for the workshop. It's time for me to notify BCWWA about it if I am going to get the workshop on to their spring calendar. The first week in May would be good for me, Wednesday May 5 would be good or the 2nd or 4th would also work. The week after would also work if that is better for you.

Cheers, Will

Hamdi, Rhiannon MTIC:EX

From: Bill Sims <Bill.Sims@nanaimo.ca>
Sent: May-07-10 10:35 AM
To: Jolley, William FLNR:EX
Subject: RE: Dam Inspection and Maintenance Workshop for BCWWA

Thanks Will – look forward to seeing you and attending the workshop
Bill

From: Jolley, William ENV:EX [<mailto:William.Jolley@gov.bc.ca>]
Sent: May 5, 2010 1:13 PM
To: Scott Pamminger; Bill Sims
Subject: RE: Dam Inspection and Maintenance Workshop for BCWWA

Hi Scott, I heard you are back tomorrow. I have attached a revised agenda. I contacted Wayne about the coffee & lunches & will talk to Fran about the invoicing.

Bill, Scott said below that you would be willing to give an overview of the City's Dam Safety activities. I have scheduled 15 minutes to give a brief description of the Colliery Dams (history/rehab) and the City of Nanaimo dam inspection & maintenance program. No problem if you don't need all of the 15 minutes. On the field trip, the workshop students will do an inspection of Middle Chase River Dam and I would like to stop at Lower Chase Dam to have a quick look along the crest and spillway entrance. I have made copies of the inspection sheets for the Middle Chase River Dam from your OMS manual.

Will

From: Scott Pamminger [<mailto:Scott.pamminger@nanaimo.ca>]
Sent: Wednesday, April 28, 2010 8:26 AM
To: Jolley, William ENV:EX
Subject: RE: Dam Inspection and Maintenance Workshop for BCWWA

Hi Will,

The room can easily accommodate the additional 3 people. Bill Sims and our two Dam Inspectors will be attending the course. If you would like, Bill Sims can give an overview of the City's Dam Safety activities. If any questions or assistance required, please let me know.

Regards,
Scott

From: Jolley, William ENV:EX [<mailto:William.Jolley@gov.bc.ca>]
Sent: 27 April, 2010 6:12 PM
To: Scott Pamminger
Subject: RE: Dam Inspection and Maintenance Workshop for BCWWA

Hi Scott, Thanks for the additional information. I was planning to call Sharkies on Monday and make the arrangements for the lunches. The bus is booked to pick us up at noon and drive to the Colliery Dams. I just got confirmation that the Nanaimo workshop is full (20) and there is a waiting list of 3 so far. I am considering whether to do another one either in the fall or next year, or just let the 3 people come anyway. Do you think the room would hold 23? I'll give you a call on Monday when I'm back in the office and I can send you the list of attendees for Nanaimo. I don't have the Nanaimo list with me, but I recall that 2 of your guys are signed up for free.

I'm in Kamloops right now doing some last minute work for my workshop tomorrow. We only have 12 attendees for this one. Agriculture Canada is the host.

Cheers, Will

From: Scott Pamminger [<mailto:Scott.pamminger@nanaimo.ca>]
Sent: Tuesday, April 27, 2010 1:32 PM
To: Jolley, William ENV:EX
Subject: Dam Inspection and Maintenance Workshop for BCWWA

Hi Will,

Just wondering how things are shaping up for the upcoming workshop? I recall mentioning in earlier emails that bag lunches and morning tee/coffee/ juice etc. can be provided by Sharkies Café next to the meeting room if organized in advance. The person to talk to is Wayne (250) 716-9192.

Cheers,

Scott Pamminger, AScT
Water Resources Technologist

City of Nanaimo
Engineering and Public Works Department
2020 Labieux Road
Nanaimo, BC, V9T 6J9

Ph. (250) 756-5338; Fax (250) 756-5344
E-mail: scott.pamminger@nanaimo.ca

Hamdi, Rhiannon MTIC:EX

From: Jolley, William FLNR:EX
Sent: January-07-10 3:52 PM
To: 'Wendy Szeto'
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Okay, Almost everyone s.22 at BCWWA has left since I did my last workshop. s.22 and everything changed!! Will

From: Wendy Szeto [mailto:wszeto@bcwwa.org]
Sent: Thursday, January 7, 2010 3:31 PM
To: Jolley, William ENV:EX
Subject: RE: Inspection & Maintenance of Dams Workshop for BCWWA

Hi Will,

I've never scheduled an Inspection & Maintenance of Dams Workshop before so I'll consult with Aaron and David. Everything looks good though! I hope I'll be able to get back to you tomorrow or early Monday on this one.

Thank you for your patience!!

Wendy Szeto
Education & Training Coordinator

Safeguarding public health and the environment through the sharing of skills, knowledge, education and experience, and providing a voice for the water and waste community.

BC Water & Waste Association ♦ 221 - 8678 Greenall Avenue ♦ Burnaby, BC V5J 3M6
Direct: 604-630-0094 Fax: 604-433-9859 Toll Free: 877-433-4389
Email: wszeto@bcwwa.org Web: www.bcwwa.org

Please consider the environment before printing this email.

From: Jolley, William ENV:EX [mailto:William.Jolley@gov.bc.ca]
Sent: Thursday, January 07, 2010 12:56 PM
To: Wendy Szeto
Cc: Scott Pamminger
Subject: FW: Inspection & Maintenance of Dams Workshop for BCWWA

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Cc: Baldwin, John ENV:EX

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Water Resources Technologist
City of Nanaimo
Ph. 250-756-5338

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