

BOWEN ISLAND MUNICIPALITY

Minutes of the **Hood Point Water System Local Advisory Committee meeting** held on Friday, October 8, 2004 at 3:00 p.m. in the Council Chambers located at the Bowen Island Municipal Hall, 981 Artisan Lane, Bowen Island, British Columbia.

COMMITTEE IN ATTENDANCE

Steve Hoffar – Chair
Mike Corney
Gordon Lyall
Mallory Smith

REGRETS

Tom Rafael
Bob Sangster
Mike Shields

STAFF IN ATTENDANCE

Brad Hawthorn – Public Works Superintendent

OTHERS IN ATTENDANCE

Gayle Ferguson – Minute Taker

CALL TO ORDER

The Chair called the meeting to order at 3:05 p.m.

APPROVAL OF AGENDA

It was Moved and Seconded
That the agenda be adopted as circulated.

CARRIED

APPROVAL OF MINUTES

It was Moved and Seconded
That the minutes of the Hood Point Local Advisory Committee held July 9, 2004 be approved as amended:
Page 3 4th paragraph Change “...that the \$785 user fee...”
to “...that the \$626 user fee...”

CARRIED

BUSINESS ARISING FROM MINUTES

Review Water Meter Readings to Date

The Chair reported that meters had been read in May, July and August with another reading planned for November 1, 2004. He recommended that the Committee consider encouraging users to voluntarily limit their water usage. He suggested that the Committee notify users of monthly meter readings during the dry season. At the annual general meeting, the Committee could communicate the following:

- The water system’s license of 500 gallons daily;

- Property owners be requested to check their lines for leaks;
- Property owners be requested to turn off water when not in use in order to stay within the desired maximum daily use of 500 gallons.

Brad Hawthorn, Public Works Superintendent noted that the Municipality is now monitoring total water demand. Flow and leaks would become apparent as daily monitoring would point out any significant change. He commented that there are approximately a dozen users over the 500 gallons a day use. He suggested that the Committee look at creating a bylaw for tariffs and fees that would allow a base amount per day during the dry period with calculated increments for over-usage at a higher fee.

The following issues were raised:

- Leakages, especially older cottages, with unburied water lines;
- The issue of Householders Society paying Richard Chase to turn off their water becoming a Municipal expense;
- Excess consumption: Suggestion was made to have users install a turn-off valve.

The Chair noted he would inform the Treasurer that for vacant lots not drawing water there is an annual rate of \$50.

REPORTS

Bob Robinson, Public Works Coordinator re: Hood Point Water System

The Committee reviewed the report from Bob Robinson, Public Works Coordinator, regarding the Hood Point Water System.

NEW BUSINESS

Annual Water Users Billing Problems

The Chair provided the Committee with information regarding the following specific billing problems:

- 1791 Eagle Cliff Road is one civic lot with two dwellings and one meter;
- 840 1840 and 844 1844 Columbine Road have one meter for each property but are using three lots. They are getting billed for one connection. They should be paying \$626 twice plus \$50.
- 1814 Howe Road has three meters on ~~one lot~~ two lots;
- 1742 Cove Road has a meter and the adjacent vacant lot

has a meter.

Regarding the issue of vacant lots, the Public Works Superintendent noted that there are ongoing, fixed costs involved such as water main flushing, replacement costs, annual maintenance costs on hydrants.

The Committee discussed whether there should be a policy developed regarding the issue of vacant lots. The Chair noted that presently the Municipality is billing either \$626 or nothing. He suggested the Committee look at initiating a \$50 fee for vacant lots where water is not being used.

Potential Proposal by
Hood Point Properties for
18 lot subdivision

The Chair noted that Richard Underhill, Hood Point Properties, had submitted an application for subdivision with the full plan indicating 18 lots.

The Committee discussed the amount that should be charged for the proposed two lots as no latecomer's charge exists.

The Committee agreed that the rate should be the capital contribution of \$7500 per lot plus costs associated with fire hydrants.

Brad Hawthorn, Public
Works Superintendent re:
Water System Operation
and Maintenance Services
Contract

The Public Works Superintendent provided the Committee with a summary of his report regarding the Water System Operation and Maintenance Services Contract. He noted that a one-year extension would allow for more data to be collected and analyzed. He highlighted the following:

- No increase for day-to-day operation;
- Tasks 2-9: some are farmed out to other contractors. The Municipality purchases materials directly from suppliers;
- Insurance costs had been separated out – 75 percent had been allocated for in the budget.

As the number of hours for the operation of the system was only an estimate arrived at by each local advisory committee, the Committee expressed the desire to know the actual cost for operating the system.

The Chair requested that the Committee discuss the actual operating costs with the Public Works Coordinator.

Mike Corney re: Bank of
Montreal Account

Mike Corney requested that the Treasurer be informed that the Bank of Montreal Hood Point Improvement District account would run out as of November 1, 2004.

ADJOURNMENT

The meeting adjourned at 5:10 p.m.