

**BOWEN ISLAND MUNICIPALITY**

Minutes of the Hood Point Water System Local Advisory Committee meeting held on Friday, April 16, 2004 at 3:00 p.m. in the Council Chambers located at the Bowen Island Municipal Hall, 981 Artisan Lane, Bowen Island, British Columbia.

*Amended January 9, 2004  
Millie Watson*

**COMMITTEE IN ATTENDANCE**

Steve Hoffar – Chair  
Gordon Lyle  
Tom Rafael  
Mike Shields

**COUNCIL IN ATTENDANCE**

Councillor Alison Morse

**REGRETS**

Mike Corney  
Bob Sangster  
Mallory Smith

**STAFF IN ATTENDANCE**

Brad Hawthorn – Public Works Superintendent  
Bob Robinson – Public Works Coordinator

**OTHERS IN ATTENDANCE**

Gayle Ferguson – Minute Taker

**CALL TO ORDER**

The Chair called the meeting to order at 3:12 p.m.

**APPROVAL OF AGENDA**

*RES# HP 04-06*

**It was Moved and Seconded**

That the agenda be adopted as circulated. CARRIED

**APPROVAL OF MINUTES**

*RES# HP 04-07*

**It was Moved and Seconded**

That the minutes of the Hood Point Local Advisory Committee held January 9, 2004 be approved. CARRIED

**CORRESPONDENCE RECEIVED**

Review letter received from BIM Land and Water BC re: Water licenses on Honeymoon Lake

Brad Hawthorn, Public Works Superintendent ~~proposed that the present 156~~ *proposed that the 165 water licenses held by the Municipality on Honeymoon Creek/Lake be consolidated in some manner in order to decrease the annual cost for water licenses.*

Discussion followed regarding the advantages and disadvantages of consolidation, and consolidation options.

It was noted that once the licenses were consolidated a paper trail would indicate the superseded licenses, and the priority order would be maintained

The Chair noted that the licenses were given in trust to the Hood Point Improvement District.

General agreement was expressed for the concept in principle. The Committee agreed to defer further discussion until all members were present.

## REPORTS

Public Works Coordinator  
re: Operators Report

Bob Robinson, Public Works Coordinator reported on the following:

- Some repairs were needed on main transmission line caused by the freezing;
- UV Filter went down one week end;
- Hydrants – identified one hydrant incorrectly installed

*RES# HP 04-08*

### **It was Moved and Seconded**

Whereas there are narrow roads and turn around situations in the Hood Point area, the Hood Point Water Local Advisory Committee request that Council direct staff to identify the hydrants requiring protection; and That the identified hydrants be protected at a cost not to exceed \$300 per hydrant. CARRIED

The Committee agreed that the following issues identified by the Public Works Coordinator would be looked after through the Hood Point Householders Society:

- Need for a *new* floating raft to hold the intake up;
- Need to insulate valves by building boxes around them;
- Logs in the lake need to be removed and those over the spillway downstream examined to see if they are causing an impediment.

The Public Works Coordinator noted the procedure for reporting a problem would be to call Richard Chase or the Public Works Coordinator.

Councillor Morse re:  
purchase of, metering  
wand

Councilor Morse reported that the wand metering issue had been forwarded to Council who discussed the rationale for the Municipality paying for a wand used by only two water districts.

The Committee agreed to defer discussion regarding purchasing a metering wand until after the issue had been discussed at the upcoming Water Services Management Commission meeting on April 21, 2004, but discussed the option of purchasing its own wand.

## NEW BUSINESS

### Water Conservation

Brad Hawthorn, Public Works Superintendent commented that Environment Canada was predicting less than average precipitation for the next six months.

The Chair noted that the Committee is looking to monitor winter and summer water usage to collect data in order to be able to establish an average consumption rate and inform residents of their usage amounts.

### Emergency Water Sharing with Eagle Cliff

The Chair believed that a policy needed to be established for emergency use and cost recovery for water sharing between Hood Point and Eagle cliff water systems.

The Public Works Superintendent reported that there would be a way to feed through one meter and report the cost of that to the Committee.

The Chair agreed to look at the options.

### Councillor Morse re: Amendment of Letters Patent and Indemnification Bylaw

Councillor Morse reported that Don Sutherland does not like the suggestion made to amendment of letters patent regarding the precedent it would set for liability insurance. Mr. Sutherland noted that the committee is advisory in nature and as such is less at risk.

Regarding the Municipal Insurance issue, ~~Councillor Morse suggested that the Committee, at their expense, Councillor Morse recommended that the Committee send a letter to the~~ Municipal Insurance Authority (MIA) and include a copy of the Committee's Establishment Bylaw requesting to be advised as to whether the Committee would be covered under the Municipality's insurance policy.

~~Tom Rafael believed that no amendments would be needed to MIA policy as Committees of Council are automatically insured to the same extent as Council itself.~~

*Tom Rafael believed that no amendments would be needed*

*if Municipal Insurance Authority (MIA) confirmed in writing that MIA would cover local advisory water system committees to the same extent as Council itself, otherwise the amendment is required.”*

Insuring the system

The Chair noted that the System has \$630,000 of assets that should be insured.

Discussion followed regarding the value of the assets

The Chair agreed to provide the Treasurer with the list of assets.

Approval of Draft 2004, 2004-08 Financial Plan and fees Budget

The Committee reviewed the changes made to the Draft 2004 budget, 2004-08 Financial Plan and fees Budget draft 2004.

*RES# HP 04-09*

**It was Moved and Seconded**

That the Hood Point Water Local Advisory Committee recommend to Council that the 2004 budget be approved as submitted by the Treasurer; and  
That in order to be insured for the all risk policy, that \$2,000 be taken out of the Transfer to Reserve Fund to increase the insurance item line in Expenditures. CARRIED

It was noted that the major factor in the increase in fees was the daily requirement for water testing and should be explained to the Householders Association.

**NEXT MEETING**

July 9, 2004 at 3:00 p.m.

**ADJOURNMENT**

The meeting adjourned at 4:55 p.m.