



# Alberni-Clayoquot Regional District

## BEAVER CREEK WATER ADVISORY COMMITTEE MEETING

THURSDAY, DECEMBER 10, 2015, 10:00 a.m.

Regional District Meeting Room (Downstairs), 3008 Fifth Avenue, Port Alberni, BC

### AGENDA

	PAGE #
<b>1. <u>CALL TO ORDER</u></b>	
Recognition of Traditional Territories.	
<b>2. <u>APPROVAL OF AGENDA</u></b>	
<i>THAT the Agenda of the Beaver Creek Advisory Committee meeting held on December 10, 2015 be approved.</i>	
<b>3. <u>ADOPTION OF MINUTES</u></b>	
a. Beaver Creek Water Advisory Committee Meeting held November 10, 2015 be adopted.	<b>3-5</b>
<i>THAT the minutes of the Beaver Creek Advisory Committee meeting held on November 10, 2015 be adopted.</i>	
<b>4. <u>CORRESPONDENCE FOR INFORMATION</u></b>	
<b>5. <u>CORRESPONDENCE FOR ACTION</u></b>	
<b>6. <u>REQUEST FOR DECISIONS &amp; BYLAWS</u></b>	
a. <b>7620 BAINBRIDGE ROAD</b>	<b>6-10</b>
Connection to water system and include in service area	
<i>THAT the Beaver Creek Water Advisory Committee approves and direct staff to connect the property located at 7620 Bainbridge Road (Legal Description - DISTRICT LOT 30, ALBERNI DISTRICT, EXCEPT PLAN 9787, THAT PART LYING E OF BEAVER CRK RD &amp; S OF BAINBRIDGE RD) to the Beaver Creek Water system".</i>	
b. <b>7620 BAINBRIDGE ROAD</b>	<b>11</b>
<i>Beaver Creek Water Service Area-Petition</i>	
<i>THAT the Beaver Creek Water Advisory Committee endorses the petition and requests that the Alberni- Clayoquot Regional District Board of Directors expand the Beaver Creek Water Local Service Area to include the property at 7620 Bainbridge Road, legal description "DISTRICT LOT 30, ALBERNI</i>	

*DISTRICT, EXCEPT PLAN 9787, THAT PART LYING E OF BEAVER CRK RD & S  
OF BAINBRIDGE RD”.*

7. **REPORTS**

8. **LATE BUSINESS**  
*(requires 2/3 majority vote)*

9. **ADJOURN**



# Alberni-Clayoquot Regional District

## MINUTES OF THE BEAVER CREEK WATER ADVISORY COMMITTEE MEETING HELD ON TUESDAY NOVEMBER 10, 2015

Regional District Board Room, 1:30 pm 3008 Fifth Avenue, Port Alberni, BC

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**MEMBERS** John McNabb, Chairperson, Director, Electoral Area "E" (Beaver Creek)

**PRESENT:** Wayne Hasler  
Gord Blakey  
Pam Craig  
Ginny Stephen  
Patty Edwards  
Harold Carlson

**REGRETS** Kelly Schutte

**STAFF PRESENT:** Russell Dyson-Chief Administrative Officer  
Andrew McGifford-Manager of Environmental Services/Acting Manager  
of Finance  
Loreen Brown- Administrative Assistant

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 1:30 p.m.

**The Chairperson recognized the meeting being held in the Tseshaht First Nation and the Hupacasath First Nation Traditional Territories.**

### 2. APPROVAL OF AGENDA

*MOVED: Patty Edwards*

*SECONDED: Wayne Hasler*

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. ADOPTION OF MINUTES

a. Beaver Creek Water Advisory Committee Meeting held April 16, 2015

*MOVED: Pam Craig*

*SECONDED: Gord Blakey*

*THAT the minutes of the Beaver Creek Water Advisory Committee Meeting held on April 16, 2015 be adopted as amended.*

**CARRIED**

4. **CORRESPONDENCE FOR ACTION/INFORMATION**

5. **REQUEST FOR DECISIONS & BYLAWS**

- a. **6072 GRANDVIEW ROAD**  
Additional leak forgiveness request

*MOVED: Wayne Hasler*

*SECONDED: Pam Craig*

*THAT the Beaver Creek Water Advisory Committee allow an additional leak forgiveness for the property located at 6072 Grandview Road in the amount of \$174.50.*

**CARRIED**

Patty Edwards left the meeting at 2:05

- b. **6072 GRANDVIEW ROAD**  
Request forgiveness of overage

*MOVED: Gord Blakey*

*SECONDED: Pam Craig*

*THAT the Beaver Creek Water Advisory Committee provide a forgiveness of \$220 to the current owner of the property at 6072 Grandview Road*

*THAT the property is not eligible for leak forgiveness until October of 2018.*

**CARRIED**

*Discussion re: charging a fee for reading meters when a property sells to allocate any overages correctly. Andrew McGifford to put forth a suggestion for the next meeting.*

6. **REPORTS**

- a. **MEMORANDUM**  
BC Water 2015 Update and 2016 Plans

*MOVED: Pam Craig*

*SECONDED: Gord Blakey*

*THAT the Beaver Creek Water Advisory Committee receives the Memorandum dated November 10, 2015-BCWS 2015 update and 2016 plans*

7. **ADJOURN**

*MOVED: Pam Craig*  
*SECONDED: Ginny Stephen*

*THAT this meeting be adjourned at 3:00 pm.*

**CARRIED**

Certified Correct:

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John McNabb,  
Chairperson

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Russell Dyson,  
CAO



## REQUEST FOR DECISION

**To:** Beaver Creek Water Committee

**From:** Andrew McGifford, Acting Manager of Finance/Mgr. of Environmental Services

**Meeting Date:** December 10, 2015

**Subject:** 7620 Bainbridge Road—connection to water system and include in service area

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### Recommendation:

***THAT the Beaver Creek Water Committee approves and direct staff to connect the property located at 7620 Bainbridge Road (Legal Description - DISTRICT LOT 30, ALBERNI DISTRICT, EXCEPT PLAN 9787, THAT PART LYING E OF BEAVER CRK RD & S OF BAINBRIDGE RD) to the Beaver Creek Water system”.***

***THAT the Beaver Creek Water Committee endorses the petition and requests that the Alberni-Clayoquot Regional District Board of Directors expand the Beaver Creek Water Local Service Area to include the property at 7620 Bainbridge Road, legal description “DISTRICT LOT 30, ALBERNI DISTRICT, EXCEPT PLAN 9787, THAT PART LYING E OF BEAVER CRK RD & S OF BAINBRIDGE RD”.***

### Desired Outcome:

To provide owners of the property access to clean reliable drinking water, delivered by the Beaver Creek Water Local Service area and to expand the service area to include 7620 Bainbridge Road as requested by the owners.

### Background:

The property is currently supplied water from the creek that runs through the property. The Beaver Creek water main runs right beside the property in question however the property is not within the Beaver Creek water service area boundaries. The owner requested for the service to be connected unaware that he was not within the service area. The owners would like to expedite the process to be provided water as soon as possible. The service could be easily connected once the committee provides direction to proceed.

The Beaver Creek water service boundaries in Bylaw E1054 will need to be amended to include the property and the petition has been received from the owners with both approving (attached). In the New Year, staff will present the Board with the request and ask that the property is included within service area, if the water committee provides direction to do so.

The property is within Electoral Area “E” – Beaver creek and currently within the Beaver Creek Fire protection service Area.

**Time Requirements – Staff & Elected Officials:**

Some staff time to process the change of boundary and process request and water services time to connect.

**Financial:**

The cost of connection will be covered within the new service connection fee. The property will be charged the single family residence fee of \$155 per quarter and once included in the Beaver Creek service area, the property will be charged the annual parcel tax currently at \$238.

**Policy or Legislation:**

Bylaw E1054 – A bylaw to establish a local service area within a portion of Electoral Area “E” (Beaver Creek) to provide for the supply, conveyance, storage and distribution of water to the Beaver Creek Community and Beaver Creek Water System Service Area Rates and Regulations Bylaw No. F1119, 2015.



Submitted by: \_\_\_\_\_  
Andrew McGifford, Acting Manager of Finance/Mgr. of Environmental Services

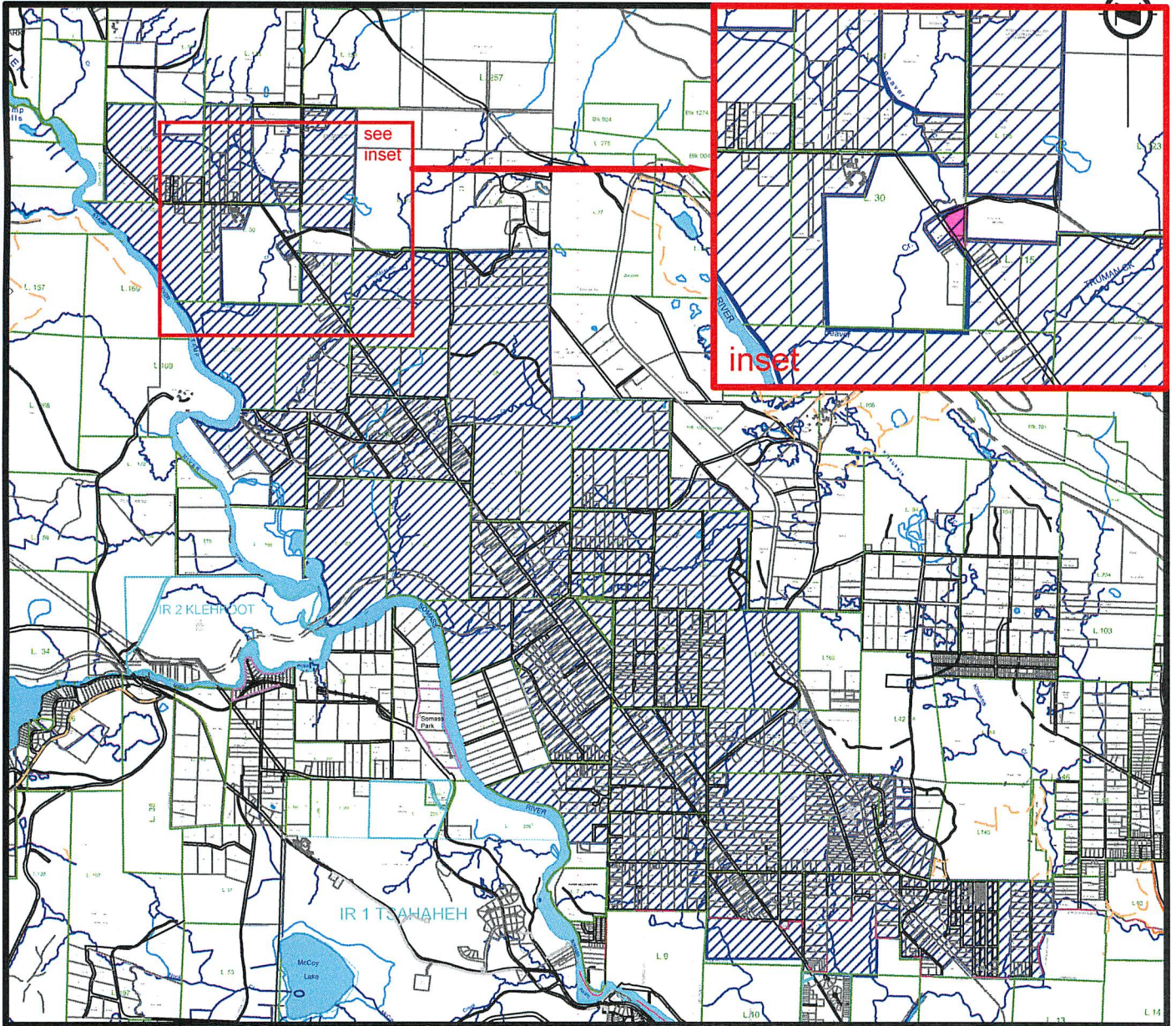


Approved by: \_\_\_\_\_  
Russell Dyson, Chief Administrative Officer




# Schedule 'A'

This schedule is attached to and forms part of Bylaw E1054-1, Beaver Creek Water System Local Service Area



Beaver Creek Water Local Service Area

 = property in question



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT





Schedule "A"

**Beaver Creek Water System Application for Water Service**

Application Date:	Dec/07/15
Name of Owner(s)	Mike + Nicole Steinbach
Telephone #:	250 723-2799 - 250 730 1699
Mailing Address:	7620 Bainbridge Port Alberni BC V9Y 8M9
Service Address:	7620 Bainbridge Rd.
Legal Description:	DISTRICT LOT 30, ALBERNI DISTRICT, EXCEPT PLAN 9787 THAT PART LYING E OF BEAVER CREEK RD. S OF BAIN BRIDGE RD.

I/we, being the registered owner or purchaser of the lands and premises described as above hereby apply to the Alberni-Clayoquot Regional District for a supply of water through a connection to the works operated, maintained or controlled by the Alberni-Clayoquot Regional District.

What purpose do you require water service for:

Single Family Residential	<input checked="" type="checkbox"/>	Business	<input type="checkbox"/>
Multi-Family Dwelling	<input type="checkbox"/>	Farm	<input type="checkbox"/>

The following information is required to properly size the water service:

# of Consumer Units	<u>1</u>	Sinks	<u>2</u>
Showers/Bathtubs	<u>3</u>	Hose bibs	<u>1</u>
Washers	<u>1</u>	Dishwashers	<u>1</u>
Toilets	<u>2</u>		

Do you intend to install a firefighting system:  
 (If yes please provide design specifications)

Yes  No

Regional District of Alberni-Clayoquot – Bylaw F1119  
Beaver Creek Water System Service Area Rates and Regulations, 2015

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Do you intend to install a lawn sprinkler or irrigation system:  
(If yes please provide design specifications)      Yes       No

Do you intend to install a swimming pool:      Yes       No

Do you intend to install a hot tub:      Yes       No

Do you intend to add another connection that will use water from this service:  
Yes       No

If your purpose for a water service connection is other than single family residential please provide the following information or arrange to meet with the Regional District's Environmental Services Department to discuss your connection and flow demands.

Expected daily demand \_\_\_\_\_ | Peak flow demand \_\_\_\_\_

The Alberni-Clayoquot Regional District advises that the property owner(s) is responsible for:

- Installation of a shut off valve for emergencies and to facilitate changes to or cleaning of water lines on my/our property
- Installation of a Canadian Standards Association (CSA) back flow preventer or other appurtenance on hot water tanks to prevent drain off during interrupted water service
- Installation of a pressure reducing valve

I/we submit the sum of \$ 3800.00 for the installation of the above water service connection. I/we covenant and agree to be bound by all the rules, regulations, bylaws, charges, terms and conditions set out and imposed by the Regional District, Beaver Creek Water System shall in no case be liable for shortage or failure of water supply.

It is agreed that this agreement shall be binding upon my heirs, and administrators, and that all charges payable in respect of the above premises shall constitute a charge against said premises, pursuant to the provision in that behalf contained in the Local Government Act.

Signature: Mike Steimbach      Date: Dec/07/15  
Applicant/Owner

For Office Use Only:	
Reviewed by: <u>AMC</u>	Date: <u>DEC 7/15</u>
Approved:	Denied:
Connection Fee: <u>\$3800</u>	Paid:

+ \$1000 CAPITAL CONTRIBUTION

REQD/RECEIVED  
 07-12-2015  
 HAND DELIVERED

3:40 *Green*

**Beaver Creek Water Service Area - Petition**

We, the undersigned owners of Real Property within a portion of Electoral Area "E" (Beaver Creek) of the Regional District of Alberni-Clayoquot, within the boundaries as defined on the map attached as Schedule "A", hereby petition the Regional District of Alberni-Clayoquot to extend the boundaries of the Beaver Creek Local Water Service Area in order to provide water service and suppression and the provision of assistance in the response to other classes of circumstances that may cause harm to persons or property.

We are authorizing the Regional District of Alberni-Clayoquot to do all things necessary to operate the service.

The costs for the provision of the service are to be borne by the owners. The current fee for service is \$51.67 monthly and annually \$238, There is a fee of \$1,000 for the capital contribution and a service connection fee of \$3,800 that is due at time of connection.

Legal Description	Owner #1		Owner #2	
	Name	Signature	Name	Signature
DISTRICT LOT 30, ALBERNI DISTRICT, EXCEPT PLAN 9787, THAT PART LYING E OF BEAVER CRK RD & S OF BAINBRIDGE RD.	<i>Mike Steinbach</i>	<i>Mike Steinbach</i>	<i>NICOLE STEINBACH</i>	<i>N Steinbach</i>

**Note: Where the property is registered in two individuals' names, both must sign the petition. Where the property is registered in more than two names, a majority of the owners must sign the petition.**