



# Alberni-Clayoquot Regional District

## BAMFIELD WATER COMMITTEE MEETING

MONDAY, JUNE 19, 2017, 5:00 PM

Bamfield Volunteer Fire Department Hall, 352 Pachena Road, Bamfield, BC

### AGENDA

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- |   | PAGE #       |
|---|--------------|
| <b>1. <u>CALL TO ORDER</u></b>  |              |
| <b>Recognition of Traditional Territories.</b>  |              |
| <b>2. <u>APPROVAL OF AGENDA</u></b>   |              |
| <i>(motion to approve, including late items requires 2/3 majority vote)</i>                                     |              |
| <b>3. <u>ADOPTION OF MINUTES</u></b>  |              |
| a. <b>Bamfield Water Advisory Committee Meeting – February 20, 2017</b>   | <b>2 - 4</b> |
| <i>THAT the minutes of the Bamfield Water Advisory Committee meeting held on February 20, 2017 be received.</i> |              |
| <b>4. <u>REPORTS</u></b>  |              |
| a.     Water Treatment Plant (WTP) Update   | <b>5 - 6</b> |
| b.     Water Rates – A. McGifford (Verbal)  |              |
| c.     News Release – A. McGifford (Verbal)   |              |
| <i>THAT the Bamfield Water Advisory Committee receives Reports a-c.</i>   |              |
| <b>5. <u>LATE BUSINESS</u></b>  |              |
| <i>(requires 2/3 majority vote)</i>   |              |
| <b>6. <u>ADJOURN</u></b>  |              |



# Alberni-Clayoquot Regional District

## MINUTES OF THE BAMFIELD WATER COMMITTEE MEETING HELD ON MONDAY, FEBRUARY 20, 2017, 5:00 PM

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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**MEMBERS** Keith Wyton, Chairperson, Electoral Area "A" (Bamfield)

**PRESENT:** Lisa Herbig, Member at Large  
J.P. Hastey, Member at Large  
Barry Otterson, Bamfield Chamber of Commerce  
Phil Lavoie, Bamfield Volunteer Fire Department

**REGRETS:** John Mass, Advisory Planning Commission  
Brad Anholt, Bamfield Marine Science Centre  
Les Butler, Bamfield Water Contractor

**STAFF PRESENT:** Andrew McGifford, Manager of Environmental Services  
Teri Fong, Manager of Finance

**1. CALL TO ORDER**

The Chairperson called the meeting to order at 5:10 pm.

The Chairperson recognized the meeting is being held in the Huu-ay-aht First Nations Traditional Territories.

**2. APPROVAL OF AGENDA**

*MOVED: B. Otterson*

*SECONDED: J.P. Hastey*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. ADOPTION OF MINUTES**

a. **Bamfield Water Committee Meeting held August 16, 2016**

*MOVED: J.P. Hastey*

*SECONDED: L. Herbig*

*THAT the minutes of the Bamfield Water Advisory Committee meeting held on August 16, 2016 be received.*

**CARRIED**

**4. CORRESPONDENCE FOR ACTION/INFORMATION**

- a. **Correspondence dated February 15, 2017 from the Bamfield Centennial Park Committee regarding concerns on the noise and light associated with the Proposed Water Treatment Facility Plan for Bamfield.**

*MOVED: L. Herbig*

*SECONDED: P. Lavoie*

*THAT this correspondence be received.*

**CARRIED**

**5. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding Bamfield Water System 2017-2021 Financial Plan**

*MOVED: J.P. Hastey*

*SECONDED: B. Otterson*

*THAT the Bamfield Water Advisory Committee recommend the Bamfield Water budget presented be included in the first reading of the 2017-2021 Alberni-Clayoquot Regional District Financial Plan.*

**CARRIED**

**6. REPORTS**

- a. **Water Treatment Plant (WTP) Update**  
Consideration of parks issues will be discussed with the engineer.
- b. **Raw Water Pressure – A. McGifford (Verbal)**  
Pressure from the raw water line has experienced issues recently. The contractor has identified possible causes. Staff will advise the water system engineer to provide possible solutions.
- c. **South Bamfield Road Fire Hydrants – A. McGifford (Verbal)**  
Project has been virtually completed as of the meeting date. Due to the depth of the water main, the project incurred additional costs to lower 4 of the 6 hydrants. The install costs are covered by the developer through the \$75,000.00 deposit.
- d. **Water Consumption – A. McGifford (Verbal)**  
Staff discussed trends and will provide options for a new rate structure with new operational costs associated with the water treatment plant. Consider increasing maximum threshold and reduced Bamfield Marine Science Center usage.

*MOVED: B. Otterson*  
*SECONDED: L. Herbig*

*THAT the Bamfield Water Advisory Committee receives reports a-d.*

**CARRIED**

**7. ADJOURN**

*MOVED: P. Lavoie*  
*SECONDED: B. Otterson*

*THAT this meeting be adjourned at 6:43 pm.*

**CARRIED**

Certified Correct:

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Keith Wyton,  
Chairperson

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Andrew McGifford,  
Manager of Environmental Services



## MEMORANDUM

**To:** Bamfield Water Advisory Committee

**From:** Andrew McGifford, CPA, CGA Manager of Environmental Services

**Meeting Date:** June 19, 2017

**Subject:** Water Treatment Plant (WTP) update – June 2017

The project is currently behind the original timeline provided July 22, 2016, the updated time line (attached) show a schedule to complete in February of 2018.

The water treatment equipment supplier - AWC Water Solutions has purchased all the components for the treatment plant and is assembling the unit. The manufacturing of the equipment takes between 16-20 weeks and this is scheduled to take till mid-September.

The detailed design of the actual building is underway and the engineer will provide the drawing at 95% for final review before completion for tending. At the meeting staff will bring plans for the BWAC to review. Consideration for addition sound barrier insulation is in design as requested by the Park committee. The building would be finished in a cement board rather than vinyl siding.

The construction phase has been pushed back due to the fact that there is a construction boom on the island. Contractors have been contacted and advised that the earliest they may begin work is in the fall. The new timeline reflects this impact. The plan is to award the contract in early September, with construction commencing in late September.

The construction within the road right of way (ROW) is preferred and in most cases accepted by the Ministry of Transportation and Infrastructure (MOTI). The layout was submitted to the MOTI by Koers and the location was not approved. MOTI has request we build completely within the Bamfield Parks property. The reason for this was the area has been identified for much needed parking in the area and the ACRD owns the property beside the ROW. After discussion at the meeting by the BWAC staff will send the Bamfield Parks committee a letter outlining this change.

Submitted by: \_\_\_\_\_  
Andrew McGifford, CPA, CGA, Manager of Environmental Services



**ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT  
BAMFIELD WATER TREATMENT PLANT  
PROJECT SCHEDULE**



updated on: June 12, 2017

Task No.	Description	Target Completion Date	2016								2017								2018				
			July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	
1	<b>Project Initiation</b>	Schedule Prepared on July 5, 2016																					
1.1	Project Start-up	May 26, 2016																					
2	<b>Site Survey, Base Plan &amp; Develop Site Layout</b>																						
2.1	Perform Site Survey and Create Base Plan	July 21, 2016																					
2.2	Develop Site Plan Showing Layout of WTP & Tanks	August 14, 2016																					
3	<b>Water Treatment Equipment Supply</b>																						
3.1	Prepare Supply Contract for Procurement of Treatment Equipment	July 14, 2016																					
3.2	Procure WT Equipment (4 weeks)	August 16, 2016																					
3.3	Borrow Bylaw to the Board for 3rd Readings & referendum Question	August 24, 2016																					
3.4	Proposed Date for Referendum	November 19, 2016																					
3.5	Bylaw Adoption (If referendum successful)	November 23, 2016																					
3.6	Bylaw Quashing Period ends (30 days) and approval to borrow finalized	December 23, 2016																					
3.7	Award WT Equipment Supply Contract	December 23, 2016																					
3.8	Shop Drawings (15 days after Award)	January 21, 2017																					
4	<b>Preliminary Design of Water Treatment Plant</b>																						
4.1	Preliminary Design (7 weeks)	March 10, 2016																					
4.2	Review Shop Drawings (2 weeks)	February 7, 2017																					
4.3	Manufacture WT Equipment (16 - 20 weeks)	July 7, 2017																					
5	<b>Detailed Design of Water Treatment Plant</b>																						
5.1	Water Treatment Plant (7 weeks) - Electrical Power Supply - Building Structure - Building HVAC - Building Electrical & Controls - Process Piping - Waste Disposal	July 13, 2017																					
6	<b>Prepare Contract Documents and Tender</b>																						
6.1	Water Treatment Plant Contract (6 weeks)	July 28, 2017																					
6.2	Tender Construction Contract	August 31, 2017																					
6.3	Award Construction Contract	September 11, 2017																					
7	<b>Award Contracts &amp; Proceed with Construction</b>																						
7.1	Obtain Health Permit (5 weeks)	August 7, 2017																					
7.2	Water Treatment Plant Contract	February 28, 2018																					

**LEGEND:**  
 Completed Activity  
 Activity  
 Limited Activity  
 Waiting Period  
 Milestone