

**Fruitvale & District Water Management Committee
Agenda for the Meeting February 14, 2011 at 5:00 PM
in the Village of Fruitvale Council Chambers**

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A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. DELEGATIONS

D. MINUTES

- a) Minutes of the Fruitvale & District Water Board of Management meeting held January 10, 2011

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E. REPORTS

- 7 a) Water Works Foreman Report for February 2011.

RECOMMENDATION: THAT the Water Works Foreman report dated February 8, 2011 be received.

- b) 2011-2015 Financial Plan DRAFT and Background Report (circulated previously)
Note: Due to size, the full report has not been recirculated on this agenda. Please advise if you require an additional copy of this report provided.

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F. UNFINISHED BUSINESS

- a) Proposed Subdivision 1952 Old Salmo Road (B/K Stykel)

RECOMMENDATION: THAT a water servicing agreement be entered into with B and K Stykel for the connection located at 46/50 Lodden Road with the conditions that:

- the current dual water service from one connection will be TEMPORARILY allowed to continue for the two existing mobile homes/trailers;
- upon any future change of tenancy/occupancy for either existing mobile home/trailer located at 46 or 50 Lodden Road, such dwelling shall be removed from the property within 60 days, and the second service will be disconnected on day 61 from the change in occupancy without exception;
- security in the amount of \$6,000 shall be lodged with the Village to effect the removal of such mobile home/trailer in the event the owner does not comply within 60 days; and
- the current property owner acknowledges agreement and understanding of these terms, as laid out above, in writing, and that in the event of sale of the property, he/she will provide his signed agreement to these terms and conditions of the servicing agreement prior to the sale of the same property to any potential purchaser.

G. CORRESPONDENCE

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G. CORRESPONDENCE

- a) Climate Sense Environmental Services - Water Conservation Programs

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H. NEW BUSINESS

- a) Drinking Water Week - May 1 to 7, 2011
- b) Water Smart Report Release/Implementation

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14-15

I. ADJOURNMENT

Minutes of the Fruitvale & District Water Board of Management meeting held on January 10, 2011 in the Village of Fruitvale Council Chambers.

Members Present:	Chair:	Rick Johnston Larry Gray Ali Grieve Tabatha Webber
Members Absent:		Jim Peters
Staff Present:	Secretary: RDKB CAO: Water Works Foreman: Recorder:	Lila Cresswell John MacLean Glen Grieve Melissa Lyle
Others Present:		Brad Stykel, property owner

CALL TO ORDER

Chairman Johnston called the meeting to order at 5:10 PM.

ADOPTION OF AGENDA

MOVED/SECONDED:

THAT the agenda of the regular water board meeting for January 10, 2011 be amended as follows:

Item New Business, Proposed Subdivision, 1952 Old Salmo Road be moved forward to follow the delegation.

CARRIED

MINUTES

Minutes of the Meeting of the Fruitvale & District Water Board of Management Held November 8, 2010

There were no errors or omissions.

MOVED / SECONDED

THAT the minutes of the meeting of the Fruitvale & District Water Board of Management held November 8, 2010 be adopted as presented.

CARRIED

Fruitvale & District Water Management Committee Meeting January 10, 2011

DELEGATIONS

Water Service Area Statutory Requirements - John MacLean, CAO, RDKB

CAO MacLean provided an overview of the current governance status of the water system function. He noted it was established by Supplementary Letters Patent and the current operation of the system does not necessarily reflect the SLP requirements in the area of water distribution, contracted operations management by the Village of Fruitvale, etc. He noted that by creating a Regional Service governance and operations could be more effectively detailed and services, expectations, duties and responsibilities both of the RDKB and the Village of Fruitvale could be clarified.

MOVED / SECONDED

THAT Fruitvale & District Water Board of Management request that RDKB staff draft a bylaw for the establishment of a water service with Electoral Area A and the Village of Fruitvale as participant members.

CARRIED

NEW BUSINESS

NB1 Proposed Subdivision, 1952 Old Salmo Road, (B/K Stykel)

Mr. Stykel provided a summary of the history of the property, detailing the delays which have occurred with regard to the subdivision. He indicated on a map where the proposed subdivision line would occur, where the non-conforming trailers are sited and the relationship of the subject property to his personal residence on an adjacent lot.

Staff provided a report with regard to the two trailers sharing a single water connection and recommended requesting the Approving Officer at the Ministry of Transportation require a separate connection for each dwelling unit.

Discussion followed regarding the possibility of requesting a Section 219 Restrictive Covenant to effect removal of the second trailer after any tenancy or occupation change.

Staff was directed to research options to allow the continuation of the dual connection with future removal of the second trailer and report back to the Water Board.

REPORTS

Water Works Foreman's Monthly Report – January 10, 2011

Water Works Foreman Grieve spoke to his report, noting that water usage is reduced over prior year and future data will be able to provide evidence of trends.

MOVED / SECONDED

THAT the Water Foreman's Report dated January 10, 2011 be received.

CARRIED

Fruitvale & District Water Management Committee Meeting January 10, 2011

UNFINISHED BUSINESS

- a. Update on the Water Metering Business Case Analysis (Urban Systems Ltd.) - for information

Secretary Cresswell provided a brief update from Urban Systems Ltd. regarding the Water Metering Business Case Analysis project to January 10. To date the project is on target for completion by the end of January and the summary of work to date includes:

- Reviewed the Board's Vision and Plan for water conservation and aligned those utility goals with the expected objectives for metering;
- Completed a customer connection analysis including breakdown of type of connection, tabulated all service line diameters, and brought in private plumbing considerations;
- Completed the list of metering expenditures and currently developing 20 year net-present value costing for each;
- Developed the list of metering benefits and will be completing the 20 year net-present value estimating for each this week.

- b. Final Report - Water Smart Action Plan

Discussion ensued regarding the timelines as outlined in the draft report and what impact the water metering business analysis study undertaken by Urban Systems may have on the proposed timeline.

Board members expressed the need to develop a plan for public presentation, including the benefits of conservation and the possibility to defer or stage costs of additional infrastructure, as well as a plan for implementing water metering if it proves to be financially beneficial. It was also pointed out that there may be an opportunity to consult with the public in concert with the Village of Fruitvale's OCP meetings.

It was agreed that the Draft Water Smart Action Plan be reviewed for content and that public release and release of the report be deferred until the feasibility report by Urban Systems is available for evaluation and a public information and consultation plan is developed.

CORRESPONDENCE

Water Act Modernization Update

- i. Letter from Honourable Murray Coell, Minister of Environment and John Slater, Parliamentary Secretary for Water Stewardship
- ii. Water Sustainability Act - Policy Proposals

MOVED / SECONDED

THAT the letter from the Honourable Murray Coell, Minister of Environment and John Slater, Parliamentary Secretary for Water Stewardship enclosing the Water Sustainability Act Policy Proposals be received.

CARRIED

It was noted that public input opportunities will be advertised and circulated in the following months.

Fruitvale & District Water Management Committee Meeting January 10, 2011

ADJOURNMENT

The meeting adjourned at 5:55 PM.

Chair

Certified Correct

Secretary

Water Board Report

Water Works

To: Water Board
From: Glen Grieve
Water Works Foreman
Date: Feb 8, 2011
Re: **Monthly Report**

Kelly Creek Inlet:

We have had freezing problems at the inlet again this year; this requires a backhoe and two men to remove the ice build up. I am looking into installing a manhole and replacing 15 meters of pipe. This pipe will be buried below freezing level to eliminate this problem.

Budget 2011:

I have been working with Lila on the 2011 budget.

Water leaks:

There were three water leaks on a 12 foot section of 4" spiral weld pipe from Columbia Gardens rd to Tamarac Avenue. This is a section of pipe budgeted for replacement this spring. We will have to determine where the 4" spiral switches to 4" ductile and upgrade that section.

Training:

Training is an ongoing item. I am signed up for the water / wastewater operations course in Cranbrook in March. Also the new spring MTS training schedule is out and I will be looking at training opportunities.



Climate Sense
ecoBENEFITS FOR BRITISH COLUMBIA



Water Saving Programs for Communities

TURN-KEY SOLUTIONS FOR RESIDENTIAL WATER-SAVING PROGRAMS:

PLANNING

- We review community demographics, geography and any niches that may exist in your specific community
- We will seek out and solicit other possible stakeholders who may be able to assist with funding and /or marketing for the program

DESIGN

- We will design a cost-effective program specific to your community based on our planning review, stakeholder situation and budget
- Programs include water-saving devices such as low-flow showerheads, aerators, toilet tank leak detection tablets, water saving education measures, learning materials and more
- We will handle registrations which are likely to include user surveys as part of the registration process. Surveys are a great way to capture specific data for reporting, future program planning and learning

MARKETING

We will design and execute all marketing for the program in-house including:

- Website and e-commerce development

- Web page or site design
- On-line registration and / or dedicated telephone support
- Social media
- E-newsletters
- Search engine optimization
- On-line press releases

Media Plan

- Free and paid strategies
- Newspaper advertisements and editorials
- Other area communications as may be available
- Signs and /or Notices
- Direct mail programs

EXECUTION AND PROGRAM DELIVERY

- We supply products and packaging for the program
- We supply all administration
- Depending on the program, we can deliver the packages directly to the households or arrange for pick-up at a local location
- We can participate at events in your area during the program or create our own displays

REPORTING

- We will design, implement and submit complete reporting which can even include follow-up after the program completion

A WATER SENSE / COMMON SENSE APPROACH WITH MEASUREABLE RESULTS

A single ten minute shower with a conventional showerhead can use up to 190 litres of hot water (42 gallons.) A low-flow showerhead can cut this in half. An average family of three may take 1,000 showers per year.

Just replacing one low-flow showerhead can save 26,600 litres of hot water annually, and between \$80 - \$100 on annual energy costs, depending on whether natural gas or electricity is used to heat the water. Replacing 1,000 conventional showerheads with low-flow in your community reduces 21 tonnes of greenhouse gas emissions.

There's no sacrifice to the feel of the shower. The installation is easy enough for the everyday homeowner and we include step-by-step directions. We engage program recipients with additional common sense water-saving education.

Your water sense program is delivered by a local BC company.

Example Programs:

Water Sense For Castlegar , Sep 15 – Oct 31, 2010 Fortis / Terasen Gas / City of Castlegar / Climate Sense

- On-line home energy survey required for registration
- Coupons sent via email or mail – registrant's choice
- Coupons redeemed for kits at City of Castlegar (pick-up delivery method)
- Residential water saving kits (low-flow showerhead, Teflon tape, toilet tank leak detection tablets, instruction and education flyer)
- Open to all households within the City of Castlegar

Water Sense for Kaleden, Sep 15 – Oct 31, 2010 Fortis / Terasen Gas / Kaleden Irrigation District / Climate Sense

- Delivered via Canada Post directly to households
- On-line home energy survey required for registration
- Residential water saving kits (low-flow showerhead, Teflon tape, toilet tank leak detection tablets, instruction and education flyer)
- Open to all Kaleden households

Find out more. Call our friendly and knowledgeable staff today at 604-786-0420 or email info@climatesense.ca | www.climatesense.ca

From: Lila Cresswell [mailto:cao@village.fruitvale.bc.ca]
Sent: Monday, January 31, 2011 10:42 AM
To: Ali Grieve; Ali Grieve at home; 'Bryan Teasdale'; Councillor Larry Gray; 'Councillor Tabatha Webber'; 'Gerry Gardner'; Glen Grieve; 'Jim Peters'; Melissa Lyle; Johnston Rick TRAIL
Subject: FW: Water Sense for Fruitvale Proposal

This is an opportunity to participate in a shower head distribution program. I took the sample home and am happy to advise that it has just as much force as the one I just paid 29.99 for last week. As far as the idea of distribution, I think based on the Castlegar experience, 10-15% uptake (100-150 shower heads) is probably pretty accurate. So basically, if you wish to do this as a conservation project, it would cost about \$6-9 per showerhead (depending on uptake) to distribute. The payback is the information you get from the survey about habits and current energy use which could be used in the future carbon reporting requirements.

Lila Cresswell, CAO
Village of Fruitvale
POBox 370, 1947 Beaver Street
Fruitvale, BC V0G 1L0
Tel 250-367-7551
Cel/BB 250-231-7973
Email cao@village.fruitvale.bc.ca

From: Cheryl Graham [mailto:climatesense@climatesense.ca]
Sent: Friday, January 28, 2011 1:53 PM
To: 'Lila Cresswell'
Subject: Water Sense for Fruitvale Proposal

Hi Lila,

As discussed yesterday, there is an excellent opportunity for a Water Sense program for Fruitvale (including your total connections of 1057 households.) I hope you tried out the sample we sent and found it to your satisfaction, if you require additional samples, please let me know. Here is our proposal for your consideration:

This program will be designed based on the City of Castlegar Water Sense program: the program will be open to all households attached to the Fruitvale water system on a first come/first served basis. Participants will register for the program by taking an on-line survey at www.watersense.ca. A coupon (similar to the previous sample sent) bearing a unique registration number will be issued and sent by email (requires printer) or by regular mail to the registrant. The coupon will be redeemed in person for the showerhead kit at the Village of Fruitvale office during regular business hours.

From our experience, for a community of your size, a Water Sense program would require 150 units to fully supply all interested households within your service area.

Program Development:

Work out any program specific restrictions (this is done jointly between Climate Sense and Village of Fruitvale)

Redesign website survey at www.watersense.ca to replace 'City of Castlegar' with 'Village of Fruitvale' and incorporate any new information as may be required

Redesign coupons to replace 'City of Castlegar' with 'Village of Fruitvale'

Program timing: one calendar month, suggest Feb 15 – Mar 15, 2011

Administration & Execution:

Manage and validate 150 incoming registrations
Issue coupons bearing unique registration numbers (sent by participant's choice: email
-requires printer or regular mail, postage & envelopes included)
Supply and deliver 150 low-flow showerhead units (per sample supplied) to Village of
Fruitvale office
Conduct program training for Village of Fruitvale staff (1/2 hour)
Climate Sense will send a report on completion of the program to Fruitvale in Excel
format

Program Marketing:
Water Sense press release
Promotion on Climate Sense Website
Promotion on Village of Fruitvale Website
Free editorials as may be available in the area

Total Cost \$900.00
(applicable taxes are extra)

Additional Marketing:
Ad Design and Pennywise Advertising Budget \$450
Direct Mail Postcard or Direct Mail Letter from Village of Fruitvale to Households on
Water System – to be discussed

Lila, you may have other ideas about marketing and how to get the word out, so we are
all ears. I am currently holding 150 showerhead kits for Fruitvale, so please let me know
if you will be interested in going ahead as soon as possible. This is a great opportunity
for your community households in Fruitvale to save water and energy. We look forward
to working together.

Thank you very much,
Cheryl Graham
604-786-0420

BC Water & Waste Association
221 - 8678 Greenall Avenue, Burnaby, BC V5J 3M6

MEDIA RELEASE

For Immediate Release

April 28, 2010

BC Water & Waste Association and Province of BC proclaim May 2nd to 8th Drinking Water Week in BC

Vancouver, BC – BC Water & Waste Association (BCWWA) and the Province of British Columbia have officially proclaimed the week of May 2 to 8, 2010 “Drinking Water Week”.

“Sometimes we take our tap water for granted, in some parts of BC,” said Daisy Foster, CEO, BC Water & Waste Association (BCWWA). “Drinking water week provides a unique opportunity for both water professionals and the communities they serve to join together to recognize the vital role water plays in our daily lives. We are asking people to stop and think about what a valuable resource our water is and take steps to conserve it.”

A safe, reliable water supply is critical to the success of a community. It creates jobs, attracts industry and investment, and provides for the health and welfare of citizens in ways ranging from disease prevention to fire suppression. Water is a limited resource that must be protected and conserved. If our water system could talk to us, it might remind us that it: keeps us healthy; supports our economy and provides us with the high quality of life we enjoy here in BC.

During Drinking Water Week over 1,300 water and waste water professionals from all over the province, North America and Europe will discuss emerging industry trends at the annual BC Water & Waste Association conference in Whistler. (May 1-5).

Tips for conserving water:

- Take shorter showers
- Check your toilets and faucets for leaks
- Turn-off the water while brushing your teeth
- Purchase water-efficient appliances
- Install low-flow shower heads
- Wash your car with a bucket instead of a hose
- Install low-flow toilets that use less water
- Use rain barrels
- Avoid watering your lawn in the summer

- More -

Facts about our Water and Canadians' Attitudes to Water*

- More Canadians are drinking tap water this year (49%) than last year (41%)
- 25% of Canadians have no idea where the water that flows out of their taps comes from
- The average Canadian personally uses 329 litres of water per day-twice the amount used by Europeans, but the average Canadian thinks they use only 79 litres per day
- Running a water faucet for 5 minutes takes the same amount of energy as leaving a 60 watt light on for 14 hours
- Canadians admit to knowingly engaging in water wasting activities such as leaving the tap running while washing dishes (44%) and hosing down their driveways (19%)
- Canadians are more concerned with saving electricity than water: 29% of Canadians don't know what they pay for their water, only 10% don't know what they pay for their electricity bill
- Canadians have not made the link between water and energy conservation. Generating energy requires a lot of water. Moving water to make it available for when and where we want it requires significant amounts of energy.

**Source: 2010 Canadian Water Attitudes Study, commissioned by RBC and Unilever Canada*

BC Water & Waste Association is a not-for-profit association that provides a voice for the water and waste community within British Columbia and Yukon. Through its 4,400 members, BCWWA safeguards public health and the environment by sharing skills, knowledge, education and experience regarding water and wastewater.

For more information on BCWWA and Drinking Water Week including resources such as children's activities (colouring sheets, true and false, cross words) please visit www.bcwwa.org/dww.php.

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For further information please contact:

Sarah Vaughan, Communications Manager, BC Water & Waste Association (until April 30)
Direct: 604-630-0011, email: svaughan@bcwwa.org

Penny Noble, APR, Communications Consultant: 604 805 5637 (cell)



THE CORPORATION OF THE VILLAGE OF FRUITVALE

In the "HEART OF THE BEAVER VALLEY"

CHIEF ADMINISTRATIVE OFFICER

MEMO:

Date: February 11, 2011
To: Chairman and Members, Fruitvale & District Waterworks Board of Management
From: CAO/Secretary to F&DWB
Subject: Water Smart Report Release/Implementation

RECOMMENDATION

THAT the FDWB delay release and implementation of the Water Smart report and recommendations until the following steps are taken:

1. review the draft Water Smart report to change implementation strategies to evaluation strategies;
2. review the Water Metering Business Case Analysis;
3. appoint a Water Conservation Steering Committee reporting to the F&DW Board of Management;
4. develop a messaging strategy to communicate with public; and
5. work with the Village of Fruitvale's OCP Review process to maximize public consultation opportunities.

BACKGROUND AND RATIONALE

The Water Smart draft report, as provided to the FDWB contains very ambitious timelines and an apparent commitment to water metering as a main conservation strategy. This may be premature as the Water Metering Business Case Analysis currently being completed by Urban Systems will provide information and recommendations regarding the feasibility of metering and the costs, benefits and potential drawbacks of the proposal. Reviewing the Water Smart Report with an eye to stressing evaluation of the water metering strategy as opposed to water meter full implementation would eliminate this perception of bias toward metering. After receipt and review of the Water Metering Business Case Analysis, more informed decisions about the appropriate water conservation strategies may be made.

Another concern is that going into the public information and consultation process with inadequate planning and preparation runs the risk of creating a negative effect. The message to the public must be communicated in clear, unambiguous terms and backed with verifiable data to support whatever conservation direction the FDWB embraces. All members of the Board and staff must be able to articulate, describe and support that direction, both from the Water Smart recommendations and any recommendations arising from the as yet unseen Water Metering Business Case Analysis.

"PRACTISE RANDOM ACTS OF KINDNESS"



THE CORPORATION OF THE VILLAGE OF FRUITVALE

In the "HEART OF THE BEAVER VALLEY"

CHIEF ADMINISTRATIVE OFFICER

This public communication process may include, but not be limited to:

- background information regarding climate change, provincial initiatives and future direction;
- information about the F&D Waterworks system and structure;
- what steps the Board has taken to date (brochures, calendar contest, newsletters, studies, information collection, Water Smart participation, etc.);
- what historical data shows about local water use in relation to regional, national and international data;
- what the trends have been locally (decreasing use and possible reasons);
- what the impact of additional population and development may be; and
- what the benefits of water conservation may be (infrastructure cost deferral, protection of watershed, reduction of draw on aquifer).

It also should be borne in mind that 2011 will be a year of significant public information and changes in the Fruitvale and surrounding area. September through November will be election period for local politicians, both provincial political parties are undergoing change and in addition, the HST referendum is scheduled for September. The potential for public ennui and information overload is considerable.

In Fruitvale, the Official Community Plan update and policies will be presented to the community for consultation and feedback from April through August, with a potential draft new OCP available in September/October. The FDWB could partner with the Village and use the consultations to provide considerable public information about the Water Board, the system, and in general, all of the background information as well as the Water Smart projections and recommendations.

In order to prepare for public education and communication, some significant work both on policy and process levels must take place. Given the constraints on some of the Board Members' time, as well as staff time, it may be advisable to strike a small sub-committee with Terms of Reference to basically develop the public presentation process and timeline for the Water Smart/Water Conservation initiatives of the Board.

Respectfully submitted,

Lila Cresswell,
Chief Administrative Officer

"PRACTISE RANDOM ACTS OF KINDNESS"