

BOWEN ISLAND MUNICIPALITY

Minutes of the **Regular Snug Cove Sewer System Local Management Committee Meeting** held on Thursday, March 25, 2004 at 7:00 p.m. in the Council Chambers of the Bowen Island Municipal Hall, 981 Artisan Lane, Bowen Island, British Columbia.

COMMITTEE IN ATTENDANCE

Dennis Dallas
Bill Riddell
Ron Strange

REGRETS

Rondy Dike

STAFF IN ATTENDANCE

Joanne Cunday – Treasurer
Bob Robinson – Public Works Coordinator

OTHERS IN ATTENDANCE

Gayle Ferguson – Minute Taker

CALL TO ORDER

The Chair called the meeting to order at 7:05p.m.

APPROVAL OF AGENDA

SCS 04-03

It was Moved and Seconded

That the agenda for the Snug Cove Sewer System Local Management Committee was adopted as circulated.

CARRIED

APPROVAL OF THE MINUTES

SCS 04-04

It was Moved and Seconded

That the minutes of the meeting held on February 26, 2004 be approved.

CARRIED

REPORTS

Joanne Cunday, Treasurer re:
Changes to Draft Financial Plan

Joanne Cunday, Treasurer reported that she had reviewed the Snug Sewer Draft Budget with the Public Works Department who had suggested removal of the septic dumping concept in favour of the following projects requiring attention:

- Pump Station Maintenance needs to be \$5,000;
- Slide Rail replacement is a \$20,000 one time expenditure;
- Equipment repair pump station changed from \$500 to \$5,000.

The Treasurer noted that there would be an increase in user fees in 2004 to \$4,500 and \$20,000 instead of \$17,500 for the septic program, would be transferred from Reserves for the slide rail replacement project.

Discussion followed regarding the slide rail replacement and

the pump station maintenance items. The Committee agreed to postpone decision on these two items until the Public Works Superintendent could inform the Committee regarding the rationale for including these items in the 2004 budget.

The Treasurer noted that a special meeting might be required to approve the budget.

Regarding a change to the invoicing schedule, the Committee requested the Treasurer to provide, for the April 22, 2004 meeting, a one-page memorandum with an example of how the billing would work.

Regarding the reading of meters, Bob Robinson, Public Works Coordinator reported that to read meters would require a day's wages and, if desired, should be an item in the Snug Cove Sewer System's 2004 budget.

Chris Buchanan, Bylaw Enforcement Officer re: Grease Trap Inspections

Chris Buchanan, Bylaw Enforcement Officer explained the grease trap inspection process. He noted that 30 days notice had been given for those businesses needing to install grease traps.

SCS 04-05

It was Moved and Seconded

That the Snug Cove Sewer System Local Management Committee recommend that Council direct staff to notify the Snug Cove General Store that they are required to install a grease trap. CARRIED

Regarding the requirement for pump out connections for live-aboards, the Bylaw Enforcement Officer reported that the requirement states there must be a pump out connection to a pump out facility within 150 meters. The Bowen Island Marina, although not connected to the Sewer System, is within 150 meters of the Union Steamship Marina's pump out facility.

BUSINESS ARISING FROM MINUTES

Bob Robinson, Public Works Coordinator re: Outfall Inspection

Bob Robinson, Public Works Coordinator reported that outfall inspection occurs every five years. This item would need to be added to the 2005 budget, when the next inspection is scheduled.

Bob Robinson, Public Works Coordinator re: Update on possibility of reapplying for a grant

Regarding the system's capacity, the Public Works Coordinator reported that he had received, from the Systems Operator, average daily flows over the last three years. The issue, rather than daily flows, would be the biological oxygen demand (BOD). If the BOD doubles the flow would decrease by half. The loading based on BOD is presently 60 percent of the design flow. He noted that the Systems Operator, Rolf Loker could compile the numbers in a report for an estimated cost of \$1,000.

It was noted that additional sewage would increase the BOD demand and would not be beneficial for the system at this time.

Regarding applying for a grant, the Public Works Coordinator noted that the purpose of the grant was for the addition of residential sewage into the sewer system.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.