

**BOWEN ISLAND MUNICIPALITY**

Minutes of the **Regular Snug Cove Sewer System Local Management Committee Meeting** held on Thursday, November 17, 2005 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** Bill Riddell – Chair  
Rondy Dike  
Wolfgang Duntz  
Ron Strange

**COUNCIL IN ATTENDANCE** Councillor Al Leigh

**STAFF IN ATTENDANCE** Brad Hawthorn – Public Works Superintendent  
Joanne Cunday – Director of Finance

**OTHERS IN ATTENDANCE** Rolf Loker – Systems Operator  
Gayle Ferguson – Minute Taker

**CALL TO ORDER** The Chair called the meeting to order at 7:05 p.m.

**ADOPTION OF AGENDA** *SCS RES# 05-15* **It was Moved and Seconded**  
That the agenda for the November 17, 2005 meeting of the Snug Cove Sewer System Local Management Committee be adopted as circulated. **CARRIED**

**ADOPTION OF MINUTES** *SCS RES# 05-16* **It was Moved and Seconded**  
That the minutes of the regular meeting of the Snug Cove Sewer System Local Management Committee held on July 28, 2005 be adopted. **CARRIED**

**REPORTS**

Joanne Cunday re: Budget Joanne Cunday, Director of Finance provided the following review of Snug Cove Sewer Local Service Areas budget position report to October 31, 2005:

- Showing a \$15,000 deficit as the year end billing will not be done until after year end;
- Parcel taxes levied under budget as subdivision was not included in 2005 roll;
- Major item was the sewer spill at \$6,232;
- December 31, 2005 is the deadline for the Outfall Inspection which is done every five years – a brief

inspection report at time of spill was sent to see if it would satisfy the requirement of the five year inspection;

- It is recommended that the InPipe Technology Test Project should be continued for another six months. No savings had been realized to date, however it is hoped that the modifications to operating will have a positive effect on the outcome of the trial.

The Director of Finance noted that the \$6,500 over budget was primarily because of the septic spill emergency, not as a result of increased maintenance costs and would not likely reoccur. The budgeted \$10,000 from Reserves would be transferred only if needed for the outfall monitoring.

**It was Moved and Seconded**

That the Snug Cove Sewer Local Management Committee recommend that the Director of Finance fund any excess items such as the septic spill in the 2005 budget, if required, from the Work Reserve Account rather than from user rates.

CARRIED

SCS RES# 05-17

The Director of Finance reviewed the proposed 2006 Financial Plan budget for the Snug Cove Sewer Local Service Area. The following items were noted:

- Parcel Taxes – should keep the parcel tax at \$70 for the next two years, amend the 2006 budget and drop it down in 2008;
- 2006 Transfer from Reserve Account – budgeted \$13,000 Wet Well Upgrade, and engineering for design work for sewer treatment plant expansion;
- 2007 – \$10,000 for second phase of Wet Well Upgrade;
- Equipment;
- Pump station – suggestion was made that the costs should not be split between the treatment plant and grease trap pumping;
- Reserve Contributions are the same as in 2005;
- Projected Reserve Balance 2005 at \$38,000;
- Expenditures – inflationary increase in the routine O&M contract. Contract has expired but are operating on a monthly agreement following the previous contract annual increases;
  - InPipe Technology can be evaluated better if continued for 6 months;
  - Equipment Repair amount increased;

The following issues were discussed:

- Upsizing the outfall – could install a pump;
- The increase in pumpouts from 2004;
- Suggestion was made to establish a capital replacement fund as the life expectancy of 20-25 years would be reached in a few years;

**It was Moved and Seconded**

That the Snug Cove Sewer Local Management Committee recommend that Council approve the 2006 Financial Plan with amendments as presented to the Committee.

CARRIED

SCS RES# 05-18

Rolf Loker re: Operation and Maintenance Report

Rolf Loker made the following comments:

- 40,000 liters daily but some days were double that amount. The InPipe Technology has not shown much result to date;
- At the request of InPipe Technology, the enzymes at the Sewage Treatment Plant and the enzymes Ronly uses in the grease trap have been stopped as it was believed they make the bacteria dormant;
- Still have foaming and the same sludge production. He was hoping for improvements in sludge production and settling within the plant, as well as less odour;
- InPipe have changed their formula so there should be an improvement in December.

The Public Works Superintendent noted his concern regarding potential air locking in the outfall pipe, reducing capacity.

Rolf Loker agreed to do a limited inspection of the effluent manhole and balancing tank.

Sewage Inflow Calculation (Bill Riddell)

Bill Riddell commented on readings of sewage inflow since January 2003. He noted that changes from December 31, 2004 were quite significant raising the question of whether a leak had begun 8 months ago.

Discussion ensued regarding possible causes for the changes in sewage inflow readings.

Rolf Loker agreed to reconfirm the sensor calibration. In response to a query regarding the most reliable way to measure outflow at the Treatment Plant, The Public Works Superintendent noted that a flow meter was reliable but

because it was mounted downstream of pumps, the flow profile is not the same as you would get if monitored upstream. He presented a chart showing daily treatment plant flows.

It was agreed that the Public Works Department and Rolf Loker would look into all possible causes for the change in sewage inflow and report back to the Committee.

**NEW BUSINESS**

Plan of Extension to service the Le Roy house and neighbouring lots

The Public Works Superintendent reported that the line had been constructed for the extension of service to the Le Roy house and neighbouring lot. The cost to construct this segment of line is to be paid for one-third by the developer, with two-thirds to be recovered from the next two lots in the future. The bylaw would be amended to reflect the costs.

Sewer Volumes for June 30, 2005 and September 30, 2005

The Committee reviewed the information sheets on sewer volumes.

**ADJOURNMENT**

The meeting adjourned at 8:45 p.m.

Certified Correct:

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Bill Riddell, Chair