

BOWEN ISLAND MUNICIPALITY

Minutes of the **Regular Snug Cove Sewer System Local Management Committee Meeting** held on Wednesday, April 2, 2008 at 1:00 p.m. in the Council Chambers of the Bowen Island Municipal Hall, 981 Artisan Lane, Bowen Island, British Columbia.

Amended July 16, 2008
M. Watson

COMMITTEE IN ATTENDANCE

Rondy Dike
Wolfgang Duntz
Ron Strange

COUNCIL IN ATTENDANCE

Councillor Peter Frinton

Joanne Cunday – Director of Finance
Brad Hawthorn – Director of Engineering & Operations
Bob Robinson – Public Works Coordinator

OTHERS IN ATTENDANCE

Gayle Ferguson

CALL TO ORDER

The Chair called the meeting to order at 1:05 p.m.

ADOPTION OF AGENDA

It was Moved and Seconded

That the agenda for the April 2, 2008 meeting of the Snug Cove Sewer System Local Management Committee be approved. CARRIED

ADOPTION OF MINUTES

It was Moved and Seconded

That the minutes of the regular meeting of the Snug Cove Sewer System Local Management Committee held October 4, 2007 be adopted. CARRIED

NEW BUSINESS

2008 Budget

Joanne Cunday Director of Finance reviewed the 2007 and 2008 budgets as follows:

2007

- \$2,000 more than the planned budget of \$95,626 for operations/unplanned;
- Transfers to Reserves done as budgeted;
- End of 2007 – \$38,500 saved towards future projects

2008

- *Parcel taxes for debt are reduced*

- *Expect increase in costs resulting in \$14,000 in user fees*
- ~~Operations parcel tax user rates increasing 15%.~~ No other changes other than pump out costs estimated at 7%;
- Parcel tax will be paid off in 2011;
- Other major change is additional \$13,000 contribution to Reserves for future works with gradual increase over 5 years.

The Director of Engineering and Operations reviewed capital projects as follows:

- Sewer Expansion project – external sources of funding – grant application for 80% of the estimated cost for expansion of sewer;
- Dewatering project/sludge thickening proposal will reduce operational cost once capital built. Economics suggest centrifuge method;
- 2009 – added \$40,000 as a guesstimate
- Septic receiving station proposed for 2012 – \$60,000 – could be a business case for advancing it sooner. *The Committee agreed with the suggestion to put \$5,000 in 2010 for the study;*
- SCADA system/remote monitoring system – \$8,000
- Automatic generator and transfer system – incomplete project from 2007 – \$17,000.

The Committee discussed

- latecomers agreement and its expiration in 2010
- dewatering/sludge thickening project:
 - i) who benefits – newcomers or present users?
 - ii) composting or landfill – why not an on-island solution?

It was Moved and Seconded

That the Snug Cove Sewer System Local Management Committee approves the [2008 Five Year Financial Plan](#), as presented, with an alert regarding the tentativeness of capital estimates and a request that staff consider an island solution to the disposal of the thickened sludge. CARRIED

BUSINESS ARISING FROM MINUTES

Towns for Tomorrow Grant Application

The Director of Engineering and Operations reported that a grant submission for the sewer expansion project had been submitted for the Towns for Tomorrow grant. Results to be

known in September, 2008.

Advertising for New Members

It was Moved and Seconded

That the Snug Cove Sewer Local Management Committee recommend that Jacqui Snedker-Parker be appointed to serve on the Snug Cove Sewer System Local Management Committee. CARRIED

Staff were requested to advertise/contact Jacquie Snedker Parker to verify her interest in serving on the Committee.

CORRESPONDENCE

Letter dated March 26, 2008 from Brad Hawthorn to Tom Fields, Delcan

The Director of Engineering and Operations reported that a request for proposals contract had been given to Delcan Corporation for engineering services to explore and assess effluent disposal options and provide a cost analysis. .

Letter dated March 26, 2008 from Brad Hawthorn to Neil McDonald, Kerr Leidal and Brian Chan ECOfluid

The Director of Engineering and Operations reported that the first stage of the sewage plant upgrade had been awarded to joint application from ECOfluids/Kerr Wood Leidal.

REPORTS

ECOfluid Reports November, 2007, January, 2008, February, 2008

The Committee received for information the ECOfluid reports November, 2007, January, 2008, and February, 2008.

Report from Brad Hawthorn to Bryan Kirk dated March 8, 2008

The Director of Engineering and Operations noted that a recommendation had been passed by Council on March 17, 2008 for the various components of the Snug Cove Sewer treatment and effluent disposal system upgrading project.

Report from Brad Hawthorn to SCSS dated March 26, 2008

The Committee reviewed the report from the Director of Engineering and Operations regarding sludge thickening options and passed the following recommendation:

It was Moved and Seconded

That the Snug Cove Sewer Local Management Committee recommend approval of the \$10,000 cost for the Snug Cove waste water treatment plant bio solids dewatering proposal from Kerr Wood Leidal Consulting Engineers.

CARRIED

ADJOURNMENT

The meeting adjourned at 2:55 p.m.

