

**BOWEN ISLAND MUNICIPALITY****Snug Cove Sewer Local Management Committee****Adopted on October 21, 2009**

Minutes of the regular meeting of **Snug Cove Sewer Local Management Committee** held March 19, 2009 at 10:00 a.m. in the Council Chambers at Municipal Hall, 981 Artisan Lane, Bowen Island, BC

<b>COMMITTEE IN ATTENDANCE</b>	Rondy Dike Wolfgang Duntz Ron Strange
<b>REGRETS</b>	Jacqui Snedker-Parker
<b>COUNCIL IN ATTENDANCE</b>	Councillor Peter Frinton
<b>STAFF IN ATTENDANCE</b>	Joanne Cunday*, Director of Finance Wil Hilsen, Acting Public Works Manager Engineering Bob Robinson, Acting Public Works Manager-Operations
<b>OTHERS IN ATTENDANCE</b>	Rolf Loker, - EcoFluid Technologies Alexander Gres, - EcoFluid Technologies Dai Robert, - Infrastructure Committee Councillor Cro Lucas, - Infrastructure Committee Councillor David Wrinch, - Infrastructure Committee Mike Lightbody, - Snug Point Property Owners Association Gayle Ferguson – Minute Taker
<b>CALL TO ORDER</b>	The Chair called the meeting to order at 10:05 a.m.
<b>ADOPTION OF AGENDA</b>	<b><u>It was Moved and Seconded</u></b> That the agenda, for the Snug Cove Sewer Local Management Committee meeting of March 19, 2009 including the 'On-Table' Agenda be approved.  CARRIED
<b>ADOPTION OF THE MINUTES</b> Minutes of the Meeting of the Snug Cove Sewer System Local Management Committee held July 16, 2008	<b><u>It was Moved and Seconded</u></b> That the minutes for the July 16, 2008 Cove Bay Water Local Management Committee meeting be adopted.  CARRIED
<b>BUSINESS ARISING FROM THE MINUTES</b> Verbal Report from Wil Hilsen, Acting Manager Public Works Engineering re: Snug Cove Sewer Expansion	Wil Hilsen, Acting Manager Public Works Engineering provided the following verbal report regarding the Snug Cove Sewer Expansion: <ul style="list-style-type: none"> <li>• Working with Ecofluid to clarify what expansion would entail and to design criteria that would be suitable for future development, which is uncertain at this time;</li> <li>• Design criteria must consider peak flows, but consultants do not want to over design the system;</li> <li>• Have obtained initial fee estimates for environmental impact studies for different effluent disposal options;</li> <li>• Presently compiling costs on different options to present to</li> </ul>

Council in next few weeks to obtain a resolution on what stage we are going to move forward with

Key comments/queries included:

1. Maximum capacity for the existing site? *Wil: depends on effluent disposal choice which would take up some space. Beyond triple capacity may require an additional site. There is a potential danger in overdesigning for a use that would never be anticipated. Can we assume we will always be having increased demand?*
2. System's capacity how many units can we put on the system if we triple the space? *Rolf: current capacity is approximately 160, so tripled is about 450 total capacity. Wil: we say we know there will be increased demand but we don't know how much Wolfgang: the plant now has reached its capacity so the decision is whether to double or triple it. I would say tripling would give us enough future capacity;*
3. Tripling or Doubling Costs .*Wil: engineers say that at this stage tripling is approximately \$750,000 doubling at \$500,000, which does not take into account advanced design options. Possibly could construct in stages;*
4. Pipe sizing - outfall pipe sizing and incoming pipe? *Bob: incoming is 8 inch outfall is only a three inch Wil: options forcing it seem most straightforward. Also looking to increase pipe on landside which possibly could reduce pumping needs;*
5. Treatment enhancement what triggered the decision to have the treatment advanced? More importantly, who will pay for the higher operational expense and what is the cost for that? *Wil: Towns for Tomorrow grant funding program Provincial government selected BIM primarily due to the stream augmentation component of the expansion proposal. The contract includes the effluent stream project as one of the conditions to receive funding;*
6. Stream effluent discharging - DFO has in the past vehemently opposed any treatment effluent being released into small streams Their rationale was even the highest treatment would not remove traces of hormone treatment, medicines etc To augment the stream flow with treated effluent would require a treatment way beyond tertiary treatment and then who is paying? *Wil: you could be right. Part of the process is we need an environmental impact study. \$10,000 additional annual operating costs is what I have been told. Not sure yet whether it would all get treated to advanced or could it be a percentage that the creek takes and the rest goes as secondary directly to the outfall; The bulk of the \$400,000 grant funding would be used for the stream effluent project and outfall disposal system;*
7. Operating costs and tripling plant capacity – could consider tripling but not tertiary and not use the grant funding;
8. Other federal grant funding sources for tripling – *Wil: Ecofluid indicated that they would be able to provide the information necessary to seek additional funding.*
9. Timeline – *Wil: Ecofluid have agreed to provide an estimate by*

*April 24, 2009. Contractor costs and costs for concrete seem to be the biggest uncertainty in estimating costs ;*

10. Infrastructure grants? *Director of Finance: to upgrade deficient systems focused on environmental improvements. The issue for the Municipality is how much can our share of the costs be? The Municipality is acting as the developer but funds are limited.*

Councillor Lucas, Co-Chair of the Infrastructure Committee reported that the Committee is looking at Canada Build Federal/Provincial grant. Since 2007 there has been another whole new set of programs that are expected to be released in June 2009 The intention is to apply for as many as we can. However the criteria used to decide will be how much the Municipality can afford as their portion.

#### Update on new Collection System

Dai Roberts, Infrastructure Committee provided the following update for a new sewer system collection system:

- Pipes – sizing and layout of pipes to service Community lands, Belterra property and Wolfgang's
- Other lands - Bowen Court, Abbeyfield and future community buildings, some houses on Miller Road
- Budget for both is estimated at \$1. 2 million, which includes a three phase approach;
- Lift station is designed large enough that most of Deep Bay could get pumped through;
- Other possible locations such as corner gas station, RCMP , Historians and Telus were not included as were looking for something quick and simple for the grant applications

Councillor Lucas reported that the Infrastructure Committee would also be looking at other feasible applications for grant funding which would include the Dorman Road upgrade and a second application to go with it, preferably projects that are technically simple design projects.

The Director of Finance noted that unless the Municipality receives grant funding there is not sufficient funding for front ending the treatment expansion plant. An alternative could be the Municipality as developer could possibly entertain borrowing funds for their part of the costs

#### DELEGATION

Michael Lightbody on behalf of Snug Point Property Owners Association

Michael Lightbody on behalf of Snug Point Property Owners Association provided the following information regarding Snug Point being included in sewer expansion plans:

- In 2000 the Association wrote a letter requesting inclusion in any sewer expansion that might occur;
- Older septic systems getting rebuilt to today's standards seems not the right approach if sewer expansion is happening all around Snug Point;
- Property owners have re-agreed with their desire to be part of the expansion;
- Costs of extending to Snug Point - Report 2001- per lot at that time was \$8,000. Expansion to serve 300 about \$33,000 and

those numbers were discussed as an outside limit.

Councillor Lucas noted that in the next round of grant applications there will be multiple opportunities for expanded programs and sewer expansion to Snug Point could be reviewed then

Key comments:

- Compelling argument would be that adding Snug Point would reduce the per unit cost for expansion;
- Property owners would need to petition or a certain number of owners would have to agree to pay a share of the plant expansion.

In order to have a “shelf ready” project for grant funding, Dai Roberts suggested that Dayton and Knight could be requested to update the numbers from their 2001 Preliminary Report regarding Snug Point servicing.

## NEW BUSINESS

Update from Rolf Loker, Ecofluid Technologies

Rolf Loker reported that the system was working well with no signs of foam or scum since August 2008

In response to a query regarding the cause for storm water infiltration and mitigations to get the most from the plant, Rolf suggested finding ways to keep out extra water . Possibly could look at a bar screen and Bob Robinson suggested running a camera down the pipes to see where infiltration is occurring. This has not been done in the old part of the system.

The Committee received for information the following reports:

1. Snug Cove Sewer Pump Out
2. Sewage Treatment Plant Log Sheets for January 2008- February 2009
3. Sewage Treatment Plant Conventional Parameters in Water – January 2008 – February 2009-03-23,
4. Sewage Treatment Plant Lift Station – January 2008 – February 2009;
5. Sewage Treatment Plant Flow Reports January 2008 – February 2009

Snug Cove Sewer Readings for January 2009

The Committee received for information the Snug Cove Sewer Meter Readings for January 2009.

Presentation by Joanne Cunday, Director of Finance re: Draft Budget

Joanne Cunday, Director of Finance provided the Committee with the following draft budget related information:

### 2008 Budget

- Main cost was increased pump outs - \$8,000 more than we anticipated
- Capital – automatic generator insulation was not completed and to be rebudgeted in 2009 *Bob: I may not buy it as Hydro has gone underground so may not need this now*
- SCADA systems were installed at \$2,000 over the budget

- Preliminary works study estimates for treatment plant expansion project
- Contributed \$19,000 towards Reserves for a total amount in Reserves of \$47,000

#### 2009 Budget

- Expected increase in user fees - \$9,000 to accommodate extra pump out costs;
- Parcel Tax rate will be reduced again. Debt is finished after 2011;
- Revenue \$17,000 from Sewer Works Reserve and \$628,000 from the Municipality for their contribution to treatment and collection system expansions ;
- Minor increase in administration – telephone charges re SCADA system;
- Operations increase is due to frequency of pump outs required;
- Reserves – have reduced annual contribution from \$19,000 to \$16,000 to offset increase needed in users fees;
- Sewer Treatment Plant expansion – 3 components estimated to be approx \$400,000, which could be funded by a grant depending on requirements of the grant. Should these go through there will be increased costs to users of the system;
- Sludge Thickening project - some of the works would not be recovered in a latecomers agreement as some of the improvements are needed by the current system. *Bob: think sludge thickener would pay for itself in the future Wil in future could be mixed on island with green composting.*
- Septage Receiving Station (Design and Construction) *Wil agreed to ask Ecofluid about costs of adding a tank and what would be involved.*
- Expansion of Plant estimates \$ 650,000 - numbers are tentative excluding sludge thickening. To be funded by way of one third Municipal funding and two thirds from Build Canada Grant. *Rondy: as a Committee we are trying to decide on projects to enhance and improve the system. Whether BIM as developer can afford their share, is a problem for Council;*
- Effect of expansion on Capital Plan does not affect local service area at this point.

#### **It was Moved and Seconded**

That the Snug Sewer Local Management Committee recommend that Council approve the Snug Cove Sewer Local Service Area 2009 budget as presented

CARRIED

Discussion took place regarding the difficulty to estimate upfront expansion costs and mechanisms to recover those costs.

#### **NEXT MEETING**

The Committee agreed to meet sometime in June after meter readings and when an update from Wil regarding collection system grants had been provided

**ADJOURNMENT**

The meeting adjourned at 12:35 p.m.