



**THE CORPORATION OF THE TOWNSHIP OF SOUTHWOLD**

**BY-LAW No. 2020-67**

**A BY-LAW TO ADOPT THE 2021 SANITARY SEWER SYSTEM  
OPERATING AND CAPITAL BUDGETS**


**WHEREAS** it is necessary for the Council of the Township of Southwold, pursuant to Section 290 (1) of the Municipal Act 2001, S.O. 2001, c.25, to prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

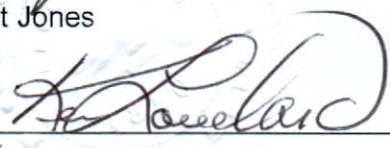
**AND WHEREAS** the Council for the Township of Southwold desires to adopt Operating and Capital Budgets for the Southwold Sanitary Sewer System.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP  
OF SOUTHWOLD ENACTS AS FOLLOWS:**

1. That the 2021 Sanitary Sewer System Operating Budget, attached as Schedule "A", and forming part of this by-law, is hereby adopted.
2. That the 2021 Sanitary Sewer System Capital Budget, attached as Schedule "B", and forming part of this by-law, is hereby adopted.

**READ A FIRST AND SECOND TIME, CONSIDERED READ A THIRD TIME AND  
FINALLY PASSED THIS 23<sup>rd</sup> DAY OF NOVEMBER, 2020.**

  
\_\_\_\_\_  
Mayor  
Grant Jones

  
\_\_\_\_\_  
Clerk  
Ken Loveland

## Sanitary Operating

Sanitary Operating	Account	2020 Budget	2021 Budget	\$ Variance	% Variance	Notes	2022 Forecast	2023 Forecast
<b>Revenue</b>								
	Sewer Fees - Net Capital Portion	(\$50,000)	(\$41,958)	\$8,042	-16.08%	Ferndale/Lynhurst - offset below with Transfer to Reserve	(\$43,216)	(\$44,513)
01-4411-0385	Sewer Fees - WWTP Operating Portion	(\$46,649)	(\$51,020)	(\$4,371)	9.37%		(\$52,550)	(\$54,127)
01-4411-0383	Sewer Investment Income	(\$2,000)	(\$1,000)	\$1,000	-50.00%	Reserve Interest - offset below with Transfer to	(\$1,030)	(\$1,061)
01-4411-0611	Transfer from sewer reserve	(\$87,851)	(\$101,556)	(\$13,705)	15.60%		(\$104,603)	(\$107,741)
	<b>Total Revenue</b>	<b>(\$186,500)</b>	<b>(\$195,533)</b>	<b>(\$9,034)</b>	<b>11.94%</b>		<b>(\$201,399)</b>	<b>(\$207,441)</b>
<b>Expenses</b>								
01-4411-1112	Rds Wages	\$1,500	\$1,000	(\$500)	-33.33%	Site Maint, Driveway	\$1,030	\$1,061
01-4411-1220	Training	\$500	\$500	\$0	0.00%	Misc. Training	\$515	\$530
01-4411-2120	Utilities	\$32,000	\$32,000	\$0	0.00%		\$32,960	\$33,949
01-4411-2140	Materials Supplies	\$15,000	\$12,500	(\$2,500)	-16.67%	Consumables	\$12,875	\$13,261
01-4411-2180	Property maintenance	\$1,500	\$1,500	\$0	0.00%		\$1,545	\$1,591
01-4411-2700	Rds Machine Time to Talbotville Sewer	\$1,000	\$1,000	\$0	0.00%	Site Maint, Driveway	\$1,030	\$1,061
01-4411-3140	Insurance	\$2,500	\$2,575	\$75	3.00%		\$2,652	\$2,732
01-4411-3150	Legal	\$0	\$2,500	\$2,500	0.00%		\$2,575	\$2,652
01-4411-3160	System Maintenance	\$20,000	\$35,000	\$15,000	75.00%	includes annual items as per OCWA Recommendations \$29,400	\$36,050	\$37,132
01-4411-3300	Contracted Services	\$38,000	\$45,000	\$7,000	18.42%	OCWA new agreement, add'l services, Waste Coll	\$46,350	\$47,741
01-4411-3302	Wastewater Testing	\$9,000	\$9,000	\$0	0.00%	Based on Actuals	\$9,270	\$9,548
01-4411-4200	Plans and studies	\$13,500	\$10,000	(\$3,500)	-25.93%	Misc Studies, engineering	\$10,300	\$10,609
01-4411-6100	Transfer to sewer reserve	\$52,000	\$42,958	(\$9,042)	-17.39%	investment int and quarterly charges transferred to reserve-FERNDAL/LYNHURST SEWER-offset above	\$44,246	\$45,574
	<b>Total Expenses</b>	<b>\$186,500</b>	<b>\$195,533</b>	<b>\$9,033</b>	<b>23.26%</b>		<b>\$201,399</b>	<b>\$207,441</b>
	<b>Net Operating (Revenue)/Expense</b>	<b>\$1</b>	<b>(\$1)</b>	<b>\$36,838</b>	<b>100.00%</b>		<b>(\$1)</b>	<b>(\$1)</b>

### Assumptions

62 Talbotville Connections

51 New connections Talbotville

208 Connections Ferndale

168 m3 per HH as per Water/Wastewater Study

Rates as per the Water/Wastewater Study



## Wastewater Capital

Capital Items and Projects	Budget	Funding Source		Notes
		Reserve	Other	
<b>2020 Capital</b>				
Talbot Meadows Subdivision - Engineering	\$25,000	\$25,000		Sewer Reserve
Lynhurst Reconstruction				Sewer Reserve -if needed during reconstruction
OCWA Recommendations	\$38,500	\$38,500		Sewer Reserve
Acoustic Audit - failed in 2018, needs to be redone	\$5,000	\$5,000		Sewer Reserve
Forcemain from 2019	\$1,300,000		\$1,300,000	To be funded by future connections
<b>2020 Total</b>	<b>\$1,368,500</b>	<b>\$68,500</b>	<b>\$1,300,000</b>	
<b>2021 Capital</b>				
Talbot Meadows Reconstruction - install Sewers	\$920,000		\$920,000	To be funded by future connections, waiting on update
Lynhurst Reconstruction (from 2020)				Sewer Reserve -if needed during reconstruction, could
OCWA Recommendations - Addl Membrane	\$155,000		\$155,000	To be funded by future connections
Talbotville Gore Trunk to Enclave	\$600,000		\$600,000	To be funded by future connections
<b>2021 Total</b>	<b>\$1,675,000</b>	<b>\$0</b>	<b>\$1,675,000</b>	
<b>2022 Capital</b>				
Forcemain	\$2,500,000		\$2,500,000	To be funded by future connections
OCWA Recommendations	\$10,000	\$10,000		Sewer Reserves/Connection Fees
<b>2022 Total</b>	<b>\$2,510,000</b>	<b>\$10,000</b>	<b>\$2,500,000</b>	
<b>2023 Capital</b>				
WWTP Expansion needed when over 500 m3	\$2,000,000		\$2,000,000	To be funded by future connections
OCWA Recommendations	\$5,000	\$5,000		Sewer Reserves/Connection Fees
<b>2023 Total</b>	<b>\$2,005,000</b>	<b>\$5,000</b>	<b>\$2,000,000</b>	
<b>2024 Capital</b>				
OCWA Recommendations	\$10,000	\$10,000		Sewer Reserves/Connection Fees
<b>2024 Total</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	
<b>2025 Capital</b>				
OCWA Recommendations	\$5,000	\$5,000		Sewer Reserves/Connection Fees
<b>2025 Total</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	
<b>2026 Capital</b>				
OCWA Recommendations	\$5,000	\$5,000		Sewer Reserves/Connection Fees
<b>2026 Total</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	

October 5th, 2020

Ken Loveland  
Cao/Clerk  
Township of Southwold  
35663 Fingal Line  
Ontario, Canada  
N0L 1K0

RE: Talbotville Wastewater Treatment Plant

Dear Ken

On behalf of the Ontario Clean Water Agency (OCWA), we have enclosed a rolling six-year list of major maintenance recommendations as per our Services Agreement with a start date of July 11th, 2019. OCWA suggests the following improvements/upgrades to ensure the long-term health and operation of the Talbotville Wastewater Treatment Plant.

At the next scheduled meeting, OCWA's Senior Operations Manager will meet with yourself to discuss the recommendations, projected expenses, and to decide on a course of action. Dialogue with and approvals from the Township of Southwold are key components of the process. Please find a summary of the report in the chart below.

Talbotville Wastewater Treatment Plant	2021	2022	2023	2024	2025	2026
Installation of a flowmeter on the inlet by-pass line back to eq tank 302	\$10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Membrane pump discharge check valves	\$5,000	\$ -	\$ -	\$ -	\$ -	\$ -
Membrane room: purchase floor dehumidification units	\$1,500	\$ -	\$ -	\$ -	\$ -	\$ -
Influent flowmeter: piping modification	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -
Screenings Room: Activated carbon. Replacement of carbon in both drums	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
Raw equalization tanks: cleaning	\$4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Plant diesel generator: annual inspection	\$650	\$650	\$650	\$650	\$650	\$650
Backflow preventers: annual verification/inspection	\$600	\$600	\$600	\$600	\$600	\$600
Influent and effluent flowmeters: annual verifications	\$750	\$750	\$750	\$750	\$750	\$750
Screenings room: screenings bags	\$300	\$300	\$300	\$300	\$300	\$300
Membranes: cleaning of membranes	\$ 10,000	\$ 20,000	\$20,000	\$ 20,000	\$ 20,000	\$20,000
Plant chemicals: (Chlorine, Alum, Caustic)	\$6,000	\$6,500	\$7,000	\$7,500	\$8,000	\$8,500
Headworks check valves and gate valves	\$10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Membrane room: lifting equipment annual inspection	\$500	\$500	\$500	\$500	\$500	\$500
Effluent UV System: bulb and sleeve replacement	\$500	\$0	\$500	\$0	\$500	\$0



Plant blowers: maintenance items including air filters and annual oil changes	\$500	\$500	\$500	\$500	\$500	\$500
Screenings Room: H2S gas detector annual inspection/verification	\$600	\$600	\$600	\$600	\$600	\$600
Sludge/biosolids: removal and disposal	\$5,000	\$5,500	\$6,000	\$6,500	\$7,000	\$7,500
Membranes: module air diffusers	\$5,000	\$ -	\$ -	\$ -	\$ -	\$ -
Purchase of membranes on unused side	\$115,000	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency: items not planned for such as possible equipment failure(blowers, motors, pumps, switches)	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

<b>Total Capital Estimate</b>	<b>\$184,400</b>	<b>\$49,900</b>	<b>\$46,400</b>	<b>\$51,900</b>	<b>\$48,400</b>	<b>\$53,900</b>
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As your service provider, OCWA has a comprehensive understanding of the strengths, unique issues and challenges associated with operating your wastewater facility. It is OCWA's intention to work with the Township to determine the scope, budget, and timelines to complete any approved work.

We look forward to continuing to work with you as a trusted partner and advisor in the years to come.

Sincerely,

Mike Taylor  
Senior Operations Manager

The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval.

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## The Corporation of The Township of Southwold

### (6-Year Recommended Capital/Major Maintenance from 2021 to 2026)

The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval.

Ref.								Compliance	Health & Safety	Repair / Maintenance	Lifecycle Replacement	Improvement	Spare Parts Inventory	Approved by Client	Rationale for Project
No.	Scope of Work	2021	2022	2023	2024	2025	2026								
17	Screenings Room: H2S gas detector annual inspection/verification	\$600	\$600	\$600	\$600	\$600	\$600								Screenings room H2S gas detector requires to be inspected semi-annually and verified by a third party.
18	Sludge/biosolids: removal and disposal	\$5,000	\$5,500	\$6,000	\$6,500	\$7,000	\$7,500								Generation of sludge/biosolids requires ongoing removal. Annual costs will increase as additional homes are connected into the treatment plant and chemicals will increase once using caking system which is anticipated to commence at around 100 CM/day.
19	Membranes: module air diffusers	\$5,000	\$ -	\$ -	\$ -	\$ -	\$ -								2020 inspection of membranes showed that diffusers in modules are partially failing and Newterra recommends to replace in the near future. Purchase one set of module diffusers in 2021 for replacement when module is cleaned again.
20	Purchase of membranes on unused side	\$115,000	\$ -	\$ -	\$ -	\$ -	\$ -								OCWA recommends to purchase and install the second set of membranes in 2021. This is recommended for continuity of plant operations and to prepare for future population increases and wastewater flows increase. Current ECA 500 CM/day and current capacity with two unused trains is 250 CM/day.
21	Contingency: items not planned for such as possible equipment failure(blowers, motors, pumps, switches)	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000								Placeholder for unknown breakdowns of equipment.
Total Capital Estimate		\$184,400	\$49,900	\$46,400	\$51,900	\$48,400	\$53,900	2021 Recommended Capital Presented by:							Mike Taylor: Senior Operations Manager

Legend:

- H High priority recommended to be completed in upcoming year
- M Medium priority recommended to be completed in 1 to 3 years
- L Low priority recommended to be completed in years 4 to 5

2021 Recommended Capital Presented by:  
 2021 Recommended Capital Approved by:

Mike Taylor: Senior Operations Manager  
 Dale LeBritton: Regional Hub Manager