



JOINT BOARD OF MANAGEMENT

Wednesday, July 18, 2018
9:00 AM

Ruthven Water Treatment Plant
1615 Union Avenue

MINUTES

Members Present: Mayor Paterson - Leamington
Mayor Nelson Santos (Vice-Chair); Deputy Mayor Queen
Councillors Neufeld and Patterson - Kingsville
Mayor McDermott - Essex
Councillor Diemer - Lakeshore

Members Absent: Deputy Mayor MacDonald (Chair); Councillors Dunn, Hammond,
Jacobs, Verbeke
Councillor Gaffan - Kingsville

UWSS Staff Present: Rodney Bouchard - Manager
Khristine Johnson - Administrative Assistant/Recording Secretary

Staff Present: Shaun Martinho - Kingsville

OCWA Staff Present: Susan Budden
Dale Dillen

Call to Order: 9:00 am

Vice Chair calls the meeting to order.

Disclosures of Pecuniary Interest: none

Approval of UWSS Joint Board of Management Minutes:

No. UW-32-18

Moved by: Councillor Patterson

Seconded by: Deputy Mayor Queen

That Minutes of the UWSS Joint Board of Management meeting of June 20, 2018
be received.

Carried

Business Arising Out of the Minutes:

None

Items for Consideration:**Report UW/17/18 dated July 13, 2018 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to March 29, 2018**

The Manager updates members of the board on the progress of the rehabilitation of the EWT. He notes that the logo has been applied and scaffolding is being taken down. He confirms that antennas are back in place and lights will be added to the structure. He also confirms that the project is on budget and proceeding slightly ahead of schedule.

The LWT warranty inspection has been completed and there was only some minor failures noted. JDCMI attended the site to make the minor repairs. The corrosion system is now installed and the LWT will be put back into service starting the 3rd week of July.

The Manager reminds members that Watech services had inspected both raw water intakes on June 14th. The has reviewed the inspection report and only some minor repairs were noted and therefore, these repairs will be completed in the Spring of 2019.

High Lift #1 pump was experiencing some vibrations, due to a bearing issue and therefore has been taken out of service and sent to Phasor for repairs.

The previously reported leak in meter chamber on 2nd Concession has been inspected with OCWA and Kingsville staff. It appears that the chamber is no longer filling with water. Staff will monitor but at this point no further repairs or actions are necessary.

The new valve in front of Cottam Booster Station has been installed and is operational.

The MOE has informed the UWSS that its Municipal Drinking Water Licence (MDWL) is due for renewal by January 2019. The Manager notes that a Financial Plan and a review of the water rates will be required to be completed as part of the process. He will explain further in his budget report later in the meeting.

The Town of Essex received its MOE Inspection rating of 97.45% and the Manager notes that any issues were administrative in nature and nothing to do with safe drinking water.

A Cyanobacteria monitoring station has been installed at the UWSS WTP as part of a blue green algae study. The Manager explains that the UWSS has been chosen to participate in the \$12 million study with not cost of its own and is being led by the University of Montreal Ecole Polytechnique. He also notes that the equipment is worth approximately \$40,000 and at the end of the study is UWSS's to keep. He feels this is a valuable study to be part of and will provide data via cellular reception back to Montreal.

Finally, the Manager notes that flows are some of highest that the UWSS has seen in a number of years and this has improved the budget outlook for 2018.

No. UW-34-18

Moved by: Mayor Paterson

Seconded by: Mayor McDermott

That report UW/17/18 dated July 13, 2018 Re: Status Updates of UWSS Operations & Maintenance Activities and Capital Works to July 13, 2018 is received.

Carried (UW/17/18)

Report UW/18/18 dated July 11, 2018 RE: Design, Engineering and Construction - Cottam Booster Station Reservoir Cover Rehabilitation

The Manager informs members of the Board that the grass on top of the CBS Reservoir has experienced some erosion and there is concern of leaking water into the liner (specifically during heavy rains). Stantec Consulting Ltd was contacted to assess the damage and determine the best course of action. They determined that the coverage is too small and spongy and can certainly cause issues in the future if not dealt with soon.

The Manager then requested a proposal from Stantec to provide engineering services for the rehabilitation of the CBS Reservoir protective cover and associated structures. The proposal of \$51,000 includes design and quotation services, construction management services and maintenance period services.

Stantec will design the coverage required and then put together a tender package, at that point the Manager will return to the Board with follow up information.

The Manager notes that this repair should be considered as any damage to the liner of the CBS Reservoir could hinder the safe drinking water.

The Board asks the Manager if the rehabilitation is going to be something better than previously in place or just fix what had been in place. The Manager notes that the rehabilitation will improve what was there and allow for a better drainage tile system.

No. UW-35-18

Moved by: Councillor Diemer

Seconded by: Councillor Patterson

That the Union Water Supply Joint Board of Management (UWSS Board) receives this report for information;

And further, that the Board approves a budget of \$50,000 to be funded from the UWSS Operating Funds Reserve for Design, Engineering, and Construction Management Services for the Rehabilitation of the Reservoir Cover at the Cottam Booster Station;

And further, that the UWSS Board authorizes the UWSS General Manager to undertake a direct negotiation with Stantec Consulting Ltd Windsor, Ontario office for these consultant engineering services

Carried (UW/18/18)**Report UW/19/18 dated July 16, 2018 RE: Proposed 2018 UWSS Budget Amendment (submitted under Supplementary Agenda Cover)**

The Manager reminds members of the board that he typically provides a Mid-Year Budget update. He notes that his first five (5) years with the UWSS have been fairly easy to predict the budgets and any potential changes. Recently, those predictions have been more challenging as flows have increased and multiple projects are underway. He also points out that the UWSS prepares and approves the budget early on and changes throughout are becoming the norm.

The Manager confirms with members that there has been a drastic increase in the water demand for the 2018 year. As of June 30th the flows are approximately 9.6% or 147 million gallons of water above budgeted demand, however there tends to be a slow down of flow demand in the Fall, so he is being conservative by using 100 million gallons above approved budget. This increase in water demand translates into \$262,000 increased revenue.

Investment income has also been better than anticipated with \$130,000 increase, due to better than anticipated market performance.

The Manager then reviews some of the changes to the 2018 budget. He confirms that he has had to add in a line item for unexpected watermain repairs (as this seems to be the trend year over year) and the UWSS Drinking Water Licence will be due much earlier than anticipated and will fall into the 2018 year as opposed to midway through 2019.

He then reviews some of the other amendments to the budget including a small increase to post retirement benefits, office overhead, restructuring (which is a carryover from 2017), advertising and promotion (Free Chlorine) and the OCWA Operating and Maintenance Contract. These changes will increase the budget by approximately \$229,000.

The Manager then reviews some of the changes to the capital budget, which will result in a decrease in the budget of approximately \$465,000. Some projects here include DAF system, CO2 system, CBS (previous report), and a few others.

The Board asks the Manager to confirm in the investment income increase is from One Fund or GIC investments. The Manager confirms it is through GICs.

No. UW-36-18

Moved by: Mayor Paterson

Seconded by: Councillor Neufeld

That the Union Water Supply Joint Board of Management (UWSS Board) receives this report for information; and

That the UWSS Board approves the 2018 UWSS Amended Budget as outlined in this report.

Carried (UW19/18)

Report UW/20/18 dated July 13, 2018 re: Payments from June 16 to July 13, 2018**No. UW-37-18**

Moved by: Deputy Mayor Queen

Seconded by: Mayor McDermott

That report UW/20/18 dated July 13, 2018 re: Payments June 16 to July 13, 2018 is received.

Carried (UW/20/18)

New Business:

The Board asks the Manager if he has heard of fresh water jelly fish found in the Port Dover area and whether or not this should be a concern for our intakes. The Manager indicates that he has not heard of this development and will conduct some research.

The Board then asks the Manager if there is a plan in place in case OCWA was to go on strike (due to recent governmental changes). The Manager indicates that OCWA has the authority to deem necessary staff as essential thus preventing them from participating in a strike.

The Manager then briefly discusses the OCWA contract negotiations indicating that he was hoping to have a contract in place prior to the municipal elections, however, recent Provincial Government elections and changes of policy have added a small hiccup to the negotiations. He notes that he needs to obtain further information regarding provincial hiring freezes.

The Manager also updates members on the UWSS switch over the free chlorine from chloramination in early June of this year. He confirms that he just received confirmation from the MOE that UWSS can continue with the use of free chlorine for a period of another ten (10) months. This will allow the UWSS to go through an entire year, all four (4) seasons, to have a complete picture of how the water reacts in all temperatures. He does not that there have been a few taste and odour complaints and staff is adjusting processes as necessary.

The Board asks the Manager if the water spilling from the KWT has been resolved. The Manager explains that all communications at the WTP are now back in service and the valve that caused the problem for the KWT to overflow has been replaced. He further notes that the KWT will most likely go through a rehabilitation, just at LWT and EWT, in 2020.

There is then a questions as to whether or not UWSS should issue a statement regarding its position on fluoridation. Recently, the Town of Essex issued a statement noting that it will not be switching over to fluoride. The Manager states that he has already written to the provincial government regarding the UWSS position on fluoridation and if each municipality wishes to issue a statement they certainly may.

Adjournment:

No. UW-38-18

Moved by: Deputy Mayor Queen

Seconded by: Councillor Diemer

That the meeting adjourn at 9:45 am

Carried

Several Board members stay and have a brief tour of the updates, including the new kitchen, that have occurred around the WTP over the last year.

Date of Next Meeting: August 15, 2018, 9:00 am, Unico Building, 37 Beech Street, Kingsville

/kmj