



JOINT BOARD OF MANAGEMENT

Wednesday, April 24, 2019
9:00 AM

Kingsville Community Room
Kingsville Arena
1741 Jasperson Road, Kingsville

MINUTES

Members Present: Mayor MacDonald (Chair); Deputy Mayor Verbeke, Councillors Jacobs, Hammond - Leamington
Mayor Nelson Santos (Vice-Chair); Deputy Mayor Queen, Councillors DeYong, Neufeld, Patterson - Kingsville
Councillor VanderDoelen - Essex
Mayor Bain (alternate) - Lakeshore

Members Absent: Councillors Dunn, Wilkinson - Leamington
Councillor Walstedt - Lakeshore

Staff Present: Shaun Martinho - Kingsville
Laura Rauch, Shannon Belleau - Leamington

Auditor Ashley Meyer, CPA, CA, LPA, BComm - Hicks, MacPherson, Iatonna and Driedger, LLP

OCWA Staff Present: Susan Budden, Dave Jubenville
Dale Dillen, Ken Penney

Call to Order: 9:00 am

Disclosures of Pecuniary Interest: none

Adoption of Council Minutes:

No. UW-17-19

Moved by: Deputy Mayor Queen

Seconded by: Councillor Hammond

That Minutes of the UWSS Joint Board of Management meeting of February 27, 2019 be received.

Carried

Business Arising Out of the Minutes:

There was none.

Report UW/11/19 dated April 18, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to April 18, 2019

The Manager provides updates to the members of the Board. He confirms that the annual inspection by the MECP started on January 8th and has been completed. He confirms that the report was issued on March 27, 2019 and the UWSS received a 100% rating. He will be discussing further on a separate report later in the meeting.

As mentioned previously there was a vibration in HL pump #4. The pump was removed from service and Nevro made necessary repairs and has been installed. It was put back into service on April 22, 2019.

The CBS soil cover rehabilitation project has been started. The weather has not been favourable to complete the project. As a reminder the manager notes that drainage at the CBS location has been an issue. He feels that the project should still be completed by the end of May.

The new clamp on meters for Clarifiers #1, #2 and #3 raw water lines have been installed. These meters are to replace the pressure differential flow meters. All meters are now fully operational and provide staff with more room to maneuver around.

The Manager confirms that the SCADA system upgrade project is well underway. A meeting was held on April 3rd with Associated Engineering and work is being done to create the process narratives. The Manager explains that these process narratives are the UWSS's entire process from the lake all the way up to distribution. He confirms that UWSS is working very closely with OCWA, who operates the system, and the engineering team. A second workshop will be starting immediately after this meeting and a third workshop will take place May 3rd.

The Manager provides updates on the CO₂ pH Adjustment/Chlorine project, noting that the temporary gas chlorination system occurred on April 15th. This system will be in place until the system is upgraded, but this is expected to happen prior to the high flows of the summer.

The Manager explains that the upside down valve chamber beside reservoir #1 has been repaired. He further explains that JDCMI completed the work, as it involved confined space and difficult areas to work on. The area looks great and the repairs have allowed this chamber to last a lot longer. He also notes that the project came in under budget.

The Manager reminds members of the board that the temporary switch to free chlorine is scheduled to end June 4, 2019. However, after meeting with the municipalities and discussing the data it has been suggested that the switch remain in effect until December 4, 2019. This will allow time for a third party consultant to examine the data and provide an opinion on the direction this matter should take. The Manager also confirms that the MECP has provided authorization to continue the switch until December 4, 2019.

A level transmitter is being installed on CBS SCADA system in tandem with the free chlorine. This will allow chlorine to be pushed north in the system. Finally, energy conservation monitoring at the LL is going well and therefore the same system is being installed at the HL. This will allow operators to see time of use for specific pumps in the system and allow data for future solar use.

The Manager updates members on the flows to date. He indicates that the flows are up and even up over the last four year average. The Board is concerned about the plant capacity. The Manager explains that currently the plant operates at peak flows of the summer at approximately 60%, and in the winter much less. A trigger point would be 85% capacity at peak flows regularly occurring.

No. UW-18-19

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor Neufeld

That report UW/11/19 dated April 18, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to April 24, 2019 is received.

Carried (UW/11/19)

Report UW/12/19 dated April 9, 2019 re: UWSS 2018 Financial Report

The Director of Finance and Business Services, Laura Rauch, for the Municipality of Leamington is in attendance to present her report. Also in attendance is the auditor, Ashley Meyer, with the auditing firm HMID.

Ms. Rauch reviews her report with the UWSS board members, explaining that the report is prepared to PSAB specifications annually. The main areas touched upon are the Statement of Financial Position and the Statement of Financial Activities.

She reviews each section within explaining the UWSS assets, liabilities, non financial assets, capital purchases, billings, investments, etc. She further confirms that HMID has audited the documents and believes them to be a fair representation of the UWSS's Financial Position. She also indicates that UWSS is in a good financial position and recommends to the board that the Financial Report is approved.

No. UW-19-19

Moved by: Councillor Jacobs

Seconded by: Councillor DeYong

That the report UW/12/19 dated April 9, 2019 re: UWSS 2018 Financial Report is received.

Carried (UW/12/19)

Report UW/13/19 dated April 18, 2019 re: MECP Inspection Report

The Manager reminds members that the UWSS started its inspection in January of 2019 and that this year was a detailed inspection. He notes that this is the first time since 2012 that the UWSS received a 100% rating on the inspection.

The Manager then commended OCWA staff, specifically PCT Ken Penney, for all of their hard work over the last year to achieve the high rating. He notes that the past year saw a lot of projects taking place within the UWSS facilities and OCWA staff ensured that all paperwork was filed with the MECP in a timely manner.

The Manager directs UWSS Board members to some best practise suggestions within the report. Specifically, the valve turning program should be reinstated. There were several others suggestions found on pages 19 & 20 of the report. There was some questions regarding the lead sampling and valve turning. The Manager asks the Administrative Assistant to speak to these items. She notes that the UWSS area would have no lead distribution service lines and very few residential lines that she is aware of. Currently, the UWSS is in the process of mapping all of the valves within the system, but generally work in conjunction with all four municipalities to ensure that all valves are GPS marked.

No. UW-20-19

Moved by: Mayor Bain

Seconded by: Councillor VanderDoelen

That the UWSS receives report UW/13/19 dated April 18, 2019 re: MECP Drinking Water Inspection Report for the UWSS - January 8, 2019.

Carried (UW/13/19)

Report UW/14/19 dated April 18, 2019 re: Payments from February 22 to April 18, 2019

No. UW-21-19

Moved by: Councillor Patterson

Seconded by: Councillor Neufeld

That report UW/14/19 dated April 18, 2019 re: Payments from February 22 to April 18, 2019 is received.

Carried (UW/14/19)

New Business:

The Manager notes that he is still in negotiations with members of OCWA regarding the new contract. He feels that all areas should be addressed and he should be presenting a report to the UWSS Board in May.

He also provides a small update on restructuring. He notes that he has been working with the financial/legal consultants and all material has been forwarded to the member municipalities for review.

He also notes that he will try and set up a tour of the Ruthven WTP for those members interested next month.

Adjournment:

Moved by: Councillor Jacobs

Seconded by: Councillor DeYong

That the meeting adjourn at 9:33 am

Carried

Date of Next Meeting: May 15, 2019 at 9:00 am at the Ruthven Water Treatment Plant

/kmj