



JOINT BOARD OF MANAGEMENT

Wednesday, February 27, 2019

9:00 AM

Kingsville Community Room

Kingsville Arena

1741 Jasperson Road, Kingsville

MINUTES

Members Present: Deputy Mayor Verbeke, Councillors Dunn, Tiessen (alternate), and Wilkinson - Leamington
Mayor Nelson Santos (Vice-Chair); Deputy Mayor Queen,
Councillors DeYong, Neufeld, Patterson - Kingsville
Councillor VanderDoelen - Essex
Councillor Walstedt - Lakeshore

Members Absent: Mayor MacDonald, Councillors Jacobs and Hammond - Leamington

UWSS Staff: Rodney Bouchard, Manager UWSS
Khristine Johnson - Recording Secretary

Staff Present: Chris Nepszy, Andy Graf - Essex

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

Call to Order: 9:03 am

Disclosures of Pecuniary Interest: none

Adoption of UWSS Joint Board of Management Minutes:

No. UW-09-19

Moved by: Councillor Patterson

Seconded by: Deputy Mayor Queen

That Minutes of the UWSS Joint Board of Management meeting of January 16, 2019 be received.

Carried

Business Arising Out of the Minutes:

It was noted that Deputy Mayor Queen's name was missing from the attendance.

Report UW/06/19 dated February 22, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to February 22, 2019

The Manager explains that the MOECP initiated its annual inspection of the UWSS facilities on January 8, 2019 and that this year's inspection is detailed inspection with review of over 700 items. He doesn't foresee any issues, but will bring the inspection back to the board once completed.

He then explains that ASL Rotech has removed and refurbished Low Lift pump #1. The repairs went well and the pump was put back into service on February 4, 2019. Also regarding pumps, Nevro has been hired to investigate a vibration in High Lift Pump #4. The pump has been removed for repairs and the pump should be reinstalled by the end of March 2019.

The Manager explains that the clamp on flow meters for Clarifiers #1 and #3 have been installed to replace older pressure differential flow meters. This will provide better data for the clarifiers in anticipation of the CO2 project. Also new turbidity meters have been purchased and installed for the same Clarifiers.

Electric actuators have been installed on Filter #2 as a test case to compare electric actuators compared to pneumatic. The Board asks why there is a change from pneumatic to air. The Manager refers to the Operations Manager. The Operations Manager indicates that the air system causes a great deal of failures that disrupts the facility. They are trying the electric to determine reliability versus pneumatic.

The Manager provides an update on the SCADA project. He confirms that Associated Engineering (AE), Summa Engineering, OCWA and the UWSS all participated in a day and a half workshop, reviewing the draft Program Control Narrative (PCNs) and PLC design.

The Manager provides an update on the CO2 pH Adjustment/ Chlorine System Improvements and notes that there was a kick off meeting on February 20th. The contractor, Maple Reinders, AE, UWSS and OCWA staff were present. There was a schedule review and the notice to proceed was to be provided soon. The project is still on track with a 40 week completion date.

The Manager indicates to the members of the Board that the Ruthven WTP is scheduled to be shut down for only a few hours on February 28, 2019 in order to allow for a temporary installation of a chlorine gas system that will be used during upgrades of the primary gas system. The Board has some concern over this temporary shut down. The Operations Manager assures the Board that this practice has occurred in the past and is only on the raw water lines and there will be no disruption to the service. The process should only take approximately one (1) hour.

The Manager briefly reviews the flows.

No. UW-10-19

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor Wilkinson

That report UW/06/19 dated February 22, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to February 22, 2019 is received.

Carried (UW/06/19)

Report UW/07/19 dated February 21, 2019 re: O. Reg. 453/07 Financial Plan Update for the Union Water Supply System

The Manager reviews the Municipal Drinking Water License (MDWL) renewal with the Board and reminds them of the notice received back in July 2018 indicating that the UWSS application was due by January 20th 2019. He confirms that Water & Associates were preparing the water rate study on behalf of the UWSS. The water rate study is required to be completed prior to the Financial Plan, and was completed in December 2018. The Manager then received the Financial Plan on January 17th, 2019 just after the last board meeting. However, the Financial Plan is required to be endorsed by the UWSS JBM in order to be forwarded to the MOECP. Therefore, the Manager requested, and was granted, an extension by the MOECP to submit the Financial Plan when it had been presented to and approved by the UWSS Board.

The Manager then reviews the water rate study and speaks of the wholesale revenue as the main source of income for the UWSS. He then speaks about the large capital program that he is forecasting over the next several years. He directs attention to the forecasted growth within the UWSS treatment zone in terms of population and greenhouse acreage that is forecasted.

He reminds members of the board that he typically provides the board with a six (6) year capital plan, that the board endorses, however he notes that this is a plan that can be amended and changed as need be. The Manager also provides information on some of the larger capital projects that are expected to start within the next several years, such as the DAF project, residuals management, dry scrubber, possibly UV, watermain replacement and others.

The Board asks if this water rate study and Financial Plan consider the possibility of restructuring. The Manager indicates that it does not, as the Financial Plan could only take into account what was happening with the UWSS JBM right now.

The Board asks the Manager if the 4% suggested water rate increase over the next five years is in addition to the standard 2% that has been used recently. The Manager indicates that the water rate study is suggesting the 4% only, not in addition too. The Manager also reminds members of the board that this plan can change as well, it is not fixed.

There is a question concerning a possible rate increase and how it will affect greenhouse operators. The Manager again explains that this report is not fixed and he normally provides a mid-year variance report that will provide an indication if the flows are above the projection and then perhaps a rate increase will not be necessary. The Manager explains that the numbers can change if need be.

The board asks the Manager if there is a limit to amount of water the UWSS can draw from the lake. The Manager confirms that the Permit to Take Water (PTTW) provides UWSS with a limit and currently the UWSS is well below that limit.

No. UW-11-19

Moved by: Councillor Patterson

Seconded by: Deputy Mayor Queen

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

And further, The Union Water Supply System Water Financial Plan prepared by Watson & Associates Economists Ltd. dated January 17, 2019 be approved;

And further, that Notice of availability of the Financial Plan be advertised;

And further, that the Financial Plan and the Board Resolution approving the Financial Plan be submitted to the Ministry of Municipal Affairs and Housing. (O.Reg. 453/07, Section 3 (1) 6);

And further, that the Financial Plan and the Board Resolution approving the Financial Plan be submitted to the Ministry of Environment, Conservation and Parks, thus satisfying the requirements under the Safe Drinking Water Act. (SDWA Section 32 (5) 2 ii)).

Carried (UW/07/19)

Deputy Mayor Verbeke leaves the meeting at 9:54 am

Report UW/08/19 dated February 21, 2019 re: Annual Report under Safe Drinking Water Act and Ontario Regulation 170/03

The Manager explains that this is a yearly report to that is completed and provided to the systems that UWSS serves. It must be prepared and provided by February 28th of the following year setting out any water quality (AWQIs) issues, capital improvements and must be made available to the public.

The Manager makes notes of the AWQI that the WTP experienced in 2018. He confirms that on May 18, 2018 the WTP experienced a loss of coagulation to Clarifier #4, due to PLC failure for approximately 51 minutes. Maintenance personal were called in to restore the PLC.

No. UW-12-19

Moved by: Deputy Mayor Queen

Seconded by: Councillor Wilkinson

That the report UW/18/19 dated February 21, 2019 re: 2018 Annual Report under the Safe Drinking Water Act and Ontario Regulation 170/03 is received.

Carried (UW/08/19)

Report UW/09/19 dated February 21, 2019 re: 2018 Summary Report for Municipalities for 2018 as required under Regulation 170/03 made under the Safe Drinking Water Act

The Manager reminds member of the Board that this is a yearly report to that is completed and provided to the systems that UWSS serves. It must be prepared and provided by March 31st of the following year. This report sets out any issues within any of the systems within the UWSS.

The Manager makes notes of the AWQIs within the UWSS System, wherein on May 19, 2018 Clarifier #4 experienced a loss of coagulation, but staff was called in to make the repair; and the Municipality of Leamington on June 22, and July 20, 2018 regarding a sample station that had an adverse residual, however, flushing the area brought the residual back up to standard levels. An auto flusher has been installed.

Finally, this report also sets out the volume of water used by each municipality and by UWSS as whole to ensure that it is within its Permit to Take Water (PTTW) limit.

No. UW-13-19

Moved by: Councillor Neufeld

Seconded by: Councillor Walstedt

That the Board receive the Summary Report for 2018 which fulfills the requirements of Schedule 22 of the Ontario Regulation 170/03; and

That the Summary Report be forwarded to the four (4) participating municipalities namely the Town of Essex, Town of Kingsville, Town of Lakeshore and the Municipality of Leamington.

Carried (UW/09/19)

Report UW/10/19 dated February 22, 2019 re: Payments from January 11 to February 22, 2019

No. UW-14-19

Moved by: Deputy Mayor Queen

Seconded by: Councillor Dunn

That report UW/10/19 dated February 22, 2019 re: Payments from January 11 to February 22, 2019 is received.

Carried (UW/10/19)

New Business

The Administrative Assistant speaks to the Board briefly about the Standard of Care training that all board members should attend. She discusses a few options and which members still require the training. Mr. Nepszy, from the Town of Essex, indicates that there is training on May 13th. The administrative assistant made note and would contact the board members in need of training.

There is a brief discussion about the date of the next UWSS Board meeting and it is determined that the March UWSS Board meeting should be cancelled.

No. UW-15-19

Moved by: Councillor Wilkinson

Seconded by: Councillor Dunn

That the March 20, 2019 UWSS Joint Board of Management meeting is cancelled.

Carried

Adjournment

No. UW-16-19

Moved by: Councillor Tiessen

Seconded by: Councillor Neufeld

That the meeting adjourn at 10:23

**DATE OF NEXT
REGULAR MEETING**

Wednesday, April 24, 2019
9:00 am, Kingsville Arena Community Room

kmj