



# JOINT BOARD OF MANAGEMENT

Wednesday, February 19, 2020  
9:00 AM

Ruthven Water Treatment Plant  
1615 Union Avenue,  
Ruthven

## MINUTES

**Members Present:** Mayor MacDonald (Chair); Deputy Mayor Verbeke, Councillors Hammond, Wilkinson - Leamington  
Deputy Mayor Queen, Councillors DeYong, Neufeld, Patterson, Gaffan (alternate) - Kingsville  
Councillor VanderDoelen - Essex

**Members Absent:** Mayor Nelson Santos (Vice Chair) - Kingsville  
Councillors Dunn and Jacobs - Leamington  
Councillor Walstedt - Lakeshore

**UWSS Staff Present:** Rodney Bouchard, Manager UWSS  
Khristine Johnson, UWSS Recording Secretary

**Municipal Staff Present:** Andy Graf - Essex  
Shaun Martinho - Kingsville  
Kevin Girard - Lakeshore

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

**Call to Order:** 9:01 am

**Disclosures of Pecuniary Interest:** none

**Adoption of Board Minutes:**

**No. UW-10-20**

**Moved by:** Councillor DeYong

**Seconded by:** Councillor Patterson

That Minutes of the UWSS Joint Board of Management meeting of January 15, 2020 be approved.

Carried

**Business Arising Out of the Minutes:**

There was none.

**Report UW/05/20 dated February 14, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to February 14, 2020**

The Manager reviews his report with board members. He explains that the filters #5 and #7 are in the process of being cleaned and disinfected, while flow meters are being installed. Maintenance on filters #1 and #3 will start shortly.

Clarifier #3 has been put back into service after being on shut down for the winter season. The operations staff will then work on starting up Clarifier #2. Once that is completed Clarifier #1 will be shut down for the installation of an 18 inch butterfly valve and flow meter.

The Manager informs the board members that the work on Filters #2 and #4 filter inlet gate valves has been postponed until the fall to allow for lower flows. At that time new inlet valves will be installed in conjunction with the filter #4 rehabilitation project.

The Manager then informs board members that the Harrow/Colchester WTP is in need of doing some upgrades. While these upgrades are taking place the UWSS will supply water to the area in question through interconnects. Billing flows for both Kingsville and Essex will be monitored during this time.

The Manager provides updates on several ongoing projects around the WTP. He notes that the SCADA project is entering the final stages with the final FAT testing to take place the first week of March. This final step had been delayed due to vacations and scheduling conflicts. The CO2 pH Adjustment project is also nearing completion. The actual system has been commissioned and is operational. There are a few minor technical deficiencies that the team is working on.

Peralta Engineering has been retained to design and install a sewage force main for UWSS thus eliminating the existing septic system. This will allow UWSS to expand the parking lot at the front of the Ruthven Water Treatment Plant building. The Manager feels that this project will have engineering completed by April or May. The Board asks if this is a new sewer line. The Manager notes that the connection is just north on Union Avenue.

Phasor Industrial has been retained by the UWSS to complete electrical upgrades to the Low Lift. Phasor provided the best quote for the work, which includes a new transformer, new transfer switch gear and other electrical work.

The Manager notes that OCWA Engineering Services has been retained to act as project coordinator for the Kingsville Water Project (KWT). He indicates that a number of safety issues have been discovered and the interior coating has damage from ice. A new circulating pump will be installed during the rehabilitation. It should also be noted that the exterior paint testing does indicate the presence of lead paint. Therefore, this project will require full encapsulation in order to ensure safety of the surrounding area. He anticipates that the work will commence in April 2020, depending on the weather and the ground

conditions. He is also working with the Town of Kingsville, as a small building to house some mechanical equipment will be built on site. The Manager explains that Kingsville will have to opportunity to determine which logos are placed on the sides. The same opportunities were provided to Leamington and Essex during the recent refurbishment of those water towers. There is some concern regarding the antennas and other communication equipment on top of the tower in regards to income for leased space. The Manager assures the board that income structure is all documented in agreements. The Manager also assures board members that there will be communication with the neighbours in the location of construction. However, it should be noted there will be noise while the project is ongoing, but the site will be kept as tidy as possible and there is adherence to noise by-laws.

The Manager then explains that he is working with Eramosa for retrofitting multiple hydrants throughout the system with sensor and telemetry equipment, which will help measure flow, temperature and other parameters. This information will be collected in real time and sent back to the water treatment operators. This will allow operations staff to monitor any pressure drop and determine water age. This project will also assist with determining which areas should be flushed more often. Board members ask for clarification on a few points regarding this project. The Manager then explains that the monitoring device is inside the hydrant and the hydrants will remain operational.

The Manager informs the board that quotes have been received to start on the new lab, but he is waiting for a third quote. The quotes were coming from local vendors. Once the new lab is constructed the old lab will be removed to make way for new washrooms.

The Manager confirms that the monitoring buoys project mentioned a few months ago is proceeding. The team is looking to obtain a grant of \$1 million. He will keep the Board updated as to the progress of this project.

Finally, the Manager notes that the flows are up quite a bit over last year and the four (4) year average. He believes this will be the trend over the next year.

#### **No. UW-11-20**

Moved by: Councillor Patterson

Seconded by: Councillor Neufeld

That report UW/05/20 dated February 14, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to February 14, 2020 is received.

Carried (UW/05/20)

#### **Report UW/06/20 dated February 14, 2020 Engineering and Design - Dissolved Air Flotation (DAF)**

The Manager reviews his report with members of the Board. He notes that the UWSS is made up of up flow clarifiers, which require a steady, constant flow. He further explains that UWSS would like to retrofit one of the clarifiers with a dissolved air flotation (DAF) system. This will allow to maintain some of the components of the current system and address the materials that want to sink and the materials that want to float.

Based on the DAF design he feels that there is potential to have 2x the throughput of water. DAF systems are a little more robust and can handle the changes and will not take as long to start up. Currently the clarifiers take a long time to get a blanket going and this wastes a great deal of water.

He explains he has been working with Associated Engineering (AE) over the last several years and are very knowledgeable of the systems. The intent is to design two (2) clarifier DAFs at this time, therefore the costs will be higher at beginning of this project but lower.

**No. UW-12-20**

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor Neufeld

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

That the UWSS Board authorizes the UWSS General Manager to award a contract in the amount of \$384,200 to Associated Engineering for Conceptual & Detailed Design and Engineering services and project management for the retrofit of Clarifier #2 with a Dissolved Air Flotation clarification system.

Carried (UW/06/20)

**Report UW/07/20 dated February 11, 2020, 2019 Annual Report under the Safe Drinking Water Act and Ontario Regulation 170/03**

The Manager explains that this report is a requirement under Regulation 170/03 and should be made available to the public. He confirms that it is posted on the UWSS website. He notes that the UWSS had only one AWQI in 2019, however it was mistakenly recorded under the Kingsville Distribution number.

There is a general discussion about our settling pond, lead testing and the raw water.

**No. UW-13-20**

Moved by: Deputy Mayor Queen

Seconded by: Councillor Wilkinson

That the UWSS Joint Board of Management receive the 2019 Annual Report under the Safe Drinking Water act 2002 and under Regulation 170/03.

Carried (UW/07/20)

**Report UW/08/20 dated February 11, 2020, 2019 Summary Report for Municipalities under Regulation 170/03 made under the Safe Drinking Water Act**

The Manager again explains that the Summary Report is a requirement under the Safe Drinking Water Act (SDWA) and is prepared each year. This report demonstrates all of

the municipalities served by UWSS and mentions any issues that have been noted in 2019. It also provides the flows for each of the municipalities. He further explains that the UWSS met all the regulatory requirements in 2019.

**No. UW-14-20**

Moved by: Councillor DeYong

Seconded by: Councillor Hammond

That the UWSS Joint Board of Management receive the 2019 Summary Report, which fulfills the requirement of Schedule 22 of the Ontario Regulation 170/03; and

That the Summary Report for 2019 is forwarded to the four (4) participating municipalities namely the Town of Essex, The Town of Kingsville, the Town of Lakeshore and the Municipality of Leamington.

Carried (UW/08/20)

**Report UW/09/20 dated February 14, 2020 re: Payments from January 10 to February 14, 2020**

**No. UW-15-20**

Moved by: Councillor Patterson

Seconded by: Councillor Gaffan

That report UW/23/20 dated July 26, 2020 re: Payments from June 14 to July 26, 2020 is received.

Carried (UW/09/20)

**New Business**

There were no new items to discuss.

**Adjournment**

**No. UW-16-20**

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor Hammond

That the meeting adjourn at 9:44 am

Carried

**Date of Next Meeting:** Wednesday, April 15, 2020 9:00 am - Virtual Meeting.