



**JOINT BOARD OF  
MANAGEMENT**  
Wednesday, September 16, 2020  
9:00 AM  
Virtually in Zoom

## MINUTES

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

**Members Absent:** Mayor MacDonald - Leamington

**Staff Present:** Kevin Girard - Essex  
Shaun Martinho - Kingsville  
Albert Dionne - Lakeshore  
Shannon Belleau, Nelson Carvalho - Leamington

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

**Call to Order:** 9:00 am

**Disclosures of Pecuniary Interest:** none

**Adoption of Board Minutes:**

**No. UW-38-20**

**Moved by:** Councillor Jacobs

**Seconded by:** Deputy Mayor Queen

That Minutes of the UWSS Joint Board of Management meeting of July 15<sup>th</sup>, 2020 be received.

Carried

**Business Arising Out of the Minutes:**

There was none.

**Report UW/20/20 dated September 10, 2020 re: Changes to Leamington UWSS Board Member Appointment**

The Manager explains that this report is just for information. He received word from Leamington's Clerk that at Council meeting of September 8th, 2020 authorized removing Councillor Wilkinson from UWSS Joint Board of Management. Councillor Wilkinson will still be an alternate member of the UWSS Board. Effective September 13th, 2020 Councillor Paul Tiessen will now be a regular member of the UWSS Joint Board of Management.

The Manager thanked Councillor Wilkinson for his service to the UWSS Board and welcomed Councillor Tiessen.

Mayor Santos, acting as Chair, welcomes Councillor Tiessen as well.

**No. UW-39-20**

Moved by: Councillor Neufeld

Seconded by: Councillor Hammond

That report UW/20/20 dated September 10, 2020 re: Changes to Leamington UWSS Board Member Appointments is received; and

That Councillor Wilkinson is moved to an alternate position and Councillor Tiessen is moved to the position of a regular UWSS Joint Board of Management member.

Carried (UW/20/20)

**Report UW/21/20 dated September 11, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to September 11, 2020**

The Manager reviews his report with board members. He notes that business at the plant is slowly and carefully attempting to get back to the new normal.

During the bi-monthly meter reads it was noted that billing Meter #13 failed. A new meter was purchased and installed.

At the July 15th Board meeting it was noted that Low Lift pump #5 had been received from Nevro. That pump has since been installed and is working well. Also at July meeting it was reported that Filter #5 "A" side main wash valve actuator had failed. This has since been replaced and an extra one has been purchased as a back-up. The roof leak that was also reported in the operator's section of the water treatment plant has been repaired. This was very necessary as the leak was over the SCADA server area of the plant, with multiple electronic components that could potentially be damaged by any leaks. The Manager does note that he has asked for quotes for major repairs and is still looking into warranty options.

The Manager informs members of the board that the residual solid pile has been completely removed by DiMenna Excavating. This company will also be cleaning out the solids from the south lagoon and staging it to dry out.

The Manager provides updates on the SCADA project. He notes that the WTP is getting ready for the SCADA contractors to return to the plant to complete the integration of the SCADA system. This work has been on hold since March 2020 due to COVID restrictions. He explains that all COVID-19 safety protocols will be in place during this time to protect essential staff members. He further explains that there will be some added expenses that will be seen as line items in the financials.

The Manager reminds members that the Kingsville Water Tower (KWT) project has been postponed until 2021. However the Manager notes that a preliminary lease agreement with the Town of Kingsville for the water tower land lease has been developed and UWSS is working with its solicitor to have a final version ready for review by Town of Kingsville.

The hydrant retrofit project that was discussed at the July 15th meeting has been started and data is now being collected. The Manager then provided the members with a demonstration of the type of data that is being collected from the 12 hydrants out in the system. He notes that the project will eventually include a screen in front of the operators so that they can see the water pressure information at all times and this will show if ever there is a pressure drop in the vicinity of these sensors, alerting the operator of potential watermain breaks. He further explains that the same company is being consulted to assist with the same type of monitoring for the 16 billing meters that the system uses.

The Manager reminds members of the upgraded security system project that had been approved in the 2020 budget. He explains that Empire Communications is working to install all of the necessary security features at the UWSS facilities. He anticipates that the work at the main building should be completed by the end of September and then he feels that all the finer details of the new system should be in place by the end of October.

The parking lot project has been delayed slightly. The County of Essex has asked the UWSS to enter into an Easement and Road Use Agreement. The Manager is still hoping to have this project completed by the end of the year, but it is getting difficult as the reality is that many contractors are super busy trying to catch up on projects that were postponed due to COVID-19 and many are bigger than this small type of project.

The Manager provides an update of the Dissolved Air Flotation (DAF) project, noting that Associated Engineers are working on the design portion of the project at the moment. He is hoping to get the tender out next year. The installation of DAF is designed to address the bottle neck that the UWSS has regarding the clarification project. This will take place on Clarifier #2. The second DAF will be installed at a later date.

The UWSS raw water line #2 will be having a new flow meter installed in late October or early November, which will allow staff to have better information on this line. New inlet valves for filters #2 and #4 have been purchased and will be installed once the low flow season arrives and these filters can be shut down.

Work on the Leamington Water Tower (LWT) isolation valve automation will take place in tandem with the SCADA project. The automation will allow control from the operator's desk, rather than sending someone out into the field to complete the task. This will help manage both the LWT and the AWT.

The Manager explains that OCWA Engineering Services (ES) has been retained to provide management services for the Filter #2 and #4 filter box upgrade. He notes that these two (2) filters are original to the WTP and date back to 1959. OCWA ES is in the process of working on a tender package. The Manager anticipates that the #4 Filter will be initiated in November 2020, and the #2 Filter in early 2021.

The new CO2 pH Adjustment System is working well, with operations staff making small adjustments in order to obtain the proper dosage. This has assisted in the reduction of the effluent aluminum residual and has prevented the effluent pH from dropping too low. The CO2 pH adjustment has significantly improved the coagulation process for water treatment.

The Manager provides an update on the University of Windsor/Glier project. He notes that the buoys are now out in Lake Erie and collecting real time data. He further notes that UWSS has not put any money into this project at this time, as a grant was used for funding. A third buoy has been purchased, but at the time of this meeting is not yet functional. The data collected will assist with monitoring water quality, weather and temperature. He sees the potential to help our neighbours as well, with the possibility of having a buoy out in the Harrow/Colchester waters as well. UWSS has the potential to create a network to gather pertinent data.

The Manager reminds members of the proposed joint study between UWSS and Windsor Utilities to investigate the possibility of servicing each system in an emergency situation. He confirms that Stantec Consulting and C3 Water are teaming up to assist with this investigation. They will be looking into what type of infrastructure will be required and what type of work would need to be completed. He is hoping to have further details available for the next UWSS Board meeting. The budget could be in the area of \$120,000, which would be most likely shared between UWSS and WUC. This could have potential benefits to all municipalities in the area during emergency situations.

The Masterplan (MP) needs to be developed and the Manager is consulting with C3 Water and Associated Engineering (AE) to have them develop a new MP for the UWSS. UWSS is seeing increases in water demands and he is hoping to work with all the municipalities to obtain projections on greenhouse and residential development. He notes that this is necessary as there were a few days in June and early July that the peak daily demand exceeded the plant capacity for a few hours. That is a scenario that UWSS does not want happening for too long, because the reservoirs can be drained. This is why every year there is lawn watering by-laws in place. He is also potentially looking at tiered restrictions as well. A discussion needs to take place between all of our municipal partners regarding restrictions.

He also notes that there are things UWSS are doing at the WTP level to become more efficient, such as the DAF, CO2 System and potentially re-rate the WTP for higher limits. He will be further looking into another reservoir at the WTP. Unfortunately, this is a big ticket item with a budget of \$15-\$20 million.

There is then a discussion regarding greenhouses; how many have been built, how many new acres have been applied for and what is the potential for more to be built. This are will be part of the new Masterplan. He also notes that residential customers should not

be paying for the greenhouse growth. He is hoping to work with the municipalities to put a water rate in place to account for the greenhouse development.

There is then a discussion regarding the re-organization of the UWSS and where this project stands. The Manager explains that the municipalities have provided all of the reports and the meetings have taken place with all of the administrations of each municipality. One of the main issues to address is the Common Asset issue. The Manager had put together a short report that had been circulated for review, then unfortunately COVID-19 happened.

#### **No. UW-40-20**

Moved by: Councillor Jacobs

Seconded by: Councillor Hammond

That the Manager follow up with the partner municipalities regarding the incorporation of the UWSS; and

That any reports regarding the UWSS incorporation include the historical information regarding Common Assets for municipalities to review; and

That the UWSS Manager is directed to bring a report back to the next meeting regarding the incorporation and what parameters the UWSS requires to support the growth of the greenhouse industry, which could be in the form of a Masterplan update.

Carried (UW/21/20)

There is some discussion on the above motion. Possible infrastructure developments are briefly discussed and Shannon Belleau noted that a report would be going to Leamington council shortly on possible upgrades to infrastructure necessary to ensure future development. Councillor VanderDoelen notes that sometimes with success comes new problems, but is hopeful that Essex could support growth for the region. Councillor DeYong reminded members of the Board of last year's trip to the Netherlands by local municipal mayors and administration to tour many environmentally efficient greenhouses and asks if this technology has been utilized within the greenhouses in the UWSS service area. Mayor Santos noted that many of the newer greenhouses are already very efficient. There is then a brief discussion on the LADIA waterline and if this can be utilized in a better way to bring water to some of the newer developments. Nelson Carvalho notes that the greenhouse growers require better water than what is flowing through the LADIA line.

#### **No. UW-41-20**

Moved by: Councillor Dunn

Seconded by: Councillor Neufeld

That report UW/21/20 dated September 11, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to September 11, 2020 is received.

Carried (UW/21/20)

**Report UW/22/20 dated September 11, 2020 re: Payments from July 11th, to September 11th, 2020**

**No. UW-42-20**

Moved by: Councillor Patterson

Seconded by: Councillor DeYong

That report UW/22/20 dated September 11, 2020 re: Payments from July 11 to September 11, 2020 is received.

Carried (UW/22/20)

Adjournment:

**No. UW-43-20**

Moved by: Councillor Walstedt

Seconded by: Councillor VanderDoelen

That the meeting adjourn at 10:19

Carried

**Date of Next Meeting:** Wednesday, October 21, 2020, virtually in Zoom

/kmj