



# *Union Water Supply System*

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**SENT BY: email**  
**March 9, 2021**

Town of Kingsville  
2021 Division Road North  
Kingsville, Ontario  
N9Y 2Y9

**Attention: Mr. John Norton, Chief Administrative Officer**

Dear Mr. Norton,

**RE: Town of Kingsville Appointees to the Union Water Supply System Joint Board of Management**

As per the *Transfer Order for the Union Water Supply System, Transfer Order Union W1/1999 dated January 8, 2001* (Transfer Order) the appointment of municipal representatives on the UWSS Joint Board of Management is governed by the following section of Schedule "B" to the Transfer Order:

## ***Joint Board of Management***

1. *(a) Each Municipality may appoint one (1) Representative to the Management Board, such appointment to be made at the effective date of this order and on an annual basis thereafter by January 31<sup>st</sup> of each year. Commencing with the effective date of this order, and on annual basis thereafter, by January 31<sup>st</sup> of each year each Municipality may appoint one (1) additional Representative to the Management Board for every ten (10) percent of the total water consumption of the System apportioned to that Municipality in the previous year.*  
  
*(b) Notwithstanding paragraph (a), a Municipality may not have more than fifty (50) percent of the total number of Representatives, nor more than fifty (50) percent of the total vote, of the Management Board.*

Thus, as per Schedule "B" of the Transfer Order, each municipality can appoint 1 member to the UWSS Board as the municipal representative and additional member for every 10 percent of the total UWSS water consumption.

The proportion of the UWSS that each municipality owns is governed by Schedule C of the UWSS Transfer Order and is based on water consumption for each municipality.

Schedule C provides that the system interest is to be updated every four years on the basis of the previous four years' flows.

At its meeting on February 17, 2021 the UWSS Board passed the following resolution:

***No. UW-14-21***

*Moved by: Deputy Mayor Verbeke*

*Seconded by: Councillor Tiessen*

*That UWSS system interests in Schedule C of the Transfer Order are updated as follows:*

<b><i>Municipality</i></b>	<b><i>Average Water Consumption (ML/year)</i></b>	<b><i>Proportional System Interest</i></b>
<i>The Corporation of the Municipality of Leamington</i>	<i>8,909.0</i>	<i>53.00%</i>
<i>The Corporation of the Town of Kingsville</i>	<i>6,509.1</i>	<i>38.72%</i>
<i>The Corporation of the Town of Essex</i>	<i>827.8</i>	<i>4.92%</i>
<i>The Corporation of the Town of Lakeshore</i>	<i>564.8</i>	<i>3.36%</i>

*That the municipalities of Leamington, Kingsville, Essex and Lakeshore be informed of this update to Schedule C of the UWSS Transfer Order. This update will apply from January 1, 2021 to December 31, 2024.*

*Carried (UW/10/21)*

In accordance with Schedule "B" of the Transfer Order, Table 1 below identifies the number of UWSS Board representatives that can be appointed by each municipality:

**Table 1**

Municipality	No. of Municipal Representatives	Percentage of Total UWSS Water Consumption	Additional Appointees Based on Water Consumption	Total No. of Municipal Appointees to UWSS Board
Leamington	1	53.00%	5	6
Kingsville	1	38.72%	3	4
Essex	1	4.92%	0	1
Lakeshore	1	3.36%	0	1

March 9<sup>th</sup>, 2021 - Town of Kingsville Appointees to the UWSS Board

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The UWSS Board currently includes the following number of municipal representatives: Leamington - 6; Kingsville - 5; Essex - 1; Lakeshore - 1. In keeping with Schedule "B" of the Transfer Order, the Town of Kingsville will need revise its number of appointees to the UWSS Board from five (5) to four (4).

It is anticipated that the adjustment to the Town of Kingsville's appointees to the UWSS Board will take place prior to the March 17<sup>th</sup>, 2021 UWSS Board meeting.

Please do not hesitate to contact me if you have any questions or comments.

Yours truly,

A handwritten signature in blue ink, appearing to read 'R. Bouchard', with a stylized flourish at the end.

Rodney Bouchard, General Manager  
Union Water Supply System Joint Board of Management

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