



## **JOINT BOARD OF MANAGEMENT**

Wednesday, April 21, 2021

**9:00 AM**

Virtually in Zoom

### **MINUTES**

**Members Present:** Mayor MacDonald (Vice-chair); Deputy Mayor Verbeke, Councillors Hammond, Jones, Tiessen - Leamington  
Mayor Nelson Santos (Chair); Deputy Mayor Queen, Councillors DeYong, Patterson - Kingsville  
Councillor Walstedt - Lakeshore

**Members Absent:** Councillor Dunn  
Councillor Vander Doelen

**Also in Attendance:** Rodney Bouchard, Union Water Supply System Manager  
Khristine Johnson, Recording Secretary

**Municipal  
Staff Present:** Laura Rauch, Shannon Belleau, Nelson Carvalho - Leamington  
Andrew Plancke, Shaun Martinho, Ryan McLeod- Kingsville  
Kevin Girard - Essex  
Albert Dionne - Lakeshore

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

**AUDIT Staff  
Present:** Ashely Meyer - Hicks, MacPherson, latonna, Driedger LLP

**Call to Order: 9:03 am**

**Disclosures of Pecuniary Interest: none**

**Adoption of Board Minutes:**

**No. UW-25-21**

**Moved by:** Deputy Mayor Queen

**Seconded by:** Councillor Walstedt

That Minutes of the UWSS Joint Board of Management meeting of Wednesday, March 17, 2021 is received.

Carried

### **Business Arising Out of the Minutes:**

There was none.

#### **Report UW/18/21 dated April 16, 2021 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to April 16, 2021**

The Manager reviews his report with the members of the Board. He notes that the rehabilitation of Filters #2 and #4 are moving along. There has been a delay in receiving the underdrains from the USA. He explains that once that component arrives the underdrains will take about three (3) weeks to install. This project is just a little behind the timeframe for completion.

The Kingsville Water Tower (KWT) project is moving along nicely with the installation of the scaffolding completed and the canvas enclosure being installed at this time. All of the communication antennas have been removed from the top of the tower and placed on the scaffolding for the time being. The interior of the tank has been drained and interior sandblasting has started. Pressure monitoring is taking place and there have only been a few complaints related to the KWT being offline. The water pressure is just lower than residents are used to.

The Manager explains that the north settling pond has been taken out of service to allow for it to dewater. In July the pond will be excavated to allow for further dewatering and then the dried out material can be sent to the landfill as cover.

The decommissioning of the chloramination system is continuing. The Manager explains that new concrete floors have been poured in the ammonia storage room. Removal of the scrubber still needs to take place, but staff members have been completing this project when time allows. This building will be converted to a maintenance shop over the summer, which will free up space in the main building.

The construction of the new laboratory is still ongoing but most of the work has been completed. The epoxy floor is scheduled to be poured during the week of April 19, 2021 and furnishings for the lab have been purchased. Operations staff is sourcing lab equipment at the moment, but in the end there will be more room for our staff in the lab to move around.

The Essex Water Tower (EWT) will be taken out of service during the week of April 26<sup>th</sup> for one week to allow for warranty inspection and repairs to any coating issues. A new cathodic corrosion protection system will also be installed at that time. The Town of Essex environmental services staff are aware of the upcoming work.

The Dissolved Air Flotation (DAF) project is in final design stages. Associated Engineering (AE) has prepared a pre-qualifying document. This will allow to pre-qualify contractors for the DAF work prior to tendering. Pre-qualification will occur in early May and the tender will be issued at the end of May 2021.

The UWSS is working on its Infrastructure Review Study and the team is working to calibrate the water model for the UWSS. They have been working with local staff and local municipalities on growth projections. The Manager anticipates a preliminary report available by June 2021.

The water models for the UWSS-WUC servicing study is still ongoing. The teams of C3 Water and Stantec Consulting are integrating the water models and identifying some linear infrastructure testing scenarios. The model will run these and the engineers will come back with a report to be reviewed.

As has been the norm for 2021, the flows are still very high, but have plateaued. The Manager feels as long as there are no significantly dramatic increases this summer UWSS will be in decent shape.

#### **No. UW-26-21**

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor Hammond

That report UW/15/21 dated March 12, 2021 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to March 12, 2021 is received.

Carried (UW/15/21)

#### **Report UW/19/21 dated April 16, 2021 re: UWSS 2020 Financial Report**

The Director of Finance and Business Services for the Municipality of Leamington, Laura Rauch, speaks to the Board regarding the Financial Report for 2020 for the UWSS. She notes that this report was prepared by Leamington staff and audited by Hicks, MacPherson, Iatonna, and Driedger (HMID). She also notes that Ashley Meyer was attending the Board meeting in case there were any questions.

Ms. Rauch notes that the Statement of Financial Position provides an update on the assets and notes that they have increased by \$2.8 M, this is due to increase in cash holdings. She notes that financial liabilities have decreased by \$2.0 M and this is due to long term debt being reduced. The board is reminded that there is only six (6) years remaining on the Sun Life Debt.

She provides a list of capital asset purchases for the year 2020, which included watermain the DAF project, WTP security, Low Lift stations, KWT project and clarifier work. She also notes that the 2020 ending balance of accumulated surplus, under PSAB has increased by \$3.5 M.

Ms. Rauch moves onto the audited Financial Statements and confirms that billings for 2020 increased, due to increased flows. Electricity expenses also increased, which is to be expected with increased flows. Operational programs and studies were less in 2020 than anticipated but COVID played a role in that issue, however, it is anticipated that these will be completed in 2021.

Ms. Rauch recommends that the financial report is approved.

**No. UW-27-21**

Moved by: Councillor Patterson

Seconded by: Councillor Jones

That the 2020 Financial Report for the Union Water Supply System Joint Board of Management be approved.

Carried (UW/19/21)

**Report UW/20/21 dated April 16, 2021 re: Payments from March 13<sup>th</sup> to April 16<sup>th</sup>, 2021**

**No. UW-28-21**

Moved by: Deputy Mayor Queen

Seconded by: Councillor Tiessen

That report UW/20/21 dated April 16<sup>th</sup>, 2021 re: Payments from March 13<sup>th</sup> to April 16<sup>th</sup>, 2021 is received.

Carried (UW/20/21)

**New Business**

Deputy Mayor Queen notes that he appreciates all the work that the Manager has done with the regarding the restructuring of the UWSS. He would like to have a committee to include the CAOs to assist with the restructuring process.

The Manager notes that he will be scheduling a meeting with the four (4) CAOs so that a discussion can take place.

Councillor Walstedt asks the Board if adding one more thing to the CAOs plates is beneficial.

**No. UW-29-21**

Moved by: Deputy Mayor Queen

Seconded by: Councillor DeYong

That the Manager of the UWSS invite the four (4) CAOs of the member municipalities to join a committee regarding the restructuring of the UWSS.

Carried

The Manager then notes that he is still working on expanding the parking lot and installing a force main sewage main. He explains that he has received the preliminary agreement from the solicitor for the County of Essex just the day prior.

**No. UW-30-21**

Moved by: Deputy Mayor Verbeke

Seconded by: Mayor MacDonald

That the Manager is provided delegated authority to enter into a Road User Agreement with the County of Essex on behalf of the Union Water Supply System Joint Board of Management regarding the installation of UWSS' private sewage force main in the right of way of County Road 45 to the nearest Town of Kingsville sewer connection point.

Carried

**Adjournment:****No. UW-31-21**

Moved by: Councillor Patterson

Seconded by: Councillor Walstedt

That the meeting adjourn at 9:26

Carried

**Date of Next Meeting:** Wednesday, May 19, 2021, virtually in Zoom.

/kmj