

**THE UNION WATER SUPPLY SYSTEM**  
**JOINT BOARD OF MANAGEMENT**  
**MINUTES OF MEETING**  
**HELD AUGUST 2, 2017 AT 9 AM**  
**IN KINGSVILLE COMMUNITY ROOM - KINGSVILLE ARENA**

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Members Present: Deputy Mayor MacDonald (Chair); Mayor Paterson, Councillors  
Dunn, Hammond - Leamington  
Councillors Gaffan, Patterson - Kingsville  
Mayor McDermott - Essex  
Mayor Bain (alternate) - Lakeshore

Members Absent: Councillors Jacobs and Verbeke - Leamington  
Mayor Santos and Councillor Neufeld - Kingsville  
Councillor Diemer - Lakeshore

Staff Present: Rodney Bouchard, Union Water Supply System Manager  
Khristine Johnson, recording secretary

Municipal Staff  
Present: Kevin Girard - Kingsville

OCWA Staff  
Present: Dale Dillen, Ken Penney, Adam Taggart

**Call to Order: 9:21 am**

**Disclosures of Pecuniary Interest: None**

**Adoption of UWSS Joint Board of Management Minutes:**

**No. UW-40-17**

Moved by: Councillor Hammond

Seconded by: Councillor Gaffan

That Minutes of UWSS Joint Board of Management meeting of June 21, 2017 be  
adopted.

Carried

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**Business Arising Out of the Minutes: None**

**Report UW/21/17 dated July 28, 2017 re: Status of UWSS Operations & Maintenance and Capital Works to July 28, 2017**

Due to Board members' time constraints the Manager kept his report brief. The Manager reviews each item in his report. He notes that OCWA performs regular maintenance through their workplace maintenance program and this is an ongoing program. He further notes that the Town of Essex distribution system has received a 100% rating on its inspection from the MOECC.

The Manager reports that clarifier #3 is now back in service after the mixer gear box was rehabilitated by ASL Roteq. He also reminds members of previous discussions regarding Meter #4, the Highbury Canco Meter, and the evaluation performed by Flowmetrix. He reports that Flowmetrix has determined that the meter is reading accurately and will not need to be re-sized. He confirms that further reports will be received from Flowmetrix regarding Meters #14, #27 and then eventually Meter #8.

The UWSS valve turning exercises have been completed and will continue on an annual basis. This is a good way of determining any problems out in the system.

The Manager reports that US Ecology has removed 1300 tons of residual waste from the piles located on the west side of the UWSS property. The pile is slowly getting smaller. This program will continue for a number of years. The South Settling Lagoon is due for a cleanout and DiMenna Excavating has won the contract with the lowest bid and this work will be completed by the end of August.

The Manager notes that on July 19<sup>th</sup> he met with the new Leamington District Secondary School (LDSS) team regarding Valve Chamber #117. It appears that a resolution has been found and the work is being completed at this time. He will report back to the board with any issues.

Associated Engineering (AE) is continuing to test the UWSS raw water to evaluate the effects of injecting carbon dioxide gas in UWSS raw water. The Manager notes a report will be presented to the members later in the meeting.

The tendering process for the Essex Water Tower (EWT) has been initiated. Bids will be opened on August 10<sup>th</sup> to accommodate the civic holiday. There is a brief discussion on the possibility of a higher bid than is budgeted. The Manager confirms that if the bid is substantially higher than budgeted the project will have to be postponed until the budget can be re-visited next year.

The Manager also notes that the SCADA upgrade work has been sent to AE to assist with the RFPs. He anticipates that the RFP call will be issued by August 11<sup>th</sup>. He then reminds members that the UWSS is working the Price Waterhouse Cooper (PwC) regarding the UWSS restructuring. He notes that he is attempting to arrange meeting times that work with the municipalities and the facilitator.

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Finally, the Manager reviews the flows for the year and notes that although they are slightly lower than last year they are still above the four (4) year average.

**No. UW-41-17**

Moved by: Mayor Paterson

Seconded by: Mayor McDermott

That report UW/21/17 re: Status update of UWSS Operations & Maintenance Activities and Capital Works to July 28, 2017 is received.

Carried (UW/21/17)

**Report UW/22/17 dated July 26, 2017 re: UWSS Mid-Year Revenue and Expenditure report**

The Manager reminds members of the Board that this is generally a report that is prepared once a year at this time. He further notes that the UWSS is generally where it should be in terms of flow and budget for mid-way through the year. He explains that expenditures are in line with the budget and flows generally will increase slightly in the second half of the year.

The Manager does point out a few capital changes that he would like to make going forward. He mentions the possibility of an increased budget for the Essex Water Tower to \$1,050,000 and he will have confirmation of the budget for the next meeting. He would like the move the recommendation that he has authorization to proceed with the increased budget because if he waits until the September Board meeting it will be too late in the year to start the project.

**No. UW-42-17**

Moved by: Mayor Paterson

Seconded by: Councillor Dunn

That the Manager has authorization to increase the capital budget for the Essex Water Tower rehabilitation project from a budget of \$850,000 to a budget of \$1,050,000.

Carried

The Manager then continues with the review of his report and turns his attention to the SCADA system upgrades and notes that this project will most likely have to be spread over the next two years. He notes that the project is getting a later start in the year than

anticipated and is in the process of sending out Requests for Proposal. He feels that a maximum of \$500,000 of the \$1,250,000 budget will be used this year.

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Finally, the Manager notes that all other expenditures are in line with the 2017 budget.

**No. UW-43-17**

Moved by: Mayor Bain

Seconded by: Councillor Patterson

That the UWSS Joint Board of Management receives report UW/22/17 dated July 26, 2017 re: UWSS 2017 Mid-Year Revenue and Expenditures Report

Carried (UW/22/17)

**Report UW/23/17 dated July 27, 2017 re: Engineering and Design - Carbon Dioxide Injection System for Raw Water pH Adjustment**

The Manager explains that as part of ongoing studies at the UWSS Ruthven WTP to determine best course of action for the treatment process testing has been done to determine if carbon dioxide will help the coagulant at the Ruthven WTP work better and also reduce the aluminum residual by means of reducing the raw water pH. He explains that this is a project he would like to get moving on quickly as this benefits the system as well as many of the dialysis patients within the region.

The Board asks what the downsides of such a project are and the Manager explains that the initial set up will be expensive. The Board also asks if dialysis patients will be informed. The Manager notes that the UWSS is in communication with a dialysis health team for the area.

There are other questions regarding whether this procedure will change the taste or odour. The Manager notes that there should be no change in these characteristics.

The Board then asks if the Ruthven WTP will incur any fines or added expenses from the government in regard to CO<sub>2</sub>. The Board indicates that greenhouses in the area are being hit hard with added expenses because of CO<sub>2</sub> emissions. The Manager was not sure of this answer and he will definitely look into this. If there are added costs he would have to re-evaluate this possibility.

**No. UW-44-17**

Moved by: Mayor McDermott

Seconded by: Councillor Hammond

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

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And further, that the Board approves a budget of \$125,000 to be funded from the UWSS Operating Funds Reserve for the undertaking of Conceptual & Detailed Design and Engineering Services for the installation of a Carbon Dioxide (CO2) injection system for raw water pH adjustment;

And further, that the UWSS Board authorizes the UWSS General Manager to undertake a direct negotiation with Associated Engineering for CO2 injection system design and engineering services.

Carried (UW/23/17)

**Report UW/24/17 dated July 28, 2017 re: Payments from June 11 to July 28, 2017.**

**No. UW-45-17**

Moved by: Mayor Bain

Seconded by: Mayor Paterson

That report UW/24/17 dated July 28, 2017 re: Payments from June 11 to July 28, 2017 is received.

Carried (UW/24/17)

## **NEW BUSINESS**

The Manager notes that new lights will be added to the Leamington Water Tower to illuminate at night. This provides a pleasing visual aesthetic to the property as well as providing security.

The Board asked the Manager for some positive reassurance regarding the possible restructuring for staff members. The Manager reassured members that at this time the reason for restructuring is to allow the UWSS to debt finance, obtain grants and become a legal entity. No staff changes are expected.

## **ADJOURNMENT**

**No. UW-46-17**

Moved by: Councillor Patterson

Seconded by: Councillor Dunn

That the meeting adjourn at 9:47 am

Carried

**Date of Next Meeting:** September 20, 2017 in the Kingsville Community Room, Kingsville Arena