



JOINT BOARD OF MANAGEMENT

Wednesday, February 21, 2018
9:00 AM

Kingsville Community Room
Kingsville Arena
1741 Jasperson Road, Kingsville

MINUTES

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

Members Absent: Councillor Jacobs - Leamington
Councillor Diemer - Lakeshore

UWSS Staff Present: Rodney Bouchard - Manager
Khristine Johnson - Administrative Assistant/Recording Secretary

Staff Present: Nelson Carvalho, Steve Lewis - Leamington

OCWA Staff Present: Susan Budden, Dave Jubenville
Dale Dillen

Call to Order: 9:02 am

Manager call the meeting to order.

Election of Chair for the UWSS Joint Board of Management

The Manager call for the nominations for the position of Chair for the Union Water Supply System Joint Board of Management for a period ending December 31, 2018.

No. UW-01-18

Moved by: Mayor Paterson

Seconded by: Councillor Patterson

That Deputy Mayor MacDonald is nominated to the position of Chair for the UWSS Joint Board of Management.

Carried

Deputy Mayor MacDonald accepts the nomination.

No. UW-02-18

Moved by: Mayor McDermott

Seconded by: Councillor Gaffan

That the nominations for the position of Chair are closed and that Deputy Mayor MacDonald is received as Chair of the UWSS Joint Board of Management for a period ending December 31, 2018.

Carried

The Chair takes over control of the meeting.

The Chair calls for nominations for the position of Vice-Chair for the Union Water Supply System Joint Board of Management for a period ending December 31, 2018.

No. UW-03-18

Moved by: Councillor Verbeke

Seconded by: Councillor Patterson

That Mayor Nelson Santos is nominated to the position of Vice-Chair for the Union Water Supply System Joint Board of Management.

Carried

Mayor Santos accepts the nomination.

No. UW-04-18

Moved by: Mayor McDermott

Seconded by: Councillor Patterson

That the nominations for the position of Vice-Chair are closed.

Carried

No. UW-05-18

Moved by: Councillor Hammond

Seconded by: Councillor Dunn

That Mayor Santos is received for the position of Vice-Chair for the Union Water Supply System Joint Board of Management for a period ending on December 31, 2018.

Carried

Disclosures of Pecuniary Interest: none

Approval of UWSS Joint Board of Management:

No. UW-06-18

Moved by: Mayor Paterson

Seconded by: Councillor Neufeld

That Minutes of the UWSS Joint Board of Management meeting of December 20, 2017 be received.

Carried

Business Arising Out of the Minutes:

There was none.

Items for Consideration:

Report UW/02/18 dated February 16, 2018 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to February 16, 2018

The Manager informs the Board of the activities that have been taking place within the UWSS system since the last meeting in December 2017.

He notes that the new Low Lift Pump #2 is still experiencing some vibrations. He confirms that the pump supplier will be attending the site to see what is happening and try to determine a proper fix. The Manager confirms that there is still a warranty and UWSS will not incur any costs.

High Lift Pump #5 discharge pipe, located at the main water treatment plant (WTP), has a pin hole leak. The leak was just discovered by maintenance staff and should be repaired soon. This pipe is original to the plant, but the work for repairs is scheduled for mid-March.

The Manager updated the Board on the Essex Water Tower (EWT) rehabilitation project. He indicates that the preconstruction meeting was held on January 17, 2018. The project is very weather dependent as scaffolding will need to be erected around the EWT and this process will take approximately five (5) weeks. There are several antennas and other communications equipment that will have to be moved. He further notes that the project will take approximately 16 weeks to complete, so a finish date should happen sometime around mid-August. He also confirms that a great deal of testing has already occurred to ensure that proper pressure could be maintained for fire suppression as well as properly feeding the Town of Essex.

The Board questioned the Manager if security tighter than when a similar project occurred at the LWT? The Manager confirmed that there would be cameras installed and he is assured that the scaffolding will be less accessible. He will be bringing a mock-up of the

EWT to the next board meeting to show members what the completed EWT should look like. The EWT will also have lights as seen at the LWT site.

The RFP for the SCADA Upgrade closed and the proposals were evaluated by a team from UWSS, OCWA and Associated Engineering (AE). The team from Summa Engineering have been chosen. Their bid was the lowest, but also offered the best value for the complexity of the project. The Manager reminds member of the Board that this will be a very challenging project and will take approximately 1.5 years to complete. He is projecting that the “plug ‘n play” option will allow for greater functionality and ease of use for the operators.

AE is currently working on the design details of the CO2 raw water pH Adjustment system. Soil samples were taken at the WTP near the clarifiers to ensure stability for the storage tank. His hopes are that this project is in place prior to the 2018 algae event, which can start in late August or early September.

The MOECC inspection is under way for the UWSS System. The Manager notes that the inspector is being very thorough and requesting a lot of data to sift through, however, he does not foresee any problems.

The new Municipal Drinking Water License has been issues for the WTP.

Finally, the Manager indicates that the flows for 2018 are up quite a bit over the last several years.

No. UW-07-18

Moved by: Councillor Neufeld

Seconded by: Mayor Bain

That the report UW/02/18 dated February 16, 2018 Re: Status Updates of UWSS Operations & Maintenance Activities and Capital Works to February 16, 2018 is received.

Carried (UW/02/18)

Report UW/03/18 dated February 15, 2018 re: 2017 Annual Report under the Safe Drinking Water Act and Ontario Regulation 170/03

The Manager notes that this is a yearly report to that is completed and provided to the systems that UWSS serves. It must be prepared and provided by February 28th of the following year setting out any water quality (AWQIs) issues, capital improvements and must be made available to the public.

The Manager makes notes of the AWQI that the WTP experienced in 2017. He confirms that a coagulant pump failed to run for a short period of time. Maintenance personal arrived to switch out the pump, but the event was required to be documented.

The Boards asks the Manager if the WTP has redundancy regarding the pumps. The Manager notes that the pump is attached to an alarm and the alarm did provide the operator with notification, however the operator was not mechanically able to switch out the pump. The event occurred in the middle of the night and personal had to be called.

No. UW-08-18

Moved by: Councillor Dun

Seconded by: Councillor Neufeld

That report UW/03/18 dated February 15, 2018 re: 2017 Annual Report under the Safe Drinking Water and Ontario Regulation 170/03 is received.

Carried (UW/03/18)

Report UW/04/18 dated February 15, 2018 re: 2017 Summary Report for Municipalities under Regulation 170/03 made under the Safe Drinking Water Act

The Manager notes that this is a yearly report to that is completed and provided to the systems that UWSS serves. It must be prepared and provided by March 31st of the following year. This report sets out any issues within any of the systems within the UWSS.

The Manager makes notes of the AWQIs within the Town of Kingsville regarding a sample station that kept testing for bacteria. After consultation with the MOH and the WECHU it was decided to replace the sample station, since that time all tests have come back within standards. He also notes the AWQI within the Municipality of Leamington, wherein a bacteria sample tested positive. However, after flushing and further testing all results were within normal range.

Finally, this report also sets out the volume of water used by each municipality and by UWSS as whole to ensure that it is within its Permit to Take Water (PTTW) limit.

No. UW-09-18

Moved by: Mayor Paterson

Seconded by: Councillor Gaffan

That report UW/04/18 dated February 15, 2018 re: 2017 Summary Report for Municipalities under Regulation 170/03 made under the Safe Drinking Water Act is received.

Carried (UW/04/18)

Report UW/05/18 dated February 16, 2018 re: Payments from December 16, 2017 to February 16, 2018

The Board asks the Manager whether or not extra parts (say piping or fittings) are stored at the WTP in case an emergency occurs. The Manager indicates that the WTP does maintain some parts on hand, however, UWSS also relies on its municipal partners to assist if parts/pipes are needed in an emergency. So far the arrangement has been working.

No. UW-10-18

Moved by: Councillor Dunn

Seconded by: Councillor Verbeke

That report UW/05/18 dated February 16, 2018 re: Payments from December 16, 2017 to February 16, 2018 is received.

Carried (UW/05/18)

The Chair then asks the members of the audience to dismiss themselves.

Special Closed meeting of the UWSS Joint Board of Management:**Motion to move into closed session:****No. CUW-01-18**

Moved by: Mayor Patterson

Seconded by: Mayor Bain

That the UWSS Joint Board of Management meeting moved into closed session at 9:37 am.

Carried

A closed meeting was held at between 9:37 and 10:42 am following the open session of the Board pursuant to Subsections 239(2)(f) of the Municipal Act, 2001 for the purpose of considering 2 items.

1. Confidential Report C-UW01-18 Legal Opinion and Financial Business Case for Proposed UWSS Restructuring dated February 15, 2018. Review and discussion of report to be considered in closed session pursuant to Subsection 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
2. Confidential Report C-UW02-18 Legal Opinion Regarding Water Rates dated February 15, 2018. Review and discussion of the report is considered in closed session pursuant to Subsection 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

As a result of this meeting, the following motions are before the UWSS Joint Board of Management for consideration:

CUW-02-18

Moved by: Councillor Patterson

Seconded by: Mayor Paterson

That the Manager is directed to create a restructuring team consisting of the himself, the Chair, the Vice-Chair, the legal representative (Willis Business Law) as well as the financial representative (Price Waterhouse Cooper), for the purposes of seeking audiences with the Councils of the Town of Essex, the Town of Kingsville, the Town of Lakeshore and the Municipality of Leamington regarding the UWSS Restructuring.

Carried (C-UW01-18)

And

CUW-03-18

Moved by: Mayor Santos

Seconded by: Mayor Paterson

That the Manager return to legal counsel (Willis Business Law) for an updated opinion regarding the water rate pertained within report C-UW02-18 dated February 15, 2018 re: Legal Opinion Regarding Water Rates;

And that the Manager bring this legal opinion back to the UWSS Board as soon as possible.

Carried (C-UW02-18)

Adjournment of Special Closed Meeting:

No. CUW-04-18

Moved by: Councillor Verbeke

Seconded by: Mayor Bain

That the UWSS Special Closed meeting adjourn at 10:42 am, February 21, 2018 and move back into regular session.

Carried

Resumption of Regular UWSS Joint Board of Management Meeting

The administrative assistant read both of the motions of direction as a result of the Closed UWSS Joint Board of Management meeting.

New Business:

A board member informs members of the board that he has been in contact with an elderly customer who was having some issues regarding her water. He notes that after speaking to members of the OCWA staff the issue was resolved quickly and efficiently. He further comments that the elderly resident was very pleased with the swiftness of the resolution.

A board members asks the manager for an update regarding the Co-Gen project. The Manager notes that he has received the final report from the consultant. He further notes that a meeting has been held with the University and the greenhouse owner across the street from the WTP. A final report needs to be completed and then sent off to IESO and Hydro One.

The board asks the manager if there are any financial grants or incentives available for residents in order to hook up to the watermain lines that run in front of their homes (this generally refers to rural residents). The Manager indicates that there is nothing in place for this type of assistance.

The Manager informs the board that he has been contacted by the consultant for the County of Essex regarding the 16" watermain line that runs along Division Road North to South Talbot Road. He reminds members of the board that approximately three (3) years ago the board was required to pay several hundred thousand dollars in order moved a UWSS watermain to allow for proper drainage in an area very close to this new area. The Manager notes that the County of Essex has not gone through the Drainage Act for this project and therefore UWSS is not required to pay. However, the issue at hand is that the UWSS Manager does not feel it is appropriate to move the 16" watermain. He notes that a meeting has been set up with the consulting engineer in order to determine a resolution that might avoid touching the watermain. He will report back to the board.

Adjournment:

No. UW-11-18

Moved by: Councillor Patterson

Seconded by: Councillor Gaffan

That the meeting adjourn at 10:46 am

Carried

Date of Next Meeting: April 4, 2018, 9:00 am, Kingsville Community Room, 1741 Jasperson Road, Kingsville Arena

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