



**JOINT BOARD OF
MANAGEMENT**
Wednesday, May 20, 2020
9:00 AM

Virtually in Zoom

MINUTES

Members Present: Mayor MacDonald (Chair); Deputy Mayor Verbeke, Councillors
Dunn, Jacobs, Hammond, Thiessen (alternate) Wilkinson -
Leamington
Mayor Santos, Deputy Mayor Queen, Councillors DeYong, Neufeld,
Patterson - Kingsville
Councillor VanderDoelen - Essex
Councillor Walstedt, Mayor Bain (alternate) - Lakeshore

UWSS Staff Present: Rodney Bouchard, Manager UWSS
Christine Johnson, UWSS Recording Secretary

Municipal Staff Present: Shannon Belleau - Leamington
Kevin Girard - Essex
Andrew Plancke, Shaun Martinho - Kingsville

OCWA Staff Present: Susan Budden, Dave Jubenville
Dale Dillen, Ken Penney

Call to Order: 9:03 am

Disclosures of Pecuniary Interest: none

Adoption of Board Minutes:

The Special Minutes of the Union Water Supply System Joint Board of Management meeting held virtually on Wednesday, April 15, 2020 is received; and

The Regular Minutes of the Union Water Supply System Joint Board of Management meeting held virtually on Wednesday, April 15, 2020 is received.

No. UW-25-20

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor Jacobs

That Special Meeting Minutes of the UWSS Joint Board of Management meeting of April 15, 2020 be approved; and

That the Regular Meeting Minutes of the UWSS Joint Board of Management meeting of April 15, 2020 is approved..

Carried

Business Arising Out of the Minutes:

There was none.

Report UW/14/20 dated May 15, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to May 15, 2020

The Manager thanks all members for participating in the Zoom meeting and hopes that everyone is remaining safe during these times. He confirms that some projects are still moving forward. He also confirms that Ontario is still under the Ontario Covid-19 Emergency Order and therefore all non-essential staff are working remotely at this time. This order is anticipated until June 1st. However, any necessary maintenance is being conducted in a safe manner, which includes all lawn maintenance and repairs at UWSS's remote sites. He, along with the Operations Manager, are re-evaluating how to reintroduce the work space, he further notes that some contractors will be back on site June 2nd, in a safe manner.

He reports that a new sodium hypochlorite feed has been installed at the Cottam Booster Station (CBS). The new epoxy coating is also being installed on the walls of the chemical room. The Low Lift (LL) Pump #5 is still out for repair, parts have been ordered and it is anticipated to be reinstalled by June 2020.

The Manager reminds the Board that the UWSS was asked by the Town of Essex to provide water to Harrow/Colchester. This project had been postponed, but is now rescheduled to commence on June 1st, 2020. The Manager notes that he will be working with the Town of Kingsville/Essex staff to ensure the increased flows will be billed accordingly.

The High Lift (HL) Pump #4 was reported taken out of service in February 2020, the repairs have since been made and Phasor has reinstalled and put back into service in May 2020. Also completed in May 2020 was the verification and calibration of the master billing meters, no issues were reported during this process.

The Manager reports that on May 1, 2020 Watech Services conducted an inspection of the Albuna Water Tower (AWT). The report indicates that the tower, that is now approximately eight (8) years old, is in generally good condition. A few items were noted that were in need of repairs, these include cathodic corrosion protection system and a few safety related items. This will require the tank to be drained, which cannot be completed until lower flow season in the Fall of 2020.

Watech Services also completed inspection of the raw water intakes #1 and #2. At the time of the agenda the report had not been received, however, the Manager has since received the report. The report indicates that Raw Intake #1 requires some bracing, while Raw Intake #2 is in good shape. There is some zebra mussel cleaning required,

but the control system seems to be working decently. A few other minor repairs should be completed later this year or early next year.

The Manager provides updates on the SCADA project. He notes that on site work by the contractors has ceased since March 16th due to Covid-19. The SCADA integrator has been working off site on items such as training, operations and maintenance manuals. Based on discussions with staff and the contractor it has been determined it best that the remainder of the SCADA system is integrated in October after the high demand season has been completed. The concern is that some of the SCADA integration will require some parts of the WTP to be shut down and this is best completed when flows are lower.

The Manager provides an update on the CO2 pH Adjustment system project. He is hopeful that the remaining items will be completed prior to July 1st, as the contractor should be returning to the WTP site after June 8th, following all safety protocols.

OCWA Engineering Services have been retained to assist UWSS with the Kingsville Water Tower (KWT) Rehabilitation project. The Manager notes that this work will require the construction of a small building on site to house various electrical equipment. He further notes that he will be working with the Town of Kingsville to discuss design options for the KWT. He also explains that it is interesting that UWSS does not own the land on which the KWT sits, rather the Town of Kingsville does. Therefore, it will be necessary to have a discussion with Kingsville to develop a lease agreement. The Manager asks the Board for direction on how they would like him to proceed.

Deputy Mayor Queen appreciates the fact that the Manager acknowledged that the Town of Kingsville owns the land on which the KWT sits and welcomes discussion regarding the design of the logos and the building design. He feels all board members should be included in the design process. The Manager concurs and notes that the building was identified as beneficial by both Kingsville and OCWA employees. He will certainly be bringing more information forward over the coming months. Councillor Vander Doelen inquires as to who owns the lands that the other towers are sitting. The Manager explains that UWSS is tenants in common as UWSS really doesn't own anything. He will be examining this further and was hoping to resolve this type of issue with the restructuring into a MSC. Councillor Vander Doelen indicates that this could potentially become a liability issue and should be sorted out.

The Manager moves on to item #13 of the report explaining that Eramosa has been hired to provide services to retrofit 12 hydrants. He believes that by late June these items should be installed. This will provide valuable information during the high flow summer season and will hopefully be integrated with the UWSS SCADA system.

Security quotes have been received and reviewed. The UWSS plans on moving forward with the access control security system, which will be installed by Empire Communications. This work is expected to be completed by July 2020.

The Manager moves on to the issue of the parking lot at the UWSS Ruthven WTP. He notes that NJ Peralta has been retained for engineering services regarding the sewage force main for the WTP and the proposed new parking lot area. The information has

been received and is under review. The Manager is hopeful that this will allow 15 parking spots and allow UWSS WTP to get off the septic system.

The last item of the Operations Report notes that the OCWA Engineering Services have been retained to provide project management services for the rehabilitation of the concrete filter boxes #2 and #4. These two (2) appear to be leaking and have never been through a rehabilitation since 1959. It is anticipated that this work will commence in November 2020, when flows are lower.

Finally, the Manager notes the higher flows, comparing them to 2008.

The Board members then ask several questions. Councillor Jacobs asks how the water flowing to Harrow/Colchester will be billed. The Manager explains that the wholesale billing rate along with information taken from the appropriate meters will ensure accurate billing. Also, Mr. Jacobs inquires if the high flows are starting to impact the UWSS in a way that should cause the Board concern. The Manager explains that while the flows are higher, they are not peaking as high. UWSS has higher flows longer, but not the sudden peaks that were experienced in 2007/08.

Councillor Hammond asks how large the raw water intakes are and what volume of water can flow through them. The Manager asks the Operations Manager to answer. Mr. Dillen takes over and he confirms that even though the flows have been higher the raw water intakes have no problems keeping up. Councillor Hammond also asks the Manager to check as to whether UWSS has been receiving the "off-peak" rate from Hydro One during the Covid-19 outbreak. The Manager will have to check into that.

Deputy Mayor Verbeke asks how the UWSS will drain the AWT when the repairs are made. Again the Operations Manager answers that question on behalf of the Manager. He explains that the system pressure will naturally allow a large portion to drain away, then the AWT drain valve will be isolated, to allow for dechlorination.

No. UW-26-20

Moved by: Deputy Mayor Queen

Seconded by: Councillor DeYong

That report UW//14/20 dated May 15, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to May 15, 2020 is received.

Carried (UW/14/20)

Report UW/15/20 dated May 15, 2020 re: Payments from April 10th to May 15th, 2020

No. UW-27-20

Moved by: Councillor Jacobs

Seconded by: Councillor Patterson

That report UW/15/20 dated May 15, 2020 re: Payments from April 10 to May 15, 2020 is received.

Carried (UW/15/20)

New Business

The Recording Secretary notes that the next meeting date is June 17th, with location to be determined depending on Provincial Orders.

Also, she notes that the UWSS Facebook page is up and running.

Adjournment

No. UW-28-20

Moved by: Councillor DeYong

Seconded by: Deputy Mayor Verbeke

That the meeting adjourn at 9:39 am

Carried

Date of Next Meeting: Wednesday, June 17th, 2020 9:00 am - TBD

/kmj