



# JOINT BOARD OF MANAGEMENT

Wednesday, December 15, 2021

9:00 AM

Virtually in Zoom

## MINUTES

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

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

**Municipal Staff Present:** Kevin Girard, Andy Graf - Town of Essex  
Albert Dionne - Municipality of Lakeshore  
Laura Rauch, Shannon Belleau - Municipality of Leamington

**OCWA Staff Present:** Dale Dillen  
Ken Penney, Dave Jubenville

**Call to Order:** 9:01 am

**Disclosure of Pecuniary Interest:** none

**Adoption of Board Minutes:**

**No. UW-67-21**

**Moved by:** Deputy Mayor Verbeke

**Seconded by:** Councillor Dunn

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

Carried

**Business Arising out of Minutes:**

There was none

**Report UW/38/21 dated December 10, 2021 re: Status Update of the UWSS Operations and Maintenance Activities and Capital Works to December 10, 2021**

The Manager reports that the DAF Phase 1 project is still moving along, at a slightly slower pace at this time of year, due to weather and material shipping delays. The below grade piping work for the auxiliary building has been completed and the floor slabs were being poured this week. The new stairs for the blow off chamber are being manufactured and should be completed shortly. The piping work in the treatment valve room is also underway. The auxiliary building walls will start going up over the next four (4) weeks, however with the holidays quickly approaching, the crew will be offsite and then returning January 3rd, 2022. The Manager notes that the latest progress report from the onsite engineer is attached to this report for review.

The Manager notes that Summa Engineering was onsite as part of their annual hardware maintenance checkup on the SCADA system. It should be noted that all appears to be in order and working properly..

Filters #1 - #4 were shut off and drained in order to have the valve room piping work completed for the DAF project. Filters 5-8 are in operation and can meet water demand for this time of year. This filter work is expected to be completed near the end of January or the beginning of February. This time also allows operation staff to complete some maintenance items.

The Low Lift pump #7 has been removed by OCWA staff for an overhaul. This pump will be rebuilt by operations staff and Phasor Industrial. This process will save some money rather than sending the pump away for the overhaul. The Manager notes that the UWSS is close to having all of the pumps overhauled over the last 10 years and are now on a regular maintenance schedule.

The lab is now complete and the finished product is much better than anticipated. The old lab will now be decommissioned in order to turn into washroom facilities for the administration area upstairs. The Manager shows a few pictures of the completed lab area.

As of December 8th, 2021 the operations staff has now implemented an electronic log book. This allows searches and inquiries much more efficiently.

The Manager notes a watermain break on County Road #34 on December 5th. The repair took approximately 8 hours to complete. The Manager thanks the Town of Kingsville for coordinating the repairs.

Finally, the Manager notes that the flows are still up over last year and the four (4) year average. The Manager notes that 2021 flows will most likely be the highest flows ever produced by the Ruthven Water Treatment Plant.

**No. UW-68-21**

Moved by: Councillor Hammond

Seconded by: Deputy Mayor Queen

That Report UW/38/21 dated December 10, 2021 re: Status Update of the UWSS Operations and Maintenance Activities and Capital Works to December 10, 2021 is received.

Carried

**Report UW/39/21 dated December 10, 2021 re: 2022 UWSS Draft Operations and Capital Budget**

The Manager shares his report with members of the Board. He notes that most important information is highlighted on page 1 of his report (page 25 of the agenda). This summarizes all of the pertinent information for the 2022 budget.

The Manager summarizes the most pertinent information within the 2022 Budget, this includes a projection of an increase in water demand of 1.5% over the previous year and a proposed increase in the wholesale water rate of \$0.0269 per cubic meter. The new proposed 2022 rate for wholesale water is \$0.6985 per cubic meter. This increase will add approximately \$10 to the average annual household water bill for 2022.

UWSS revenue is expected to be \$14.943 million which includes wholesale water to the municipalities, investment income and investment revenue. The Operational and debt services for 2022 are estimated to be \$8.871 million, which includes the OCWA operational contract and the Sun Life Debt loan. The Manager notes that there is light at the end of the tunnel regarding the Sun Lift Debt, which is set to expire in 2026.

The Manager has a projected capital works program for 2022 of \$8.34 million, which includes the completion of the DAF project. He notes that the DAF project was originally front loaded for 2021 budget, however, with some of the delays it is now expected to be back loaded into 2022.

The Manager reviews the UWSS reserves and notes that the UWSS will need to use an estimated \$2.268 million, however the estimated reserves currently sits at an estimated \$19.288 million, which includes \$11.060 million in the Rate Stabilization Reserve.

The Manager briefly reviews the historical flows noting that the increase occurred rather suddenly, and he believes this is due to the increase in the greenhouse sector as well as residential and industrial sector. He notes that flows seem to be somewhat stable in Lakeshore, Essex and Highbury Canco.

The Manager explains that legal fees have been higher in 2021 due to multiple items including the restructuring and the property purchase. However, this change was approved at the September 2021 UWSS Board meeting.

The Manager also notes several other changes throughout the 2021 budget including the lower fees for programs and studies, higher electrical/gas fees (due to late increase announcement) and a few other capital items that could not be completed in 2021.

Going forward into 2022 the Manager would like to have several studies completed namely the Reservoir #3 study, as UWSS is short on capacity as well as the Back Up Power Generation Study. The Infrastructure Review/Masterplan study is still ongoing.

In terms of Capital Works for 2022 the Manager anticipates multiples areas requiring work. Those items are listed on page 8 of his report (page 39 of the agenda) and include pump works, AWT upgrades for some of the deficiencies at this location, master meter upgrades, staging area concrete pad to dewater the residual pile from the lagoons, ground maintenance at the WTP, fencing upgrades. The fencing is necessary as there was a slight incident on the WTP property recently, wherein a local resident had trespassed onto UWSS property and managed to get his truck stuck in the mud. There have been multiple other incidents over the years as well and for liability reasons this area should be fenced off.

Some further capital items include a utility building at the KWT site, the Manager notes that he is still working out a few details regarding the lease agreement with the Town of Kingsville on that matter.

Deputy Mayor Queen wants to know if a different consulting firm will be used regarding the upgrades to the Albuna Water Tower, since the original firm made the error. The Manager indicates that yes, it will be a different firm.

Councillor Hammond asks the Manager how many new homes will potentially be built in 2022 within the UWSS system. The Manager explains that he has received some figures from the municipalities that was presented in October, but he can't recall the number off the top of his head.

Councillor Patterson suggests that the UWSS look at the aging infrastructure especially if any further greenhouse expansions take place. He is concerned about the watermain breaks and the inability to capture that water loss. The Manager notes that the 6 Year Capital Plan includes watermains along County road 34 and 20.

Councillor VanderDoelen wants to know if there is consideration being given to upgrade the line running along County road 34. The Manager notes that it is currently a 12" and looking at potentially upgrading it to a 24". This would allow for more growth in Northern Kingsville and provide more water to Essex and Lakeshore, as well as back servicing Leamington.

Councillor Jones wants to know if there is a way to collaborate with the raw water lines within Leamington as well. The Manager notes that the UWSS has reached out in the past to LADII for purposes of sharing information but UWSS does not have any mandate in regards to raw water servicing. UWSS has also reached out to the OGVG on occasion and worked in conjunction with them in regards to future growth and water demands for the greenhouse sector.

**No. UW-69-21**

Moved by: Mayor MacDonald

Seconded by: Councillor DeYong

That the Union Water Supply System Joint Board of Management (UWSS Board) adopts the Proposed 2022 Operational and Capital Budget for the Union Water Supply System;

And further, that the UWSS Board adopts an increase of \$0.0269 per cubic metre for the UWSS Wholesale Rate. The new proposed UWSS Wholesale Rate for 2022 would be \$0.6985 per cubic meter.

And further, that the UWSS General Manager be provided the delegated authority to implement the 2022 UWSS Operations & Maintenance Budget and 2022 Capital Program.

Carried (UW/39/21)

**Dates for the Union Water Supply System Joint Board of Management for 2022**

**No. UW-70-21**

Moved by: Councillor Patterson

Seconded by: Councillor Tiessen

That the dates for the Union Water Supply System Joint Board of Management for 2022 are approved.

Carried

**Report UW/40/21 dated December 10, 2021 re: Payments from end of November 9 to December 10, 2021**

**No. UW-71-21**

Moved by: Councillor Walstedt

Seconded by: Councillor Jones

That report UW/40/21 dated December 10, 2021 re: Payments from November 9 to December 10 is received.

Carried

## **New Business:**

Councillor DeYong inquires about the UWSS Board meetings via zoom and the potential of getting back into in person meetings. The Manager explains that he is hopeful that in the new year we can get into a hybrid type of meeting, wherein if you a member is comfortable to attend in person they attend and if not there is still the option to participate via zoom. The Manager notes that he definitely misses seeing members in person.

Councillor Patterson mentions the local pantry in front of Kingsville District High School (KDHS) and wonders if there is any way in which to assist their cause, as it was recently vandalized. Mayor Santos notes that this is not something that the UWSS can really assist with. Councillor DeYong notes that the UWSS is not a charity and residents know this.

Other members chime in with opinions and their experiences locally with the need for food. The recording secretary speaks and thanks Councillor Patterson for bringing attention to the food pantry at KDHS but notes that through collaboration with various local charities the pantry is doing well and does not expect the UWSS to contribute to this matter in anyway, but again thanks members for listening.

## **No. UW-72-21**

Moved by: Deputy Mayor Queen

Seconded by: Hammond

That the UWSS encourage members of the community to assist fellow citizens during the holiday season.

Carried

## **Adjournment:**

## **No. UW-73-21**

Moved by: Councillor Dunn

Seconded by: Councillor Tiessen

Time: 10:01 am

**Date of Next Meeting:** January 19, 2022 at 9 am via Zoom