



# JOINT BOARD OF MANAGEMENT

Wednesday, July 20, 2022

9:00 AM

Via Zoom

## AGENDA

**A. Call to Order:**

**B. Disclosures of Pecuniary Interest:**

**C. Approval of Minutes:**

Minutes of the meeting of the Union Water Supply System Joint Board of Management Meeting held Wednesday, June 15, 2022  
Pages 2 - 5

Minutes of the Special meeting of the Union Water Supply System and the Windsor Utilities Commission (WUC) held on Wednesday, June 15, 2022  
Pages 6 - 10

**D. Business Arising Out of the Minutes**

**E. Items for Consideration:**

1. UW/15/22 dated July 15, 2022 re: Status Update of UWSS Operations & Maintenance Activities and Capital Works to July 15, 2022  
Pages 11 - 33

2. UW/16/22 dated July 13, 2022 re: UWSS Representative on the Essex Region Source Water Protection Committee  
Pages 34 - 36

**F. New Business:**

**G. Adjournment:**

**H. Date of Next Meeting:** September 21, 2022 with location to be determined

/kmj



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**JOINT BOARD OF  
MANAGEMENT**

Wednesday, June 15, 2022  
10:30 am

Salon F, Ciociaro Club  
3745 N Talbot Road, Oldcastle

## MINUTES

Members Present    Mayor MacDonald (Vice-chair); Deputy Mayor Verbeke, Councillors  
Union Water        Dunn, Hammond, Jones, Tiessen - Leamington  
Supply System      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  
For UWSS            Kristine Johnson, Recording Secretary

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

OCWA Staff         Dale Dillen, Robin Trepanier  
Present:              Ken Penney

**Call to Order:      9:33 am**

**Disclosure of Pecuniary Interest: none**

**Adoption of Board Minutes:**

**No. UW-27-22**

Moved by:            Deputy Mayor Queen

Seconded by:        Councillor Dunn

That the Minutes of the UWSS Joint Board of Management held Wednesday, May 18,  
2022 are received.

Carried

Minutes of the Special Meeting of Union Water Supply System Joint Board of Management and the Windsor Utilities Commission

Date: June 15, 2022

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### **Business Arising out of Minutes:**

There was none

#### **Report UW/13/22 dated June 10, 2022 re: Status Update of UWSS Operations & Maintenance Activities and Capital Works to June 10, 2022**

The Manager starts by welcoming everyone to the first in person UWSS Joint Board of Management Meeting since March of 2020 and also thanks members for driving to Ciociaro Club.

The Manager notes that Watech Services were onsite to inspect Reservoir #2 for a potential leak. A draft report has since been received and it was noted that the reservoir was in good condition and no obvious leaks were detected. Hurricane Hydrovac then attended to inspect the underdrains with a camera. No report has been received at this time.

Leamington Water Tower (LWT) was isolated and drained on May 30<sup>th</sup>, 2022 in order to complete inspections and install a new cathodic protection system. The manager notes that water towers should be inspected every 3-5 years. All necessary work was completed and LWT was returned to service on June 7<sup>th</sup>, 2022 with no issues being reported.

The Low Lift Pump #7 and High Lift Pump #4 rehabilitation work was completed on May 20, 2022 and returned to service. However, High Lift Pump #9 is still inoperable. The Manager notes that the valve required for the repair is not currently available. Operations staff are working diligently to find a solution.

The Manager confirms that Summa Engineering has been retained to design, construct and install a new PLC panel and cabinet. The construction will take approximately 16 weeks and will therefore be installed sometime in the fall when the flows are lower.

The Manager provides an update on the ongoing DAF project and notes that a lot of work has been happening over the last four (4) weeks. He states that the auxiliary building is nearing completion, and some components are now inside the building. After meeting with the contractor the day before he feels the next four (4) weeks will be the final push to complete installation so testing can begin. He is hoping for usable water sometime in August. He also notes that operations staff have been managing the high water demands well.

Flows are currently down slightly over 2021, but still remain up over the five (5) year average.

#### **No. UW-28-22**

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor DeYong

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That Report dated June 10, 2022 re: Status Update of the UWSS Operations and Maintenance Activities and Capital Works to June 10, 2022 is received.

Carried (UW/13/22)

### **Report UW/14/22 dated June 9, 2022 re: UWSS Restructuring to Municipal Services Corporation - Next Steps**

The Manager reminds members of the Board about the ongoing work surrounding the Restructuring of the UWSS into a Municipal Services Corporation. He explains that his presentation will be circulated to all members later on today or tomorrow. He briefly explains how Union Water Supply System came to be, through the Transfer Order and how the tenants in common aspect of the Transfer Order works.

He notes that once the UWSS becomes a corporation all assets will be transferred over to the UWSS Inc. He notes that shareholder approval will be required for any changes within the corporation. He further explains that there could be potential changes to how the board members are determined, although the breakdown is still based on flows through the system and this will be still be reviewed every four (4) years to ensure equity. The new members would now be considered directors and not necessarily elected members, there would also be non-elected independent directors.

The Manager briefly reviews the financial goals of restructuring, noting that there is potential for grant funding, access to debt capital and allows for independence from the municipalities. The restructuring will also ensure that water users are not presented with rate shock, and will continue to allow for rates to remain stable and affordable. The Manager reminds members of the board of the 6 year capital plan, which is capital heavy.

He also notes that the restructuring to a corporation does not mean privatization, but rather have the ability to borrow debt on behalf of the UWSS not the municipalities, bad debts will be reflected back to UWSS and there will be sector specific rates, such as residential, industrial and agricultural, etc. The UWSS Inc. will also have to pay a fee to each municipality for their assistance on the water billing/debt collection side of restructuring.

The Manager confirms that the supporting documents have been prepared by Willis Business Law firm and reviewed by all of the municipalities. He explains that he is seeking recommendation to present this matter to councils and seek adoption to move forward for the restructuring of the UWSS into a Municipal Services Corporation.

Councillor Patterson asks if perhaps staff members could be reminded that no jobs will be lost and UWSS is not taking over municipal water departments. The Manager notes that this is not the case, everything will remain as is, expect for the name change in terms of staffing.

Mayor Santos explains that by restructuring the UWSS Inc will be sustainable for decades into the future.

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Mayor MacDonald is glad to finally see this process coming to an end as it started so long ago. She thanks the Manager for all his efforts and hard work and confirms that there is confidence within the municipalities.

Councillor VanderDoelen asks the Manager if the councils will be presented the same presentation members just witnessed. The Manager explains that it will basically be the same, with a few modifications. Councillor VanderDoelen asks what upfront costs the UWSS Inc will be facing. The Manager notes that there certainly will be costs in terms of filing proper documentation and legal costs to ensure authenticity, some funding to pay the municipalities etc.

Councillor DeYong questions whether using flows to determine the ownership shares is best, and if any other scenarios were considered. The Manager explains that other methods were considered but in the end water consumption was the easiest and fairest.

Deputy Mayor Queen notes that it is important to recognize potential changes with UWSS and ensure that residents are informed that there is no rate change or changes in staff.

#### **No. UW-29-22**

Moved by: Councillor DeYong

Seconded by: Councillor Dunn

That report UW/14/22 dated June 9, 2022 re: UWSS Restructuring to Municipal Services Corporation - Next Steps is received.

Carried (UW/14/22)

#### **New Business:**

The Chair welcomes Councillor Wilkinson back to the UWSS Board.

#### **Adjournment:**

No. UW-30-22

Moved by: Councillor VanderDoelen

Seconded by: Councillor Hammond

Time: 10:25 am

**Date of Next Meeting:** July 20<sup>th</sup>, 2022, with location to be determined.

/kmj

# JOINT BOARD OF MANAGEMENT

Wednesday, June 15, 2022

10:30 am

Ciociaro Club, Salon F  
3745 N Talbot Rd, Oldcastle



## MINUTES

### Joint Meeting between

### Windsor Utilities Commission and the Union Water Supply System

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

Members of              Mayor Drew Dilkens (Chair), Egidio Sorvan (Vice-Chair),  
Windsor Utilities        Jeewen Gill, Julian Hawkins, Mario Sonogo  
Commission              Doug Lawson, Kieran McKenzie,

#### WUC Management

Helga Reidel – President & CEO  
Garry Rossi – Vice President Water Operations  
Nicole Anderson – Coordinator of Corporate Initiatives  
Kris Taylor – VP Business Development  
Costin Beliciu – Manager Corporate Communications & Public Relations  
Claire Bebbington – Director of Regulatory Affairs & Corporate Secretary  
Chris Manzon – Director of Water Engineering  
Jim Brown – VP Hydro Operations  
Paul Gleason – VP Customer Care and Corporate Operations  
Geoff Boose – Director of Finance  
Nicole Dumais, Executive Assistant & Recording Secretary Enwin Utilities

Regrets                  Jim Morrison

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

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

OCWA Staff Present: Dale Dillen, Robin Trepanier  
Ken Penney

**Call to Order: 10:39 am**

**Disclosure of Pecuniary Interest: none**

The Chair of Windsor Utilities Commission (WUC) calls the meeting to order. He notes that he will be working jointly with Chair of Union Water Supply System Joint Board of Management (UWSS).

Chair of WUC calls for consent of the joint agenda for this special meeting of the two (2) boards.

For the WUC

Moved by: Mayor Dilkens

Seconded by: D. Lawson

Chair of UWSS calls for consent of the agenda.

For the UWSS

Moved by: Deputy Mayor Queen

Seconded by: Deputy Mayor Verbeke

That the agenda will proceed jointly during the special meeting between the both the WUC and the UWSS.

**Report entitled Union Water Supply System and Windsor Utilities Commission Water Supply Redundancy Study**

Vice Present for Enwin Utilities, Garry Rossi speaks first during presentation. He notes that approximately 350,000 residents are provided safe, reliable drinking water by both UWSS and the WUC. He explains that there are possible risks and threats that could potentially harm these systems. He provides several examples; chemical/oil spills, blue green algae, damage to intakes, possibly cyber security threats and any unforeseen issue with equipment failure or facility damage.

Mr. Rossi explains that the collaboration between the two (2) systems started back in 2020, wherein there was a review of both systems which included: water treatment plants, pump stations, storage facilities, water models, population projections and system capabilities. The team then came up with ten possible scenarios of connecting both systems for emergency purposes.

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Date: June 15, 2022

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Mr. Bouchard then takes over the discussion. He notes that the ten ideas were reduced down to the top four (4) possibilities. He briefly goes through each idea explaining the pros and cons of each. He notes that option #3, which is the best option to serve both systems with redundant emergency connectivity, should be pursued.

Mr. Bouchard then reviews the timeline of this project. He notes the aggressive timeline, which has final conceptual design completed sometime in early 2023 and progressing quickly from there to 2026 the end date goal.

He reviews the five (5) part recommendation of the report and briefly explains each recommendation.

Councillor McKenzie asks both Managers how a third party consultant would be chosen and retained. Mr. Rossi explains that there would be multiple steps and reports brought back to each board prior to that step. Ms. Reidel notes that the timeline for now until early 2023 is conceptual design, no decisions are being made on that aspect of this project.

Councillor McKenzie asks how this project will impact rates for consumers. Mr. Rossi explains that they would be looking at a few different financial proposals, he further notes that no grant funding has been determined as of yet.

Councillor McKenzie asks what the impact might be on the current infrastructure. Mr. Rossi explains that this will not impact priority projects such as lead line replacement.

Councillor McKenzie asks the Managers if this timeline is too aggressive as there could be many roadblocks, such as land acquisition, zoning issues etc. Mr. Rossi does agree that the timeline is aggressive and that may change slightly as things progress.

Joint Chair Mayor Santos then asks if the UWSS Board has any questions. Councillor Wilkinson notes that he didn't realize just how many threats/risks there had been in the area over the last few years to our drinking water systems. He asks what kind of back up is currently in place for UWSS. Mr. Bouchard notes there is nothing currently in place. He provides an example of two (2) years ago when a large transport truck was sitting on top of one of the reservoirs. That could have been disastrous to our system. He further explains that UWSS can help a system such as Harrow, but we have no back up for ourselves.

Councillor DeYong asks how the budget was determined at a 50/50 split. Mr. Bouchard explains that for the purposes of the study, both systems benefitted from the study being completed. He further explains that going forward there will be a financial evaluation that will better identify the appropriate sharing of the costs.

Councillor DeYong asks whether this new system will support potential future growth. Mr. Bouchard notes that the UWSS has a rather large six (6) year capital program and if this project was to move forward, some of the existing proposed projects might have to be amended.

Mr. Rossi notes that on the WUC side of this question that a new reservoir on the southern lands could allow for some new growth, near the airport and also allow for some improved pressures.

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Date: June 15, 2022

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Enwin member asks whether any other systems have attempted a project of this nature and what the outcome was. Mr. Rossi notes that not many systems would have the luxury of two (2) water sources, as in this case. He provides London as an example and notes that this is a unique opportunity to interconnect the systems.

Mr. Bouchard notes that in the GTA there are some interconnects that would connect various other systems with Toronto.

Councillor Patterson notes that this is an important opportunity for growth and should notify the public of the positives of this initiative, explaining the benefits going forward.

Councillor Hawkins asks about the EA process and whether this system will be usable or just in emergencies. Mr. Rossi notes that this system would actual be used, but allows for interconnects to be opened in emergency situations.

Deputy Mayor Queen feels that this initiative is looking forward to the future and will affect communities in the future and thanks both Mr. Rossi and Mr. Bouchard for their work in presenting the information.

Mayor MacDonald sees this project as a positive step in protecting both systems and is glad that UWSS and WUC are being proactive rather than reactive to any potential disaster that might affect drinking water supplies.

For the UWSS

Moved by: Deputy Mayor Queen

Seconded by: Mayor MacDonald

For the WUC

Moved by: Kieran MacKenzie

Seconded by: Mario Sonogo

THAT Union Water Supply System (UWSS) Management be authorized to carry out the following recommendations as detailed in the report:

- 1) Governance - That Management work with ENWIN to recommend a third-party Owner's Representative to have oversight of the project. The Owner's Representative would gather information from both utilities when making decisions related to the project implementation. A report will be brought to the Boards to approve the Owner's Representative at a future meeting once we have selected the preferred construction model.
- 2) Schedule - That Management be authorized to begin the conceptual design and financial assessment tasks of this project immediately to

avoid any delays, or unnecessary effort and expenditures in regard to currently planned infrastructure works for 2023 and beyond.

- 3) Budget - That management be authorized to continue with the 50/50 budget arrangement up to maximum of \$400K (UWSS commitment of \$200K and WUC commitment of \$200K) for completion of the preferred alternative conceptual design and financial assessment; UWSS management will work with ENWIN to recommend a Board approved joint financial consultant to review the project in regard to financial feasibility and attribution of costs to each water system.
- 4) Operating Agreement - That Management be authorized to develop a preliminary Operating Agreement with ENWIN in regard to how to define both UWSS and WUC's responsibilities related to many aspects of this joint infrastructure such as operating, maintenance, emergency actions and capital improvements related to this joint system. This Operating Agreement once drafted will be brought to the Board for approval prior to its execution.
- 5) Financial - That Management be directed to undertake research and consultation in regard to grant opportunities for this joint project and report back to the UWSS in regard to financing options for its share of the project.

Mayor Dilkens thanks both Mr. Rossi and Mr. Bouchard for spearheading this project and notes that this will be beneficial for the region as a whole

Ms. Reidel notes that the media was invited to attend today's session, but notes that none are present.

Mayor Santos asks for a motion from UWSS to receive the report

Moved by: Councillor DeYong

Seconded by: Councillor Hammond

**Adjournment: 11:34**

/kmj

To: Chair and Members of the Union Water Supply System Joint Board of Management

From: Rodney Bouchard, UWSS General Manager

Date: July 15, 2022

Re: Status Update of UWSS Operations & Maintenance Activities and Capital Works to July 15, 2022

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**Aim:**

To inform the UWSS Board about operational and maintenance activities and capital works projects for the Union Water Supply System since the last Board meeting on June 15, 2022.

**Discussion:**

The UWSS General Manager conducts regular meeting with OCWA Operations staff in regards to on-going operations and maintenance programs for the UWSS facilities. The following provides an update on UWSS operations, regular maintenance and major maintenance and Capital Works at UWSS facilities:

1. Reservoir #2 leak: A camera inspection of Reservoir #2 underdrain system was completed on June 7<sup>th</sup>, 2022 to try and locate the area of a suspected reservoir leak. This was done as a follow up to a May 30<sup>th</sup>, 2022 inspection of Reservoir #2 by Watech Services Inc. The remote camera inspection identified an area in one of the underdrain lateral pipes that appeared to be a leak from the reservoir. Watech Services is scheduled to return in August 2022 to install sealant and perform repairs in the area of the reservoir where the leakage is suspected.
2. On July 2<sup>nd</sup>, 2022, a watermain break was identified on the 12-inch common asset watermain located on County Road 34 at the intersection with Graham Sideroad. The break was identified when a resident called in regards to water flowing out of the ground. Kingsville water department staff completed the repairs on the watermain. The break was identified as a large lateral split approximately 12 feet long. The repairs took approximately 12 hours to complete due delays in getting a utility locating contractor to identify the location of nearby natural gas line and other services.
3. High Lift pump #9 motor is scheduled for install in the latter part of the week of July 18, 2022. Air relief valve parts for this pump have been received and will be installed at the beginning of the week of July 18<sup>th</sup>, prior to pump motor install. High Lift pump #9 is expected to be returned to service by the end of July 2022, following proper disinfection and testing of the pump.
4. New air relief valve components for Main Wash pump #2 were received in mid-June 2022. The components were installed by OCWA Union Water maintenance staff and the pump was then disinfected and tested. This pump was returned to service on June 21, 2022.

Re: UW/15/22 - Status Update of UWSS Operations & Maintenance Activities and Capital Works to July 15, 2022

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5. A new Clear Well 36" gate valve actuator has been received. Installation of the actuator is to be completed during the week of July 18, 2022. The new actuator will allow for better operation of the clear well valve and improve water flow to the clear well.
6. The UWSS has received an inspection report dated July 7, 2022 from the Ministry of Environment Conservation and Parks (MECP) for an unannounced inspection started on June 7, 2022 of the Essex Water Distribution system that is supplied by UWSS. The inspection report did not identify any items of non-compliance.
7. A new 30ft mobile gantry crane has been purchased for use by OCWA Union Water maintenance staff. This is being used to help with heavy items such as High Lift Pump #8 and #9 air relief valve install.
8. OCWA Union Water will be adding two additional maintenance staff to its existing maintenance crew. These staff additions will occur by early August 2022.
9. DAF Phase 1 Update: The majority of the work for the DAF system has been completed. The work for next 4 weeks will focus on completion of the last remaining items as listed below:
  - Completion of Auxiliary building components including electrical, HVAC and plumbing and installation of doors.
  - Completion of DAF tank components such as influent/effluent piping, electrical systems, scum troughs and baffles, and reinstallation of the dome
  - Completion of pipe gallery work such as piping modifications and installation of in-line mixer;
  - Pressure testing of piping and I/O system checks and preliminary startups

The flow test performance run for the DAF system is scheduled to start August 8<sup>th</sup>, 2022.

A copy of the weekly progress report for the week ending July 8, 2022, prepared by UWSS' consultant (Associated Engineering) site inspector, is attached to this report.

Re: UW/15/22 - Status Update of UWSS Operations & Maintenance Activities and Capital Works to July 15, 2022

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The first chart shows comparative flows for 2018 through 2022 in Mega Litres (ML) and the second chart shows Millions of Imperial Gallons (MIG) for the period January 1<sup>st</sup> to July 14, 2022.

	2018	2019	2020	2021	2022
Flow to Date (ML)	8,685.80	8,575.90	10,040.44	10,692.11	11,043.19
Max Day (ML)	80.94	84.84	97.33	93.83	99.17
Min Day (ML)	23.56	20.13	25.44	26.74	27.58
Average Day (ML)	44.54	43.98	51.23	54.83	56.63
No of Days	195	195	196	195	195

	2018	2019	2020	2021	2022
Flow to Date (MG)	1910.65	1886.47	2208.63	2351.98	2429.88
Max Day (MGD)	17.81	18.66	21.41	20.64	21.81
Min Day (MGD)	5.18	4.43	5.60	5.88	6.07
Average Day (MGD)	9.80	9.67	11.27	12.06	12.46
No of Days	195	195	196	195	195

Flows to date are up 351.08 ML (77.9 MIG) or 3.3% from last year. The 2022 flows to date are up 16.3% over the previous 4 year average.

**Recommendation:**

That this report be received by the UWSS Board for information purposes.

Respectfully submitted,



Rodney Bouchard, General Manager  
 Union Water Supply System Joint Board of Management  
 /kmj

Filename: t:\union wtr\reports to board\2022\uw15-22 uwss operations report for july 2022.docx

Prepared By: Sommer Lee, SI/CA Date: 2022-07-11 File: 2020-5461.05.05  
 Report No.: 41 Proj. No. 2020-5461  
 Report Period: 2022-07-04 to 2022-07-08  
 Client : Union Water Supply System (UWSS)  
 Client Contact : Rodney Bouchard  
 Project: UWSS Ruthven WTP DAF Retrofit Project Phase 1

## PROGRESS REPORT

TOTAL DAYS ON SITE THIS WEEK	DAYS LOST TO WEATHER THIS WEEK	REMAINING DAYS TO CONTRACT COMPLETION
5	0	As of <b>2022-07-11</b> , <b>38</b> days to contract completion (Original Contract Completion 2022-05-17 → Revised Contract Completion of 2022-08-18)

## KEY EQUIPMENT ON SITE

QTY.	NAME	USE	DAYS IN OPERATION
1	Crawler Loader	N/A	N/A
1	Crane	N/A	N/A
1	Skid Steer	N/A	N/A
1	Excavator	N/A	N/A
1	Plate Compactor	N/A	N/A
1	Jumping Jack Compactor	Accessway Maintenance	2022-07-05
1	Bulldozer	N/A	N/A
1	Dump Truck	N/A	N/A
1	Mini Excavator	Accessway Maintenance Covering Recirculation Piping	2022-07-05 to 2022-07-08
1	Telescopic Handler	DAF No. 1 Works and General Cleaning/set-up	2022-07-04 to 2022-07-09
1	Skyjack	DAF No. 1 Tank Works - Equipment Installation	2022-07-04 to 2022-07-08
1	Boomlift	DAF No. 1 Tank Works – Equipment Installation	2022-07-04 to 2022-07-07
	Miscellaneous Tools & Equipment		2022-07-04 to 2022-07-08

## KEY DELIVERIES TO SITE

DATE	MATERIALS / EQUIPMENT DELIVERED	NOTES
2022-07-06	<ul style="list-style-type: none"> <li>DAF No. 1 Influent Piping (316SS 750 mm)</li> </ul>	<ul style="list-style-type: none"> <li>Remainder of DAF No. 1 Influent Piping to Connect to the Inlet Well</li> </ul>

## WORK COMPLETED

DATE & WEATHER	SUMMARY OF WORK	ASSOCIATED PHOTOS
2022-07-04 Sunny 28°C/23°C	<ul style="list-style-type: none"> <li>Ayr Welding in DAF No. 1 Tank cutting metal plates and screwing concrete screws to the walls to fill in the effluent trough gaps that are &gt; 10mm.</li> <li>Maple working in DAF No. 1 Blowdown Chamber to remove existing piping.</li> </ul>	1 – 21

Submitted on 2022-07-11

	<ul style="list-style-type: none"> <li>Maple Electric continuing conduit installation in Auxiliary Building. Cable pulling within the Ruthven WTP to the in-ground pull box to the Auxiliary Building ready for Shutdown #2 planned for 2022-07-05.</li> </ul>	
2022-07-05 Sunny 31°C/20°C	<ul style="list-style-type: none"> <li>Shutdown #2 completed (approximate start 3:15AM and approximate completion 8AM) to connect cables to the Ruthven WTP switchgear for DAF No. 1.</li> <li>Ayr Welding in DAF No. 1 Tank cutting metal plates and installing with concrete screws to the wall to fill in the effluent trough gaps that are &gt; 10mm.</li> <li>Maple working on uncovering a drain that was covered during construction on the southwest side of the DAF Dome laydown area. Parking area on the west end of the WTP cleaned and re-packed.</li> <li>Maple prepping the scum piping line Tee to the DAF No. 1 Tank Blowdown Chamber.</li> </ul>	22 – 32
2022-07-06 Rainy & Cloudy 25°C/15°C	<ul style="list-style-type: none"> <li>Maple working within the DAF No. 1 Blowdown Chamber to install the drain line gate valve (10”).</li> <li>Ayr Welding in DAF No. 1 Tank completing installing metal plates to fill in the effluent trough gaps that are &gt; 10 mm.</li> <li>Maple Electric working in the Auxiliary Building and on DAF No. 1 Bridge on conduit installs.</li> <li>Maple cleaning up along the fence south of the pole barn.</li> </ul>	33 – 36
2022-07-07 Partly Cloudy 26°C/20°C	<ul style="list-style-type: none"> <li>Maple working within the DAF No. 1 Blowdown Chamber to install the drain line gate valve (10”) and the plug valve &amp; actuator on the sludge blowdown line.</li> <li>Maple installed the pressure relief valve and drain piping on the Saturation Tank within the Auxiliary Building.</li> <li>Welding completed on the recirculation piping through DAF no. 1 Tank wall. Maple filling the recirculation piping core through DAF No. 1 Tank wall with grout (to embed link seal).</li> <li>Maple installed the bypass line and valve on the DAF No. 1 Influent piping (bypass to route water into the DAF No. 1 tank outside of the center wells for startup/fill of tank).</li> <li>Maple Electric working in the Auxiliary Building and on DAF No. 1 Bridge on conduit installs.</li> </ul>	37 – 53
2022-07-08 Sunny 27°C/17°C	<ul style="list-style-type: none"> <li>Maple working within the DAF No. 1 Blowdown Chamber to install the drain line gate valve (10”) and the new piping including the straub coupling.</li> <li>Maple partly re-grading around the recirculation piping as it enters DAF No. 1 Tank.</li> <li>Maple Electric working in the Auxiliary Building on conduit installs.</li> </ul>	54 – 64

Submitted on 2022-07-11

	<ul style="list-style-type: none"> <li>Maple Electric working in the Valve Room on actuator (DAF No. 1 influent and effluent) wall-mounted controllers.</li> </ul>	
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**KEY CONTRACTORS AND SUBCONTRACTORS ON SITE**

- Maple Reinders Constructors Ltd. (Maple), 2022-07-04 to 2022-07-08
- Maple Electric, 2022-07-04 to 2022-07-08
- NJS Excavation (NJS), N/A
- Velez Construction (Velez), N/A
- Tarpon, N/A
- Lakeshore / Lake Erie Concrete Supply, N/A
- AGF, N/A
- KT Excavating, N/A
- Jake’s Crane Service, N/A
- Moir Crane Service, N/A
- Tri County Crane & Machinery Moving, N/A
- Brevon Concrete Cutting and Coring, N/A
- Red Line Contracting, N/A
- Vito Masonry, N/A
- Cutting Edge Insulation, N/A
- Aluma Safway, N/A
- Napier Reid, N/A
- Greatario, N/A
- Prestressed Systems Incorporated (PSI), N/A
- Earl S Ross, N/A
- Stonhard, N/A
- Gillett Roofing, N/A
- Ayr Welding, 2022-07-04 to 2022-07-08
- Cameron Crane, N/A

**VISITORS AND PURPOSE OF VISIT:**

- None to note during this period.

**REQUESTED REVISIONS OR INTERPRETATIONS, FIELD INSTRUCTIONS, CHANGE DIRECTIVES**

- None to note during this period.

**NONCONFORMING WORK REPORTED TO CONTRACTOR:**

- None to note during this period.

**ISSUES THAT MAY LEAD TO DELAYS IN PROJECT DELIVERY:**

Submitted on 2022-07-11

- DAF No. 1 Scrapper and Skimmer Modifications to correct leveling issue.

## ATTACHMENTS AND OTHER INSPECTION/OBSERVATION REPORTS:

- None to include during this period.

PHOTOS



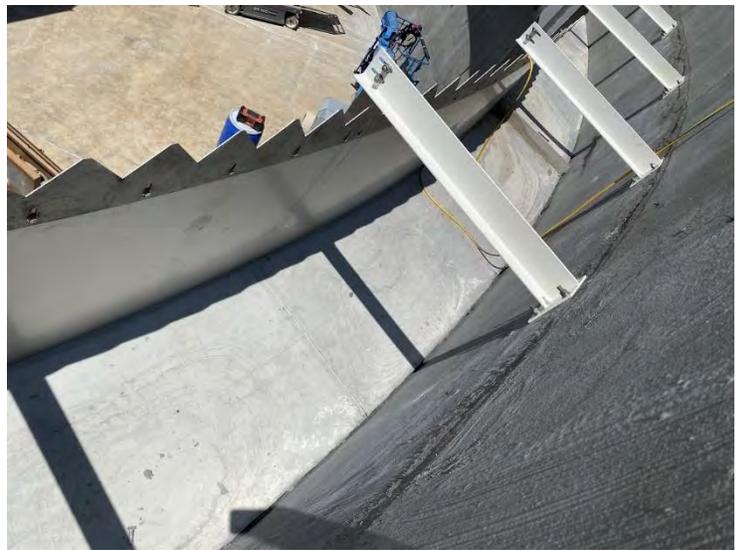
1. DAF No. 1 Blowdown Chamber – Temporary Air Recirculation via Blower for Pipe Removals (2022-07-04)



2. DAF No. 1 Tank (2022-07-04)



3. DAF No. 1 Effluent Trough (2022-07-04)



4. DAF No. 1 Effluent Trough (2022-07-04)



5. DAF No. 1 Effluent Trough – Metal Plate Solution to Fill Gaps (2022-07-04)



6. DAF No. 1 Effluent Trough – Metal Plate Solution to Fill Gaps (2022-07-04)



7. Auxiliary Building: MCC Conduit (2022-07-04)



8. Auxiliary Building: MCC Conduit with Cable pulled through (2022-07-04)



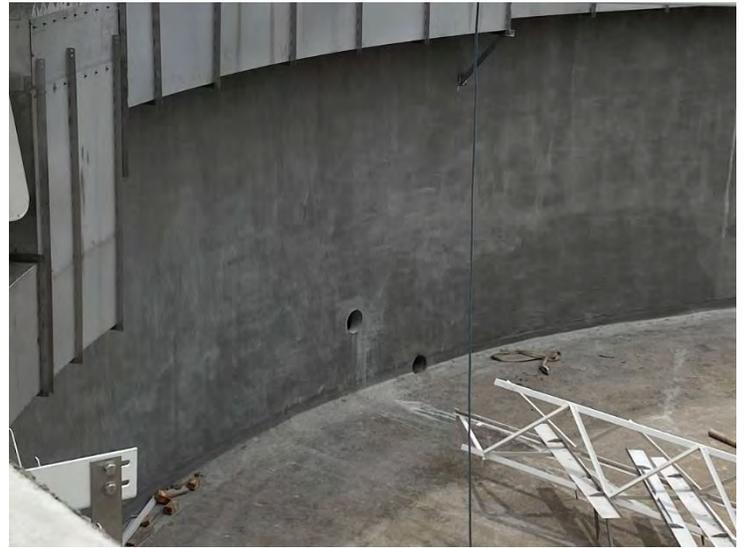
9. General Accessway (2022-07-04)



10. General Materials Laydown Area (2022-07-04)



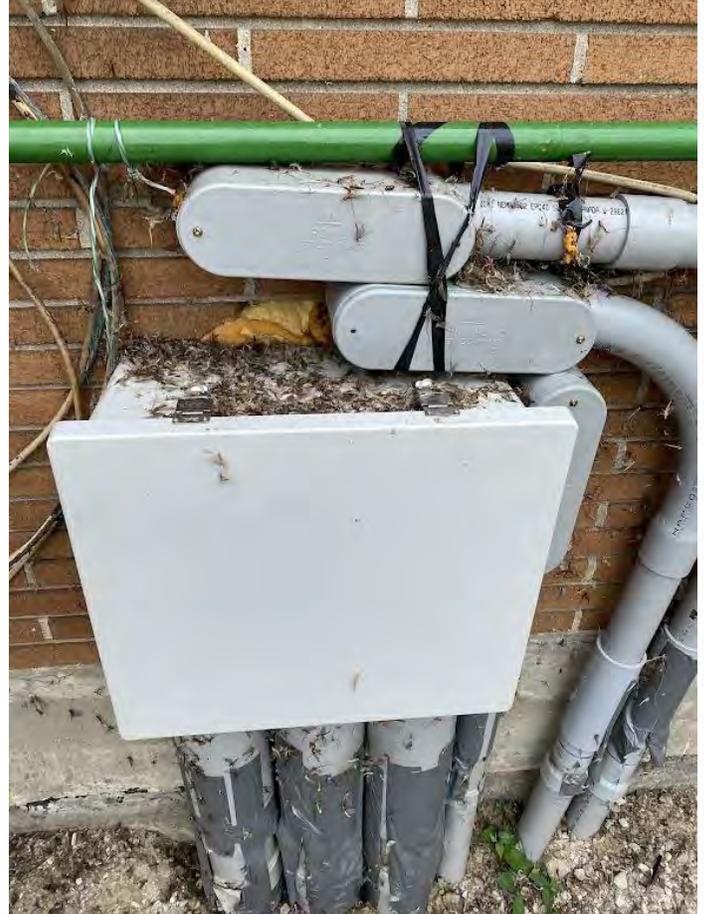
11. DAF No. 1 (2022-07-04)



12. DAF No. 1 – Core through Wall for Scum Piping (2022-07-04)



13. Ruthven WTP – Exterior of CO2 Room Pull Box for DAF (2022-07-04)



14. Ruthven WTP – Exterior of CO2 Room Pull Box for DAF (2022-07-04)



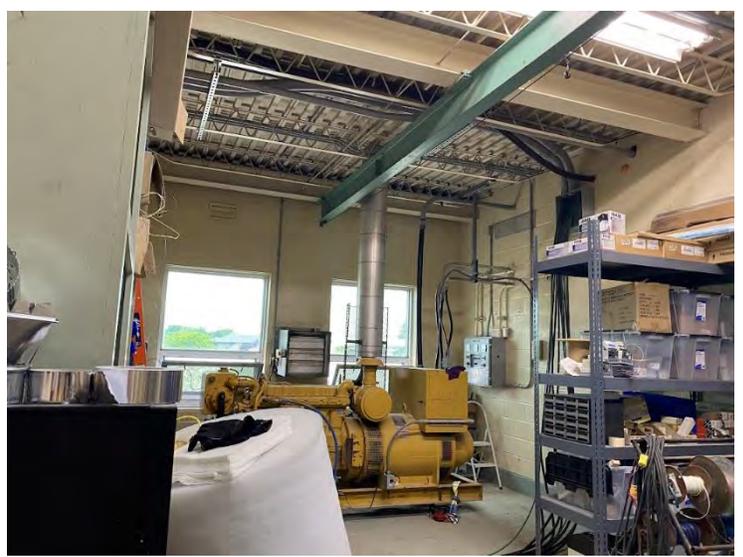
15. Ruthven WTP – Interior of CO2 Room Pull Box for DAF (2022-07-04)



16. Ruthven WTP – CO2 Room Conduit for DAF (2022-07-04)



17. Ruthven WTP – Generator Room Conduit for DAF (2022-07-04)



18. Ruthven WTP – Generator Room Conduit for DAF (2022-07-04)



19. Ruthven WTP – Generator Room Conduit for DAF (2022-07-04)



20. Ruthven WTP – Switchgear (2022-07-04)



21. Ruthven WTP – Switchgear with new Conduit for DAF (2022-07-04)



22. Auxiliary Building – Conduit through South Wall (2022-07-05)



23. Auxiliary Building – 51 mm Conduit through Wall (2022-07-05)



24. Auxiliary Building – 103 mm Conduit through Wall (2022-07-05)



25. Auxiliary Building – 103 mm and 51 mm Conduit through Wall (2022-07-05)



26. DAF No. 1 – Effluent Troughs (2022-07-05)



27. DAF No. 1 – Effluent Troughs (2022-07-05)



28. DAF No. 1 – Effluent Troughs (2022-07-05)



29. DAF No. 1 Blowdown Chamber – Core through Wall for Scum Piping (2022-07-05)



30. DAF No. 1 Blowdown Chamber – Existing Drain Pipe (2022-07-05)



31. DAF No. 1 Blowdown Chamber – Cores Through Wall for Service Water & Conduit (2022-07-05)



32. DAF No. 1 Blowdown Chamber – Core Through Floor for Service Water (2022-07-05)



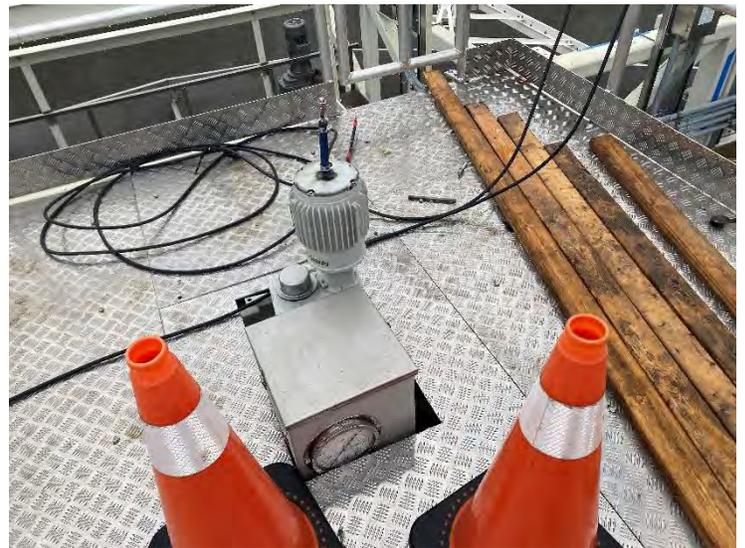
33. DAF No. 1 – Recirculation Piping Through Wall (2022-07-06)



34. DAF No. 1 – Recirculation Piping Through Wall (Weld in progress) (2022-07-06)



35. DAF No. 1 (2022-07-06)



36. DAF No. 1 Main Drive for Scrapper (2022-07-06)



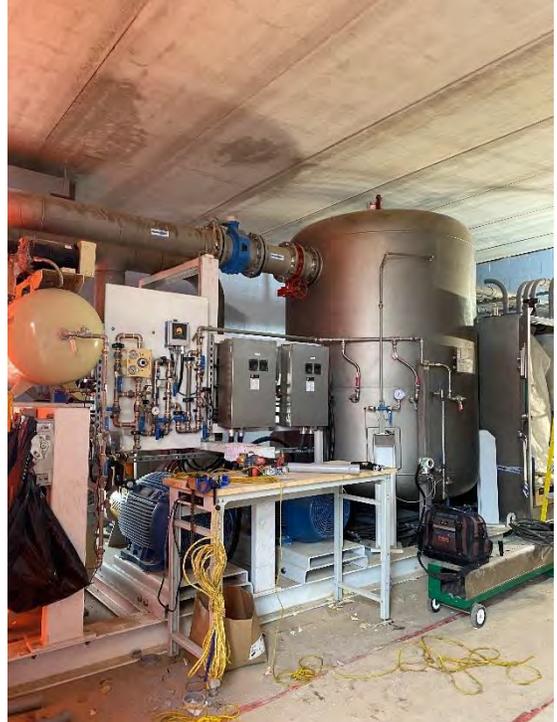
37. DAF No. 1 Blowdown Chamber – Straub Coupling for New Tee Tie-In on Sludge Blowdown Line (2022-07-07)



38. DAF No. 1 Blowdown Chamber – Core through Wall for Scum Piping (2022-07-07)



39. DAF No. 1 Blowdown Chamber – Gate Valve for Drain Line (2022-07-07)



40. Auxiliary Building – Saturation Skid (2022-07-07)



41. Auxiliary Building – Saturation Skid (2022-07-07)



42. Auxiliary Building – Power Panel and MCC (2022-07-07)



43. Auxiliary Building – Power Panel (2022-07-07)



44. Auxiliary Building – Power Panel (2022-07-07)



45. Auxiliary Building – Saturation Skid Pressure Relief Valve and Drain Piping (2022-07-07)



46. Auxiliary Building – Saturation Skid Pressure Relief Valve Drain Piping (to be located further from the power panel) (2022-07-07)



47. Auxiliary Building – MCC (2022-07-07)



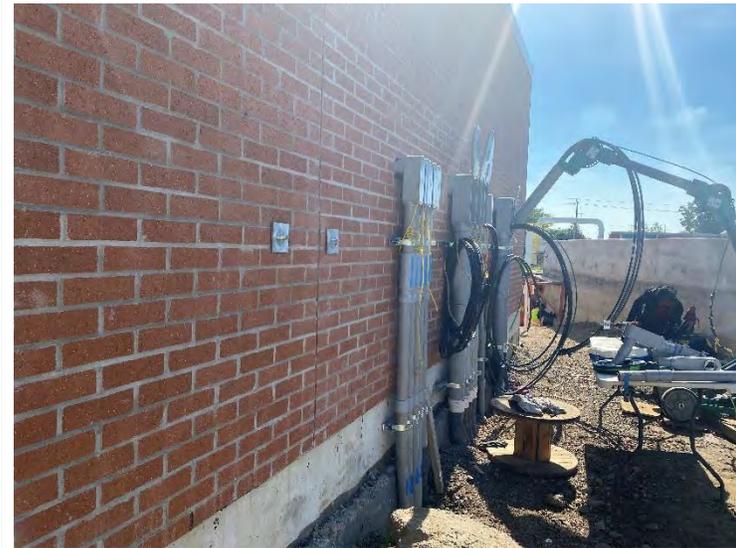
48. Auxiliary Building – Saturation Skid (2022-07-07)



49. DAF No. 1 Influent Piping Air Relief Valve (2022-07-07)



50. DAF No. 1 Influent Piping Air Relief Valve (2022-07-07)



51. Auxiliary Building – Conduit (2022-07-07)



52. DAF No. 1 Tank – Conduit (2022-07-07)



53. Removals from DAF No. 1 Blowdown Chamber (Piping and Valve) (2022-07-07)



54. DAF No. 1 Tank (2022-07-08)



55. DAF No. 1 Tank: Influent Piping Bypass Line (2022-07-08)



56. DAF No. 1 Tank: Influent Piping Bypass Line (2022-07-08)



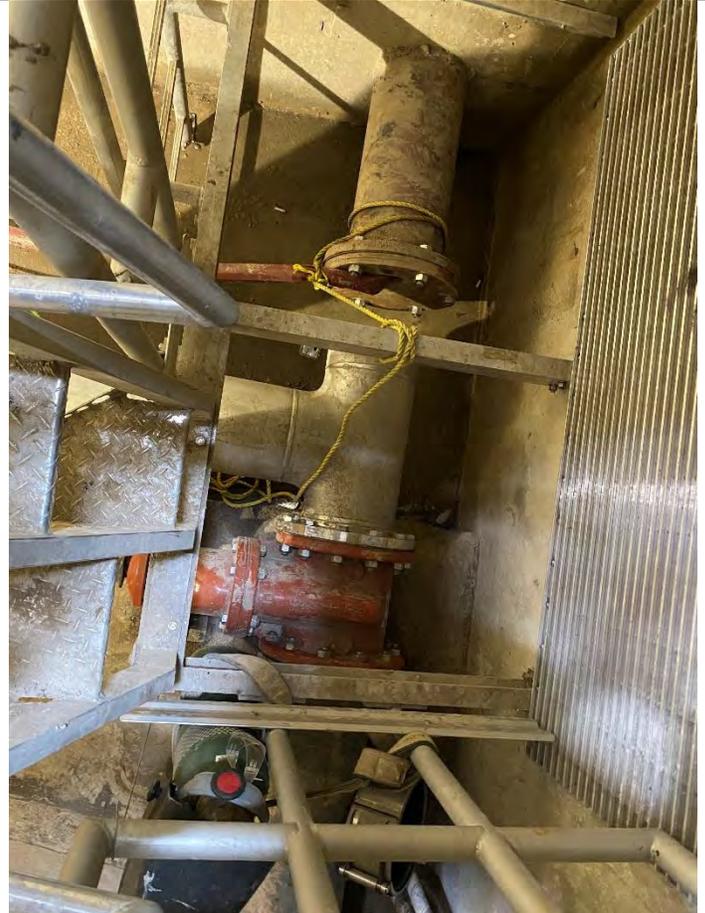
57. DAF No. 1 Tank (2022-07-08)



58. DAF No. 1 Blowdown Chamber Scum Piping to Sludge Blowdown Line (2022-07-08)



59. DAF No. 1 Blowdown Chamber Scum Piping to Sludge Blowdown Line (2022-07-08)



60. DAF No. 1 Blowdown Chamber Drain Line (2022-07-08)



61. DAF No. 1 Blowdown Chamber (2022-07-08)



62. DAF No. 1 Blowdown Chamber (2022-07-08)



63. DAF No. 1 Recirculation Piping from Tank to Auxiliary Building (2022-07-08)



64. DAF No. 1 Recirculation Piping from Tank to Auxiliary Building (2022-07-08)

UW/16/22

To: Chair and Members of the Union Water Supply System Joint Board of Management

From: Rodney Bouchard, Union Water Manager

Date: July 13, 2022

Re: UWSS Representative on the Essex Region Source Water Protection Committee



**Recommendation:**

That the UWSS Board receives this report for information purposes.

**Background:**

An Essex Region Source Protection Committee (Essex Region SPC) has been established under the Clean Water Act 2006. The Essex Region SPC is responsible for preparing and maintaining a Source Protection Plan for all of the municipal drinking water systems in Essex County, including the UWSS.

The Essex Region SPC consists of (15) members plus a Chair and must include five (5) members representing the municipal sector, five (5) members representing the economic sector (business and agriculture) and five (5) members representing the general community. The municipal representation has been structured to represent as broadly as possible the municipal interests of the entire area. One member is nominated by the UWSS Board to represent the UWSS and its participating municipalities.

The municipal sector representation on the Essex Region SPC has been structured as follows:

City of Windsor	2 members
Lakeshore	1 member
Amherstburg	1 member
Union Water Supply System	1 member

This division is intended to ensure that the municipal owners of the water treatment plants in the Essex Region are represented. In addition it is intended to ensure representation of the municipalities that could be affected by the Source Protection Plans for each water intake. Accordingly, the UWSS nominee is intended to represent the Town of Essex as well as the UWSS. Essex owns a water treatment plant in Colchester South but does not have direct representation on the Essex Region SPC.

July 13, 2022 - UW/16/22

Re: Nomination of UWSS Representative to sit on the Essex Region Source Water Protection Committee

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### **Discussion:**

The UWSS has been informed by the Essex Region Source Water Protection project manager that the current UWSS representative on the Essex Region SPC, Mayor Nelson Santos, will be tendering his resignation effective July 18, 2022 and that the UWSS Board will need to nominate a new representative to sit on the Essex Region SPC. Mayor Nelson Santos of the Town of Kingsville has represented the UWSS on the Essex Region SPC since November 2015.

The following provides details on the role, obligations and recommended qualifications of an SPC member:

### Summary of Member Obligations

- Five year commitment;
- Attendance to four (4) annual SPC meetings, as well as possibly additional public meetings or working group sessions during day or evening hours;
- Representatives must reside, own property, rent property, be employed or operate a business in the Essex Region Source Protection Area;
- Act as a liaison by bringing forward common concerns from their knowledge and experience in their sector to the committee and assist in communicating the committee's work;
- Make decisions at the committee table;
- Respect confidential information and abide by the process in place to safeguard confidential information;

### Member Qualifications

- Demonstrated ability to understand source protection science, concepts and technical reports
- Proven ability to act as liaison for the sector(s) being represented
- Problem solving, analytical, communication and organizational skills
- An openness to working together and with representatives from other sectors
- Knowledge of local watershed, community and issues
- Demonstrated ability to work with group dynamics and team environments; conciliatory decision-making skills
- Willingness and ability to travel around the Essex Region
- Has, or is capable of having direct contact with residents and landowners

The procedure for nomination of a UWSS representative to the Essex Region SPC is as follows:

1. The UWSS Board will nominate a representative for recommendation to Essex Region Source Protection Authority (Essex Region SPA) for appointment to the Essex Region SPC.

July 13, 2022 - UW/16/22

Re: Nomination of UWSS Representative to sit on the Essex Region Source Water Protection Committee

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2. The UWSS General Manager will forward this name to Essex Region SPA with a request to appoint the nominee to the Essex Region SPC.
3. Essex Region SPA will appoint the nominee to the Essex Region SPC.

It should be noted that the UWSS Board can nominate either a UWSS Board member or staff member to represent UWSS on the Essex Region SPC. Historically, the UWSS representative has been a UWSS Board member.

Respectfully submitted,



Rodney Bouchard, General Manager  
Union Water Supply System Joint Board of Management

rb/kmj

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