



## **JOINT BOARD OF MANAGEMENT**

Wednesday, September 18,  
2019

**9:00 AM**

Ruthven Water Treatment Plant  
1615 Union Avenue  
Ruthven

## **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, July 31, 2019  
Pages 2- 5

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

**E. Items for Consideration:**

1. UW/24/19 dated September 13, 2019 re: Status Update of UWSS Operations &  
Maintenance Activities and Capital Works to September 13, 2019  
Pages 6 - 8
2. UW/25/19 dated September 13, 2019 re: UWSS 2019 Budget Status Report -  
Revenue and Expenditures to August 31<sup>st</sup>, 2019  
Pages 9 - 11  
  
Budget Tables 12 - 15
3. UW/26/19 dated September 12, 2019 re: New Operations & Maintenance  
Agreement between the UWSS and OCWA  
Pages 16 - 23
4. UW/26/19 dated September 13, 2019 re: Payments from July 27 to September  
13, 2019  
Pages 24 - 33

**F. New Business:**

**G. Adjournment:**

**H. Date of Next Meeting:** October 16<sup>th</sup>, 2019 at the Ruthven Water Treatment  
Plant, 1615 Union Avenue, Ruthven.

/kmj



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**JOINT BOARD OF  
MANAGEMENT**

Wednesday, July 31, 2019  
**9:00 AM**  
Ruthven Water Treatment Plant  
1615 Union Avenue,  
Ruthven

## **MINUTES**

**Members Present:** Mayor MacDonald (Chair); Councillors Dunn, Hammond, Jacobs, Wilkinson - Leamington  
Mayor Nelson Santos (Vice-Chair); Deputy Mayor Queen,  
Councillors DeYong, Lucier (alternate), Patterson - Kingsville  
Councillor VanderDoelen - Essex  
Councillor Walstedt - Lakeshore

**Members Absent:** Councillor Neufeld - Kingsville  
Deputy Mayor Verbeke - Leamington

**Staff Present:** Shannon Belleau - Leamington

**OCWA Staff Present:** Susan Budden  
Dale Dillen

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

**Disclosures of Pecuniary Interest:** none

**Adoption of Board Minutes:**

**No. UW-35-19**

**Moved by:** Councillor Dunn

**Seconded by:** Deputy Mayor Queen

That Minutes of the UWSS Joint Board of Management meeting of June 19, 2019 be received.

Carried

**Business Arising Out of the Minutes:**

There was none.

**Report UW/22/19 dated, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to July 26, 2019**

The Manager reviews his report with board members. He reminds members that there is ongoing construction on the grounds of the water treatment plant (WTP). He confirms that the soil rehabilitation project at the Cottam Booster Station (CBS) is ongoing and will most likely finish up later in August. He confirms that the pipe is in place, but the soil coverage needs to be completed.

The SCADA upgrade project has a lot of elements being worked on at the moment. He confirms that UWSS is continuing to work with AE and Summa to move the project forward. He confirms that there have been a few Factory Acceptance Tests (FAT). Specifically in Mississauga he and OCWA members attended a FAT in order to go through the process narrative for the CBS. He reminds members that this is a very large document to review and the integrators will use this document to program the SCADA system.

He also notes that the equipment list has been completed and some equipment should be arriving soon. This project requires a great deal of leg work and forward thinking, so as to encompass future needs and what things will look like down the road. The team is working hard to accomplish this.

The CO2 pH Adjustment System project is moving forward and the CO2 tank went up July 18<sup>th</sup>, the injection chamber has been excavated and concrete support foundations have been poured. In conjunction with the CO2 project, the chlorine building has had the new concrete foundation for the addition to the building completed. Things are moving along quite well.

The Manager informs the board that the HL #5 experienced a failure. A new breaker has been purchased with installation expected in August.

The Manager notes that OCWA staff will be working on some landscaping around the Ruthven WTP and it is expected to continue into the Fall. He further notes that DiMenna Excavating has been retained to remove more solids from the residual pile at the back of the WTP property. Approximately 2500 tons of materials will be removed and taken by EWSWA for day cover. There is some board questions regarding this matter and what else can be done with the material. The Manager explains that UWSS continue to work with MECP regarding possible uses for the material. The concern is the aluminum content in the materials. There is a brief discussion on the rates received from the EWSWA and notes that it would be more expensive if UWSS was to go private to dispose of the material.

The EWT mixer failed and a new mixer has been purchased from Greatario and was installed on June 26<sup>th</sup>. The original mixer lasted as long as was expected. This was an unplanned purchase.

Stantec Consulting has been retained to complete a design and engineering for HL pump in the north high lift bay. This smaller pump will provide more flexibility, especially in the winter. Further, Stantec has also been retained to reconfigure the administrative area of the Ruthven WTP. He provides members with a projection of the plans and explains that the WTP should be made accessible as well as utilizing some space in better ways.

The MECP reports for both the Town of Essex and the Municipality of Leamington have been received. The Manager confirms that both received 100% ratings. On July 19<sup>th</sup> the UWSS received its new Municipal Drinking Water Licence (MDWL) and Drinking Water Works Permit (DWWP) #5, as well as acceptance of the Operational Plan. Several new items have been added in terms of algae monitoring and the Manager notes that the UWSS/OCWA go above and beyond what is required. There may have to be a few changes to the processes but overall the Manager feels UWSS is on track to meet those changes.

The Manager notes that the flows are catching up to the previous year's and are the highest since 2008. The Board asks for reasons behind this trend. The Manager notes that this area has seen a lot of housing and business development, but also the increase in greenhouse growth has certainly contributed to higher flows.

There is a question regarding the Lake Erie algae bloom prediction. The Manager notes that the UWSS receives twice weekly updates from NOAA and there are monitoring stations around the lake so generally water operators are aware when the bloom is getting close. It is not a concern at the moment.

There is a further question regarding the increased costs expected from the increased testing, as part of the new requirements under the MECP regarding our licence. The Manager feels that the costs will be negligible.

The Board then enjoys a photo presentation of all of the work that has been taking place around the WTP and throughout the UWSS. The Manager also confirms that negotiations continue regarding the OCWA Contract.

**No. UW-36-19**

Moved by: Councillor DeYong

Seconded by: Councillor Patterson

That report UW/22/19 dated July 26, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to July 26, 2019 is received.

Carried (UW/22/19)

**Report UW/23/19 dated July 26, 2019 re: Payments from June 14 to July 26, 2019**

**No. UW-37-19**

Moved by: Councillor Jacobs

Seconded by: Councillor Dunn

That report UW/23/19 dated July 26, 2019 re: Payments from June 14 to July 26, 2019 is received.

Carried (UW/23/19)

Adjournment:

**No. UW-38-19**

Moved by: Councillor Patterson

Seconded by: Councillor Dunn

That the meeting adjourn at 9:33

Carried

Date of Next Meeting: Wednesday, September 18, 2019, at the Ruthven WTP.

/kmj

UW/24/19

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

**From:** Rodney Bouchard, Union Water Manager

**Date:** September 13, 2019

**Re:** Status Update of UWSS Operations & Maintenance Activities and Capital Works to September 13, 2019




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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.

**Discussion:**

The UWSS 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. Regular Maintenance on all process equipment and analyzers continue to be completed through OCWA's Workplace Maintenance Management System.
2. SCADA Upgrade Project Update: UWSS, pertinent OCWA operations staff, SUMMA (SCADA integrator) and Associated Engineering (UWSS' consultant) participated in a workshop at the UWSS Ruthven Water Treatment Plant to review and discuss the draft process control narrative (PCN) for Ruthven Water Treatment Plant Processes. A second review teleconference was held for this purpose on September 10, 2019. The Factory Acceptance Test (FAT) for the Ruthven Water Treatment Plant SCADA controls will be held in later October 2019 at the Treatment Plant and will consist of a workshop with UWSS and OCWA operations staff.

A FAT test for valve chambers/Cottam Booster is scheduled for September 26, 2019 at SUMMA offices in Etobicoke to test the PLCs and ensure that the PCN is correct. FAT testing for the four water towers, low lift plant and part of Cottam Booster Station have been completed already.

UWSS released the construction tasks for the SCADA upgrades to SUMMA on September 4<sup>th</sup>, 2019. A list of equipment needed for the SCADA upgrade project (i.e. PLCs, servers, screens, etc.) was reviewed by UWSS' engineer, and deemed to meet the requirements. Construction is anticipated to begin at the end of September/early October 2019.

The full project schedule has been slightly extended due to extra steps needed for the PCN development process. Substantial completion is now scheduled for mid-January 2020 instead of mid-December 2019.

3. CO2 pH Adjustment/ Chlorine System Improvements Project Update - The two (2) Injection Chambers have been installed and partially backfilled. The CO2 feed piping from the CO2 tank to the plant and CO2 injection piping from the plant to the injection chambers are scheduled to be installed by the end of September 2019.

In-plant CO2 piping to the CO2 dissolution and control skids has been started. The Motor Control Center (MCC)/ electrical panel for the CO2 injection system has been delivered and is currently being installed.

The dry chlorine scrubber tank and piping have been delivered and installation is nearing completion. The extension/bump out of the chlorine building is progressing well; the block walls and the roof are complete and the exterior brick will be started the week of Sept 16, weather depending.

The new chlorination equipment including emergency auto shut-off valves have been ordered. The new chlorine tonners support structure design has been approved and materials ordered. The project is on track for substantial completion in mid-November 2019.

4. DiMenna Excavating has been retained to remove more solids from the residuals pile in the back of the Ruthven WTP property. Approval was received from EWSWA in mid-August 2019 to send these materials to the landfill for use as daily cover. As of the date of this report, approximately 1500 tons of materials had been removed from the pile. This work will be ongoing into October 2019.
5. The Cottam Booster Reservoir soil cover rehabilitation project is basically complete. The last item left to be done is hydroseeding, which will be completed when the weather/temperature is optimal.
6. DWQMS Audit took place August 26<sup>th</sup>, 2019. The auditor identified the following Minor Non- Conformance (NCR)and Opportunities for Improvement (OFI):
  - Element #8 - Risk Assessment Outcomes: *Minor NCR #2019-01 - Review the process steps for establishing the required Critical Control.* This minor non-conformance has been addressed by Operations Staff.
  - Element # 13: *OFI -Consider a more formal definition of "Essential Supplies and Services" to decide which suppliers need to receive the supplier letter outlining QMS requirements.* This item is being revised by Operations Staff.

- Element # 17: *OFI - Consider investigating the possibility of calibration of the RFU Detector for Blue-Green Algae.* This item will be addressed as needed.

7. Watech was retained to complete an inspection of the roof of reservoir #2. This work was completed on August 29<sup>th</sup>, 2019. A report was issued by Watech on September 3<sup>rd</sup>, 2019. The report indicated that the inspection of the reservoir did not identify any issues with Reservoir #2 roof structure.

Comparative Flows for 2015 through 2019 in Millions of Imperial Gallons (for the period January 1<sup>st</sup> to September 12<sup>th</sup>, 2019)

	2015	2016	2017	2018	2019
Flow to Date (MG)	2356.33	2561.63	2514.87	2718.15	2756.88
Max Day (MGD)	15.36	16.75	16.62	18.14	18.79
Min Day (MGD)	3.79	4.29	4.56	5.18	4.43
Average Day (MGD)	9.24	10.01	9.86	10.66	10.81
No of Days	255	256	255	255	255

Flows to date are up 38.73 MIG or 1.42% from last year. The 2019 flows to date are up 8.63% over the previous 4 year average.

**Recommendation:**

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

Respectfully submitted,



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

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UW/25/19

## Report

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

**From:** Rodney Bouchard, Union Water Manager

**Date:** September 13, 2019

**Re:** UWSS 2019 Budget Status Report - Revenue and Expenditures to August 31<sup>st</sup>, 2019.



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### Recommendation:

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

And further, that the UWSS Board approves the amendment to the 2019 UWSS Budget to revise the budget for Miscellaneous Professional Services from \$45,000 to \$90,000.

### Report Highlights

- Actual potable water demand from UWSS as of August 31<sup>st</sup>, 2019 is approximately 173 million gallons (approximately 5%) above budgeted demand to this date.
- UWSS wholesale water revenue as of August 31<sup>st</sup>, 2019 is approximately \$488,000 more than budgeted to this date.
- Operational and Debt Service Expenditures to date are in line with budgeted expenditures for 2019 with the exception of Miscellaneous Professional Services which are approximately \$25,000 over budget to date and projected to be approximately \$45,000 over budget at end of year.
- The Capital Program for 2019 is progressing well.

**Background:**

The UWSS Manager typically provides a mid-year update on UWSS Revenues and Expenditures as compared to the approved budget. This report provides an update on 2019 water demand, revenues and expenditures for UWSS up to August 31st, 2019.

**Discussion:**

The following provides brief details on the status of actual potable water demand, wholesale rate revenue, operational expenditures, and capital expenditures from January 1, 2019 to August 31<sup>st</sup>, 2019.

Potable Water Demand:

As of August 31<sup>st</sup>, 2019, UWSS potable water demand was 2.584 billion Imperial gallons (gallon), which represents a 173 million gallon or 5 percent increase from budgeted water demand to this date.

Wholesale Rate Revenue:

As a result of the increase in potable water demand, UWSS wholesale rate revenue as of August 31<sup>st</sup>, 2019 is approximately \$488,000 more than budgeted to date.

Total UWSS Revenue:

The total UWSS revenue as of August 31<sup>st</sup>, 2019, which includes wholesale rate revenue, investment income revenue, and lease revenue from telecommunications companies is approximately \$7.733 million. This represents \$694,000 increase from budgeted amount to date.

Operational and Fixed Expenditures:

Operational and Fixed Expenditures include costs associated with the OCWA Operations and Maintenance contract; administrative costs for UWSS including employee salaries and benefits; electricity and natural gas costs; and debt servicing costs.

As of August 31<sup>st</sup>, 2019, Operational and Fixed expenditures were approximately \$4.522 million. Expenditures to date are in line with approved 2019 UWSS budget except for the following:

- Miscellaneous Professional Services category is approximately \$25,000 over the approved 2019 Budget and is expected to be approximately \$45,000 over budget by year end. This item is over budget for the following reasons:

- Conservation Demand Management Plan Update - As per Ontario Regulation 507/18, all public agencies are required to report annually on energy uses and also required to prepare and update Conservation Demand Management Plans every 5 years. UWSS prepared its initial CDM plan in 2014, thus requiring an update by July 1, 2019. The UWSS General Manager neglected to include a budget line item in the 2019 Budget to complete this update. Since this is a regulatory requirement, the update was completed on time. Professional Services fees for this work were approximately \$20,000.
- UWSS Restructuring/ Governance Initiative - The UWSS has been working on organizational restructuring initiative since 2017. The UWSS Board approved a budget of \$150,000 for the financial part of this work that is being undertaken by PriceWaterhouse Coopers (PWC). This work has been on-going as part of that initial approved budget; However, a line item was not included into the 2019 Budget under “Professional Services” to reflect the 2019 expenditures for this work. Un-budgeted fees of approximately \$30,000 are associated with this work.

#### Capital Expenditures:

As of August 31<sup>st</sup>, 2019, approximately \$1,583,000 of the approved \$5,735,000 capital budget for 2019 had been expended. Details on capital expenditures are provided in the tables that are attached to this report.

It should be noted that some capital projects have been completed but final invoices have yet to be received and, thus are not accounted for in this report. The larger approved Capital Budget items such as SCADA System Upgrade (\$1,035,000), CO2 pH Control project (\$1,550,000) and Chlorine System Upgrades (\$1,550,000) are on-going and should all be substantially complete by the end of the year.

#### **Conclusions:**

It is the UWSS General Manager’s opinion that this report provides an accurate status of the UWSS 2019 revenues and expenditures as of August 31<sup>st</sup>, 2019.

Respectfully submitted,



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

rb/kmj

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**UNION WATER SUPPLY SYSTEM JOINT BOARD OF MANAGEMENT**  
**Aug. 31, 2019 Budget Status**  
**Flows and Revenue**

Flow Metering Location	2019 Approved 2019 Budget	2019 Budgeted to Aug. 31st (based on 5-yr average)	2019 As of Aug. 31st	2019 Percent of Budget As of Aug. 31st	2019 Forecasted to Dec 31st	2019 Forecasted % of Budget at Dec. 31st
Essex PUC	175,000,000	123,031,744	121,148,791	69%	173,000,000	99%
Gosfield N. Twsp	135,000,000	94,910,203	101,463,297	75%	143,000,000	106%
Gosfield S. Twsp	1,105,000,000	776,857,587	743,492,607	67%	1,100,000,000	100%
Highbury CanCo	215,000,000	151,153,286	157,695,385	73%	228,000,000	106%
Kingsville PUC	145,000,000	101,940,588	97,134,505	67%	142,000,000	98%
Leamington PUC	1,550,000,000	1,089,709,737	1,284,308,571	83%	1,695,000,000	109%
Lakeshore	105,000,000	73,819,047	79,076,923	75%	109,000,000	104%
<b>Total Flow:</b>	<b>3,430,000,000</b>	<b>2,411,422,192</b>	<b>2,584,320,080</b>	<b>75%</b>	<b>3,590,000,000</b>	<b>105%</b>
Rate 1 Flow	3,215,000,000	2,260,268,906	2,426,624,695	75%	3,362,000,000	105%
Rate 1	\$2.82		\$2.82		\$2.82	
Rate 1 Revenue	\$9,066,300	\$6,373,958	\$6,843,082	75%	\$9,480,840	105%
Rate 2 Flow	0		0		0	
Rate 2	\$0.00		\$0.00		\$0.00	
Rate 2 Revenue	\$0.00		\$0.00		\$0.00	
Rate 3 Flow	0		0		0	
Rate 3 Revenue	\$0		\$0		\$0	
Highbury CanCo Flow	215,000,000	151,153,286	157,695,385	73%	228,000,000	106%
Highbury CanCo Rate	\$2.82		\$2.82		\$2.82	
Highbury CanCo Revenue	\$606,300	\$426,252	\$444,701	73%	\$642,960	106%
Lifecycle Rate	\$0.36		\$0.36		\$0.36	
	\$1,234,800	\$868,112	\$930,355	75%	\$1,292,400	105%
<b>Total Revenue</b>	<b>\$9,672,600</b>	<b>\$6,800,211</b>	<b>\$7,287,783</b>	<b>75%</b>	<b>\$10,123,800</b>	<b>105%</b>

**UNION WATER SUPPLY SYSTEM JOINT BOARD OF MANAGEMENT**  
**Aug. 31st, 2019 Budget Status**  
**Budget Summary**

**Water Flows****REVENUE**

Senior Government Grants

Wholesale Rate Billings

Investment Income

Sundry revenue

**TOTAL REVENUES****OPERATING EXPENDITURE**

General Administration

Miscellaneous Professional Services

OCWA Operating Contract

Programs and Studies

Operational/Maintenance/Upgrades - General

CO2 Liquified Gas Procurement

Electricity and Natural Gas

**TOTAL OPERATING EXPENDITURES**

Debt Service

**TOTAL DEBT SERVICE EXPENDITURES****CAPITAL EXPENDITURE**

Capital Repair, Maintenance &amp; Upgrade Works

Contingency

**TOTAL CAPITAL EXPENDITURES****NET SURPLUS/(DEFICIT)**

	2019 Approved Budget	2019 As of Aug. 31st	2019 Percent of Budget As of Aug. 31st	2019 Forecasted to Dec 31st	2019 Forecasted % of Budget at Dec. 31st
	\$0	\$0		\$0	
	\$9,672,600	\$7,287,783	75%	\$10,123,800	105%
	\$450,000	\$430,952	96%	\$513,000	114%
	\$21,000	\$14,128	67%	\$21,000	100%
	\$10,143,600	\$7,732,863	76%	\$10,657,800	105%
	\$324,250	\$206,144	64%	\$338,383	104%
	\$45,000	\$70,209	156%	\$90,000	200%
	\$3,265,000	\$1,729,632	53%	\$3,100,000	95%
	\$180,000	\$77,849	43%	\$165,000	92%
	\$250,000	\$42,866	17%	\$220,000	88%
	\$175,000	\$0	0%	\$27,500	16%
	\$1,250,000	\$667,546	53%	\$1,200,000	96%
	\$5,489,250	\$2,794,246	51%	\$5,647,000	103%
	\$2,332,441	\$1,622,382	70%	\$2,332,441	100%
	\$2,332,441	\$1,622,382	70%	\$2,332,441	100%
	\$5,735,000	\$1,582,531	28%	\$4,703,303	82%
	\$5,735,000	\$1,582,531	28%	\$4,703,303	82%
	(\$3,413,091)	\$1,733,704	-51%	(\$2,024,944)	59%

UNION WATER SUPPLY SYSTEM JOINT BOARD OF MANAGEMENT  
Aug. 31st, 2019 Budget Status  
Operational Revenue and Expenditures

		2019	2019	2019	2019	2019
Number	Account Description	Approved Budget	As of Aug. 31st	Percent of Budget As of Aug. 31st	Forecasted to 31st	Forecasted % of Budget at Dec. 31st
<b>REVENUE ACCOUNTS</b>						
FEES REVENUE						
0700-3700	Wholesale Rate Billings	\$9,672,600	\$7,287,783	75%	\$10,123,800	105%
		\$9,672,600	\$7,287,783	75%	\$10,123,800	105%
MISCELLANEOUS REVENUES						
0700-4100	Investment Income (Operations)	\$450,000	\$430,952	96%	\$513,000	114%
0700-3999	Sundry revenue	\$21,000	\$14,128	67%	\$21,000	100%
		\$471,000	\$445,080	94%	\$534,000	113%
<b>TOTAL REVENUES :</b>		<b>\$10,143,600</b>	<b>\$7,732,863</b>	<b>76%</b>	<b>\$10,657,800</b>	<b>105%</b>
<b>EXPENDITURE ACCOUNTS</b>						
WAGES AND BENEFITS						
0700-5000	Salaried	\$180,000	\$115,918	64%	\$175,000	97%
	Part time	\$0	\$0		\$0	
0700-5200 to 5210	Benefits - Full time	\$63,250	\$33,825	53%	\$64,000	101%
	Benefits - Part time	\$0	\$0		\$0	
		\$243,250	\$149,743	62%	\$239,000	98%
OFFICE OVERHEAD, RENTS AND SERVICES						
0700-7010	Office supplies	\$2,000	\$821	41%	\$1,750	88%
0700-7015	Board expenses	\$0	\$0		\$0	
0700-7020	Dues, Memberships, Subsc	\$5,000	\$2,304	46%	\$3,000	60%
0700-7030	Travel & Mileage	\$2,500	\$2,342	94%	\$3,000	120%
0700-7040	Training	\$6,000	\$3,556	59%	\$4,500	75%
0700-7050	Conferences	\$6,000	\$5,607	93%	\$11,000	183%
0700-7052	Meeting Expenses	\$2,000	\$1,231	62%	\$2,000	100%
0700-7070	Uniforms/Clothing	\$500	\$0	0%	\$500	100%
0700-7950	Professional Services	\$45,000	\$70,209	156%	\$90,000	200%
0700-7959-002070	Audit Fees	\$6,500	\$6,197	95%	\$6,197	95%
0700-7080 & 7085	Operational Purchases/Maint.	\$17,500	\$8,938	51%	\$17,500	100%
0700-7110	Communications	\$1,500	\$254	17%	\$900	60%
0700-7120	Postage & Courier	\$500	\$113	23%	\$250	50%
0700-7130	Advertising & Promotion	\$7,000	\$0	0%	\$5,000	71%
0700-7140	Insurance	\$15,000	\$15,286	102%	\$15,286	102%
0700-7130	Donations & Grants	\$4,000	\$3,000	75%	\$3,000	75%
0700-7230 to 7290	Office equipment Purchases/Maint.	\$5,000	\$5,057	101%	\$5,500	110%
	Facility Enhancements - General	\$20,000	\$1,695	8%	\$20,000	100%
		\$126,000	\$126,610	100%	\$189,383	150%
0700-6720	OCWA Operating Union	\$3,265,000	\$1,729,632	53%	\$3,100,000	95%
0700-6750	Property Taxes	\$147,500	\$75,130	51%	\$147,500	100%
0700-7090	Leamington Assistance	\$30,000	\$30,000	100%	\$30,000	100%
0700-7090	Sundry	\$250	\$0	0%	\$250	100%
0700-7410 & 7420	Electricity and Natural Gas	\$1,250,000	\$667,546	53%	\$1,200,000	96%
	CO2 Gas Bulk Purchase	\$175,000	\$0	0%	\$27,500	16%
0700-7989-002070	Operational Programs & Studies	\$180,000	\$77,849	43%	\$165,000	92%
	Residuals Ponds Maintenance	\$150,000	\$30,937	21%	\$120,000	80%
	Watermain Repairs	\$100,000	\$11,929	12%	\$100,000	100%
<b>TOTAL OPERATIONAL EXPENDITURES:</b>		<b>\$5,667,000</b>	<b>\$2,899,376</b>	<b>51%</b>	<b>\$5,318,633</b>	<b>94%</b>
<b>NET OPERATIONAL SURPLUS/(DEFICIT)</b>		<b>\$4,476,600</b>	<b>\$4,833,487</b>	<b>108%</b>	<b>\$5,339,167</b>	<b>119%</b>
<b>DEBT SERVICE</b>						
0700-6000 & 6100	Sun Life Debt Obligation	\$2,332,441	\$1,622,382	70%	\$2,332,441	100%
0700-6000 & 6100	Woodslee Credit Union					
0700-6000 & 6100	OSIFA					
0700-6010 & 6110	Leamington WM					
<b>TOTAL DEBT SERVICE:</b>		<b>\$2,332,441</b>	<b>\$1,622,382</b>	<b>70%</b>	<b>\$2,332,441</b>	<b>100%</b>
<b>SURPLUS/(DEFICIT) AFTER DEBT</b>		<b>\$2,144,159</b>	<b>\$3,211,105</b>	<b>150%</b>	<b>\$3,006,726</b>	<b>140%</b>

**Union Water Supply System  
Capital Expenditures to Aug. 31st, 2019**

<u>Item Description</u>	<b>2019 Approved Study/ Capital Budget</b>	<b>Actual as of Aug 31st</b>	<b>% of Budget as of Aug. 31st</b>	<b>Projected Expenditures to Dec. 31st</b>	<b>Projected % of Budget to Dec. 31st</b>	<b>Comments</b>
<b><u>Studies and Programs</u></b>						
Water Demand/usage/quality initiatives	\$60,000	\$52,766	88%	\$60,000	100%	On-going until end of November
New Ruthven WTP Reservoir #3 Study	\$40,000	\$0	0%	\$25,000	63%	Preliminary Phase - Will extend into 2020
Backup power generation/ energy study	\$40,000	\$17,808	45%	\$40,000	100%	On-going until December
Secondary Disinfection Review	\$40,000	\$7,275	18%	\$40,000	100%	On-going - To be completed by end of October
<b>Total Studies/Programs:</b>	<b>\$180,000</b>	<b>\$77,849</b>	<b>43%</b>	<b>\$165,000</b>	<b>92%</b>	
<b><u>Capital Works and Major Maintenance</u></b>						
Low Lift Pump #1 Rehab	\$35,000	\$14,716	42%	\$14,716	42%	Completed
Blue Green Algae/ Chlorophyll Probe - Low lift well	\$30,000	\$0	0%	\$30,000	100%	New instrument on order
Low Lift Surge Tanks - Ladders and new compressors	\$40,000	\$0	0%	\$10,000	25%	On-hold
Low Lift Main Electrical-Transformer/Feed/Switch Gear/Breaker Upgrades	\$200,000	\$0	0%	\$200,000	100%	Scheduled for November start
Flow Meters and Control Valves - Clarifier #1 and #3	\$25,000	\$16,257	65%	\$16,257	65%	Completed
Carbon Feed Pumps (2)	\$30,000	\$27,923	93%	\$27,923	93%	Completed
Carbon Recirculation Pump Rehab	\$10,000	\$0	0%	\$0	0%	On-hold
Carbon Scrubber System Upgrade	\$50,000	\$0	0%	\$0	0%	On-hold
Turbidity Meters for Clarifier #3 and #4	\$10,000	\$12,211	122%	\$12,211	122%	completed
Filter #2 and #4 Inlet Gate Replacement	\$30,000	\$0	0%	\$30,000	100%	Scheduled for November
Filter Meter Replacements - Filters 5,6,7 &8	\$35,000	\$31,145	89%	\$35,000	100%	New valves/equipment purchased. Install start in November
Chlorine Analyzers - 5 units	\$25,000	\$23,843	95%	\$23,843	95%	Completed
Highlift Pump #10 - New	\$250,000	\$0	0%	\$150,000	60%	In design stage. Possible install in December
Upside Down Valve Corrosion Protection	\$100,000	\$63,353	63%	\$63,353	63%	Completed
Lighting Upgrade - Exterior Areas	\$10,000	\$0	0%	\$5,000	50%	On-hold
Laboratory Upgrades	\$100,000	\$0	0%	\$50,000	50%	On-hold until CO2 project complete. Possible December start
Power Factor Capacitor Upgrades - Low Lift and High Lift	\$50,000	\$0	0%	\$50,000	100%	Preliminary stage; reviewing equipment needs
Energy Monitoring and Management System - High Lift	\$35,000	\$0	0%	\$35,000	100%	In progress. To be completed by end of November.
SCADA System Upgrades (continued from 2018)	\$1,035,000	\$359,623	35%	\$950,000	92%	In progress. Completion scheduled for January 2020
Security System Install	\$60,000	\$0	0%	\$0	0%	On-hold until SCADA project complete. 2020 Budget item
Cottam Booster Reservoir Regrading/Drainage	\$60,000	\$28,270	47%	\$60,000	100%	Almost completed. Hydroseeding in October
Rechlorination System Upgrades	\$30,000	\$4,127	14%	\$20,000	67%	In-progress.
Distribution System Components	\$75,000	\$16,661	22%	\$50,000	67%	On-going
Master Water Meters Upgrades	\$50,000	\$0	0%	\$25,000	50%	In-progress.
DAF System Design	\$150,000	\$0	0%	\$75,000	50%	Preliminary Stage; Detailed design to start in October
Chlorine Gas System Improvements and New Scrubber	\$1,550,000	\$488,782	32%	\$1,350,000	87%	In progress. Substantial Completion scheduled for mid November
CO2 pH Adjustment System Construction	\$1,550,000	\$488,782	32%	\$1,350,000	87%	In progress. Substantial Completion scheduled for mid November
<b>Total Capital Works and Major Maintenance:</b>	<b>\$5,625,000</b>	<b>\$1,575,693</b>	<b>28%</b>	<b>\$4,633,303</b>	<b>82%</b>	
<b><u>Maintenance and Repairs</u></b>						
Grounds Improvements	\$50,000	\$407	1%	\$30,000	60%	On-going. More work to be done in October and November
Treatment Plant Bldg Improvements - Admin Area/New offices	\$30,000	\$6,431	21%	\$30,000	100%	On-going. More work to be done in October and November
UWSS Wide Communication Upgrades	\$20,000	\$0	0%	\$10,000	50%	On-going. Further upgrades to be done in October, Nov, Dec.
Wastewater Pumps Rehab	\$10,000	\$0	0%	\$0	0%	Completed under OCWA budget
<b>Total Maintenance and Repairs:</b>	<b>\$110,000</b>	<b>\$6,838</b>	<b>6%</b>	<b>\$70,000</b>	<b>64%</b>	
<b>Total Capital Works:</b>	<b>\$5,735,000</b>	<b>\$1,582,531</b>	<b>28%</b>	<b>\$4,703,303</b>	<b>82%</b>	

UW/26/19

TO: CHAIR AND MEMBERS OF THE UNION WATER  
SUPPLY SYSTEM JOINT BOARD OF MANAGEMENT

FROM: RODNEY BOUCHARD, UNION WATER MANAGER

DATE: September 12, 2019

RE: New Operations and Maintenance Agreement between Union Water Supply  
System and Ontario Clean Water Agency - Follow up to Report UW16-19 dated  
May 10, 2019



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### **RECOMMENDATION**

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

And further, that the Board authorizes the Chair and either the Vice-Chair or UWSS General Manager to execute the Services Agreement between the Union Water Supply System (UWSS) and Ontario Clean Water Agency (OCWA) that consists of a Fixed Management Fee agreement for a period of five (5) years, subject to the Board's right to extend for a further five (5) year period, in the amount of \$3,260,545 (including an Operations estimate of \$2,863,500 and Fixed Fee of \$397,045) for the first year, retroactive to July 1, 2019;

And further, that the UWSS General Manager be delegated authority to authorize adjustments for increases in costs and amendments to account for inflation and additional services on an as required basis in accordance with the agreement;

And further, that UWSS staff report back to the Board on the performance of the agreement on an annual basis.

### **REPORT HIGHLIGHTS**

- The Union Water Supply System (UWSS) is currently in the 9<sup>th</sup> month of a 1-year extension to the Management, Operations and Maintenance Agreement with the Ontario Clean Water Agency (OCWA) for UWSS facilities.
- A Fixed Management Fee Contract for 5 years (with ability to renew for an additional 5 years) has been negotiated with OCWA
- The new agreement will provide for better protection of assets through enhanced maintenance and asset management.
- The new agreement will provide for enhanced contract administration and performance monitoring, including annual performance reporting.
- The new agreement will ensure continued protection of public health through the supply of clean safe drinking water while protecting the environment.



## BACKGROUND

The UWSS Board (Board) retains OCWA to operate the UWSS water treatment plant and the other parts of the common system. The existing operating agreement between UWSS and OCWA is a Fixed Price agreement that took effect on January 1, 2014 for a period of 5-years ending December 31, 2018.

As part of the approved 2018 UWSS Budget, the UWSS was to review available options for Operations and Maintenance of UWSS facilities and provide a recommendation to the UWSS Board on the best O&M approach to be implemented. The results of the UWSS' evaluation resulted in a recommendation to the UWSS Board for a direct negotiation with OCWA for a new agreement was reported to the UWSS Board at the July 27, 2018 UWSS Board meeting. The UWSS Board authorized the UWSS General Manager to negotiate a new agreement with OCWA for O&M services.

A 1-year extension to the existing agreement ending December 31, 2019 was agreed upon by the UWSS and OCWA to allow more time to negotiate a new and more efficient operations and maintenance agreement.

## DISCUSSION

Discussions and meetings as part of negotiations of a new O&M agreement were completed in 2018 and 2019 between the UWSS General Manager and OCWA's Vice-President of Operations and Business Development Manager for Essex Region office.

The negotiations resulted in the preference for a Fixed Management Fee Agreement (aka Cost Plus Agreement) for a term of five (5) years, that is renewable for a second (5) year term, in the estimated amount of \$3,260,545 for the first year. This first year annual fee is based on an operations estimate of \$2,863,500 and Fixed Fee of \$397,045. Annual amounts for operational expenditures can change based on need. All budget items except for the Fixed Fee are reconcilable (direct pass through to UWSS) at the end of the year based on actual expenditures. The Fixed Fee portion is subject to annual adjustment for inflation increases based on the Consumer Price Index.

Details on the preferred Fixed Management Fee Agreement for a 5 year term plus 5 year renewable option was proved to the UWSS Board in Board Report UW16-19 dated May 10, 2019.

At the May 15, 2019 UWSS Board meeting, the Board approved the award of the 5 year + 5year Renewable Fixed Management Fee Agreement for O&M services to OCWA in the estimated amount of \$3,260,545 for the first year. The UWSS Board also authorized the UWSS General Manager to work with OCWA to develop the full O&M Services Agreement and to report back to the UWSS Board once the full agreement is ready. Hence the purpose of this report.

The following are some highlights of the new Fixed Management Fee O&M Agreement:

- Capital Allowance of \$150,000 - This allowance is tracked quarterly and reconciled at the end of the year. Approval by UWSS General Manager is needed for any capital expenditure exceeding \$5,000.

- Chemicals Allowance of \$377,000 - This allowance is tracked quarterly and reconciled at the end of the year.
- Modifications to OCWA Staffing: Includes the following additions to existing staff:
  - Manager of Compliance & Distribution (new position)
  - AMAPCEO Team Lead Position (new position)
  - Maintenance Mechanic 2 - Distribution (new position)
  - Change from Agricultural Worker to MM2 (position change)
  - Change from UPIT to SCADA Integrator (position change)
  - Change from Maintenance Forman to OPS Team Lead (position change)

Several key benefits to UWSS were identified in going forward with a new agreement with OCWA. Such benefits include but are not limited to:

- Existing relationship with OCWA will continue to build on a long history of sound operational performance;
- Renewable option for 5 years allows for easier continuation of services without the need of a full renegotiation;
- Risk is equitably and strategically shared by the entity that is best positioned to take on the risk;
- Enhanced maintenance for asset protection will ensure UWSS are in a good state of repair;
- OCWA is the only water O&M operator in Ontario that is considered an essential service. In the event of a strike, OCWA can provide continuous operation UWSS facilities with minimal decrease in their staff complement;
- Facilities enhancement provisions means more attention will be paid to the appearance of the facilities which tells the public that the facilities are well maintained;
- During periods of capital construction, UWSS can leverage OCWA's Engineering Services staff for support;
- OCWA has better purchasing power than UWSS for commodities such as process chemicals.

## CONCLUSION

OCWA has provided the UWSS with high quality and cost effective O&M services since creation of the UWSS Joint Board of Management in 2001. It is the UWSS Manager's opinion that the new 5 year + 5 years renewable Fixed Management Fee O&M Services Agreement with OCWA provides the best overall value to the UWSS for O&M services at the UWSS facilities.

Respectfully submitted,



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

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UW/16/19

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

**FROM:** Rodney Bouchard, Union Water Manager

**DATE:** May 10, 2019

**RE:** Proposed New Operations and Maintenance Agreement between Union Water Supply System and Ontario Clean Water Agency



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### **RECOMMENDATION**

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

And further, that the Union Water Supply System Joint Board of Management (Board) award the Fixed Management Fee contract for Management, Operations and Maintenance of the Union Water Supply System (UWSS) to the Ontario Clean Water Agency (OCWA) for a period of five (5) years, subject to the Board's right to extend for a further five (5) year period, in the amount of \$3,260,545 (including an Operations estimate of \$2,863,500 and Fixed Fee of \$397,045) for the first year, retroactive to January 1, 2019;

And further, that UWSS General Manager reports back to the Board when the full Operations & Maintenance Agreement between UWSS and OCWA has been drafted;

#### **REPORT HIGHLIGHTS**

- The Union Water Supply System (UWSS) is currently in the fifth month of a 1-year extension to the Management, Operations and Maintenance Agreement with the Ontario Clean Water Agency (OCWA) for UWSS facilities.
- Results of this internal operations contract review revealed that the current level of service being provided by OCWA for UWSS facilities is very high.
- Results of the internal review indicate that a new contract with OCWA would provide the UWSS with the best overall value for future delivery of wholesale water to local municipal partners.
- A Fixed Management Fee Contract for 5 years (with ability to renew for an additional 5 years) has been negotiated with OCWA
- The new agreement will provide for better protection of assets through enhanced maintenance and asset management.
- The new agreement will provide for enhanced contract administration and performance monitoring, including annual performance reporting.
- The new agreement will ensure continued protection of public health through the supply of clean safe drinking water while protecting the environment.

## BACKGROUND

The UWSS Board (Board) retains OCWA to operate the UWSS water treatment plant and the other parts of the common system. The existing operating agreement between UWSS and OCWA is a Fixed Price agreement that took effect on January 1, 2014 for a period of 5-years ending December 31, 2018.

As part of the approved 2018 UWSS Budget, the UWSS was to review available options for Operations and Maintenance of UWSS facilities and provide a recommendation to the UWSS Board on the best O&M approach to be implemented by January 1, 2019 if possible.

As part of this informal review, the General Manager consulted with water management staff at a number of municipalities/water utilities in Ontario in regards to drinking water system operations. These included but are not limited to the following:

- Municipalities that operate water systems with their own staff under a Water Department;
- Municipally owned water utilities that have their own staff and/or share staff and/or administrative activities with Municipally owned electric utility;
- Municipalities and Municipal Joint Boards that contract water operations to OCWA
- Municipalities that currently contract or have previously contracted water operations to private corporations.

As part of the review, the General Manager also identified private or for-profit municipally owned corporations that provide contracted operations and maintenance services for drinking water systems. These include the following corporations that are known to operate and provide such services in Canada:

- Veolia Water Canada
- CH2M Hill Canada (Jacobs)
- Epcor Utilities Inc.
- Corix Utilities

The UWSS General Manager has been in contact with a number of the above-referenced private or for profit corporations to ascertain a general idea of how operations would be undertaken or are typically undertaken in such contracting arrangements.

Four (4) viable O&M contracting options were identified during the operations contracting review process. The options identified were:

1. New OCWA Contract
2. Extend Current OCWA Contract
3. Bring Operations In-House
4. Issue a Request for Proposal (RFP) for O&M Services

The General Manager used the following criteria to evaluate the four O&M Contracting Options identified above:

- |                                |                     |
|--------------------------------|---------------------|
| - Quality of Service           | - Risks to UWSS     |
| - Cost of Service              | - Capital Projects  |
| - Asset Protection             | - Innovation        |
| - Continuity of Services       | - Transition Impact |
| - Control over UWSS facilities |                     |

The results of the UWSS General Manager's informal evaluation of UWSS system O&M options indicated that a direct negotiation with OCWA for a new agreement with the option for an extension was the option that provided the best overall value to UWSS. It should be noted that the information used for comparison of options was derived from input provided by municipal and water industry colleagues that have gone through such evaluations in the recent past.

The results of the UWSS General Manager's informal evaluation and recommendation for a direct negotiation with OCWA for a new agreement was reported to the UWSS Board at the July 27, 2018 UWSS Board meeting. The UWSS Board authorized the UWSS General Manager to negotiate an agreement with OCWA for O&M services.

## DISCUSSION

Discussions and meetings as part of negotiations of a new O&M agreement were in 2018 and 2019 between the UWSS General Manager and OCWA's Vice-President of Operations and Business Development Manager for Essex Region office.

It should be noted that the existing O&M agreement is a "Fixed Price" agreement with a duration of 5 year ending on December 31, 2018. However, it was noted that negotiations of the new O&M contract were not going to be completed by December 31, 2018 attributed in some respects to the October 2018 provincial election and subsequent change in government. As such, the existing O&M agreement between OCWA and UWSS was extended to December 31, 2019 to allow for additional time for negotiations.

OCWA issued a letter to the UWSS General Manager on May 8, 2019 that presented two options for O&M contracting that best represented the results of the most recent negotiations between the UWSS General Manager and OCWA. These O&M agreement options are as follows:

Option 1 - Fixed Price - 2019 Fee: \$3,262,550

This option is similar to existing O&M agreement. Annual operations and maintenance amount is divided in 12 equal payments. Adjusted annually for inflation increases by the Consumer Price Index.

Option 2 - Fixed Management Fee - 2019 Fee: \$3,260,585 (estimate)

The annual fee for this option is based on an operations estimate of \$2,863,500 and Fixed Fee of \$397,045. Annual amounts for operational expenditures can change based on need. All budget items except for the Fixed Fee are reconcilable (direct pass through to UWSS) at the end of the year based on actual expenditures. The Fixed Fee portion is adjusted annually for inflation increases by the Consumer Price Index.

It should be noted that both of the above O&M options are based on a 5 plus 5-year renewal terms. Each option also includes the following:

- Capital Allowance of \$150,000 - This allowance is tracked quarterly and reconciled at the end of the year. Approval by UWSS General Manager is needed for any capital expenditure exceeding \$5,000.
- Chemicals Allowance of \$377,000 - This allowance is tracked quarterly and reconciled at the end of the year.
- Modifications to OCWA Staffing: Includes the following additions to existing staff:
  - Manager of Compliance & Distribution (new position)
  - AMAPCEO Team Lead Position (new position)
  - Maintenance Mechanic 2 - Distribution (new position)
  - Change from Agricultural Worker to MM2 (position change)
  - Change from UPIT to SCADA Integrator (position change)
  - Change from Maintenance Forman to OPS Team Lead (position change)

It was deemed by the UWSS Manager that a Fixed Management Fee agreement would allow for better pricing, budgeting and transparency than a Fixed Price agreement.

## CONCLUSION

OCWA has provided the UWSS with high quality and cost effective O&M services since creation of the UWSS Joint Board of Management in 2001. It is the UWSS Manager's opinion that the new proposed 5 plus 5-year renewal term Fixed Management Fee agreement with OCWA provides the best overall value to the UWSS for O&M services at the UWSS facilities.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'R. Bouchard', with a stylized flourish at the end.

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

rb/kmj

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UW/27/19

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

**From:** Rodney Bouchard, Union Water Manager

**Date:** September 13, 2019

**Re:** Payments for the UWSS from July 26<sup>th</sup> to September 13<sup>th</sup>, 2019



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**Aim:**

To provide the Board with a copy of payments made by the Union Water Supply System from July 26<sup>th</sup> to September 13<sup>th</sup>, 2019.

**Recommendation:**

For information purposes.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'R. Bouchard', is positioned below the text 'Respectfully submitted,'.

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

/kmj

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## Council/Board Report By Dept-(Computer)



AP5130

Page : 27

Date : Aug 09, 2019

Page 25 of 33

Time 10:56 am

Vendor : 0011450 To PT00000170

Batch : All

Department : All

Cheque Print Date : 06-Aug-2019 To 09-Aug-2019

Bank : 07 To 08

Class : All

Vendor Invoice	Vendor Name Description					Batch Invc Date	Inv Due Date	
G.L. Account	CC1	CC2	CC3	GL Account Name				Amount
DEPARTMENT 0700	Union Water System							
010103	ASSOCIATED ENGINEERING (ONT) LTD							
526024	C02 WATER PH ADJUSTMENT - JUL5				407	15-Jul-2019	08-Aug-2019	
70-7-0700-8745	700200	Treatment Plant						19,613.41
526026	SCADA PROCESS NARRATIVE - JUL5				407	15-Jul-2019	08-Aug-2019	
70-7-0700-8780		SCADA System						7,289.63
526027	SCADA UPGRADES - JUL5				407	15-Jul-2019	08-Aug-2019	
70-7-0700-8780		SCADA System						7,616.48
030004	C3 WATER INC							
201906-288	WATER MODELING UPDATES				407	30-Jun-2019	08-Aug-2019	
70-5-0700-7989	002075	Operational Programs & Studies						3,251.01
230255	WESCO DISTRIBUTION CANADA LP							
714812	CALIBRATOR - COMMUNICATION SYSTEM				407	09-Jul-2019	08-Aug-2019	
70-7-0700-8775		Communication System						9,565.45
230440	WILLIS BUSINESS LAW							
10927	RESTRUCTURING CONSULTANT - LEGAL				407	30-Jun-2019	08-Aug-2019	
70-5-0700-7950	002070	Professional Services						1,878.91
Department Totals :								49,214.89



Vendor : 0011450 To PT00000170

Batch : All

Department : All

EFT Paid Date : 06-Aug-2019 To 09-Aug-2019

Bank : 07 To 08

Class : All

Vendor Code	Vendor Name		Description		Batch	Inv Date	Inv Due Date	Amount
Invoice No.	CC1	CC2	CC3	GL Account Name				
G.L. Account								
<b>DEPARTMENT 0700 Union Water System</b>								
<b>030405 COLLABRIA</b>								
AMO-AUG18-21 AMO CONF - K.JOHNSON					402	09-Jul-2019	06-Aug-2019	
70-5-0700-7050	002070			Conferences				1,101.75
CROWNE PLAZ ROOM - SCADA FACTORY ACCEPTANCE TEST					402	28-Jun-2019	06-Aug-2019	
70-5-0700-7052	002070			Meeting Expenses				201.77
CROWNE PLAZ ROOM - SCADA FAT TESTING - J.HILLS					402	28-Jun-2019	06-Aug-2019	
70-5-0700-7052	002070			Meeting Expenses				156.30
CROWNE PLAZ ROOM - SCADA FAT TESTING - S.WEN					402	28-Jun-2019	06-Aug-2019	
70-5-0700-7052	002070			Meeting Expenses				156.30
CROWNE PLAZ ROOM - SCADA FAT TESTING - D.DILLEN					402	28-Jun-2019	06-Aug-2019	
70-5-0700-7052	002070			Meeting Expenses				156.30
EH188312900 407 TOLL CHARGES - RENTAL CAR - OWWA CONF.					402	16-Jun-2019	06-Aug-2019	
70-5-0700-7050	002070			Conferences				117.12
TIM HORTONS- COFFEE - MEETING					402	13-Jun-2019	06-Aug-2019	
70-5-0700-7052	002070			Meeting Expenses				44.05
ZEHR5-127300 FRUIT PLATTER, CREAM - MEETING					402	19-Jun-2019	06-Aug-2019	
70-5-0700-7052	002070			Meeting Expenses				19.93
ZEHR5-652700 FRUIT PLATTER - MEETING					402	13-Jun-2019	06-Aug-2019	
70-5-0700-7052	002070			Meeting Expenses				22.59
<b>050099 ENBRIDGE GAS INC</b>								
1929770208308 39.536M3 GAS - RUTHVEN WATER TREATMENT PLANT					408	22-Jul-2019	08-Aug-2019	
70-5-0700-7410	002073			Gas				89.71
<b>050195 ESSEX POWERLINES CORPORATION</b>								
220651-JUL19 14KWH - METER#4					408	22-Jul-2019	08-Aug-2019	
70-5-0700-7420	002073			Electricity				-3.26
70-5-0700-7420	002073			Electricity				45.98
<b>080250 HYDRO ONE NETWORKS INC</b>								
200141681706-JUN/19 HYDRO - METER#2					408	29-Jul-2019	08-Aug-2019	
70-5-0700-7420	002073			Electricity				-2.71
70-5-0700-7420	002073			Electricity				38.30
200141683524-JUN/19 HYDRO - METER#8					408	29-Jul-2019	08-Aug-2019	
70-5-0700-7420	002073			Electricity				-2.45
70-5-0700-7420	002073			Electricity				34.70
200141683726-JUN/19 HYDRO - METER#15					408	25-Jul-2019	08-Aug-2019	
70-5-0700-7420	002073			Electricity				-2.37
70-5-0700-7420	002073			Electricity				33.46
200141687362-JUN/19 HYDRO - METER#22					408	29-Jul-2019	08-Aug-2019	
70-5-0700-7420	002073			Electricity				-2.92
70-5-0700-7420	002073			Electricity				41.17
200141687766-JUN/19 HYDRO - METER#29					408	29-Jul-2019	08-Aug-2019	
70-5-0700-7420	002073			Electricity				-2.95
70-5-0700-7420	002073			Electricity				41.62
200141687867-JUN/19 HYDRO - METER#24					408	29-Jul-2019	08-Aug-2019	
70-5-0700-7420	002073			Electricity				-2.41
70-5-0700-7420	002073			Electricity				34.08
200141690190-JUN/19 HYDRO - METER#26					408	26-Jul-2019	08-Aug-2019	
70-5-0700-7420	002073			Electricity				-5.30
70-5-0700-7420	002073			Electricity				74.87
200208899066-JUN/19 HYDRO - METER#16					408	16-Jul-2019	08-Aug-2019	
70-5-0700-7420	002073			Electricity				-6.93
70-5-0700-7420	002073			Electricity				97.84



Vendor : 0011450 To PT00000170

Batch : All

Department : All

EFT Paid Date : 06-Aug-2019 To 09-Aug-2019

Bank : 07 To 08

Class : All

Vendor Code	Vendor Name				Batch	Invc Date	Invc Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 0700	Union Water System							
200220161473-	JUN/19 HYDRO - METER#14				408	24-Jul-2019	08-Aug-2019	
70-5-0700-7420		002073		Electricity				-2.60
70-5-0700-7420		002073		Electricity				36.74
130120	MAPLE REINDERS CONSTRUCTORS LTD							
PC#3 24691	PMT#3 C02 INJECT/CL2 GAS SYSTEMS				408	30-Jun-2019	08-Aug-2019	
70-7-0700-8745		700200		Treatment Plant				234,568.09
70-7-0700-8745		700200		Treatment Plant				26,063.12
150365	ONTARIO CLEAN WATER AGENCY							
INV000114472	CDM PLANT UPDATE				408	04-Jul-2019	08-Aug-2019	
70-5-0700-7950		002070		Professional Services				19,775.00
190635	STANTEC CONSULTING LTD							
1400677	WTP-ADMINISTRATIVE AREA-CONSULTANTS				408	17-Jul-2019	08-Aug-2019	
70-5-0700-7950		002070		Professional Services				1,508.41
Department Totals :								284,425.30

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Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
<b>DEPARTMENT 0700 Union Water System</b>							
<b>010103 ASSOCIATED ENGINEERING (ONT) LTD</b>							
526162				REVIEW SECONDARY DISINFECTION	440 16-Aug-2019	21-Aug-2019	
70-5-0700-7950	002070			Professional Services			8,079.50
526164				CO2 PH ADJUSTMENT SYSTEM	440 16-Aug-2019	21-Aug-2019	
70-7-0700-8745	700200			Treatment Plant			17,652.07
526166				SCADA - PROCESS NARRATIVE	440 16-Aug-2019	21-Aug-2019	
70-7-0700-8780				SCADA System			10,415.21
<b>020120 BELL MOBILITY CELLULAR</b>							
514877178-AU				MONTHLY CELL PHONE CHARGES	438 01-Aug-2019	21-Aug-2019	
70-5-0700-7110	002070	002083		Telecommunications Usage			61.21
<b>200348 CORPORATION OF THE TOWN OF KINGSVILLE</b>							
300-01000 AUC				TAXES - 1391 UNION AVE	440 15-Jul-2019	21-Aug-2019	
70-5-0700-6750	002072			Property Tax			5,822.96
300-20100 AUC				TAXES - 1615 UNION AVE	440 15-Jul-2019	21-Aug-2019	
70-5-0700-6750	002072			Property Tax			57,749.57
590-02800 AUC				TAXES - 163 COUNTY RD 34E	440 15-Jul-2019	21-Aug-2019	
70-5-0700-6750	002072			Property Tax			8,924.24
<b>050003 E.L.K. ENERGY INC</b>							
40010915-JUL				1236KWH - ESSEX WATER TOWER	440 01-Aug-2019	21-Aug-2019	
70-5-0700-7420	002073			Electricity			-16.78
70-5-0700-7420	002073			Electricity			237.08
40047150-JUL				192KWH - METER#9	440 01-Aug-2019	21-Aug-2019	
70-5-0700-7420	002073			Electricity			-3.81
70-5-0700-7420	002073			Electricity			53.84
51976611-JUL				1490KWH - KINGSVILLE WATER TOWER	440 01-Aug-2019	21-Aug-2019	
70-5-0700-7420	002073			Electricity			-14.62
70-5-0700-7420	002073			Electricity			206.58
90006300-JUL				16800KWH - COTTAM BOOSTER STATION	440 01-Aug-2019	21-Aug-2019	
70-5-0700-7420	002073			Electricity			3,560.19
<b>130360 METCON SALES &amp; ENGINEERING LTD</b>							
4006021				CARBON FEED PUMP UPGRADE	440 27-May-2019	21-Aug-2019	
70-7-0700-8745	700170			Treatment Plant			31,007.20
<b>997710 RUDAK EXCAVATING INC</b>							
PC#2 1656201				PMT#2 COTTAM BOOSTER STN-RESERVOIR GRADING	440 31-Jul-2019	21-Aug-2019	
70-7-0700-8725	700030			Cottam Booster Station			11,075.63
70-7-0700-8725	700030			Cottam Booster Station			1,258.59
70-7-0700-8725	700030			Cottam Booster Station			251.72
<b>991791 RUTHVEN NURSERY &amp; GARDEN CENTRE</b>							
22832				MULCH - LANDSCAPING	440 25-Jul-2019	21-Aug-2019	
70-7-0700-8745	700035			Treatment Plant			452.00
<b>230440 WILLIS BUSINESS LAW</b>							
11136				LEGAL REVIEW OF OPERATIONS AGREEMENT	440 31-Jul-2019	21-Aug-2019	
70-5-0700-7950	002070			Professional Services			4,098.52
<b>Department Totals :</b>							<b>160,870.90</b>

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Vendor Code	Vendor Name									
Invoice No.	Description					Batch	Inv Date	Inv Due Date		
G.L. Account	CC1	CC2	CC3	GL Account Name						Amount
DEPARTMENT 0700	Union Water System									
AUG-19	AUG/19 UNION WATER LOAN 3724:1					441	01-Aug-2019	21-Aug-2019		
70-5-0700-6000		002020	006901	Debenture Principal						171,720.46
70-5-0700-6100		002010	006901	Debenture Interest						108,155.54
Department Totals :										697,822.02

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Class : All

Vendor Invoice	Vendor Name Description					Batch Invc Date	Inv Due Date	
G.L. Account	CC1	CC2	CC3	GL Account Name				Amount
<b>DEPARTMENT 0700</b> Union Water System								
<b>030004 C3 WATER INC</b>								
201907-288	WATER MODELING UPDATES					477 31-Jul-2019	05-Sep-2019	
70-5-0700-7989	002075			Operational Programs & Studies				1,364.48
<b>050003 E.L.K. ENERGY INC</b>								
40010915-AUG	1620KWH - ESSEX WATER TOWER					477 01-Sep-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity				-21.71
70-5-0700-7420	002073			Electricity				307.24
40047150-AUG	209KWH - METER#9					477 01-Sep-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity				-4.04
70-5-0700-7420	002073			Electricity				57.21
51976611-AUG	1546KWH - KINGSVILLE WATER TOWER					477 01-Sep-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity				-15.17
70-5-0700-7420	002073			Electricity				214.68
90006300-AUG	36000KWH - COTTAM BOOSTER STATION					477 01-Sep-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity				7,607.40
<b>Department Totals :</b>								<b>9,510.09</b>



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Batch : All  
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EFT Paid Date : 04-Sep-2019 To 06-Sep-2019  
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Vendor Code	Vendor Name					Batch	Inv Date	Inv Due Date	
Invoice No.	Description								Amount
G.L. Account	CC1	CC2	CC3	GL Account Name					
<b>DEPARTMENT 0700 Union Water System</b>									
<b>030405 COLLABRIA</b>									
AWWA-700171C STANDARD & OPERATIONAL GUIDE SET						480	04-Aug-2019	06-Sep-2019	
70-5-0700-7040	002070			Training					205.73
FRESHCO-6002 MEETING SUPPLIES						480	31-Jul-2019	06-Sep-2019	
70-5-0700-7052	002070			Meeting Expenses					10.59
<b>050099 ENBRIDGE GAS INC</b>									
1929770208308 8.473M3 GAS - RUTHVEN WATER TREATMENT						478	22-Aug-2019	05-Sep-2019	
70-5-0700-7410	002073			Gas					82.58
<b>050195 ESSEX POWERLINES CORPORATION</b>									
220651-AUG19 14KWH - METER#4						478	21-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-3.36
70-5-0700-7420	002073			Electricity					47.46
<b>080250 HYDRO ONE NETWORKS INC</b>									
200141680894-, AUG/19 HYDRO - LEAMINGTON WATER TOWER						478	29-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-34.04
70-5-0700-7420	002073			Electricity					487.06
200141681706-, AUG/19 HYDRO - METER#2						478	27-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-3.06
70-5-0700-7420	002073			Electricity					43.30
200141683120-, AUG/19 HYDRO - METER#5						478	30-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-2.83
70-5-0700-7420	002073			Electricity					40.57
200141683423-, AUG/19 HYDRO - METER#6						478	29-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-2.81
70-5-0700-7420	002073			Electricity					40.23
200141683524-, AUG/19 HYDRO - METER#8						478	27-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-2.82
70-5-0700-7420	002073			Electricity					39.78
200141687362-, AUG/19 HYDRO - METER#22						478	27-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-3.29
70-5-0700-7420	002073			Electricity					46.43
200141687766-, AUG/19 HYDRO - METER#29						478	27-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-3.31
70-5-0700-7420	002073			Electricity					46.72
200141687867-, AUG/19 HYDRO - METER#24						478	27-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-2.81
70-5-0700-7420	002073			Electricity					39.64
200141690190-, AUG/19 HYDRO - METER#26						478	26-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-5.62
70-5-0700-7420	002073			Electricity					79.47
200220161473-, AUG/19 HYDRO - METER#14						478	23-Aug-2019	05-Sep-2019	
70-5-0700-7420	002073			Electricity					-3.21
70-5-0700-7420	002073			Electricity					45.36
<b>130120 MAPLE REINDERS CONSTRUCTORS LTD</b>									
PC#4 24728 PMT#4 CO2 INJECT/CL2 GAS SYSTEMS						478	31-Jul-2019	05-Sep-2019	
70-7-0700-8745	700200			Treatment Plant					214,340.44
70-7-0700-8745	700200			Treatment Plant					23,815.60
<b>190185 SGS CANADA INC. ENVIRONMENTAL SERVICES</b>									
11269519 WATER QUALITY STUDIES CORROSION-LAKESHORE						478	29-Aug-2019	05-Sep-2019	
70-5-0700-7989	002075			Operational Programs & Studies					214.70
11269736 WATER QUALITY STUDIES CORROSION-KINGSVILLE						478	29-Aug-2019	05-Sep-2019	





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Vendor Code	Vendor Name									
Invoice No.	Description					Batch	Inv Date	Inv Due Date		
G.L. Account	CC1	CC2	CC3	GL Account Name						Amount
DEPARTMENT	0700			Union Water System						
70-5-0700-7989		002075		Operational Programs & Studies						98.31
11269737	WATER QUALITY STUDIES CORROSION-ESSEX					478	29-Aug-2019	05-Sep-2019		
70-5-0700-7989		002075		Operational Programs & Studies						98.31
11269746	WATER QUALITY STUDIES CORROSION-LEAMINGTON					478	29-Aug-2019	05-Sep-2019		
70-5-0700-7989		002075		Operational Programs & Studies						116.39
11269851	WATER QUALITY STUDIES CORROSION-UWSS					478	29-Aug-2019	05-Sep-2019		
70-5-0700-7989		002075		Operational Programs & Studies						1,080.28
190635	STANTEC CONSULTING LTD									
1411735	CBS - RESERVOIR GRADING - AUG16					478	23-Aug-2019	05-Sep-2019		
70-7-0700-8725		700030		Cottam Booster Station						914.69
						Department Totals :				241,866.48