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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 20, 2020 Pages 2 - 6

D. Business Arising Out of the Minutes

E. Items for Consideration:

- UW/18/20 dated July 10, 2020 re: Status Update of UWSS Operations & Maintenance Activities and Capital Works to July 10, 2020 Pages 7 - 10
- 2. UW/19/20 dated July 10, 2020 re: Payments from June 26 to July 10, 2020 Pages 11 - 16
- F. New Business:
- G. Adjournment:
- H. Date of Next Meeting: August 19, 2020 location TBD

/kmj

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JOINT BOARD OF MANAGEMENT Wednesday, June 17, 2020 9:00 AM

Virtually in Zoom

MINUTES

- Members Present: Mayor MacDonald (Chair); Deputy Mayor Verbeke, Councillors Dunn, Jacobs, Hammond, Wilkinson - Leamington Mayor Santos, Deputy Mayor Queen, Councillors DeYong, Neufeld, Patterson - Kingsville Councillor VanderDoelen - Essex Mayor Bain (alternate) - Lakeshore
- Municipal Staff Councillor Walstedt Lakeshore
- UWSS Staff Rodney Bouchard, Manager UWSS Present: Khristine Johnson, UWSS Recording Secretary

Municipal Albert Dionne - Lakeshore Staff Present: Kevin Girard - Essex Shaun Martinho - Kingsville

OCWA Staff Susan Budden Present: Dale Dillen, Ken Penney

Call to Order: 9:02 am

Disclosures of Pecuniary Interest: none

Adoption of Board Minutes:

The Regular Minutes of the Union Water Supply System Joint Board of Management meeting held virtually on Wednesday, May 20, 2020 is received.

No. UW-29-20

Absent:

- Moved by: Councillor Hammond
- Seconded by: Councillor Wilkinson

That the Regular Meeting Minutes of the UWSS Joint Board of Management meeting of May 20, 2020 is approved.

Business Arising Out of the Minutes:

There was none.

Report UW/16/20 dated June 12, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to June 12, 2020

The Manager thanks all members for participating in the Zoom meeting and hopes that everyone is remaining safe during these times. He notes that operations at the WTP is still mostly essential services and members are working remotely as best as they can.

The Manager provides updates on several projects still moving forward. Greenflag Coatings was retained to refinish walls at the Cottam Booster Station (CBS) to allow for new piping to be installed. This has now been completed and commissioned by OCWA staff. The intent of this project was to boost chlorine capacities and it seems to be working well. The Low Lift #5 pump is currently out for repair, however should be back in service in July.

The Manager reminds members of the Board of providing assistance to the Harrow and Colchester South WTP during their need to make necessary repairs. He notes that this project was to take place in March, when flows were lower, however with the delay due to COVID19 the repairs were being made now. He confirms that when the interconnects were initially opened low pressures were experienced in both Southwestern Kingsville and Harrow. He confirms that there was some impact to some businesses. He notes that the UWSS demands are quite high right now and this impacted the project slightly. He confirms that the Harrow/Colchester pumps were being commissioned later today and it was anticipated that the interconnect between Kingsville and Harrow would be closed by the end of the week. All fluctuating pressures should then return to normal.

OCWA staff are recommending a spare pump for waste water pump #2 is purchased as the main one is out for repairs and they only have one backup. The Manager notes that these pumps are often in need of repair and it would be beneficial to have a rotation of pumps to work with.

The Manager explains that OCWA staff have noted some issues with the sludge blow off valves on Clarifier #1 and #4. The #4 has been repaired by staff and the #1 will require new parts, which are on order.

The Filter #3 drain valve is not opening 100% and is causing issues with the auto backwash cycle. At this point it is taking longer to obtain the necessary parts, but they have been ordered and will be repaired once the parts arrive. The Manager also notes that the backflow preventer testing has been completed by KZ Plumbing. It was noted that two (2) failed inspections and will be repaired. KZ plumbing will be providing quotes for the repairs.

The Manager provides an update on the SCADA project. He notes that the project was put on hold on March 16, 2020, however, contractors are working at their home sites on some of the programming that needs to be completed. He further notes that a majority of the rest of the work cannot be completed until lower flows in the Fall as this will

require shutting down portions of the plant. This task cannot be accomplished during higher flow season.

The Manager provides an update on the CO2 pH Adjustment project. He confirms that the project is basically completed and the substantial completion is also done. The land grading should be completed shortly. Maple Reinders, the contractor, is on site to address some minor issues, but should be leaving by the end of July.

The Manager then reminds members of the Board that the OCWA Engineering Services team is assisting with the Kingsville Water Tower (KWT) project. Some smaller aspects have been completed in preparation for this project. The Engineering team feels it is now best to split the project into two (2) separate sections. The first being the completion of the KWT rehabilitation portion. The second portion, containing the design of the utility building, should be completed at a later date. This will allow time to speak with The Town of Kingsville to determine the lease on the land, and the best design for the building. The Manager does provide the members with an example of the building that they are seeking to build. His hope is that the tendering for the KWT rehabilitation will be completed shortly so that the project can move forward in July.

The Manager confirms that the hydrant retrofit project will be moving forward. He notes that all municipal partners have provided feedback to him where best to place the readers. He is hoping that by mid-July to have the smart hydrants installed. The Manager also notes that Empire Communications has been retained to install security systems at the UWSS facilities and he is hoping this work can be completed by the end of July 2020. The Manager is also soliciting quotes from contractors for the lab construction to take place at the Ruthven WTP. He is hoping this project can start by September 2020.

The Manager reminds members of the board about the sewer separation project. The preliminary design has been provided by NJ Peralta and is currently under review by the County of Essex.

The Manager informs members of the board of the meeting have with Associated Engineers (AE) regarding the mixing system at the Cottam Booster Station reservoirs. The Manager notes that the mixers are getting to the end of their life expectancies. The Manager is hoping to install a low cost passive mixing system. This system has no moving parts and should improve chlorine residuals. AE has identified some preliminary options that might work best in this situation.

The Manager then notes that he received an email from Hydro One regarding UWSS classification. He explains that UWSS currently sits as a Class B facility. However, the email received notes that UWSS could move to a Class A facility. Upon further review it was determined that moving from the current class over to Class A would actually cost UWSS \$127,000 more per year. The Manager informed Hydro One that UWSS would not be switching its class designation.

One more item that was not listed on the report that the Manager brings to the boards attention. He explains that the new Low Lift transformer, that had been ordered months ago, has arrived and should be installed by the end of July.

The Manager then notes the flows for the year to date. He explains that flows are trending up quite a bit.

There is then a discussion regarding our flows and if the water lines can handles the flow. The Operations Manager explains that the raw water lines can handle the flow coming in that is not a concern at the time.

Councillor Vander Doelen asks the Manager if he is aware how many businesses were shut down and which ones they were during the low pressure situation, when UWSS was feeding Harrow. The Manager refers to Operations Manager for the answer. Mr. Dillen indicates that he was uncertain of any businesses actually shutting down, but rather some of the machinery was not able to run at capacity during the peak daytime hours at Atlas Tube as the pressure was not high enough. He understood they ran those machines later in the evening. Mr. Dillen was unaware of any costs associated with this situation.

The Manager then suggested that with increasing flows it might be in UWSS best interest to consider putting in a new reservoir. Councillor Vander Doelen asks how long it would take to construct and costs associated with this. The Manager notes that it could potentially take one (1) year to construct and he would need to look at various aspects to determine costs, but a rough estimate could potentially be \$15 million.

The Chair asks the Manager is the newer governance model would address the funding issue that UWSS faces. The Manager explains that the governance model is all on hold, and the Chair explains that it might be nice to have some of applications ready and how UWSS will finance such a project if the new governance model is not in place.

Councillor DeYong has a comment regarding the water restrictions. She asks that perhaps in the future more educational information is provided to residents so they are aware of the reasons behind the watering by-laws. The Manager concurs that this is a good idea and he will get something ready. He further notes that the watering by-laws have always been in place and the need has not been there to enforce them until just recently.

No. UW-30-20

Moved by: Councillor Dunn

Seconded by: Mayor Bain

That report UW//16/20 dated June 12, 2020 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to June 12, 2020 is received.

Carried (UW/16/20)

Report UW/17/20 dated June 12, 2020 re: Payments from May 27th to June 12th, 2020

No. UW-31-20

Moved by: Councillor Patterson

Seconded by: Councillor Jacobs

That report UW/17/20 dated June 12, 2020 re: Payments from May 27 to June 12, 2020 is received.

Carried (UW/17/20)

New Business

Happy Birthday greetings are extended to Councillor Jacobs.

Adjournment

No. UW-32-20

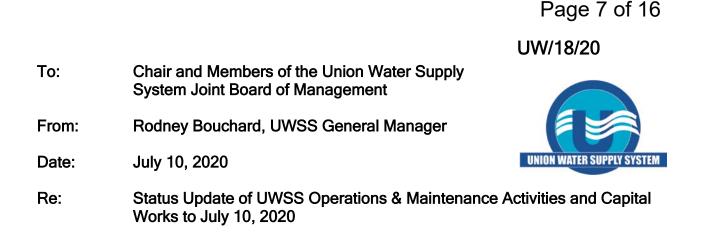
- Moved by: Deputy Mayor Queen
- Seconded by: Councillor Wilkinson

That the meeting adjourn at 9:36 am

Carried

Date of Next Meeting: Wednesday, July 15th, 2020 9:00 am, virtually in zoom

/kmj



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 17, 2020.

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.
- It should be noted that in accordance with the Province of Ontario COVID-19 Emergency Order, all non-essential staff at the UWSS facilities, including UWSS and OCWA staff, are currently working remotely as much as possible to reduce the potential impact of COVID-19 on essential drinking water treatment operators. The Essential Staff provision is anticipated to remain until the end of July 22, 2020.
- 3. Low Lift pump #5 has been received from the contractor, Nevtro. The pump will be installed and commissioned during the week of July 13, 2020.
- 4. UWSS started supplying water to the Harrow/Colchester drinking water system on June 8, 2020 since the Harrow and Colchester South Water Treatment Plant was undergoing major maintenance and upgrades that required a shutdown. The treatment plant was put back into service on June 19, 2020 at which time the interconnecting valves between the Union Water Supply System and Harrow/Colchester drinking water system were closed.
- 5. During the readings of master billing meters at the beginning of June 2020, master billing meter #21 was noted to have failed. This is one of 4 billing meters that is used to meter flows to the Town of Lakeshore. The meter was replaced on June 30th, 2020.

Re: UW/18/20 - Status Update of UWSS Operations & Maintenance Activities and Capital Works to July 10, 2020

- 6. On July 6, 2020 it was noted that Filter #5 "A" side main wash valve actuator had failed. Maintenance staff removed the actuator and ordered the necessary parts. It's anticipated that this actuator will be put back into service later into the week of July 13, 2020. A spare actuator will also be ordered since this type of actuator is used on Filters 5-8.
- 7. A roof leak located near the operator's desk and adjacent the SCADA server cabinet has been causing some issues during heavy rainstorms. Repairs have been completed on a few occasions but they don't seem to last long. UWSS/OCWA are in process of soliciting quotes for major roof repair/ roof replacement.
- SCADA Upgrade Project Update: This project is currently on-hold as a result of delays due to COVID-19 restrictions. On-site work will resume in October 2020 after the summer high water demand period has passed. The SCADA system integrator, SUMMA Engineering is completing work that can be done remotely.
- <u>CO2 pH Adjustment/ Chlorine System Improvements Project Update</u> -Substantial Completion for this project was issued on March 31st, 2020. All the essential components of the project have been completed. The remaining items of this project include landscaping and minor deficiencies. Land grading activities were completed at the beginning of June. Hydroseeding was completed June 15, 2020.

Further grading will likely be needed to address low areas. Hydroseeding will likely need to be redone as since the seed didn't take well in the hot and dry weather. A new electrical transformer was installed the week of June 23rd. Epoxy floor deficiencies in the chlorine building were completed during the week of June 29th.

- 10. The retained project engineer, OCWA Engineering Services, has recommended that the Kingsville Water Tower Rehabilitation project be delayed until Spring 2021. The reasons for the recommendation are based on existing high pricing, well above normal, associated with similar projects that currently went through tendering. This higher pricing is reportedly associated with the following:
 - Amount of work currently underway for these contractors (e.g. they are very busy);
 - Increased material pricing for materials sourced from the United States as a result of limited production and availability due to COVID-19;
 - Increased labour cost due to health and safety requirements for COVID-19.

Re:

This project will be tendered in October-November 2020 for work to be initiated in Spring 2021. The project engineer has been provided verbal information by select contractors indicating that better pricing would likely be available by tendering the project later this year for Spring 2021 start.

OCWA ES is currently preparing engineering specs and tender package for the water tower recoating, and safety upgrades so that all is ready for the Fall 2020 tendering of this work.

- 11. Eramosa Engineering of Guelph, ON has been retained to provide design/engineering consulting services for the provision and retrofit of 12 hydrants in the larger UWSS distribution system to include real time smart metering capabilities. These "smart hydrant" retrofits will include continual pressure and temperature monitoring capabilities. Eramosa has completed the construction of the monitoring equipment for the 12 hydrant retrofits. In consultation with water operations staff from Learnington, Kingsville, Essex and Lakeshore, the installation of these units is scheduled for July 20-22.
- 12. Empire Communications has been retained through a quoting process to supply and install an access control security system for UWSS facilities. This will include an upgrade to the video camera security system currently in-place and provide access control to UWSS facilities including the Low Lift Pumping Plant, Ruthven Water Treatment Plant and Cottam Booster Station. Empire Communications is currently working on a schedule to get this work started. It is anticipated that this work will be initiated in August 2020.
- 13. NJ Peralta Engineering of Kingsville has been retained for engineering services for the installation of a sewage force main for the UWSS Ruthven Water Treatment Plant and for the new parking area proposed at the Treatment Plant. The design of the parking lot and proposed sewage force main has been reviewed and approved. Support from the Town of Kingsville for connection of force main to Town of Kingsville sanitary sewer system has been received. It's anticipated that this work will be tendered and completed in September 2020.
- 14.UWSS is proposing to retain Associated Engineering to complete a Computational Fluid Dynamics Study for the Cottam Booster and Reservoir. The purpose of the study is to complete fluid dynamics modelling to determine the best reservoir filling and mixing strategy to ensure that water age remains low and water quality is high. A proposal has been received and is currently under review by UWSS/OCWA.

Re: UW/18/20 - Status Update of UWSS Operations & Maintenance Activities and Capital Works to July 10, 2020

The first chart shows comparative flows for 2016 through 2020 in Mega Litres (ML) and the second chart shows Millions of Imperial Gallons (MIG) for the period January 1^{st} to June 9^{TH} , 2020.

	2016	2017	2018	2019	2020
Flow to Date (ML)	7,781.74	7,681.76	8,307.55	8,174.76	9,663.37
Max Day (ML)	76.16	73.51	80.94	84.84	97.33
Min Day (ML)	19.49	20.73	23.56	20.13	25.44
Average Day (ML)	40.74	40.43	43.72	43.03	50.59
No of Days	191	190	190	190	191
	2016	2017 2019	2010	2020	

	2016	2017	2018	2019	2020
Flow to Date (MG)	1711.78	1689.78	1827.44	1798.23	2125.69
Max Day (MGD)	16.75	16.17	17.81	18.66	21.41
Min Day (MGD)	4.29	4.56	5.18	4.43	5.60
Average Day (MGD)	8.96	8.89	9.62	9.46	11.13
No of Days	191	190	190	190	191

Flows to date are up 1,488.61 ML (327.46 MIG) or 18.21% from last year. The 2020 flows to date are up 20.97% over the previous 4 year average.

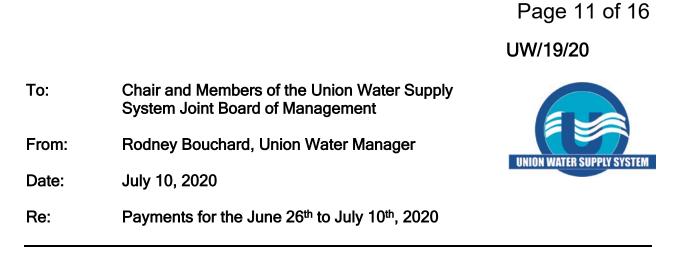
Recommendation:

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

Respectfully submitted,

KR.M

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



Aim:

To provide the Board with a copy of payments made by the Union Water Supply System from June 26th to July 10th, 2020

Recommendation:

For information purposes.

Respectfully submitted,

KR.M.

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

MUNICIPALITY OF LEAMINGTON

Council/Board Report By Dept-(Computer)



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527704 70-7-0700-878		JPGRADE	S - JUN	5	SCADA System	322 15-Jun-2020	24-Jun-2020 3,311.36
527705 70-7-0700-874		ADJUSTN 700200	1ENT - JU	JN5	Treatment Plant	322 15-Jun-2020	24-Jun-2020 4,799.00
527707 70-7-0700-874		rrofit - 、 700220	JUN5		Treatment Plant	322 15-Jun-2020	24-Jun-2020 7,392.19
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7480 70-5-0700-738		EE (2020) 002076)		Administration Fee	322 11-Jun-2020	24-Jun-2020 30,000.00
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230255	WESCO	DISTRIBL		ANADA L	P		
884057 70-7-0700-873		N SYSTEM 700080	TRANS	FORMER	Low Lift Station	322 15-Jun-2020	24-Jun-2020 54,038.86
230685	WIRED	SOLUTION	IS				
14434 70-5-0700-727		WEB HOS 002070	STING		Software Purchases	322 20-Jun-2020	24-Jun-2020 406.66
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STAR-MAY20 70-5-0700-7020	STAR SUBSCRIPT	ION		Memberships and		350	13-May-2020	03-Jul-2020	16.94
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200141682009-	JUN/20 HYDRO - A		WATER TOWER			368	02-Jul-2020	08-Jul-2020	
70-5-0700-7420			Electri						-91.75
70-5-0700-7420			Electri	city					326.04
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	JUN/20 HYDRO - N			ony		368	02-Jul-2020	08-Jul-2020	72.71
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70-5-0700-7420			Electri	-					-12.61
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	JUN/20 HYDRO - N	METER#2		-		368	29-Jun-2020	08-Jul-2020	
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MUNICIPALITY OF LEAMINGTON

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DEPARTMENT	0700	Union	Water System				
70-5-0700-7420	002073		Electricity				-11.34
70-5-0700-7420	002073		Electricity				40.32
200141690190	JUN/20 HYDRO - M	IETER#	26	368	26-Jun-2020	08-Jul-2020	
70-5-0700-7420	002073		Electricity				-18.43
70-5-0700-7420	002073		Electricity				65.47
200220161473-	JUN/20 HYDRO - M	1ETER#	14	368	24-Jun-2020	08-Jul-2020	
70-5-0700-7420	002073		Electricity				-11.40
70-5-0700-7420	002073		Electricity				40.50
150365	ONTARIO CLEAN		RAGENCY				
INV000000285	JUN/20 OPER&MT	CE		368	30-Jun-2020	08-Jul-2020	
70-5-0700-6720	002071		OCWA Operating Contract			2	76,874.61
190185	SGS CANADA IN	C. ENVI	RONMENTAL SERVICES				
11342536	WATER QUALITY S	STUDIES	CORROSION-ESSEX	368	25-Jun-2020	08-Jul-2020	
70-5-0700-7989	002075		Operational Programs & Studies				196.62
11342565	WATER QUALITY S	STUDIES	CORROSION-LEAMINGTON	368	25-Jun-2020	08-Jul-2020	
70-5-0700-7989	002075		Operational Programs & Studies				98.31
11342738	WATER QUALITY S	STUDIES	CORROSION-KINGSVILLE	368	25-Jun-2020	08-Jul-2020	
70-5-0700-7989	002075		Operational Programs & Studies				98.31
11342740	WATER QUALITY S	STUDIES	CORROSION-LAKESHORE	368	25-Jun-2020	08-Jul-2020	
70-5-0700-7989	002075		Operational Programs & Studies				98.31
190755	SUN LIFE ASSUF		COMPANY OF CANADA				
JUL-20	JUL/20 UNION WA	TER LO	AN 3724:1	368	08-Jul-2020	08-Jul-2020	
70-5-0700-6000	002020	006901	Debenture Principal			1	58,732.99
70-5-0700-6100	002010	006901	Debenture Interest				99,907.69
				Department 1	otals :	5	37,488.20