



JOINT BOARD OF MANAGEMENT

Wednesday, March 17, 2021

9:00 AM

Virtually in 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, February 17, 2021
Pages 2 - 7

D. Business Arising Out of the Minutes

E. Items for Consideration:

1. UW/15/21 dated March 12, 2021 re: Status Update of UWSS Operations & Maintenance Activities and Capital Works to March 12, 2021
Pages 8 - 10
2. UW/16/21 dated March 11, 2021 re: Moratorium on Applications for UWSS Treated Water Allocations
Pages 11 - 14
Pages 15 - 18 Report UW/06/21 UWSS Water Treatment Capacity Allocation
3. UW/17/21 dated March 12, 2021 re: Payments from February 25 to March 12, 2021
Pages 19 - 23

F. New Business:

G. Adjournment:

H. Date of Next Meeting: April 21, 2021, Virtually in Zoom

/kmj



**JOINT BOARD OF
MANAGEMENT**
Wednesday, February 17, 2021
9:00 AM
Virtually in Zoom

MINUTES

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

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

**Municipal
Staff Present:** Laura Rauch, Shannon Belleau, Nelson Carvalho - Leamington
John Norton, Andrew Plancke, Shaun Martinho, Tiffany Hong - Kingsville
Andy Graf, Kevin Girard - Essex
Nelson Cavacas, Albert Dionne, Linda McKinlay - Lakeshore

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

Call to Order: 9:01 am

Disclosures of Pecuniary Interest: none

Adoption of Board Minutes:

No. UW-12-21

Moved by: Deputy Mayor Queen

Seconded by: Councillor Jones

That Minutes of the UWSS Joint Board of Management meeting of Wednesday, January 20, 2021 is received.

Carried

Business Arising Out of the Minutes:

There was none.

Report UW/09/21 dated February 11, 2021 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to February 11, 2021

The Manager reviews his report with board members. He confirms that the security system installation is now completed and the deficiencies list has been addressed and corrected. The system is working well.

The Manager explains to the Board members that a frazil ice event took place on February 3rd, 2021, wherein the frazil ice was allowing for very little water to be drawn in through the intakes. The operations staff worked diligently to backflush the system to clear the ice, however, the reservoirs were very low. He notes that the Manager almost had to put restrictions on water use throughout the system. Finally, the operations staff were able to get the system back on track. He further notes that the staff had not seen a frazil ice event in a large number of years and now that the lake has frozen over this should not occur again this season.

The Manager notes that a valve broke during this process and an emergency repair was made. He also notes that this is another good reason to complete the study with the Windsor Utilities Commission (WUC) for emergency redundancy.

Clarifier No. 2 has gone back into service after seasonal servicing, while Clarifier No. 3 will come offline next week to have a new flow meter installed.

Rehab work on Filters #2 and #4 has started and the team is working quickly on this project. As of today's date all of the filter media has been removed and the second company is on site mobilizing their equipment to start with the coatings next week. The Manager anticipates that the work will be completed by mid-march so the filters can be put back into service as he anticipates a high flow year.

The Kingsville Water Tower (KWT) rehabilitation project has started as well by the general contractor. The Manager notes that the base foundation work was started the day prior to the meeting. It is anticipated that scaffold and enclosure construction could last approximately 5-6 weeks. The KWT will then be taken offline in mid-April so that sandblasting can start.

The Manager mentions a few other projects that are on pause right now due to the emergency order within Ontario, however, once restrictions are lifted they will start again.

The Manager explains that the flows for the WTP are still quite high, but he attributes that to the greenhouses starting their saplings at the moment.

Councillor DeYong notes that she has received a complaint from neighbours regarding noise coming from the WTP. The Manager explains that the noise was most likely from the filter rehab crew vacuuming out the old media. He notes that the work is taking place at the front of the WTP and could be a contributing factor.

Councillor Hammond asks the Manager how old the intakes are and whether they can handle the flows at the moment. The Manager explains that the intakes are each capable of servicing the WTP, but one is original to the plant and the second one was built in the 1970s. The Operations Manager notes that the intakes are inspected every other year and then repair work is scheduled in between.

Councillor Hammond followed up with another question regarding the intakes and a potential new reservoir. He wants to ensure that any changes are going to be robust enough to handle the future needs. The Manager indicates that the UWSS is only allowed to take a certain volume from the lake and if it was required to start using both intakes at that time it might be worth considering a larger intake.

Councillor VanderDoelen asks the manager if the UWSS requires a larger volume of water and seeks permission from the MECP then will the UWSS have to seek approval from the USA as well. The Manager indicates that the UWSS would submit its request to the Ministry and where it goes from there he is not sure, as the Ministry handles water concerns.

No. UW-13-21

Moved by: Councillor Dunn

Seconded by: Councillor Neufeld

That report UW/09/21 dated February 12, 2021 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to February 12, 2021 is received.

Carried (UW/09/21)

Report UW/10/21 dated February 10, 2021 re: Revision to Schedule C (Proportional Water Consumption and System Interests) of UWSS Transfer Order

The Manager reviews his report with the members of the Board. He notes that this update to Schedule C last took place in 2017 and was in place for four (4) years. He reviews the numbers from 2017 and explains that water consumption changed slightly during the last four (4) years. He notes that next change will be in place until December 31, 2024.

No. UW-14-21

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor Tiessen

That UWSS system interests in Schedule C of the Transfer Order are updated as follows:

Municipality	Average Water Consumption (ML/year)	Proportional System Interest
The Corporation of the Municipality of Leamington	8,909.0	53.00%
The Corporation of the Town of Kingsville	6,509.1	38.72%
The Corporation of the Town of Essex	827.8	4.92%
The Corporation of the Town of Lakeshore	564.8	3.36%

That the municipalities of Leamington, Kingsville, Essex and Lakeshore be informed of this update to Schedule C of the UWSS Transfer Order. This update will apply from January 1, 2021 to December 31, 2024.

Carried (UW/10/21)

Report UW/11/21 dated February 11, 2021 re: Drinking Water Inspection Report for the UWSS - January 28, 2021

The Manager reviews this report with the Board members. He notes that the Ministry of Environment, Conservation and Parks (MECP) inspects the water treatment plant (WTP) every year. Due to COVID, no physical inspection took place, but rather all document based, for the 2020 year. No improvements or recommendations for consideration were suggested. UWSS received a 100% inspection rating.

The Manager noted that the report indicated that chlorine levels for water that discharges from the residuals ponds back to Lake Erie (through a pipe) are sometimes above the newly established Federal limits. The Manager indicates that there has been difficulty trying to source a good piece of equipment that can reliably measure chlorine below the newer limits. The UWSS does not have any piece of equipment that can obtain the level of analysis suggested. He also notes that the UWSS is trying to do a better job of dechlorination when backwashing. He further explains that this newer Federal requirement are Canada wide and not just for the UWSS.

The Operations Manager explains that this level of instrumentation is much finer than available at this time.

No. UW-15-21

Moved by: Councillor Patterson

Seconded by: Mayor MacDonald

That the UWSS Joint Board of Management receive report UW/11/21 dated February 11, 2021 re: Drinking Water Inspection Report for the UWSS - January 28, 2021.

Carried (UW/11/21)

Report UW/12/21 dated February 10, 2021 re: 2020 Annual report under the Safe Drinking Water Act and Ontario Regulation 170/03

The Manager reminds members of the Board that this report is produced each year for the year prior under the Safe Drinking Water Act (SDWA) and a standard template is provided. This report provides a look at capital works completed and the expenditures to complete such projects, the raw/distribution water samples collected, those treated and the compounds analyzed each year. There was one item of note in 2021 wherein a sample resulted in a high total coliform count.

Councillor DeYong inquired about the Boil Water Advisory (BWA) and where the UWSS stands with the WECHU in terms of a consistent procedure to announce any issues. The Manager notes after several attempts to organize a meeting with the WECHU/municipal partners that this item was put on the back burner in 2020 due to COVID. He will be bringing this issue back to the table in 2021. He does confirm that we need a better process in place to get information out to the public.

No. UW-16-21

Moved by: Councillor Hammond

Seconded by: Deputy Mayor Queen

That report UW/12/21 dated February 10, 2021 re: 2020 Annual Report under the Safe Drinking Water Act and Ontario Regulation 170/03 is received.

Carried (UW/12/21)

Report UW/13/21 dated February 10, 2021 re: 2020 Summary Report for Municipalities under Regulation 170/03 made under the Safe Drinking Water Act

The Manager notes that this is another yearly report prepared under Schedule 22 and we can create it any way we want to. He feels that next year UWSS will update the way this information is presented and provide a fresher look and feel. This information provides information about the four (4) member municipalities and identified how much water was taken from the lake and treated.

He notes the one (1) non-compliance issue on July 21, 2020, which was resolved after flushing and resampling.

No. UW-17-21

Moved by: Councillor Walstedt

Seconded by: Councillor Jones

That report UW/13/21 dated February 10, 2021 re: 2020 Summary Report for Municipalities under Regulation 170/03 made under the Safe Drinking Water Act is received.

Carried (UW/13/21)

Report UW/14/21 dated February 12, 2021 re: Payments from January 16th to February 11th, 2021**No. UW-18-21**

Moved by: Councillor VanderDoelen

Seconded by: Councillor DeYong

That report UW/14/21 dated February 11, 2021 re: Payments from January 16th to February 11th, 2021 is received.

Carried (UW/14/21)

New Business

The Manager confirms with members that the UWSS has been working with GLIER. He confirms that the Federal grants have come through and now the project can proceed. The installation of the early warning system out in Lake Erie by GLIER will proceed and will benefit the UWSS. A total of \$700, 000 was received in grant monies. A further report will be forthcoming. This is a good news story for the UWSS.

The Manager also reminds members of the January UWSS Board meeting wherein the Board directed the Manager to form a working group regarding the water allocation remaining at the UWSS. He confirms that the first meeting takes place next week on February 24th. He will be providing updates of the outcome of this meeting.

Councillor Patterson thanks the Leamington water department for providing stock to Kingsville during a recent main break. The Manager confirms that the municipalities work well together.

Adjournment:**No. UW-19-21**

Moved by: Deputy Mayor Queen

Seconded by: Councillor Dunn

That the meeting adjourn at 9:40

Carried

Date of Next Meeting: Wednesday, March 17, 2021, virtually in Zoom.

/kmj

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

From: Rodney Bouchard, UWSS General Manager

Date: March 12, 2021

Re: Status Update of UWSS Operations & Maintenance Activities and Capital
Works to March 12, 2021



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 February 17, 2021.

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. Clarifier #3 was taken off line on March 8th to allow for the installation of a new magnetic flow meter on Clarifier #3 effluent line. It is anticipated that Clarifier #3 will return to operation sometime during the week of March 15th.
3. The work to rehabilitate Filters #2 and #4 is on-going. Filter media and underdrains from both filters were removed by a crew from Continental Carbon Group (CCG). This work was completed February 19th. Jacques Daoust Coatings Management Inc. (JDCMI) started the rehabilitation of the filters boxes on February 22nd. This work is expected to be completed by March 26th. The new underdrains have been ordered from Roberts Filter Group and are in the manufacturing stage. Installation of the underdrains and new filter media will be completed by CCG. It is anticipated that this work will be completed mid to late April.
4. The work for the rehabilitation of the Kingsville Water Tower is underway. Scaffolding is currently being raised around the water tower and it is projected that scaffolding works, including installation of canvas enclosure will be completed by the first week of April.

Testing of the Kingsville Water Tower isolation was initiated on March 11. Pressure dataloggers were installed on March 12 at the furthest parts of the Town of Kingsville pressure zone to monitor system pressure during the isolation of the water tower. This is being done to ensure that adequate water pressure can be maintained in the Town of Kingsville while the Kingsville Water Tower is out of service for the rehabilitation work.

Re: UW/15/21 - Status Update of UWSS Operations & Maintenance Activities and Capital Works to March 12, 2021

5. The decommissioning of the chloramination system components in the Ammonia Building is underway. Clean Harbours was retained to remove all residual chemicals from the tanks in the building. The ammonia storage tank has been removed from the building and retrofitting of the former ammonia tank storage room in the ammonia building is underway. The work with retrofitting the ammonia building into a maintenance shop will be on-going into Summer 2021.
6. Construction of the new laboratory has resumed. Wall framing and installation of drywall is almost complete. Epoxy flooring and installation of doors and windows will be completed by early the beginning of April. A heating/cooling split unit is on order to provide the new laboratory its own environmental controls.
7. The metal ceiling above Filters #6 and #8 is being refurbished and painted to address corrosion issues. The filters have been covered to prevent any debris from entering the filters during this work.
8. A new soft start was installed on High Lift Pump #9 and tested for operation. This work was completed on March 8-9th.

The first chart shows comparative flows for 2017 through 2021 in Mega Litres (ML) and the second chart shows Millions of Imperial Gallons (MIG) for the period January 1st to March 11, 2021.

	2017	2018	2019	2020	2021
Flow to Date (ML)	1,990.01	2,172.95	2,261.71	2,449.18	2,842.70
Max Day (ML)	41.89	40.25	45.20	46.65	52.55
Min Day (ML)	20.73	23.56	20.13	25.44	26.74
Average Day (ML)	28.43	31.04	32.31	34.50	40.61
No of Days	70	70	70	71	70

	2017	2018	2019	2020	2021
Flow to Date (MG)	437.75	477.99	497.52	538.76	625.32
Max Day (MGD)	9.21	8.85	9.94	10.26	11.56
Min Day (MGD)	4.56	5.18	4.43	5.60	5.88
Average Day (MGD)	6.25	6.83	7.11	7.59	8.93
No of Days	70	70	70	71	70

Flows to date are up 393.52 ML (86.56 MIG) or 16.07% from last year. The 2021 flows to date are up 28.14% over the previous 4 year average.

Re: UW/15/21 - Status Update of UWSS Operations & Maintenance Activities and
Capital Works to March 12, 2021

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

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UW/16/21

Report

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

From: Rodney Bouchard, Union Water Manager

Date: March 11, 2021

Re: Moratorium on Applications for UWSS Treated Water Allocations



Recommendation:

That the Union Water Supply Joint Board of Management (UWSS Board) implements a moratorium to take effect immediately on new requests for treated water allocations from new or existing entities that use more than 50,000 litres per day;

And further, that the moratorium would not apply to any type of residential development;

And further, that the moratorium will be in effect for up to 12 months;

And further, that the UWSS Board directs the UWSS General Manager, with support from the UWSS-Municipal Treatment Capacity Allocation Working Group (Working Group), to undertake an evaluation of all approved treated water allocations to identify any discrepancies between approved allocations versus actual water usage;

And further, that the UWSS Board directs the UWSS General Manager to deliver a report to the UWSS Board by October 31st, 2021 that provides the Working Group's conclusions and recommendations in regards to the evaluation of approved treated water allocations.

Background:

The Union Water Supply System Board of Management is responsible under Transfer Order Union W1/1999 for considering any application by a municipality within its service area for adding a large water service.

New applicants for large water services (i.e. large water users) in the UWSS service area are required to seek approval from the UWSS for treatment capacity allocation and from the local municipality for water distribution capacity. Review of large service applications for water treatment capacity allocation is completed by a consultant on behalf of the UWSS. Upon completion of an application review, the consultant issues a letter to UWSS and the local municipality that provides a recommendation in regards to treatment capacity allocation for the proposed development.

March 11, 2021 - UW/16/21

Re: Moratorium on Applications for UWSS Treated Water Allocations

A review of available records indicates that since the creation of the UWSS in 2001, almost all large service applications have been for greenhouse expansions and new greenhouse developments. It should also be noted that records indicate that most large service applications for UWSS treatment capacity have been reviewed and addressed on a “first come, first served” basis.

At the January 20th, 2021 meeting of the UWSS Board, the UWSS General Manager presented report *UW06-21 UWSS Water Treatment Capacity Allocation* (copy attached). The report highlighted the following:

- Potable water demand from the UWSS has been on a steady increase since 2015. Water demand in 2020 was 32.8% greater than 2015 demand. Most of this increase (approx. 21%) occurred between 2018 and 2020.
- The recent significant increase in water demand is attributed to moderate increase in residential growth but mainly due to significant greenhouse growth in Kingsville and Leamington. Further, some of the water demand increase is likely related to greenhouse crop switchover from food crop to cannabis, which appears to be a more water intensive crop.
- Of the UWSS’ approved 24.7 million imperial gallons per day (IGPD) treatment capacity for the UWSS, approximately 2 million IGPD remains “unallocated” and is available to support growth in the UWSS service area. This remaining “unallocated” treatment capacity has been apportioned to each owner municipality based on UWSS ownership share.

Report UW06-21 also recommended the formation of a working group consisting of UWSS and municipal administration representatives to address the issue of treatment capacity allocation and to develop a more robust and equitable application process for allocation of UWSS treatment capacity. This was supported by the UWSS Board.

The UWSS-Municipal Treatment Capacity Allocation Working Group (Working Group) was created in January 2021 with support from the UWSS’ 4 owner municipalities. The Working Group held its first meeting on February 24, 2021.

Discussion:

The introductory meeting of the Working Group was held on February 24th, 2020 via Zoom. The meeting included 13 participants: 2 from UWSS and 11 from the municipalities of Leamington, Kingsville, Essex and Lakeshore. Discussions at the meeting were related to various items relating to existing treatment capacity allocations, planned and projected growth in various sectors within municipalities and projected water demands.

The main item of discussion was the existing situation with greenhouse industry growth and the limited remaining treatment capacity at UWSS. This discussion resulted in

March 11, 2021 - UW/16/21

Re: Moratorium on Applications for UWSS Treated Water Allocations

agreement by Working Group participants that a moratorium should be imposed on new applications from Large Water Users, including greenhouse developments, due to the limited remaining treatment capacity. This moratorium would be in place to ensure that residential and commercial developments that are already in the planning/approval process can move ahead from a water requirement perspective. The proposed moratorium would be temporary until additional UWSS treatment capacity is made available.

Based on the comments and feedback received from municipal representatives at the February 24th, 2021 meeting of the Working Group and from subsequent consultations with staff from owner municipalities, the UWSS General Manager proposes that a temporary moratorium be implemented immediately on new applications for UWSS treated water allocations for large water users. The temporary moratorium is proposed as follows:

- Applications for new requests for treated water allocations from new or existing operation that use more than 50,000 litres per day would no longer be reviewed for approval;
- All types of residential developments would be exempt from the moratorium;
- The moratorium would extend for a period of up to 12 months and may be rescinded or extended at the discretion of the UWSS Board based on review of supporting information.

The proposed upper threshold limit of 50,000 litres/day for new applications is based on the Permit to Take Water (PTTW) application under Ontario Regulation 387/04 (Water Taking and Transfer) made under the *Ontario Water Resources Act, 1990*. By law, a person/entity must have a permit from the Ministry of Environment, Conservation and Parks (MECP) if that person/entity plans to take greater than 50,000 litres of water in a day from the environment. The UWSS General Manager stipulates that this value provides a good basis for establishing what could be considered a “large water user”.

Also, as per the feedback received from the Working Group, the UWSS General Manager proposes that an evaluation of existing approved treatment capacity allocations be completed. The purpose of the evaluation would be as follows:

- Identify historical approved allocations that may never have been used. It has been recently noted during an application review that some historical allocation approvals for greenhouses have not been used. These allocations should be cancelled so that the associated treated water capacity is available for future use.
- Identify discrepancies between approved allocations and actual water usage for each operation. It should be noted that for greenhouse allocations, some historical allocations were based on 10,000 IGPD/ acre. However, based on technological improvements and conservation measures in the greenhouse industry, water

March 11, 2021 - UW/16/21

Re: Moratorium on Applications for UWSS Treated Water Allocations

usage per acre has decreased. As such, through the years, allocations were decreased to 8,000 IGPD/acre and now the standard for new applications is 6,000 IGPD/acre. Actual water usage for all allocations should be reviewed so that historical higher allocations can be reassessed to lower allocations thus freeing up treatment capacity for future growth.

- Provide recommendations for water allocation that would identify proposed volume rates for future applications.
- Provide recommendations for a revised application process that is more comprehensive and based on actual needed treated water volumes.

This evaluation would be led by UWSS with support and advice from the Working Group. The consultant that currently reviews applications for treated water allocations would also be retained to assist with this evaluation. The UWSS General Manager anticipates that a report would be provided to the UWSS Board no later than the October 20th, 2021 UWSS Board meeting.

It should be noted that support for the moratorium has been received by Working Group participants. Owner municipalities have been consulted in regards to this proposed moratorium.

Closing Comments and Recommendations:

Current treatment capacity allocation methodology has been mostly focused on the growth in the greenhouse industry and has not really taken into consideration other types of growth in the UWSS service area.

The proposed moratorium on new applications by large water users for treated water is intended to allow for continued residential development (and commercial/industrial developments that are not treated water intensive) while restricting non-residential developments that are dependent on large volumes of UWSS treated water.

This will allow the UWSS (in consultation with its owner municipalities) time to complete the required evaluations of existing and proposed future treatment capacity allocations so as to identify “unused” treatment capacity that is already allocated and to develop a more effective process for allocating future treated water requests..

Respectfully submitted,



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

rb/kmj

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Attachments

UW/06/21

Report

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

From: Rodney Bouchard, Union Water Manager

Date: January 15, 2021

Re: UWSS Water Treatment Capacity Allocation



Recommendation:

It is recommended that the Union Water Supply Joint Board of Management (UWSS Board) receives this report for information;

And further, that the UWSS Board supports the formation of a working group consisting of UWSS and municipal administration representatives to address the issue of treatment capacity allocation and develop a more robust and equitable application process for allocation of UWSS treatment capacity;

And further, that the UWSS Board directs the UWSS General Manager to send written correspondence to Administration of UWSS owner municipalities requesting their support and participation of the aforementioned working group.

Background:

The Union Water Supply System Board of Management is responsible under Transfer Order Union W1/1999 for considering any application by a municipality for adding a large water service. The UWSS strives to accommodate the requests of an applying municipality while ensuring that the level of service to the existing water system users is not adversely impacted.

New large water users are required to seek approval for water allocations prior to construction. This includes new greenhouse developments or proposed expansions. There are two parts to the greenhouse water allocation review and approval process. One is focused on whether UWSS has sufficient spare water treatment capacity to support the proposed development. The other step is to determine whether the water distribution system can deliver the required water to the location of the proposed greenhouse development. UWSS is only responsible for the water treatment capacity requirements while the water distribution portion is the responsibility of the respective municipality.

Review of large service application for water treatment capacity allocation is completed by Stantec Consulting on behalf of the UWSS. Upon completion of the review, Stantec

January 15, 2021 - UW/06/21

Re: UWSS Water Treatment Capacity Allocation

issues a letter that includes a recommendation in regards to treatment capacity allocation for the proposed development. In most cases, Stantec will also conduct a review of distribution capacity on behalf of the municipality and a recommendation on distribution capacity will also be included in the letter.

A review of available records indicates that since the creation of the UWSS Joint Board of Management in 2001, it appears that almost all large service applications have been for greenhouse expansions and new greenhouse developments. It should be noted that records also indicate that most, if not all, large service applications for UWSS treatment capacity have been reviewed and addressed on a “first come, first served” basis. Very little consideration, if any, has been given to location of the proposed development associated with the large service application (i.e. in what municipality the development is proposed).

Discussion:

At the October 21st, 2020 meeting of the UWSS Board meeting, UWSS General Manager presented report *UW/24/20 Update on UWSS Water Demand, Treatment Capacity, Restructuring and Common Assets*. This comprehensive report included details on UWSS water demand and treatment capacity related issues from 2001 to 2020. The report highlighted following important points:

- Potable water demand from the UWSS has been on a steady increase since 2015. Water demand in 2020 was projected to be approximately 950 MIG or 30% higher than the annual demand in 2015. (It should be noted that actual demand for 2020 is actually 32.8% greater than 2015 demand and the increase in water demand between 2019 and 2020 is 13.2%).
- The remarkable increase in water demand between 2015 and 2020 is attributed to moderate increase in residential growth within the 4 municipalities served by the UWSS but mainly due to significant greenhouse growth in Kingsville and Leamington. Further, some of the water demand increase is likely related to greenhouse crop switchover from food crop to cannabis. It is assumed that cannabis crops consumes more water than typical greenhouse crops such as tomatoes, cucumbers and peppers.
- Of the approved 24.7 million imperial gallons per day of treatment capacity for the UWSS, approximately 2 million IGPd remains to support growth in the UWSS service area. This remaining treatment capacity was calculated based on i) the approved maximum regulated flows to greenhouses development and it's proportional use of total UWSS water demand; ii) existing water demand from other large water users; iii) proportional peak water demand from residential and commercial/industrial sector

January 15, 2021 - UW/06/21

Re: UWSS Water Treatment Capacity Allocation

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- Due to limited remaining available treatment supply for allocation, a process is needed to determine how to allocate the estimated 2.0 MGD of existing capacity. Should the remaining capacity be allocated on a first come/first served basis or should it be allocated to each municipality based on current ownership share of UWSS?

Following receipt of report UW/24/20, the UWSS Board directed the UWSS General Manager to send correspondence to the Administration of the municipal owners to seek feedback and/or support of the proposed plan to allocate remaining UWSS treatment capacity based on current municipal ownership shares of the UWSS.

The UWSS General Manager issued written correspondence to the administration of municipal owners in a letter dated November 2, 2020 seeking feedback and support of the allocation proposal for remaining UWSS treatment capacity. A copy of the UWSS' November 2nd, 2020 is attached. The UWSS General Manager followed up the letter with verbal conversations in November and December 2020 with pertinent senior management staff of the owner municipalities.

As of the date of this report, written correspondence has been received in regards to the UWSS' November 2nd, 2020 letter from the Municipality of Leamington, Town of Kingsville and Town of Essex. It is anticipated that correspondence from Lakeshore is forthcoming.

Received written correspondence indicate support by the Town of Kingsville and Municipality of Leamington on the proposal to allocate remaining UWSS Treatment capacity based on municipal ownership shares.

A letter received from the Town of Essex dated January 11, 2021 indicates that the Town of Essex administration and Council does not support the allocation proposal. Further, the letter suggests that the UWSS proposes a new model for future unallocated treatment capacity that includes an equitable process that enables owner municipalities to secure treatment capacity to accommodate growth. Based on a review of the information provided in the Town of Essex' January 11, 2021 letter, the UWSS General Manager agrees that the Town of Essex raises valid points to support its concern regarding the methodology that has historically been used for treatment capacity allocation.

Closing Comments and Recommendations:

The UWSS is currently implementing a capital improvement program that is designed to increase treatment capacity of the Ruthven Water Treatment Plant by up to 5 million IGPD within the next 5 years. The UWSS General Manager suggests that this is an opportune time to review the methodology for treatment capacity allocation so that an improved process can be put in place to equitably allocate future treatment capacity.

January 15, 2021 - UW/06/21

Re: UWSS Water Treatment Capacity Allocation

Current treatment capacity allocation methodology has been mostly focused on the growth in the greenhouse industry and has not really taken into consideration other types of growth in the UWSS service area. For example, the UWSS does not receive applications for treatment capacity from developers (or from the municipalities in which developments are occurring) for residential subdivision developments. Based on the substantial growth in the residential sector within the UWSS service area over the last 5 years and project near future growth in this sector, such developments should be included in the treatment capacity allocation process.

In order to address this issue in a fair and comprehensive manner, the UWSS General Manager would suggest the establishment of a working group consisting of representatives from UWSS and representatives from municipal administration to review this issue and develop a more robust and equitable application process from treatment capacity allocation.

Respectfully submitted,



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

Attachments

Filename: t:\union wtr\reports to board\2021\uw06-21 uwss water treatment capacity allocation.docx

UW/17/21

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

From: Rodney Bouchard, Union Water Manager

Date: February 12, 2021

Re: Payments for the UWSS from February 12 to March 12, 2021



Aim:

To provide the Board with a copy of payments made by the Union Water Supply System from February 12 to March 12, 2021.

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

Filename: t:\union wtr\reports to board\2021\uw17-21 payments from feb to march 2021.docx



Vendor : 0011450 To PT00000212

Batch : All

Department : All

Cheque Print Date : 25-Feb-2021 To 26-Feb-2021

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							
030443	Continental Carbon Group Inc						
INV-10742	FILTERS - DISPOSAL OF MEDIA & UNDERDRAINS				106 17-Feb-2021	25-Feb-2021	
70-7-0700-8730	700012			Filters			47,962.85
70-7-0700-8730	700014			Filters			47,962.85
996694	Empire Communications						
332691	FOBS - SECURITY SYSTEM				106 31-Dec-2020	25-Feb-2021	
70-7-0700-8775				Communication System			113.00
332780	SECURITY SYSTEM				106 31-Dec-2020	25-Feb-2021	
70-7-0700-8775				Communication System			28,036.28
332781	SECURITY SYSTEM				106 31-Dec-2020	25-Feb-2021	
70-7-0700-8775				Communication System			37,129.43
332783	SECURITY SYSTEM				106 31-Dec-2020	25-Feb-2021	
70-7-0700-8775				Communication System			5,445.31
180325	Ricoh Canada Inc						
SCO93125254	JAN/21 COPIER CONTRACT				106 29-Jan-2021	25-Feb-2021	
70-5-0700-7010	002070			Office Supplies			90.14
230685	Wired Solutions						
14546	ZOOM UPDATE				106 18-Feb-2021	25-Feb-2021	
70-5-0700-7270	002070	008002		Software Purchases			276.85
Department Totals :							167,016.71



Vendor : 0011450 To PT00000212

Batch : All

Department : All

EFT Paid Date : 25-Feb-2021 To 26-Feb-2021

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							
030004	C3 Water Inc								
202101-467	UWSS - WUC REDUNDANCY STUDY				107	31-Jan-2021	25-Feb-2021		
70-5-0700-7989		002075	Operational Programs & Studies					1,330.07	
030215	Canadian Water And Wastewater Association								
4426	2021 CWWA DUES				107	02-Jan-2021	25-Feb-2021		
70-5-0700-7020		002070	Dues, Memberships and Subscriptions					1,844.16	
150365	Ontario Clean Water Agency								
INV0000000921	JAN/21 OPER&MTCE				107	31-Jan-2021	25-Feb-2021		
70-5-0700-6720		002071	OCWA Operating Contract					279,050.71	
INV0000000959	FILTERS #2 & #4 REHAB				107	16-Feb-2021	25-Feb-2021		
70-7-0700-8730		700012	Filters					6,152.85	
70-7-0700-8730		700014	Filters					6,152.85	
Department Totals :								294,530.64	



Vendor : 0011450 To PT00000208
Batch : All
Department : All

Cheque Print Date : 04-Mar-2021 To 05-Mar-2021
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							
050003 E.L.K. Energy Inc							
40010915-01-J	1-1398.05KWH - ESSEX WATER TOWER				116 24-Feb-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity			-46.52
70-5-0700-7420	002073			Electricity			247.97
40047150-03-J	11116.66KWH - METER #9				116 24-Feb-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity			-37.93
70-5-0700-7420	002073			Electricity			202.16
51976611-00-J	1-1583KWH - KINGSVILLE WATER TOWER				116 24-Feb-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity			-42.10
70-5-0700-7420	002073			Electricity			224.42
90006300-01-J	1-21043.95KWH - COTTAM BOOSTER STATION				116 24-Feb-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity			-825.02
70-5-0700-7420	002073			Electricity			4,397.52
996694 Empire Communications							
32781 - REVIS	SECURITY SYSTEM - BALANCE OWING				116 31-Dec-2020	04-Mar-2021	
70-7-0700-8775	Communication System						1,823.46
100048 Jacques Daoust Coatings Management Inc							
3498	REHABILITATION - FILTERS #2&4				116 25-Feb-2021	04-Mar-2021	
70-7-0700-8730	700012			Filters			78,495.45
70-7-0700-8730	700014			Filters			78,495.45
Department Totals :							162,934.86



Vendor : 0011450 To PT00000208
Batch : All
Department : All

EFT Paid Date : 04-Mar-2021 To 05-Mar-2021
Bank : 07 To 08
Class : All

Vendor Code	Vendor Name					Batch	Inv Date	Inv Due Date	
Invoice No.	Description								Amount
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 0700 Union Water System									
030405 Collabria									
GS5309-4758-1	WIRELESS CHARGING STATION					115	12-Jan-2021	05-Mar-2021	
70-5-0700-7280	002070			Telecommunication Purchases (non TCA)					123.17
INV66293357	ZOOM SUBSCRIPTION					115	01-Feb-2021	05-Mar-2021	
70-5-0700-7270	002070	008002		Software Purchases					229.39
STAR - JAN21	SUBSCRIPTION					115	13-Jan-2021	05-Mar-2021	
70-5-0700-7020	002070			Dues, Memberships and Subscriptions					16.94
050099 Enbridge Gas Inc									
1929770208308	1-23054.93M3 GAS - RUTHVEN WATER TREATMENT PLANT					117	19-Feb-2021	04-Mar-2021	
70-5-0700-7410	002073			Gas					6,767.08
1929770217397	1-2538.75M3 GAS - LOW LIFT					117	23-Feb-2021	04-Mar-2021	
70-5-0700-7410	002073			Gas					763.97
080250 Hydro One Networks Inc									
200141681706-	1-97KWH - METER#2					117	01-Mar-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity					-11.33
70-5-0700-7420	002073			Electricity					60.38
200141683524-	1-69KWH - METER#8					117	01-Mar-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity					-10.10
70-5-0700-7420	002073			Electricity					53.81
200141683726-	1-34KWH - METER#15					117	25-Feb-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity					-8.56
70-5-0700-7420	002073			Electricity					45.62
200141687362-	1-2KWH - METER#22					117	01-Mar-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity					-7.17
70-5-0700-7420	002073			Electricity					38.25
200141687766-	1-27KWH - METER#29					117	01-Mar-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity					-8.29
70-5-0700-7420	002073			Electricity					44.16
200141687867-	1-1KWH - METER#24					117	01-Mar-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity					-7.14
70-5-0700-7420	002073			Electricity					38.02
200141690190-	1-141KWH - METER#26					117	26-Feb-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity					-13.23
70-5-0700-7420	002073			Electricity					70.50
200220161473-	1-36KWH - METER#14					117	24-Feb-2021	04-Mar-2021	
70-5-0700-7420	002073			Electricity					-8.24
70-5-0700-7420	002073			Electricity					43.92
150365 Ontario Clean Water Agency									
INV0000000976	FEB/21 OPER&MTCE					117	28-Feb-2021	04-Mar-2021	
70-5-0700-6720	002071			OCWA Operating Contract					279,050.71
190755 Sun Life Assurance Company Of Canada									
MAR-21	MAR/21 UNION WATER LOAN 3724:1					117	01-Mar-2021	04-Mar-2021	
70-5-0700-6000	002020	006901		Debenture Principal					72,936.53
70-5-0700-6100	002010	006901		Debenture Interest					92,989.89
Department Totals :									453,198.28