

Tri-County Water Board of Management

Minutes

Date: February 6, 2024, 7:00 p.m.

**Location: West Elgin Council Chambers
160 Main Street
West Lorne**

Present: Allan Mayhew, Southwest Middlesex
Mike Hentz, Dutton Dunwich
Amarilis Drouillard, Dutton Dunwich
Bill Denning, West Elgin
Don McCallum, Southwest Middlesex
Kevin Derbyshire, Newbury
Mike Sholdice, Southwest Middlesex
Ryan Statham, West Elgin
Darren Galbraith, Chatham-Kent
Michelle Navackas, West Elgin

Regrets: Taraesa Tellier, West Elgin
Corey Pemberton, Dutton Dunwich

Staff Present: Magda Badura, CAO/Treasurer
Cathy Case, Newbury
Dale Le Britton, OCWA
Maegan Garber, OCWA
Robin Trepanier, OCWA
Sam Smith, OCWA
Terri Towstiuc, Clerk

Regrets: Tracey Johnson, Dutton Dunwich

1. Call to Order

Vice Chair Bill Denning called the meeting to order at 7:00 pm.

2. Adoption of Agenda

TCWB 01

Moved: Allan Mayhew, Southwest Middlesex

Seconded: Mike Hentz, Dutton Dunwich

That Tri-County Water Board hereby adopts the Agenda for February 6, 2024, as presented.

Disposition: Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

TCWB 02

Moved: Don McCallum, Southwest Middlesex

Seconded: Amarilis Drouillard, Dutton Dunwich

That the Tri-County Water Board hereby adopts the minutes of October 19, 2023, as presented.

Disposition: Carried

5. Business Arising from Minutes

None.

6. Reports

6.1 Tri County Drinking Water System Operations Report, Fourth Quarter

TCWB 03

Moved: Amarilis Drouillard, Dutton Dunwich

Seconded: Mike Hentz, Dutton Dunwich

That the Tri-County Water Board hereby receive the Tri County Drinking Water System Operations Report, Fourth Quarter 2023, presented by Sam Smith, Sr. Operations Manager, OCWA, for information purposes.

Disposition: Carried

6.2 2024 Insurance Renewal

M. Badura reviewed the insurance policy for Tri-County Water, and advised of the mandatory increases, with a total 14% increase in 2024. Members discussed the rising cost of insurance across all Municipalities, and feel additional cyber insurance is worth looking at, with the growing number of cyber attacks everywhere.

TCWB 04

Moved: Allan Mayhew, Southwest Middlesex

Seconded: Don McCallum, Southwest Middlesex

That the Tri-County Water Board hereby receives the report from M. Badura CAO/Treasurer, re: 2024 Insurance Programs as set out in the renewal documents provided by Intact Public Entity dated December 21, 2023.

Disposition: Carried

7. Financials, as of December 31, 2023

M. Badura, CAO/Treasurer provided the year-to-date Financials for December 31, 2023. Ms. Badura advised that the year has not been closed out due to manual calculations required for West Elgin, however, will be reconciled and brought back for acknowledgement at the next scheduled meeting.

TCWB 05

Moved: Mike Hentz, Dutton Dunwich

Seconded: Darren Galbraith, Chatham-Kent

That Tri-County Water Board acknowledge receipt of the Year-to-Date Financials, dated December 31, 2023.

Disposition: Carried

8. Items Requiring Discussion

8.1 Agreement and Tri-County Background

The board was presented with the current agreement, and discussed the potential to become Incorporated, to allow Tri-County Water Board to exist as a corporate structure, and less as a community board. This will allow the group to apply for government grants to assist with large expenditures and project, which is currently not an option under the existing agreement. The board expressed interest in obtaining a legal opinion and discuss again at the next meeting.

TCWB 06

Moved: Allan Mayhew, Southwest Middlesex

Seconded: Mike Hentz, Dutton Dunwich

WHEREAS West Elgin, Southwest Middlesex, Dutton Dunwich, Chatham-Kent, and Newbury established a joint municipal service board known as

the Tri-County Water Board to govern the management of the System and oversees the operation of the Tri-County Water System; And

WHEREAS the Tri-County Water Board receives the current agreement dated January 12, 2022 and background history of the Tri-County Water Board for review and discussion;

NOW THEREFORE, in consideration of the current agreement, the Tri-County Water Board direct staff to obtain a legal opinion regarding a revised agreement and bring back to the next Regular Meeting.

Disposition: Carried

9. Correspondence

9.1 Housing Enabling Water Systems Fund

For Information Purposes Only.

9.2 Dillon Consulting letter dated February 1, 2024 Re: Tri-County Water Board Growth and Capacity Assessment

M. Badura presented the board with a proposal from Dillon Consulting regarding a Water Growth and Capacity Assessment, with a purpose of potentially increasing the water usage, and increasing revenue for long-term financial sustainability. The board discussed the need for Economic Development and Marketing strategies, to bring new and large users to the system. OCWA confirmed the capacity is available, to increase new usage.

TCWB 07

Moved: Mike Hentz, Dutton Dunwich

Seconded: Bill Denning, West Elgin

That Tri-County Water Board acknowledge receipt of the letter dated February 1, 2024 from Dillon Consulting Re: Tri-County Water Board Growth and Capacity Assessment; And

That Tri-County Water Board direct staff to schedule a joint meeting to discuss a marketing strategy, including OCWA and both Elgin County and Middlesex Marketing and Economic Development departments, and report back to the board at the next regular meeting.

Disposition: Carried

10. Adjournment

TCWB 08

Moved: Don McCallum, Southwest Middlesex

Seconded: Darren Galbraith, Chatham-Kent

That the Tri-County Water Board hereby adjourn at 8:15 pm, to meet again at 7:00pm, on Tuesday, May 21, 2024, or at the Call of the Chair.

Disposition: Carried

Bill Denning, Vice-Chair

Terri Towstiuc, Recording Secretary