

# **Tri-County Water Board of Management**

## **Minutes**

**Date: January 28, 2025, 7:00 p.m.**

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

**Present:** Allan Mayhew, Southwest Middlesex  
Taraesa Tellier, West Elgin  
Mike Hentz, Dutton Dunwich  
Amarilis Drouillard, Dutton Dunwich  
Bill Denning, West Elgin  
Corey Pemberton, Dutton Dunwich  
Don McCallum, Southwest Middlesex  
Ryan Statham, West Elgin  
Darren Galbraith, Chatham-Kent  
Heather Dougherty, West Elgin

**Regrets:** Kevin Derbyshire, Newbury  
Mike Sholdice, Southwest Middlesex  
Richard Leatham, West Elgin

**Staff Present:** Robin Trepanier, OCWA  
Sam Smith, OCWA  
Terri Towstiuc, Recording Secretary/Clerk, West Elgin  
Sam Sianas, OCWA  
Robin Greenall, Chief Administrative Officer  
Amanda Gubbels, CAO, Southwest Middlesex

**Regrets:** Cathy Case, Clerk/Treasurer, Newbury  
Maegan Garber, OCWA  
Tracey Johnson, CAO/Treasurer, Dutton Dunwich  
Magda Badura, Manager of Corporate Services/Treasurer

**This meeting was held in a Hybrid format**

**1. Call to Order**

Secretary T. Towstiuć called the meeting to order at 7:00 pm.

**2. Appoint Chair and Vice-Chair for 2025**

**TCWB 2025- 01**

**Moved:** Corey Pemberton, Dutton Dunwich

**Seconded:** Amarilis Drouillard, Dutton Dunwich

That Tri County Water Board hereby appoint West Elgin Councillor Bill Denning as Chair, and Southwest Middlesex Mayor Allan Mayhew as Vice-Chair, for 2025.

**Disposition: Carried**

**3. Adoption of Agenda**

**TCWB 2025- 02**

**Moved:** Ryan Statham, West Elgin

**Seconded:** Allan Mayhew, Southwest Middlesex

That Tri-County Water Board hereby adopts the Agenda for January 28, 2025 as presented.

**Disposition: Carried**

**4. Disclosure of Pecuniary Interest**

No disclosures

**5. Minutes**

**TCWB 2025- 03**

**Moved:** Ryan Statham, West Elgin

**Seconded:** Mike Hentz, Dutton Dunwich

That the Tri-County Water Board hereby adopts the minutes of December 17, 2024, as presented.

**Disposition: Carried**

**6. Business Arising from Minutes**

None.

## **7. Staff Reports**

### **7.1 Sam Smith, OCWA, Operations Report, Fourth Quarter 2024**

Sam Smith, Senior Operations Manager, OCWA, provided the committee with a summary of the Tri-County operations for 2024 fourth quarter and year end. Mr. Smith reviewed compliances, review of standard operating procedures (SOPs), on-site audit results, performance efficiencies and rated capacity. Mr. Smith also advised the committee that a minor incident happened while an operator was shutting down a chlorine gas tank, resulting in medical attention as a precaution, and no adverse or long-term medical issues. The incident was isolated and allowed for a review of SOPs. Mr. Smith provided an update on capital projects at the treatment plant, upgrades to the Scada system roadmap, while all came in under the 2024 capital spending and budget.

#### **TCWB 2025- 04**

**Moved:** Darren Galbraith, Chatham-Kent

**Seconded:** Ryan Statham, West Elgin

That the Tri-County Water Board hereby accept the Tri-County Drinking Water System Operations Report, Fourth Quarter, 2024, from Sam Smith, Senior Operations Manager, Ontario Clean Water Agency, for information purposes.

**Disposition: Carried**

## **8. Other Items of Discussion**

### **8.1 Municipal Service Board**

Allan Mayhew, Mayor, Southwest Middlesex inquired about re-examining the potential to incorporate the board, allowing for grant applications, lending, reduction in municipal liability and debt load. The board received a letter of opinion regarding this approximately 2.5 years prior and requested West Elgin Clerk to provide that to CAO's A. Gubbels and R. Greenall.

It was agreed that the group would like to see more details regarding incorporating, with SWM CAO and West Elgin CAO taking lead. Understanding that today's requirements will likely be different from previous, a new letter of opinion should be obtained.

CAO Greenall advised there is a LAS article recently published regarding the pros/cons of creating Municipal Service Boards and will send to the committee to use as a primer to prepare for future discussions.

**9. Adjournment**

**Moved:** Ryan Statham, West Elgin

**Seconded:** Heather Dougherty, West Elgin

That the Tri-County Water Board hereby adjourn at 7:38pm, to meet again at 7:00pm, on Tuesday, April 15, 2025, or at the Call of the Chair.

**Disposition: Carried**

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Bill Denning, Chair

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Terri Towstiuc, Recording Secretary