

Tri-County Water Board of Management

Minutes

June 30, 2020, 7:00 p.m.

Electronic Participation Meeting via Zoom

Present: Bob Purcell, Chair
Allan Mayhew
Angela Cammaert
Bonnie Rowe
Doug Bartlett
Duncan McPhail
Ken Loveland
Marigay Wilkins
Taraesa Tellier
Tim Sunderland

Regrets: Patricia Ann Corneil

Staff Present: Jana Nethercott
Cindy Sigurdson
Dale Le Britton
Magda Badura
Mike Taylor
Jill Bellchamber-Glazier

Due to the COVID-19 Pandemic and Emergency Orders Issued by the Province of Ontario under the *Emergency Management & Civil Protection Act*, prohibiting gathering of more than 10 people, this meeting was held electronically.

1. Call to Order

Chair B. Purcell called the meeting to order at 7:00 p.m.

2. Adoption of Agenda

Resolution No. TCW 2020-06

Moved: Duncan McPhail

Seconded: Allan Mayhew

That Tri-County Water Board hereby adopts the Agenda for June 30, 2020 as presented.

For (9): Allan Mayhew, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell
Absent (2): Angela Cammaert, and Patricia Ann Corneil

Disposition: Carried (9 to 0)

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Resolution No. TCW 2020-07

Moved: Ken Loveland

Seconded: Bonnie Rowe

That minutes of the Tri-County Water Board meeting on January 28, 2020 be adopted as circulated and printed.

For (9): Allan Mayhew, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell
Absent (2): Angela Cammaert, and Patricia Ann Corneil

Disposition: Carried (9 to 0)

5. Business Arising from Minutes

None

Angela Cammaert joined the meeting at 7:10 p.m.

6. Reports

6.1 Christine Scrimgeour, Scrimgeour & Company - Audited Financial Statements for the Year Ended December 31, 2019

Christine Scrimgeour of Scrimgeour & Company reported on the Audited Financial Statements for 2019. She read the Letter of Independence.

Would like an updated note on the statement regarding the amended agreement as the agreement is not signed.

Resolution No. TCW 2020-08

Moved: Tim Sunderland

Seconded: Duncan McPhail

That Tri- County Water Board hereby receives and approves the 2019 Audited Financial Statements with any changes to the preliminary description of the agreement and the Independence Letter as presented.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell

Absent (1): Patricia Ann Corneil

Disposition: Carried (10 to 0)

6.2 Financial Statements As of May 31, 2020

Magda Badura reported on the financial statements. West Elgin had to do estimated billing in March due to COVID-19 and therefore the revenue will be adjusted now that the reads have been completed and will appear in the next financial report.

Mike Taylor reported on the capital projects update. Mike stated that due to COVID-19 there were some delays on getting contractors to the plant.

Resolution No. TCW 2020-09

Moved: Taraesa Tellier

Seconded: Marigay Wilkins

That Tri-County Water Board receive the financial statements as of May 31, 2020 as presented.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell

Absent (1): Patricia Ann Corneil

Disposition: Carried (10 to 0)

6.3 OCWA Annual Summary Report for Tri-County Drinking Water System - Schedule 22 of O. Reg 170/03

Cindy Sigurdson from OCWA presented the Annual Summary Report.

Resolution No. TCW 2020-10

Moved: Doug Bartlett

Seconded: Bonnie Rowe

That the Tri-County Water Board hereby receives the 2019 Annual Summary Report for Tri-County Drinking Water System - Schedule 22 of O.Reg 170/03.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell

Absent (1): Patricia Ann Corneil

Disposition: Carried (10 to 0)

6.4 OCWA Annual Report for Tri-County Drinking Water System - Section 11 2019 Report

Cindy Sigurdson of OCWA presented the report.

Resolution No. TCW 2020-11

Moved: Duncan McPhail

Seconded: Allan Mayhew

That Tri-County Water Board hereby by receives the 2019 Annual Summary Report for Tri-County Drinking Water System - Section 11 of O.Reg 170/03.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell

Absent (1): Patricia Ann Corneil

Disposition: Carried (10 to 0)

6.5 OCWA - Tri- County Water Treatment Plant First Quarter Operations Report

Mike Taylor from OCWA presented the First Quarter Operations Report. Mr. Taylor noted a significant increase in flow for the past few months. This may be related to COVID-19 and people being home and this will be reflected in the second quarter report.

Resolution No. TCW 2020-12

Moved: Ken Loveland

Seconded: Tim Sunderland

That Tri-County Water Board hereby receives the First Quarter Operations Report for the Tri-County Drinking Water System from OCWA.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell

Absent (1): Patricia Ann Corneil

Disposition: Carried (10 to 0)

7. New Business

7.1 Verbal Discussion on Water Treatment Plant Lighting

Mike Taylor from OCWA reported that a rebate program that could be ending this year and Mike has obtained three quotes which include the rebate program applications. These quotes would replace the lights with LED and these lights would last approximately 20 years. This purchase was not in the budget, however if this rebate program is cancelled we could lose out. Lowest bid is at \$14,300 which does not include the paperwork for the rebate, and the higher quotes does include the paperwork.

Resolution No. TCW 2020-13

Moved: Tim Sunderland

Seconded: Allan Mayhew

That the Tri-County Water Board agree to have OCWA move forward with the replacement of the lighting in the Water Treatment Plant at a cost of \$14,900 excluding HST.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell

Absent (1): Patricia Ann Corneil

Disposition: Carried (10 to 0)

7.2 Revised Agreement

Chair Purcell provided a brief timeline and overview of the history of the agreement and request Mayor Allan Mayhew of Southwest Middlesex provide and update on the negotiations with Newbury. Mr. Mayhew of Southwest Middlesex reported that currently there is still no agreement with Newbury and there are two outstanding issues one being a request

for increase capacity by Newbury and cost issues. Southwest Middlesex believes that they do not have the ability to assign capacity and that rests with the Tri-County Water Board. Mr. Mayhew reported that notice has been served to Newbury that if an agreement is not reached by August the agreement will be terminated.

Mr. Mayhew stated that Southwest Middlesex discovered in early 2020 a non compliance issue in Newbury was discovered by accident that was not corrected in a timely manner and Southwest Middlesex is very concerned that a member municipality did not notify the board or Southwest Middlesex as, they had customers that were affected by this non compliance. Chair Purcell stated that the noncompliance is a separate issue from the Agreement and the Tri-County Water Board directed staff to investigate this incident and report back to the Tri-County Water Board at a future meeting.

Resolution No. TCW 2020-14

Moved: Duncan McPhail

Seconded: Marigay Wilkins

That the Tri-County Water Board instruct the Chair and Staff to seek Legal advice on the validity of 2014 agreement and that a report back to the board as soon as possible with this legal advice.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell

Absent (1): Patricia Ann Corneil

Disposition: Carried (10 to 0)

7.3 Chair Position

Chair Purcell reported to the Board that at the first meeting in 2021 elections will be held for Chair and Vice Chair.

8. Adjournment

Resolution No. TCW 2020-15

Moved: Allan Mayhew

Seconded: Tim Sunderland

That the Tri-County Water Board hereby adjour at 9:16 pm to reconvene on July 28 at 7:00 p.m. or at the Call of the Chair.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, and Bob Purcell

Absent (1): Patricia Ann Corneil

Disposition: Carried (10 to 0)

Bob Purcell, Chair

Jana Nethercott, Recording Secretary