

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

## **Minutes**

**December 15, 2020, 7:00 p.m.**

**Electronic Participation Meeting via Zoom**

**Present:** Allan Mayhew, Southwest Middlesex  
Angela Cammaert, West Elgin  
Bonnie Rowe, West Elgin  
Duncan McPhail, West Elgin  
Ken Loveland, Dutton Dunwich  
Marigay Wilkins, Southwest Middlesex  
Taraesa Tellier, West Elgin  
Tim Sunderland, Chatham-Kent  
Bob Purcell, Chair  
Mike Hentz, Dutton Dunwich  
Diane Brewer, Newbury

**Regrets:** Michael Noe, Newbury  
Doug Bartlett, Southwest Middlesex

**Staff Present:** Jana Nethercott, Recording Secretary  
Magda Badura, CAO/Treasurer

**Also Present:** Jill Belchamber-Glaizer, Southwest Middlesex

**Due to the COVID-19 Pandemic and physical distancing requirements, this meeting will be held electronically.**

**1. Call to Order**

Chair B. Purcell called the meeting to order at 7:02 p.m.

**2. Adoption of Agenda**

**Moved: Angela Cammaert**

**Seconded: Marigay Wilkins**

That Tri-County Water Board hereby adopts the Agenda for December 17, 2020 as presented.

For (9): Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (3): Allan Mayhew, Doug Bartlett, and Michael Noe

**Disposition: Carried (9 to 0)**

**3. Disclosure of Pecuniary Interest**

No disclosures

Allan Mayhew joined the meeting at 7:05 p.m.

**4. Minutes**

**Moved: Mike Hentz**

**Seconded: Duncan McPhail**

That minutes of the Tri-County Water Board meeting on October 27, 2020 be adopted as circulated and printed.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

**5. Business Arising from Minutes**

No business

**6. Staff Reports**

**6.1 Third Quarter Operations Report**

Mike Taylor presented the Third Quarter Operations Report. Mr. Taylor reported that there have been higher flows from the plant this past summer, which he believes that is directly tied to the COVID-19 and more people being home.

**Moved: Taraesa Tellier**

**Seconded: Ken Loveland**

That Tri-County Water Board hereby receives the 2020 Third Quarter Operations Report from OCWA.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **6.2 Extension of Auditing Services**

**Moved: Allan Mayhew**

**Seconded: Tim Sunderland**

That the Tri-County Water Board hereby approve the extension of External Audit Services by Scrimgeour & Company CPA Professional Company at a cost of \$3,700 for five years until December 31, 2025.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **6.3 2021 Insurance Renewal**

M. Badura presented the 2021 Insurance renewal. Ms. Badura reported that she has submitted a letter of reconsideration for the increase of over 26% and has not heard a response. Tri-County Water Board directed staff to get quotes on insurance for 2022.

**Moved: Diane Brewer**

**Seconded: Bonnie Rowe**

That the Tri-County Water Board hereby approves the renewal of insurance coverage with Frank Cowan at an annual cost of \$18,285 plus applicable taxes.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **7. 2021 Proposed Budget**

Mike Taylor presented information on the work that was done in 2020 on phragmites in the water around the intake pipe for the plant. Mr. Taylor stated that phragmites has encroached significantly on the treatment area of the plant and needs to be addressed in 2021. The quotes provided in the budget covers the cost of equipment and staff required for spraying and cutting of phragmites and the work could be scheduled for early July if approved in the Budget.

Mr. Taylor presented a video taken of the West Lorne Standpipe to show the issues discovered in the inspection. The inspection company has recommended that work is required both inside and outside of the standpipe. Staff are to report back to Tri-County Water Board regarding options for financing the work required and with recommendations on a workplan moving forward.

Mr. Taylor presented the information on the required software updates. Due to the construction of the plant, there is only one vendor able to provide the software for the equipment and the update is required.

**Moved: Duncan McPhail**

**Seconded: Mike Hentz**

That the Tri-County Water Board hereby adopt the 2021 Operating and Capital Budgets as presented.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **8. New Business**

### **8.1 Election of Chair & Vice Chair for 2021**

Chair Purcell stated that he and Vice Chair McPhail are willing stay on if no one else wishes to run for these positions. There were no volunteers to run.

**Moved: Allan Mayhew**

**Seconded: Tim Sunderland**

That Bob Purcell and Duncan McPhail are hereby re-appointed as Chair and Vice Chair of the Tri-County Water Board for the 2021 year.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **9. Adjournment**

**Moved: Marigay Wilkins**

**Seconded: Ken Loveland**

That the Tri-County Water Board hereby adjourn at 8:50 p.m. to reconvene on January 26, 2021 at 7:00 p.m. or at the Call of the Chair.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

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Bob Purcell, Chair

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Jana Nethercott, Recording  
Secretary