

Tri-County Water Board of Management

Minutes

Date: April 26, 2022, 7:00 p.m.

Location: West Elgin Community Complex - Hybrid Meeting

160 Main Street

West Lorne

Electronic Hybrid Meeting

Present: Allan Mayhew, Southwest Middlesex
Angela Cammaert, West Elgin
Bonnie Rowe, West Elgin
Doug Bartlett, Southwest Middlesex
Duncan McPhail, West Elgin
Ken Loveland, Dutton Dunwich
Marigay Wilkins, Southwest Middlesex
Taraesa Tellier, West Elgin
Tim Sunderland, Chatham-Kent
Michael Noe, Newbury
Mike Hentz, Dutton Dunwich
Amarilis Drouillard, Dutton Dunwich

Regrets: Diane Brewer, Newbury

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

Regrets: Jill Bellchamber-Glazier, SWM

Also Present: Sam Smith, OCWA
Dale LeBretton, OCWA
Vitaly, OCWA
Robin Trepanier, OCWA
Meagan Garber, OCWA
Mark Harris, OCWA

This meeting was held virtually.

1. Call to Order

Chair Duncan McPhail called the meeting to order at 7:00 p.m.

2. Adoption of Agenda

Moved: Allan Mayhew

Seconded: Angela Cammaert

That Tri-County Water Board hereby adopts the Agenda for April 26, 2022 as presented.

For (11): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (2): Tim Sunderland, and Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (11 to 0)

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Moved: Bonnie Rowe

Seconded: Doug Bartlett

That minutes of the Tri-County Water Board meeting on January 25, 2022 be adopted as circulated and printed.

For (11): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (2): Tim Sunderland, and Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (11 to 0)

5. Business Arising from Minutes

5.1 Verbal Update on Cyber Insurance Coverage

Magda Badura, Administrator reported that she is awaiting some information to clarify details on what is covered. She is awaiting a full report and it will come in a Closed Session at the next meeting.

5.2 Communication Protocol - Phone Tree

Jana Nethercott, Recording Secretary presented the updated phone tree for an emergency.

6. Financials

Magda Badura, Administrator reported on the first quarter financials. Revenues are slightly under budget. List provided of Capital work orders since January.

Moved: Ken Loveland

Seconded: Marigay Wilkins

The the Tri-County Water Board hereby receives the financials as of March 31, 2022 as presented.

For (12): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (1): Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (12 to 0)

7. Staff Reports

7.1 Annual Summary Report - Schedule 22

Meagan Garber presented the 2021 Summary Report.

Moved: Taraesa Tellier

Seconded: Tim Sunderland

That the Tri-County Water Board hereby receives the 2021 Summary Report (Section 22 of O'Reg 170/03 for the Tri-County Primary Drinking Water System.

For (12): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (1): Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (12 to 0)

7.2 Section 11 Annual Drinking Water Report

Moved: Michael Noe

Seconded: Mike Hentz

That the Tri-County Water Board hereby receives the 2021 Annual Summary Report for the Tri-County Drinking Water Primary System as required by Section 11 of O'Reg 170/30

For (12): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (1): Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (12 to 0)

7.3 MECP Final Inspection Report - 2022

Meagan Garber presented the Inspection Report.

Moved: Amarilis Drouillard, Dutton Dunwich

Seconded: Allan Mayhew

That the Tri-County Water Board hereby receives the MECP 2021 Final Inspection Report for the Tri-County Drinking Water Primary System.

For (12): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (1): Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (12 to 0)

7.4 OCWA- Additional Cost Proposal

Dale LeBritton provided an update that this letter was sent outlining additional costs with some new duties, such as looking after the meter chambers that were added as part of the update to the Master Agreement and an additional phone bill that previously OCWA had been paying for the last 1.5 years. The bulk of the additional costs is for maintain the meters in the enclosed spaces and calibrations required.

The additional sampling should have been caught and charged earlier as the regulations were updated almost three years ago. In a fixed cost contract, there was often room to absorb this cost, however with the rising costs the last year and a half, this can no longer be absorbed. In 2021 OCWA was over budget on communications and chemicals.

Moved: Bonnie Rowe

Seconded: Doug Bartlett

That the Tri-County Water Board hereby approve the additional annual cost to the agreement with Ontario Clean Water Agency of \$7,047.19, retroactive to January 1, 2022.

For (11): Allan Mayhew, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Against (1): Angela Cammaert

Absent (1): Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (11 to 1)

7.5 SCADA Assessment Report

Mark Harris provided an overview of the SCADA Assessment. An implementation program has been proposed, however in late 2022 the Historian has been failing and it is proposed that this be moved forward from year 2 to happen immediately. OCWA has obtained quotes and a report will be coming forward with these quotes.

Moved: Angela Cammaert

Seconded: Ken Loveland

That the Tri-County Water Board hereby receives the SCADA Assessment Report from Mark Harris, OCWA

For (12): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (1): Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (12 to 0)

7.6 Estimate of Potential Water Users

Jana Nethercott, Recording Secretary presented the Estimate of potential Water Users form, seeing direction on using this form as it is listed in the Master Agreement. Staff are to have this form distributed no later than July 1 of each year and they are to be returned to the Secretary no later than September 1.

Moved: Allan Mayhew

Seconded: Taraesa Tellier

That Tri-County Water Board hereby receives the report from Jana Nethercott, re: Estimate of Potential Water Users; and

That the Tri-County Water Board hereby directs staff to move forward with using the Estimate of Potential Water Users Form as per Section 13 of the Master Tri-County Water Board Agreement.

For (12): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (1): Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (12 to 0)

7.7 OCWA- Q1 Operations Report

Meagan Garber provided an overview of the Q1 Operations report. Sam Smith provided an overview of the maintenance work that has been done at the plant in Q1, there were a number of alarms related to the Historian and SCADA upgrades that are needed. Vitaly reported on the Capital work. Some projects from 2021 were delayed due to supply chain issues and COVID. The valves in Eagle East Chamber replacement and Pumps at the low lift have been completed, all projects from 2021 Capital will be completed by end of May or June. The capital work for 2022 has started and at this point there are no supply chain issues so far.

Tim Sunderland stated that Bothwell has noticed a great trend in lower THMs which he believes this is a result of the PH project, which is good news.

Moved: Tim Sunderland

Seconded: Michael Noe

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

For (12): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (1): Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (12 to 0)

8. New Business

8.1 Verbal Update on Coloured Water Study - OCWA

Dale LeBritton reported that the project has started and sampling is underway and it will take some time to work thru the sampling schedule so that samples can be taken at different times of the year, different water qualities in the lake to ensure a wholesome set of samples and it will be late summer or early fall before this is completed and a report can be brought forward.

8.2 2023 Budget Cycle - Magda Badura

Magda Badura, Administrator reported that she would like to present the 2023 Operating and Capital Budget at the July meeting, due to the complicated nature and the fact that a few options need to be presented to manage significant expenses required in the near future. Staff direction was provided to prepare the Capital and Operating Budget for the next meeting.

9. Adjournment

Moved: Taraesa Tellier

Seconded: Michael Noe

That the Tri-County Water Board hereby adjourn at 8:02 p.m. to reconvene on July 26, 2022 at 7:00 p.m. or at the Call of the Chair.

For (12): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Doug Bartlett, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Michael Noe, Mike Hentz, and Amarilis Drouillard, Dutton Dunwich

Absent (1): Diane Brewer

Voter Type: Majority (Voted), Recorded

Disposition: Carried (12 to 0)

Duncan McPhail, Chair

Jana Nethercott, Recording
Secretary