

# Minutes

## LAWSS Board Meeting



Thursday, April 4, 2019

10 am

Lambton Area Water System WTP – 1215 Fort Street, Sarnia ON N7V 1M1

### **Attendees:**

#### **Members**

Steve Arnold, Vice-Chair, St. Clair Township

Margaret Bird, City of Sarnia

Jay Verstraeten, Village of Point Edward

Rick Goodhand, Municipality of Lambton Shores

Jackie Rombouts, Township of Warwick

Lonny Napper, Town of Plympton-Wyoming

#### **Staff**

Brian Black, St. Clair Township

Adam Sobanski, Town of Plympton-Wyoming

Mike Berkvens, City of Sarnia

Andrew Maver, Township of Warwick

Dave Hunt, OCWA Operations Manager

Susan Budden, Business Development Manager OCWA

Indra Maharjan, Energy Conservation & Climate Change OCWA

Suzanne Durling, OCWA Admin

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## 1. Declaration of Pecuniary or Conflict of Interest

## 2. Municipal Appointments

As per section 1(a) of the Transfer Order, "The council of each municipality may appoint one member of council as a Representative to the Joint Board".

"Motion to recognize municipally appointed representatives for LAWSS Joint Board of Directors as follows:

City of Sarnia – Councillor Margaret Bird

Township of St. Clair – Mayor Steve Arnold

Town of Plympton-Wyoming – Mayor Lonny Napper

Township of Warwick – Mayor Jackie Rombouts

Village of Point Edward – Mayor Beverley Hand  
Municipality of Lambton Shores – Councillor Rick Goodhand

Moved by: Councillor Rick Goodhand  
Seconded by: Mayor Jackie Rombouts  
Carried

Motion to accept amendments for today's agenda

Moved by: Mayor Lonny Napper  
Seconded by: Jay Verstraeten  
Carried

### 3. Approval of Regular Agenda Minutes

*A copy of the minutes for the January 31, 2019 meeting is attached to this agenda.*

"That the minutes of the January 31, 2019 LAWSS Board Meeting be adopted."

Moved by: Councillor Rick Goodhand  
Seconded by: Councillor Margaret Bird  
Carried

### 4. Delegations

#### a) Energy Demand Mapping

*Indra Maharjan P. Eng., CEM, CMVP*

*Program Manager- Engineering, Capital and Support Services*

*Ontario Clean Water Agency*

In October 2018, the Board approved, "Motion to participate in Energy Density Mapping initiative for energy density mapping of LAWSS WTP and DWS at no cost to Board".

"Motion to re-affirm participation in Energy Density Mapping initiative for energy density mapping of LAWSS WTP and DWS at no cost to Board"

Moved by: Mayor Lonny Napper  
Seconded by: Mayor Jackie Rombouts  
Carried

### 5. LAWSS Monthly Financial Statements

*A copy of the DRAFT December 2018 and January 2019 LAWSS budget statement and DRAFT December 2018 and January 2019 cash balance sheets are attached for review and approval.*

"That the Board accept the DRAFT financial statements and DRAFT cash balance sheets for December 2018."

Moved by: Jay Verstraeten  
Seconded by: Councillor Rick Goodhand  
Carried

"That the Board accept the financial statements and cash balance sheets for January 2019."

Moved by: Mayor Jackie Rombouts  
Seconded by: Jay Verstraeten  
Carried

## 6. OCWA Operational Statements

*The Monthly Operations Report and other materials from OCWA for January and February 2019 are attached.*

"That the Board accepts the January and February 2019 operational statement and other materials from OCWA."

Moved by: Jay Verstraeten  
Seconded by: Mayor Lonny Napper  
Carried

## 7. Operational/Capital Update

*A DRAFT Summary of the capital and major maintenance projects including purchase orders (POs) issued and money spent for December 2018 are attached.*

"Motion to receive Memo Subject: Operational/Capital Updates – Information Only, dated April 4, 2019."

Moved by: Councillor Rick Goodhand  
Seconded by: Councillor Margaret Bird  
Carried

a) Twenty-Year Conceptual Engineering Design Options and Cost Estimate.  
Attached is a memo subject "LAWSS 20-Year Growth Plan- Modelling Report (February 2019)" dated April 4, 2019.

"Motion to direct AECOM to proceed with Financial Planning Report based on Alternatives 1A, 2A, 2B, 3B, 3C, 4C, 5A, 5B, 5C, 6A, 6B as described in revised "LAWSS 20-Year Growth Plan- Modelling Report", dated February 2019."

Moved by: Mayor Jackie Rombouts  
Seconded by: Councillor Margaret Bird  
Carried

## 8. Reports of Committee

### a) LAWSS Technical Team Meeting Minutes

Attached are Minutes from the LAWSS Technical Team's February 14, 2019 meeting.

"Motion to receive Minutes from LAWSS Technical Team meeting dated February 14, 2019 as information".

Moved by: Mayor Jackie Rombouts  
Seconded by: Mayor Lonny Napper  
Carried

## 9. Ongoing Issues

Water Flows: The water flow sheets for February 2019 are attached.

"Motion to receive Memo Subject: Ongoing Issues – Information Only, dated April 4, 2019."

Moved by: Jay Verstraeten  
Seconded by: Councillor Rick Goodhand  
Carried

## 10. Correspondence

### a) Re: Representation from Aamjiwnaang on LAWSS Board

Attached is a letter subject "Re: Representation from Aamjiwnaang on LAWSS Board" dated March 1, 2019 from Aamjiwnaang First Nation, Chippewas of Sarnia Band Council.

"Motion to receive letter from Aamjiwnaang First Nation, Chippewas of Sarnia Band Council dated March 1, 2019 subject "Re: Representation from Aamjiwnaang on LAWSS Board" and formally extend an invitation for a Band appointed representative to participate as a public "observer" in future meetings of the LAWSS Joint Board of Management."

Moved by: Councillor Margaret Bird

Seconded by: Councillor Rick Goodhand  
Carried

## 11. New Business

"Motion to receive Memo Subject: New Business – Information Only, dated April 4, 2019."

Moved by: Mayor Jackie Rombouts  
Seconded by: Jay Verstraeten  
Carried

### b) Emergency Preparedness at LAWSS (OnWARN & Everbridge)

Attached is a memo subject "Emergency Preparedness at LAWSS (OnWARN & Everbridge)" dated April 4, 2019.

"Motion to table agreement entitled "Mutual Aid and Assistance for an Ontario Water/Wastewater Agency Response Network (OnWARN)", including future amendments, with the Ontario Water / Wastewater Agency Response Network (OnWARN) pending review by local CEMC"

Moved by: Councillor Rick Goodhand  
Seconded by: Mayor Lonny Napper  
Carried

### c) Emergency Preparedness at LAWSS (2019 Mock Emergency Scenario)

Attached is a memo subject "Emergency Preparedness at LAWSS (2019 Mock Scenario)" dated April 4, 2019.

"Motion to receive Memo Subject: Emergency Preparedness at LAWSS (2019 Mock Scenario), dated April 4, 2019 as information."

Moved by: Mayor Lonny Napper  
Seconded by: Mayor Jackie Rombouts  
Carried

### d) Simply White Dinner Venue

Attached is a letter prepared by Simply Dinner in White - Bluewater

"Motion to agree in principal to Simply White Dinner – Bluewater's location request pending all conditions are met equivalent to standards used by the City of Sarnia Parks and Recreation Department with respect to special events on Private Property within the City of Sarnia and Village of Point Edward requirements are satisfied."

Moved by: Jay Verstraeten

Seconded by: Mayor Jackie Rombouts  
Carried

e) MOTUS Wildlife Tracking System

Lambton Wildlife (LWI) is seeking to establish a collaborative partnership with LAWSS, Bird Studies Canada, and LWI with the establishment of a MOTUS station at the LAWSS WTP. LWI has requested an audience with the Board. Partnership will cost LAWSS \$3,000-\$10,000 initial Capital and \$100-\$5000 annually.

"Motion to invite LWI to present to the LAWSS Board on the subject of a collaborative partnership with LAWSS, Bird Studies Canada, and LWI with the establishment of a MOTUS station at the LAWSS WTP."

Moved by: Mayor Jackie Rombouts  
Seconded by: Jay Verstraeten  
Carried

f) Beyond Air Networks Limited – Port Lambton

Beyond Air Networks Limited has submitted a proposal to establish a wireless internet hub at the Port Lambton Standpipe.

"Motion to agree in principal to allowing Beyond Air Network Limited to establish wireless internet hub at Port Lambton Standpipe pending signed agreement and confirmation that hub equipment will not interfere with LAWSS Radio or the Lambton County Emergency Fire Communication System."

Moved by: Councillor Rick Goodhand  
Seconded by: Mayor Lonny Napper  
Carried

"Motion to approve \$25,000 to complete miscellaneous safety repairs on LAWSS property. Annual line item to initially come from reserve."

Moved by: Mayor Jackie Rombouts  
Seconded by: Mayor Lonny Napper  
Carried

## 12. IN-CAMERA Items

The Board will adjourn to an in-camera meeting if necessary.

"Motion to go into in-camera meeting"

Moved by: Mayor Jackie Rombouts  
Seconded by: Jay Verstraeten  
Carried

13. Chair to Rise and Report on the Matters of Public Concern from the In-Camera Session

The Chair will report as required.

14. Adjournment/Next Meeting

"That the LAWSS Board adjourn this meeting to its next board meeting to be held on Thursday, April 25, 2019 at noon at the LAWSS water treatment plant."

Moved by: Councillor Rick Goodhand  
Seconded by: Councillor Margaret Bird  
Carried

pdf Attachments:

Minutes of LAWSS Board Meeting- January 31, 2019  
DRAFT LAWSS Financial Statement – December 2018  
LAWSS Financial Statement – January 2019  
DRAFT Cash Balance Sheet- December 2018  
LAWSS Cash Balance Sheet – January 2019  
OCWA Monthly Operations Report Ending January 31, 2019  
OCWA Monthly Operations Report Ending February 28, 2019  
OCWA Data Report for LAWSS- February 2019  
OCWA Health and Safety Work Order Status- February 2019  
OCWA Health and Safety Work Order Status- YTD 2019  
OCWA Work Order Status- February 2019  
OCWA Work Order Status- YTD 2019  
DRAFT Project list for December 2018  
Project list for December 2018  
LAWSS Flows- January 2019  
LAWSS Flows- February 2019  
Presentation 1- Key Messaged & Lessons Learned  
Presentation 1- Improving Electricity Conservation in Small-Medium Municipal Water Distribution Systems Across Ontario

Presentation 1- Energy Density Mapping (PowerPoint)  
Memo - Operational/Capital Updates – Information Only  
AECOM- 20-Year Growth Plan Modelling Report (February 2019)  
Letter: AECOM Summary of Changes  
Minutes of LAWSS Technical Team Meeting- February 14, 2019  
Memo – Ongoing Issues – Information Only  
**Letter Re: Representation from Aamjiwnaang on LAWSS Board**  
Memo - New Business Updates – Information Only  
Annual Report LAWSS (Schedule 11)  
Quotation- Anti Climb Gate Repair  
Proposal- Consulting Services 5-Year Update of the LAWSS CDM Plan  
SAI Global- External Audit Report  
BDO Planning Report  
BDO Engagement Letter  
BDO Fraud Letter  
BDO Sample Response  
Emergency Preparedness at LAWSS (OnWARN & Everbridge)

Mutual Aid and Assistance Agreement for an  
Ontario Water/Wastewater Agency Response Network (OnWARN)



Emergency Preparedness at LAWSS (2019 Mock Emergency Scenario)  
Memo- OCWA Request for Additional Full-Time Operator at LAWSS  
Letter: OCWA Re: Request for Additional Full Time Operator for LAWSS  
Letter: Location Request- Simply Dinner is White  
**Proposal: Beyond Air Networks Limited – Port Lambton**