



# MINUTES

## LAWSS Board Meeting

Thursday, February 22<sup>nd</sup>, 2018

1 p.m.

Lambton Area Water Supply System – 1215 Fort Street, Sarnia, Ontario N7V 1M1

### **Attendees:**

#### **Members**

Bev Hand, Chair, Village of Point Edward  
Steve Arnold, Vice-Chair, St. Clair Township  
Andy Bruziewicz, City of Sarnia  
Bill Weber, Municipality of Lambton Shores  
Todd Case, Township of Warwick  
Lonny Napper, Town of Plympton-Wyoming

#### **Staff**

Chris Westbrook, St. Clair Township  
Brian Black, St. Clair Township  
Adam Sobanski, Town of Plympton-Wyoming  
Mike Berkvens, City of Sarnia  
Jay Verstraeten, Village of Point Edward  
Andrew Maver, Township of Warwick  
Dave Hunt, OCWA Operations Manager  
Clinton Harper, LAWSS Water System Engineering Technologist  
Susan MacFarlane, LAWSS General Manager

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### **1. Declaration Of Pecuniary Or Conflict Of Interest**

### **2. Approval of Regular Agenda Minutes**

*A copy of the minutes for the January 25<sup>th</sup>, 2017 meeting is attached to this agenda.*

“That the minutes of the January 25<sup>th</sup>, 2017 LAWSS board meeting be adopted.”

Moved by: Mayor Arnold  
Seconded by: Mayor Case  
Carried

### **3. LAWSS Monthly Financial Statements**

*A copy of the November and Draft December 2017 LAWSS budget statement and cash balance sheets are attached for review and approval.*

“That the Board accept the financial statements and cash balance sheets for November and December (draft) 2017.”

Moved by: Mayor Arnold  
Seconded by: Warden Weber  
Carried

### **4. OCWA Operational Statements**

*The operational statement, fourth quarter financial statement and other materials from OCWA for December 2017 are attached.*

“That the Board accepts the December 2017 operational statement, fourth quarter financial statement and other materials from OCWA.”

Moved by: Mayor Case  
Seconded by: Mayor Napper  
Carried

### **5. 2017 Capital Projects**

The following presents the 2017 Budget projects for Capital Work. *Summary of the capital and major maintenance projects including purchase orders (POs) issued and money spent for November and December 2017 are attached.*

#### **Items for Information:**

- a) 2016 Main Plant HVAC Replacement (Carryover) - \$587,383: Installation of new heaters began Tuesday, February 13th. OCWA and LAWSS staff were trained

on the use of the building automation system for the Main Plant HVAC. Main Plant HVAC Project Complete.

- b) 2017 SCADA Work - \$150,000: First draft of tender for LAWSS radio replacement project to be issued Friday, February 16<sup>th</sup>.
- c) Forest Standpipe Repainting - \$1,400,000: Top of tower still left to be painted in the spring.
- d) 2016 Engineering Studies - \$100,000: No update.
- e) Engineering Design of Generator Replacement Project - \$300,000: Work on going.
- f) Highlift Pump 3 (HLP3) (400 hp) Emergency Repair – \$75,899: Work expected to be completed last week of February.

“Motion to move items (a) to (f) as information.”

Moved by: Warden Weber  
Seconded by: Mayor Arnold  
Carried

## 6. Ongoing Issues

- a) Water Flows: *The water flow sheets for December 2017 is attached.*
- b) Corrosion Control Study for City of Sarnia: Work Ongoing. LAWSS has requested that a presentation be made to the LAWSS Board.
- c) Twenty-Year Conceptual Engineering Design Options and Cost Estimates: Work ongoing. First technical memorandum was completed and submitted to LAWSS Board technical members.
- d) Admin HVAC Ongoing Issues: *Report on LAWSS HVAC Systems is attached. Letter from Efficiency Engineering is attached.*

“Motion for engineering to proceed and tender documents prepared for steps outlined in Efficiency Engineering letter provided in meeting package. Three bids will be required”

Moved by: Mayor Arnold  
Seconded by: Warden Weber  
Carried

- e) Fluoride Free Sarnia, Lambton Request to Present to LAWSS Board: This presentation will now take place at March Board Meeting.

“Motion to have Fluoride Free Sarnia Lambton to wait until after the municipal elections to present to the LAWSS Board”

Moved by: Mayor Arnold  
Seconded by: Warden Weber  
Carried

- f) LAWSS Connection Policy: LAWSS staff is working on report showing existing services on LAWSS water mains.
- g) Fees for Service Connections on LAWSS Transmission Mains: *A revised memo for fees for service connections is attached.*

“Motion to lift this issue from the table.”

Moved by: Mayor Arnold  
Seconded by: Councillor Bruziewicz  
Carried

“Motion to approve policy as written”

Moved by: Mayor Arnold  
Seconded by: Warden Weber  
Carried

- h) LAWSS As A Class A Customer: *The original estimate from Bluewater Power regarding costs savings when switching to a Class A customer with making no changes to the operation is attached. Our actual savings from being a Class A customer for 6 months is also attached. A comparison of the results reveal that Bluewater Power predicted we would save \$97,548 over 6 months and LAWSS actually saved \$123,000. This additional increase in savings can be attributed to OCWA attempting to reduce energy usage during peak energy use periods such as during the morning and around dinner. It is expected once HLP3 comes back on line more savings can be achieved.*

“Motion that the Board recognize OCWA’s efforts in written form for their effort through LAWSS GM. Lunch to be included”

Moved by: Mayor Case  
Seconded by: Mayor Napper  
Carried

## 7. New Business

- a) Micro-turbines at PRVs at LAWSS: LAWSS is looking at the potential to install micro-turbines at the locations of our PRVs within LAWSS. Basically a micro-turbine would be

installed in a bypass around the PRV. Therefore, the micro-turbine would be used to drop the pressure (as required) instead of the PRV. For example, if we dropped the psi from 80 psi to 50 psi (which we typically do for home use) and assuming a water flow rate 30 L/s this would generate about 9 kW of power 24 hours per day. Compare this to a typical home solar application which generates 10 kW of power at maximum sunlight. LAWSS has contacted member municipalities to see if they is they have any PRV sites and would like to participate. LAWSS has also arranged a Webex on Wednesday, February 21<sup>st</sup> with Rentricity, a firm out of New York, which provides full engineering support for the installation of these units. Note that Rentricity will complete preliminary engineering for about \$7,500 per site (and up to 4 more sites during the same visit for \$2,500 each). It is also of note that the OCWA Energy Engineer reported that FCM may pay 100% for these preliminary studies and up to 80% of the capital cost so this could be a very good opportunity if you have PRV site with appropriate conditions (30 psi pressure drop and minimum 20 L/s water flow). LAWSS General Manager has also invited Bluewater Power Staff to the meeting as they would be a good candidate to operate and maintain these systems. Note that the systems do have minimal maintenance with rewinding required every 10 years. All parts on the system are also NSF61 compliant.

- b) Schedule G Reconciliation for 2017: *The Schedule G report is attached.* The year OCWA owed LAWSS \$84,414.18. This is mainly due to less water being treated.
- c) Comparison of Amount Spent in 2017 to Budget: *The budget comparison is attached.*

“Motion to transfer all unused money back into reserve from each of the funds.”

Moved by: Warden Weber  
Seconded by: Mayor Arnold  
Carried/Defeated

“Motion to transfer \$194,994 from the 2017 budget to Reserve.”

Moved by: Warden Weber  
Seconded by: Mayor Arnold  
Carried

- d) Confirming By-Laws for Calendar Year 2016 and 2017: The confirming by-laws for the calendar year 2016 and 2017 are attached.

“Motion to approve confirming by-laws for 2016 and 2017 Board Meetings.”

Moved by: Mayor Case  
Seconded by: Councillor Bruziewicz  
Carried

- e) LAWSS Annual and Summary Reports for 2017: These reports have been emailed to staff. They can also be found on our website at [www.lawss.org](http://www.lawss.org).

## **9. IN-CAMERA Meeting**

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

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

The Chair will report as required.

## **11. Adjournment/Next Meeting**

“That the LAWSS Board adjourn this meeting to its next board meeting to be held on Thursday, March 29<sup>th</sup>, 2018 at 10:00 am at the LAWSS water treatment plant.”

Moved by: Mayor Arnold  
Seconded by: Mayor Case  
Carried

### **pdf Attachments:**

1. Minutes of LAWSS Board Meeting January 25<sup>th</sup>, 2018
2. LAWSS Financial Statement – November 2017
3. LAWSS Financial Statement – December 2017
4. LAWSS Cash Balance Sheet – November 2017
5. LAWSS Cash Balance Sheet – November 2017
6. OCWA Monthly Operations Report – December 2017
7. OCWA Fourth Quarter Financial Statement ending December 2017
8. OCWA Data Report for LAWSS – December 2017
9. OCWA Health and Safety Work Order Status December 2017
10. OCWA Health and Safety Work Order Status Jan – December 2017
11. OCWA Work Order Status December 2017
12. OCWA Work Order Status Jan – December 2017
13. LAWSS Project List – November 2017
14. LAWSS Project List – December 2017
15. LAWSS Flows December 2017
16. Report of LAWSS HVAC System Replacement
17. Letter from Efficiency Engineering on LAWSS Admin HVAC System

18. Revised Report on Service Connection Fees
19. Information from Bluewater Power Regarding LAWSS Becoming a Class A Customer
20. Bluewater Power Report - Class A versus Class B Savings for First 6 months since June 2017
21. Schedule G Final 2017
22. Comparison of Amount Spent in 2017 to Budget Amount
23. Confirming By-Law for Calendar Year 2016
24. Confirming By-Law for Calendar Year 2017