



MINUTES

LAWSS Board Meeting

Thursday, October 26th, 2017
10 a.m.

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

Members

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

Staff

Chris Westbrook, St. Clair Township
Carolyn Tripp, Town of Plympton-Wyoming
Pratt Rawat, City of Sarnia
Jay Verstraeten, Village of Point Edward
Amanda Gubbels, Township of Warwick
Andrew Maver, Township of Warwick
Dave Hunt, OCWA Operations Manager
Clinton Harper, LAWSS Water System Engineering Technologist
Susan MacFarlane, LAWSS General Manager

Guests

Susan Budden, OCWA Business Development

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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 September 28th, 2017 meeting is attached to this agenda.

“That the minutes of the September 28th, 2017 LAWSS board meeting be adopted.”

Moved by: Councillor Goodhand
Seconded by: Mayor Case
Carried

3. LAWSS Monthly Financial Statements

A copy of the August 2017 LAWSS budget statement and cash balance sheet is attached for review and approval.

“That the Board accept the final financial statement and cash balance sheet for August 2017.”

Moved by: Mayor Arnold
Seconded by: Councillor Goodhand
Carried

4. OCWA Operational Statements

The operational statements and other materials from OCWA for August 2017 are attached.

“That the Board accepts the August 2017 operational statements and other materials from OCWA.”

Moved by: Mayor Arnold
Seconded by: Mayor Case
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 August 2017 is attached.*

Items for Information:

- a) 2017 SCADA Work - \$150,000: Radio Upgrade work ongoing. The 70% completion package for the engineering design has been received from WSP for review.

- b) Forest Standpipe Repainting (\$1,400,000): Forest Standpipe repainting work ongoing and expected to be completed by November 27th. Based on this end date it is likely that the asphalt paving at the site will need to take place in the spring.
- c) 2016 Engineering Studies - \$100,000: The Combined Heat and Power (CHP) study completed by Efficiency Engineering and paid for by Bluewater Power has been completed. Basically the results of the study reveal that 65% of the heat generated by a 200-670 kW CHP (powered by natural gas) cannot be reused at the LAWSS WTP and therefore no rebate through the saveONenergy program can be obtained. Based on the study the best payback period for a CHP generator (with no grants available) would be for a 335 kW CHP with the heat generated heating the building during the winter. In the summer the heat would need to be dissipated during the summer using a roof top cooling tower. For this scenario, the payback period would be 12.7 years. Note that the majority of the payback would be generated by the lower cost of natural gas compared to electricity combined with the credit of not using electricity to provide heating. Note that in this scenario the cost of the natural gas line was assumed to be about \$200,000. However even if the natural gas line was installed for free the payback period would still be high. Therefore, based on the study no action is recommended.
- d) Engineering Design of Generator Replacement Project - \$300,000: Based on the results of the Combined Heat and Power generator study (see item (c) above) it is recommended that LAWSS not proceed with a CHP generator either as part of or in support of the Emergency Power requirements at LAWSS. Therefore, it is proposed that the existing LAWSS generators be replaced by 4, 1 MW diesel Generators. The reason for this design is to be able to reuse the emissions stack and other related piping under this scenario. One option is that LAWSS could install emission control equipment on each of the generators. LAWSS would require this equipment if it ever wanted to participate in demand response program (i.e., LAWSS getting money for getting off the electricity grid at certain peak times by using the diesel generators). It is planned that these emission control devices be included as a provisional item on the tender document.

“Motion for LAWSS to develop a detailed feasibility report on how to incorporate natural gas into the emergency generator project.”

Moved by: Mayor Arnold
Seconded by: Councillor Goodhand
Carried

- e) Maher Drain Water main Offset: Site meet held on Monday, November 16th and work expected to begin November 1st. LAWSS will release a letter to the residents affected (about 25) at the start of the project to notify residents that

their water will be shut down for 1 day as a result of this project and they will get 1-2 days of notice for this.

- f) Highlift Pump 3 (HLP3) (400 hp) Emergency Repair – \$75,899: Work ongoing. The baseplate and concrete casing for the pump is also being refurbished and repaired.
- g) 2017 Reserve Project - Emergency Repair Increased Cooling Capacity in Electrical Room - \$50,000: Work ongoing.
- h) 2016 Main Plant HVAC Replacement (Carryover) - \$587,383: Insulation work completed. Some final electrical items need to be completed following the upgrade of electrical panels which are major maintenance projects.

“Motion to move items (a) to (c) and (e) to (h) as information.”

Moved by: Mayor Arnold
Seconded by: Mayor Case
Carried

6. Ongoing Issues

- a) Water Flows: *The water flow sheet for August 2017 is attached.*
- b) Inclusion of Wyoming Water Tower and Brigden Water Tower as part of LAWSS' Assets: *Letter from City of Sarnia as well as their Legal Review of the issue are attached.* Given that the issue was tabled for 2 months this can now be considered.

“Motion to lift from table and be included in the Ongoing Issues Report.”

Moved By: Mayor Arnold
Seconded By: Councillor Goodhand
Carried

No motion was made to reconsider this issue. Mayor Arnold noted a technical report from St. Clair Township regarding the benefits of Brigden Water Tower in LAWSS would be presented next month.

Vice-Chair Bev Hand has taken over as Chair of Board Meeting. Chair Bruziewicz has departed meeting.

- c) Corrosion Control Study for City of Sarnia: Meeting held with consultants on October 17th. LAWSS has provided comments to the City of Sarnia and CH2Hill.
- d) Letter from OCWA Regarding Root Cause of Spill of Chlorinated Water from RMS and Actions to Prevent a Reoccurrence: Report not yet available from OCWA.

7. New Business

- a) Conservation Authority Source Water Protection Video: This video will include some exterior shots of the LAWSS Water Treatment Plant. The Conservation Authority has asked for Board approval to use these images in their video. The Board has requested that view of LAWSS from the back of the building not be included.
- b) Draft Policy for Connection to LAWSS Transmission Mains: The memo and draft policy on this issue have been prepared and submitted to member municipalities for comment. *No comments were received and these are attached. A report from the Town of Plympton-Wyoming related to their existing by-laws for water service connections is also attached.*

LAWSS staff to determine minimum pipe diameter that would permit a hot tap. Investigate the individual service connections outlined in the attached Township of Plympton By-Law and determine how they impact connection to LAWSS.

- c) Fees for Service Connections on LAWSS Transmission Mains: At the meeting related to the LAWSS connection policy a member suggested that LAWSS should charge for any residential, industrial, and commercial or agriculture connection. It is proposed that each new connection less than or equal to 1” would cost \$1,500 per connection. Connections greater than 2” would cost \$2,500 per connection. These cost reflect the time required by LAWSS and OCWA staff to approve and witness these connections.

“Motion to be tabled.”

Moved By: Mayor Case
Seconded By: Mayor Arnold
Carried

- d) Archaeological Assessments at LAWSS: *A memo related to historical archaeological assessments on LAWSS’ property is attached.*

“Motion to receive and file.”

Moved by: Mayor Arnold
Seconded by: Councillor Goodhand
Carried

- e) Pipeline Crossing Standards with Definition of Pipeline: *The revised Pipeline Crossing Standard including a definition for a “Pipeline” is attached.*

“Motion to update standard to indicate what is required for telecommunication crossings.”

Moved by: Mayor Arnold
Seconded by: Mayor Napper
Carried

- f) Memo on Potential Vehicle for LAWSS: *The memo related to this is attached.* It is recommended that LAWSS lease a 2018 Chevrolet Silverado under the 3-yr lease option. The total price in the first year is estimated to be about \$14,250.

“Motion to purchase a truck for \$39,000 plus taxes in 2017 with the money taken from Reserve. If possible, work with the Village of Point Edward to obtain a municipal fleet discount.

Moved by: Mayor Napper
Seconded by: Councillor Goodhand
Carried

- g) LAWSS 2018 Budget Draft Revision #2: The LAWSS Draft Budget is attached with the increase over the adjusted budget for last year being less than 1%. Note that the vehicle cost in the budget has been modified to assume that it will be leased. Note also that the budget does not include the additional operational costs related to the Brigden and Wyoming Water Towers.

“Motion to distribute finalized 2018 budget to member municipalities.”

Moved by: Mayor Arnold
Seconded by: Mayor Napper
Carried

9. IN-CAMERA Meeting

“Motion to go in camera to discuss personnel issue.”

Moved by: Mayor Arnold
Seconded by: Councillor Goodhand
Carried

“Motion to move out of in camera.

Moved by: Councillor Goodhand
Seconded by: Mayor Arnold
Carried

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

The Chair has nothing to report.

11. Adjournment/Next Meeting

“That the LAWSS Board adjourn this meeting to its next board meeting to be held on Thursday, November 30th, 2017 at 10:00 am at the LAWSS water treatment plant.”

Moved by: Councillor Goodhand

Seconded by: Mayor Case

Carried

pdf Attachments:

1. Minutes of LAWSS Board Meeting September 28th, 2017
2. LAWSS Financial Statement – August 2017
3. LAWSS Cash Balance Sheet – August 2017
4. OCWA Monthly Operations Report – August 2017
5. OCWA Data Report for LAWSS – August 2017
6. OCWA Health and Safety Work Order Status August 2017
7. OCWA Health and Safety Work Order Status Jan – August 2017
8. OCWA Work Order Status August 2017
9. OCWA Work Order Status Jan – August 2017
10. LAWSS Project List – August 2017
11. LAWSS Flows August 2017
12. Letter from City of Sarnia September 21 2017
13. Legal Opinion Prepared by the City of Sarnia
14. Memo on LAWSS Connection Policy
15. Draft LAWSS Connection Policy
16. Report from Town of Plympton-Wyoming Related to Water Connection By-Laws
17. Memo on Historical Archaeological Assessments
18. Revised LAWSS Pipeline Crossing Standards containing Definition of Pipeline
19. Memo related to potential LAWSS vehicle
20. DRAFT LAWSS 2018 Budget Version #2