

**THE WINDSOR UTILITIES COMMISSION BOARD OF COMMISSIONERS
AND UNION WATER SUPPLY SYSTEM JOINT BOARD OF MANAGEMENT
PUBLIC MEETING MINUTES
WEDNESDAY, JUNE 15, 2022**

A special joint meeting of the Windsor Utilities Commission Board of Commissioners and the Union Water Supply System Board of Management was held on Wednesday, June 15, 2022, at the Ciociaro Club, 3745 N Talbot Rd, Oldcastle.

ATTENDANCE

UWSS Board: Nelson Santos (Chair), Hilda MacDonald, Larry Verbeke, Bill Dunn, John Hammond, Tim Wilkinson, Paul Tiessen, Gord Queen, Larry Patterson, Kimberly DeYong, Kirk Walstedt, Chris Vander Doelen

WUC Commissioners: Drew Dilkens (Chair), Doug Lawson, Julian Hawkins, Mario Sonogo, Jeewen Gill, Egidio Sovran, Kieran McKenzie

Management: President & CEO H. Reidel; VP Business Development Kris Taylor; VP Water Operations G. Rossi; VP Customer Care and Corporate Operations, P. Gleason, VP Hydro Operations J. Brown; Manager Corporate Communications & Public Relations C. Beliciu, Director of Regulatory Affairs and Corporate Secretary, C. Bebbington; Director Finance, G. Boose; Director Water Engineering C. Manzon, Coordinator of Corporate Initiatives, N. Anderson, Executive Assistant and Recording Secretary, N. Dumais.

Guests: Ken Penney, OCWA, Dale Dillon, OCWA, Kevin Girard, Town of Essex, Laura Rauch, Leamington, Shannon Belleau, Leamington, Rodney Bouchard, UWSS, Kristine Johnson, UWSS

Regrets: Jim Morrison

CALL TO ORDER & DECLARATION OF CONFLICTS OF INTEREST

There being a quorum and proper notices received, the Co-Chairs called the meeting to order at 10:39 a.m.

No conflicts of interest were declared.

AGENDA

Moved by Mayor Dilkens, seconded by D. Lawson

THAT the agenda be approved as written.

-CARRIED

INTRODUCTIONS

At the suggestion of Mayor Drew Dilkens, all participants and visitors introduced themselves and company/board representing.

COMMUNICATION AGENDA

Garry Rossi of ENWIN and Rodney Bouchard of Union Water, provided a comprehensive presentation discussing the Union Water Supply System and Windsor Utilities Commission Water Supply Redundancy Study and its importance.

Highlights of the presentation include:

- We provide water to over 350,000 people. It is our responsibility as caretakers to provide safe, reliable, and clean drinking water.
- The purpose of the study was to review two (2) major issues: 1. Source water (raw water) disruption and 2. Treatment plant availability.
- Possible risks such as chemical/oils spills, Blue Green Algae, damage to water intakes, cyber attacks (they will continue to escalate) and major unforeseen equipment/facility damage.
- This study was initiated to review and provide a summary of all drinking water facilities including water treatment plants, pumping stations, elevated and ground storage facilities, review of water system models, review current and future population and water use projections and an evaluation of system capacities.
- Provide recommendations on possible connections or future infrastructure considering raw water back up supply, drinking water connections to provide emergency supply between the two systems, any facilities/storage requirements to provide that supply to all municipalities serviced by UWSS and WUC and any changes or additional treatment requirements.

Summary of Findings:

- It was discovered that there is a means to provide emergency water for both systems (residential only; industrial would have to shut down).
- Out of the many findings, four (4) alternatives were presented as viable.
 1. Connection between UWSS WTP and WUC Cook Station (Est. \$119M) – A large watermain (40 kms +) for emergency only. As this would only be used for emergencies, the water would lie stagnant and degrade in the pipe.
 2. Connection between UWSS Cottam and WUC Cook Pumping Station (Est. \$118.5M) – Improvements would have to be made to Cottam and infrastructure would have to be built. Similar problem to first alternative, where water would lie stagnant and degrade in the pipe.

3. New Central Reservoir and Pumping Station (Est. \$120.5M) – The reservoir would be split in half and each region have its own supply of water. Interconnects would be created in the reservoir.

4. Additional local reservoirs on each side. A reservoir with three (3) day supply would cost approx. \$137M.

- Recommendation: Alternative #3
 - o This will address the emergency supply issue.
 - o This alternative is feasible to implement.
 - o Maintainability.
 - o Supports future growth.

- An aggressive schedule of work was presented but believe it can be done. There are risks with any large project and delays are possible.

R. Bouchard reviewed the UWSS recommendations as written in the report and discussed the intention of all five (5) points (Governance, Schedule, Budget, Operating Agreement and Financial).

Questions from members of the UWSS and WUC boards:

Q. Kieran McKenzie (WUC) – Under “Governance”, there is discussion of a third-party representative. How will they be selected?

A. Garry Rossi (WUC) – Any selection will be brought back to the board for approval. The selected consultant will work on behalf of both parties and provide proper oversight to ensure neither party has primary overall decision-making abilities.

Q. Kieran McKenzie (WUC) – What will be the reporting mechanism? When would you come back to the board?

A. Garry Rossi (WUC) – Once established and we have a schedule with milestones, the Owner’s Representative will start after approval by both boards. We will collaborate on financials and design and will report back to each board.

Q. Kieran McKenzie (WUC) – Will there be any possible impact on water rates?

A. Garry Rossi (WUC) – It is not our intention to increase water rates to support this project. We will look to other financial models similar to if we were constructing a water treatment plant. We will be looking into possible grants. Financing options will be brought back to the boards for direction and approval.

Q. Kieran McKenzie (WUC) – If we proceed with the timeline, do we foresee any impact on the current capital programs (i.e., lead removal program)?

A. Garry Rossi (WUC) – There will be no impact on the lead removal program. Impact will be all growth related. What is important is ensuring projects that are starting in 2023 are considered should this project move forward. It is key to have a decision on this project so we can alter the plans to accommodate.

Q. Kieran McKenzie (WUC) – Do you anticipate requirements for land acquisition or zoning issues? Did you build enough time in your process?

A. Garry Rossi (WUC) – The timeline has aggressive milestones. All can come into play (i.e., roadblocks). Will try to stick closely to the timeline. We will be able to answer better when we have a more final design and know where the reservoir will be built. The EA study will flush out a lot of the issues.

Q. Tim Wilkinson (UWSS) – Do we have a plan B or C now?

A. Rodney Bouchard (UWSS) – No. We have no back up right now. We are the two largest systems in the county. We do not have a redundant system. Just looking at conceptual design with costs right now.

Q. Tim Wilkinson (UWSS) – Would this system address system-wide boil water advisories?

A. Rodney Bouchard (UWSS) – No. If we experience an algae bloom, we can shut down the intake and use this system in an emergency.

Q. Mario Sonogo (WUC) – Why not do the EA first and then the conceptual design?

A. Garry Rossi (WUC) – If there is an opportunity to bring the EA forward first, we will do that, but we will need the location of the pumping station. We can bring forward other items potentially to ensure we complete as much as possible.

Q. Kimberly DeYong (UWSS) – How did management decide on the 50/50 split?

A. Rodney Bouchard (UWSS) – Both WUC and UWSS will benefit. Will serve both sides equally. We will identify costs for the larger project and do a financial evaluation to address (i.e., where assets are located / would pay more if in the asset is in the respective system).

Q. Kimberly DeYong (UWSS) – Is there is potential for growth on both sides?

A. Rodney Bouchard (UWSS) – We have large capital projects. May need to modify projects on the books. If we implement, may have to evaluate. There will be incremental costs, reservoir and new pumping station. Water will be available to feed the system and support new growth in both systems.

A. Garry Rossi (WUC) – The reservoir would play a key role in growth in the South lands currently being developed and help with supply and pressure. We have an elevated tower to be considered. Currently doing Provincial Road. We will need to upgrade the size of the watermain if we move forward.

Q. Doug Lawson (WUC) – We have a secondary source problem across Ontario. What research has been done on how other municipalities handle this?

A. Garry Rossi (WUC) – Not many systems have the luxury to go from one source to another. London is unique and is supplied by both Lake Huron and Erie. This is a unique opportunity for us. We could do research into London's arrangement and report back to the board.

A. Rodney Bouchard (UWSS) – Some GTA municipalities have interconnects. They have the luxury and the urban density. This project will address concerns and risks/threats being faced now.

Larry Patterson (UWSS) – Any opportunity to notify the public of the future benefit of this project would be great. Lots of positivity. Would like to successfully move forward.

Q. Jeewen Gill (WUC) – What kind of consultation will be given to the public?

A. Garry Rossi (WUC) – We can provide the opportunity to residents. We did this in the past with the new reservoir.

Q. Jeewen Gill (WUC) – Do we have the ability to use interconnects in the reservoir to supply/help with pressures/flows?

A. Garry Rossi (WUC) – The reservoir will interconnect with UWSS for emergencies only. Full use of interconnects would reduce pressures in both systems. The reservoir will be split in the middle and WUC would use their side constantly.

UWSS EXECUTIVE REPORTS

5.1 UNION WATER SUPPLY SYSTEM AND WINDSOR UTILITIES COMMISSION WATER SUPPLY REDUNDANCY STUDY

Gord Queen (UWSS) – We are planning for the future and this project will have a great effect on our communities. We will be prepared for the future.

Hilda MacDonald (UWSS) – We do not have a choice; we cannot unknow what we have seen here. If the worst happens, we must prepare and be proactive.

Moved by G. Queen and seconded by H. MacDonald

THAT the Union Water Supply System and Windsor Utilities Commission Water Supply Redundancy Study report BE RECEIVED for information.

THAT Union Water Supply System (UWSS) Management BE AUTHORIZED to carry out the following recommendations as detailed in the report:

- 1) Governance – That Management work with ENWIN to recommend a third-party Owner’s Representative to have oversight of the project. The Owner’s Representative would gather information from both utilities when making decisions related to the project implementation. A report will be brought to the Boards to approve the Owner’s Representative at a future meeting once we have selected the preferred construction model.
- 2) Schedule – That Management be authorized to begin the conceptual design and financial assessment tasks of this project immediately to avoid any delays, or unnecessary effort and expenditures in regard to currently planned infrastructure works for 2023 and beyond.
- 3) Budget – That management be authorized to continue with the 50/50 budget arrangement up to maximum of \$400K (UWSS commitment of \$200K and WUC commitment of \$200K) for completion of the preferred alternative conceptual design and financial assessment; UWSS management will work with ENWIN to recommend a Board approved joint financial consultant to review the project in regard to financial feasibility and attribution of costs to each water system.
- 4) Operating Agreement – That Management be authorized to develop a preliminary Operating Agreement with ENWIN in regard to how to define both UWSS and WUC’s responsibilities related to many aspects of this joint infrastructure such as operating, maintenance, emergency actions and capital improvements related to this joint system. This Operating Agreement once drafted will be brought to the Board for approval prior to its execution.
- 5) Financial - That Management be directed to undertake research and consultation in regard to grant opportunities for this joint project and report back to the UWSS in regard to financing options for its share of the project.

-CARRIED

WUC EXECUTIVE REPORTS

6.1 UNION WATER SUPPLY SYSTEM AND WINDSOR UTILITIES COMMISSION WATER SUPPLY REDUNDANCY STUDY

Kieran MacKenzie thanked Garry and Rodney for spearheading this project and appreciates addressing this significant vulnerability. Very happy to be moving forward with this process.

Moved by K. MacKenzie and seconded by M. Sonogo

THAT the Union Water Supply System and Windsor Utilities Commission Water Study report BE RECEIVED for information.

THAT Management BE AUTHORIZED to carry out the following recommendations as detailed in the report:

- 1) Governance – That Management work with UWSS to recommend a third-party Owner's representative to have oversight of the project. The Owner's representative would gather information from both utilities when making decisions related to the project implementation. A report will be brought to the Boards to approve the Owner's Representative at a future meeting once we have selected the preferred construction model.
- 2) Schedule – That Management be authorized to begin the conceptual design and financial assessment tasks of this project immediately to avoid any delays, or unnecessary effort and expenditures in regard to currently planned infrastructure works for 2023 and beyond.
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- 5) Financial - That Management be directed to undertake research and consultation in regard to grant opportunities for this joint project and report back to the ENWIN in regard to financing options for its share of the project.

-CARRIED

OTHER BUSINESS

None noted.

MEETING TERMINATION

Moved by M. Sonogo, seconded by G. Sovran
That the meeting be terminated.

-CARRIED

Meeting terminated at 11:34 a.m.

Recording Secretary

Board Chair