

AGENDA

LAWSS Board Meeting



Thursday, April 25, 2019

12:00pm

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

1. Declaration of Pecuniary or Conflict of Interest

2. Approval of Regular Agenda Minutes

A copy of the minutes for the April 4, 2019 meeting is attached to this agenda.

“That the minutes of the April 4, 2019 LAWSS Board Meeting be adopted.”

Moved by:

Seconded by:

Carried/Defeated

3. Delegations

a) Motus & Monitoring the Huron Shore Flyway

Michael Kent

Young Naturalist Coordinator & Board Member

Lambton Wildlife Inc.

4. LAWSS Monthly Financial Statements

A copy of the February 2019 LAWSS budget statement and February 2019 cash balance sheets are attached for review and approval.

“That the Board accept the financial statements and cash balance sheets for February 2019.”

Moved by:

Seconded by:

Carried/Defeated

5. OCWA Operational Statements

The Monthly Operations Report and other materials from OCWA for March 2019 are attached.

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

Moved by:
Seconded by:
Carried/Defeated

6. Operational/Capital Update

A summary of the capital and major maintenance projects including purchase orders (POs) issued and money spent for February 2019 are attached.

"Motion to receive Memo Subject: Operational/Capital Updates – Information Only, dated April 25, 2019."

Moved by:
Seconded by:
Carried/Defeated

7. Ongoing Issues

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

"Motion to receive Memo Subject: Ongoing Issues – Information Only, dated April 25, 2019."

Moved by:
Seconded by:
Carried/Defeated

8. New Business

a) Cloud-Based Meeting Management Software at LAWSS

Attached is a memo subject "Cloud-Based Meeting Software at LAWSS" dated April 25, 2019.

"Motion to purchase eScribe cloud-based meeting management software at LAWSS for 3-year term at annual rate of \$6,900+taxes."

Moved by:
Seconded by:
Carried/Defeated

b) Annual LAWSS Insurance Renewal

Annual LAWSS insurance renewal is attached. Renewal effective dates are March 13, 2019 to March 13, 2020 and is in the amount of \$20,096+taxes.

“Motion to receive as information”

Moved by:
Seconded by:
Carried/Defeated

c) LAWSS Facility Condition Assessment Scope Adjustment

The LAWSS Board approved \$30,000 in 2019 for a condition assessment of the reservoirs at the West Lambton Pumping Station (WLPS). In April 2019, quotations were received from CIMA and OCWA for this work. Based on the prices we received it would be possible to complete an additional site and stay within the budgeted amount.

- Watford SP
- Indian Road Tower
- Port Lambton SP

It is recommended that either Indian Road Tower or Port Lambton SP are selected for condition assessment in 2019.

“Motion to..”

Moved by:
Seconded by:
Carried/Defeated

9. IN-CAMERA Items

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, May 30, 2019 at 10am at the LAWSS water treatment plant.”

Moved by:

Seconded by:
Carried

pdf Attachments:

Minutes of LAWSS Board Meeting- April 4, 2019
LAWSS Financial Statement – February 2019
LAWSS Cash Balance Sheet – February 2019
OCWA Monthly Operations Report Ending March 31, 2019
OCWA Data Report for LAWSS- March 2019
OCWA Health and Safety Work Order Status- March 2019
OCWA Health and Safety Work Order Status- YTD 2019
OCWA Work Order Status- March 2019
OCWA Work Order Status- YTD 2019
Project list for February 2019
LAWSS Flows- March 2019
Presentation 1- Motus & Monitoring the Huron Shore Flyway
Memo - Operational/Capital Updates – Information Only
Updated Schedule: 20-Year Growth Plan Schedule Update
Presentation: 20-Year Growth Plan Schedule Update
Memo – Ongoing Issues – Information Only
Memo - New Business Updates – Information Only
Brokerlink Commercial Package Policy #CP80490
Memo - Cloud Based Meeting Management Software at LAWSS