



# AGENDA

## LAWSS Board Meeting

Thursday, March 29, 2018

10 am

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

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

### 2. Presentation by Susan Budden, OCWA- Vibration Analysis at LAWSS

### 3. Approval of Regular Agenda Minutes

*A copy of the minutes for the February 22, 2018 meeting is attached to this agenda.*

“That the minutes of the February 22, 2018 LAWSS Board Meeting be adopted.”

Moved by:

Seconded by:

Carried/Defeated

### 4. LAWSS Monthly Financial Statements

*A copy of the January 2018 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 January 2018.”

Moved by:

Seconded by:

Carried/Defeated

#### 4. OCWA Operational Statements

*The Monthly Operations Report and other materials from OCWA for January 2018 are attached.*

“That the Board accepts the January 2018 operational statement and other materials from OCWA.”

Moved by:  
Seconded by:  
Carried/Defeated

#### 5. 2018 Capital Projects

The following presents the 2018 Budget projects for Capital Work.

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

- a) Generator Replacement Project (2018) - \$4,000,000+ \$250,000: a DRAFT Request for Proposal for Engineering Design for New Generators at LAWSS is attached. Prior to completing the draft, an investigation was undertaken to determine the condition of the existing diesel engine components of the emergency generator system. The intent of the investigation was to determine if the existing diesel engines could be left in place to allow for capital funding to be diverted to areas of greater need. Instead the results of the investigation further solidified the need to replace the diesel engine units. Attached is a report prepared by OCWA’s generator maintenance contractor in response to the suggestion replacement of existing diesel engines could be delayed. The timeline proposed for the RFP is as follows:

|                          |  |
|--------------------------|--|
| Thursday March 29, 2018  | <b>DRAFT RFP submitted for Board approval.</b> |
| Wednesday April 18, 2018 | Mandatory Bidders Site Visit.                  |
| Tuesday May 8, 2018      | Last Day for questions.                        |
| Thursday May 17, 2018    | Closing Date for Proposal.                     |
| Thursday May 31, 2018    | <b>Award by Board and Commence work.</b>       |
| Thursday July 12, 2018   | Expected Project Development Completion Date.  |
| Thursday July 26, 2018   | Begin Tendering Process. (Board Approval?)     |

“Motion to approve draft version of Generator Replacement Project Request for Proposal and forward request to CIMA, AECOM, (Stantec) and WSP”

Moved by:

Seconded by:  
Carried/Defeated

**Items for Information:**

- a. SCADA PLC Replacement - \$150,000 (2018) - \$83,000 (2017): The draft copy of the SCADA Replacement Project Request for Quotation has been returned to WSP for finalization based on feedback provided by OCWA, MegaComm and LAWSS technical staff. The tendering process for this project is expected to begin in early April 2018. The successful bidder will be presented to the LAWSS Joint Board of Management for approval at the May Meeting.
- b. Electrical System's Renewal Strategy at LAWSS - \$100,000: a Request for Proposal is being prepared at this time. A DRAFT will be brought before the Board for approval at the April meeting.
- c. Twenty-Year Conceptual Engineering Design Options and Cost Estimate: Work ongoing. First technical memorandum was completed and submitted to LAWSS Board technical members. Feedback will be provided to AECOM at the TM#1 meeting scheduled to take place on Tuesday February 27<sup>th</sup>.
- d. Highlift Pump 3 (HLP3) (400 hp) Emergency Repair – \$75,899: Work is complete. HLP3 is expected to be returned to service on Monday March 26, 2018.
- e. Forest Standpipe Repainting - \$1,400,000: Top of standpipe still left to be painted in the spring. No Update

## 6. Ongoing Issues

- a) Water Flows: *The water flow sheets for January 2018 is attached.*
- b) Chemical Corrosion Control Plan for City of Sarnia: work is ongoing and is nearing conclusion.

LAWSS has received an invoice in the amount of \$50,559.52.

- c) Admin HVAC Ongoing Issues: at the February 2018 Board meeting staff was directed to request and obtain an RFQ to complete tank upgrades and heat pump resizing as described in the letter from Efficiency Engineering that accompanied Susan's letter to the Board with an update on the HVAC initiatives. A finalized draft tender is still pending from Efficiency Engineering.

Considering the ongoing issues with the HVAC Admin system it is recommended that all ongoing and current dealings with Efficiency Engineering are discontinued. Once this occurs an investigation can be launched to determine the appropriate next steps

needed to salvage the existing system. An investigation is expected to cost LAWSS \$20,000.

“Motion for staff to prepare RFP for third party assessment of existing HVAC Admin and present for Board approval”

Moved by:  
Seconded by:  
Carried/Defeated

## 7. New Business

- a) Minister of Fisheries and Oceans Canada Agreement (DFO) renewal (5yrs): The existing five-year agreement between LAWSS and DFO for the Marnie Traffic Radar System expires March 31, 2018. A new five-year agreement is attached that extends the current agreement by 5 years at the current rate of \$7000 per year.

“Motion to sign five-year agreement between LAWSS and Minister of Fisheries and Oceans Canada for Marine Traffic Radar System at Water Treatment Plant once cost of powering the System can be verified as within agreed upon rate.”

Moved by:  
Seconded by:  
Carried/Defeated

- b) Lambton County Emergency Radio Equipment: in March 2017 agreements between LAWSS and Lambton County Fire were finalized for placements of an emergency radio equipment on top of LAWSS facilities. This work is currently underway. Emergency radio network is expected to come online by the end of April 2018.
- c) BPS Venture Queen Street Development Phase 2: the development includes 12 residential lots serviced by x6 1-1/2” connections directly connected to the existing 350mm dia. LAWSS watermain on the south side of Queen Street between Lakeshore Road and Fleming Road. It appears that LAWSS completed a review and comments back on this project in advance the recent connections standard updates. Drawings prepared by R. Dobbin Engineering are attached.

“Motion to approve x6 1-1/2” service connections as allow described”

Moved by:  
Seconded by:  
Carried/Defeated

- d) Griffin Drain Assessment: On March 3, 2018 LAWSS received an invitation to Griffin Drain Consideration Meeting scheduled for March 26, 2018 at 6pm. The accompanying

information package suggests LAWSS' 600mm dia. watermain on London Line will impact this work. LAWSS is expected to be assessed \$10,250.00.

- e) MOECC Inspection Report: The Ministry of Environment and Climate Change inspection took place on Tuesday March 13, 2018. The finalized Inspection Report is pending.
- f) 2017 LAWSS Financial Audit: BDO is scheduled to begin the LAWSS 2017 financial audit in early April. All information has been turned over to the City of Sarnia Finance Department who is currently finalizing financial reports and statements in preparation for BDOs arrival.

## **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:

Seconded by:

Carried/Defeated

### **pdf Attachments:**

1. Minutes of LAWSS Board Meeting February 22, 2018
2. LAWSS Financial Statement – January 2018
3. LAWSS Cash Balance Sheet – January 2018
4. OCWA Monthly Operations Report – February 2018
5. OCWA Data Report for LAWSS – January 2018
6. OCWA Health and Safety Work Order Status February 2018
7. OCWA Health and Safety Work Order Status Jan – February 2018
8. OCWA Work Order Status February 2018
9. OCWA Work Order Status Jan – February 2018
10. LAWSS Project List – January 2018

11. LAWSS Flows December 2017
12. DRAFT Request for Proposal – Engineering Design for New Emergency Generators
13. DRAFT Efficiency Engineering Heat pump & Tank RFQ
14. DRAFT Agreement between LAWSS & DFO
15. BPS Venture Queen Street Development Phase 2
16. Griffin Municipal Drain
17. MOECC DRAFT Inspection Report