

MINUTES

PUBLIC UTILITIES COMMISSION

THAMESVILLE TOWNHALL
1 LONDON STREET

JUNE 21, 2007

PRESENT: Chairman Bryon Fluker, Commissioners Sheldon Parsons, Frank Vercoouteren, Steve Pinsonneault, Steve Pickard, Joe Faas, Senior Level Advisor Jack Sonneveld, General Manager Scott Praill, Facility Systems Manager Rob Bernardi, Manager (North) Tom Kissner, and Supervisor of Compliance and Monitoring Robin Dudley.

A/CAO Gerry Wolting arrived at 4:10 PM.

ABSENT: Mayor Randy Hope.

Also present were several Bothwell residents.

1. **CALL TO ORDER**

Chairman Bryon Fluker called the meeting to order at 3:40 PM.

2. **DECLARATION OF PECUNIARY INTEREST**

4 (b) Commissioner Joe Faas.

3. **APPROVAL OF MINUTES**

a) May 24, 2007

Moved by Commissioner Vercoouteren and seconded by Commissioner Pinsonneault.

“That the minutes of May 24, 2007 Regular Meeting be approved.”

Motion carried

4. **REPORTS**

a) Bothwell Sanitary Sewer

MUNICIPALITY OF CHATHAM-KENT

PUBLIC UTILITIES COMMISSION

TO: PUC Chairperson and Commissioners
FROM: Rob Bernardi, P. Eng.
Facilities & Systems Manager, Chatham-Kent PUC
DATE: May 24, 2007
SUBJECT: Bothwell Sanitary Sewers Servicing Project

RECOMMENDATIONS

It is recommended that:

1. The Chatham-Kent Public Utilities Commission approve the Bothwell Sanitary Sewers Servicing Project.
2. Administration prepare a report to Chatham-Kent Council for approval of the Bothwell Sanitary Sewer Servicing Project and the necessary by-law under Part XII of the Municipal Act, 2001.

BACKGROUND

The project was initiated in April 2004 by reviewing the background of the area and collecting data. The Class Environmental Assessment (Class EA) involved identifying the problem and indicated that contamination was occurring in the storm drains and ditches and the probable source is failing septic systems within the community of Bothwell.

The first public consultation took place on June 30th, 2004 in Bothwell. During the periods of July to December 2004 development of alternative solutions was conducted, refinement of costing of preferred alternatives took place, and a preliminary design report was prepared. In December 2004 and January 2005 a funding application was prepared for the Canada-Ontario Municipal Rural Infrastructure Fund (COMRIF). The Bothwell project was one of the 10 projects in Chatham-Kent in which funding had been applied for (The COMRIF application was not successful for funding). The second public consultation took place on February 16, 2005 in Bothwell in which Earth Tech presented the preferred solution to the contamination problem.

At its regular meeting on March 24, 2005, the Chatham-Kent Public Utilities Commission approved the Environmental Study Report (ESR) document so that it could be placed on display for public review for the required 30-day review period. During the mandatory review period appeals were sent to the Minister of the Environment for a Part II Order.

The Ministry had been reviewing the request since July 22, 2005.

On January 24, 2007 the Minister of the Environment issued a letter to the Chatham-Kent PUC (see attached) to inform us that a decision has been made that an individual environmental assessment is not required. Even though Chatham-Kent has demonstrated that it has planned and developed this project in accordance with the provisions of the Class EA, the Minister has imposed a number of conditions on the project that are to be fulfilled. The imposed conditions are listed in the attached Minister's letter. The imposed conditions on the project will have additional costs associated with project completion.

At its regular meeting on February 22, 2007, the Chatham-Kent Public Utilities Commission approved the following recommendations:

1. ***The Mayor write a letter to the Provincial Government to ask for financial assistance for the property owners included in the Bothwell Sanitary Sewer Project.***
2. ***Administration investigate the next steps and financial impact on both the project delays to date as well as on the conditions imposed by the Minister of the Environment.***

The intent was to bring back a report to the Commission after the recommendations had been carried out in order for the Commission to decide how to proceed. This report recommends next steps.

COMMENTS

The office of Chatham-Kent Mayor Randy Hope issued a letter to the Minister of the Environment on March 28, 2007. The letter highlighted the financial hardship that this project would cause the property owners in Bothwell based on the demographics of the community. Please see attached for copy of letter.

The Environmental Assessment & Approvals Branch of the Ministry of the Environment issued a reply to the Mayor's letter on April 19, 2007 (NOTE: date of March 19, 2004 is incorrectly stated on the letter received). The letter indicates that they understand the concerns about the financial viability of the project and states that funding programs such as COMRIF, are offered from time to time and encourages to pursue those programs. See attached letter.

The consulting firm of Earth Tech Canada Inc. has also provided expected impact of the conditions imposed and provided a status update of the project budget and schedule.

Capital Cost Estimate (Budget)

The estimated capital cost Earth Tech presented in the Class EA was \$10,970,000, including engineering and contingency. These costs were current to March 2005. Given the delay, an increased cost will be realized due to inflation. Also, the additional engineering cost associated with the Part II order response, the expected costs of the additional studies or the additional costs to implement the output of the studies is estimated at \$250,000. Therefore, the new revised estimate for the total project is \$13,000,000. The revised numbers were based on inflation and historical unit costs for construction. The cost presented in the ESR

includes the cost of the full upgrades to the Thamesville Water Pollution Control Plant (WPCP) which is estimated at approximately \$1,600,000.

The estimated cost per connection for a property in Bothwell was provided as \$12,600 at the public meeting on February 16, 2005. Construction inflation for these types of works, in general, has been rising during the last two years on an average of 5% per annum. Using this figure, the construction cost estimate in 2007 dollars is \$13,900 (this includes the 2004 Development Charge).

The project estimated costs are listed in the following table.

Project Component	Previous Estimated Cost	<u>Revised</u> Estimated Cost
Assessable Cost Per Connection	\$12,600	\$13,900
PUC Cost	\$5,230,000	\$6,670,000
Total Cost	\$10,970,000	\$13,000,000

Costs incurred to date by Earth Tech to carry out the Class EA amount to approx \$194,000.

Overall Project Schedule

The Class EA identified an overall project schedule that has obviously been significantly impacted by the MOE review. The following table updates the proposed schedule. The schedule must take into consideration the following:

- Some detailed design must take place prior to the additional Environmental Investigations and Archeological Assessment.
- The Environmental Study and Archeological field work should be completed in the spring or early summer.
- The overall timeframe for detailed design can be expected to be extended by 3-6 months due to the studies.
- The outcome of the studies will serve as an input to detailed design.
- The project should be tendered in the late winter so that construction can start as early in the spring.
- The project will require two independent contracts – one for the collection system and one for the pump station and forcemain.
- The upgrades to Thamesville could either be a third contract or part of the forcemain contract.

Activity	Original Timeframe	Revised Timeframe
Detailed Design	Late 2005 to early 2006 (approx. 6 months)	May 2007 to February 2008 (approx. 9 - 12 months)
Additional Studies	N/A	Spring - Summer 2007
Construction	Spring – Fall 2006	Spring – Fall 2008
Commissioning	Winter 2006	Early Winter 2008

The above schedule demonstrates the need to proceed with detailed design in a timely fashion to avoid delaying the project by a full year.

It is recommended not delaying the project any further due to the rising construction costs (construction inflation continues to grow at a rate much higher than inflation).

It is also recommended that Administration prepare a report to Chatham-Kent Council for approval. The Bothwell Sanitary Sewer Servicing Project will require planned capital investment, however Council must approve any planned PUC debt. Administration will prepare the necessary reports and by-law under Part XII of the Municipal Act, 2001 for approval.

It should be noted that the Chatham-Kent Public Utilities Commission is committed to investigating and exploring for new funding program possibilities for this project at the Provincial and Federal levels.

COMMUNITY STRATEGIC PLAN

The recommendations in this report support the following objectives and strategic directions:

B. Economy - We are a prosperous community

B3: Maintain and enhance new and existing infrastructure to support economic and smart growth opportunities

C. Environment – We are a green community

C2: Establish standards for environmental excellence

Desired Outcomes / Proposed Activities

- Advocate for essential provincial and federal investment and equitable tax policies to support financing and effective operation of sustainable transportation systems, and water, sewer and waste management services
- Support new infrastructure investments and modernize existing infrastructure
- Maintain and improve the quantity and quality of ground and surface waters
- Increase the number of homes, businesses and farms on municipal water and sewage
- Provide an efficient and adequate wastewater treatment system to meet the needs of the growing community by maintaining high quality sewer utilities.
- Support new infrastructure investments and modernize existing infrastructure.
- Provide increased economic and growth opportunities.

The recommendations will not adversely impact the remainder of the Community Strategic Plan.

CONSULTATION

The General Manager of Chatham-Kent PUC and Senior Level Advisor of Chatham-Kent PUC comments have been included in this report. Earth Tech Canada Inc. were consulted in the preparation of this report.

FINANCIAL IMPLICATIONS

The estimated financial implications of \$13,000,000 will be offset by the connection assessment costs (sanitary sewer collection costs) to property owners in Bothwell of \$6,330,000. Therefore total estimated capital cost to the PUC is \$6,670,000 (transmission and treatment costs). This has been an anticipated capital cost already incorporated into the PUC long range rate structure.

Costs incurred to date include engineering fees to complete the Class EA and amount to \$194,000.

The entire capital costs will be distributed through to January 2009. The majority of the costs will be incurred in 2008 during construction. The costs will be included in future Capital Budgets.

Prepared by:

Reviewed by:

Rob Bernardi, P. Eng.
Facilities & Systems Manager
Chatham-Kent PUC

Jack Sonneveld
Senior Level Advisor
Chatham-Kent PUC

Reviewed by:

Reviewed by:

Scott Prail, CET, B. Comm.
General Manager
Chatham-Kent PUC

Gerry Wolting, B. Math., CA
Acting CAO

After listening to what the Bothwell residents had to say:

Moved by Commissioner Pickard and seconded by Commissioner Faas.

“That the Chatham-Kent Public Utilities Commission approve the Bothwell Sanitary Sewers Servicing Project.

Administration prepare a report to Chatham-Kent Council for approval of the Bothwell Sanitary Sewer Servicing Project and the necessary by-law under Part XII of the Municipal Act, 2001.”

Commissioner Vercoouteren and Commissioner Pinsonneault were opposed.

Motion carried

b) Purchase of Two (2) Full-Size Pickups and One ¾ Ton 4 x 4 Pickup

MUNICIPALITY OF CHATHAM-KENT

INFRASTRUCTURE AND ENGINEERING SERVICES

DRAINAGE, ENVIRONMENTAL AND FLEET DIVISION

TO: P.U.C. Chairperson and Commissioners
 FROM: Ann-Marie Millson,
 Manager, Fleet Services
 DATE: May 28, 2007
 SUBJECT: Purchase of Two (2) Full-Size Pickups and One ¾ Ton 4 x 4 Pickup

RECOMMENDATIONS

It is recommended that:

1. The low tender of Riverview Auto for the purchase of two full-size extended cab pickups in the amount of \$46,193.76 (including P.S.T.) be approved.
2. The low tender of Columbo Motors for the purchase of a ¾ Ton 4 x 4 Pickup in the amount of \$31,081.32 (including P.S.T.) be approved

BACKGROUND

The Public Utilities Commission (P.U.C.) approved the replacement of units 00PU078, 95PU110 and 00PU077 for the 2007 budget year.

Fleet Services on the behalf of the P.U.C. sent out tenders for the purchase of the approved vehicles and the results of these tenders are included in this report.

COMMENTS

The following tenders were received for the two (2) Full-sized Extended Cab Pick-ups:

Company	Year and Make	Purchase Price (Including PST) for both units
Riverview Auto	2008 Chev Silverado	\$46,193.76
Heuvelmans	2008 Chev Silverado	\$47,375.33
Columbo Motors	2007 Dodge Ram	\$49,109.76
Tilbury Chrysler	2007 Dodge Ram	\$49,690.80
Blenheim Chrysler	2007 Dodge Ram	\$50,178.96
Tilbury Chrysler	2007 Dodge Ram	\$50,507.28
Lally Ford	2007 Ford F150	\$51,032.16
Chatham Chrysler	2007 Dodge Ram	\$51,351.84

The following tenders were received for one ¾ Ton 4 x 4 Pick-Up Truck:

Company	Year and Make	Purchase Price (Including PST)
Colombo Motors	2007 Dodge Ram	\$31,081.32
Blenheim Chrysler	2007 Dodge Ram	\$31,779.00
Tilbury Chrysler	2007 Dodge Ram	\$32,816.88
Riverview Auto	2008 GMC Sierra	\$34,513.69
Heuvelmans	2008 Chev Silverado	\$34,570.80

COMMUNITY STRATEGIC PLAN

The recommendations in this report do not support, negatively or positively, a specific objective of the Community Strategic Plan. It is a neutral issue.

CONSULTATION

Staff members of the PUC as well as the Senior Level Advisor, Chatham-Kent PUC, were consulted and are in agreement with the recommendations of this report.

FINANCIAL IMPLICATIONS

Budget for 2007	\$ 180,000.00
Two (2) full-size extended cab pick-up trucks	\$ 46,193.76
One (1) 3/4 Ton 4 x 4 Pick-up truck	\$ <u>31,081.32</u>
Budget Remaining	\$ <u>102,724.92</u>

Prepared by:

Reviewed by:

Ann-Marie Millson,
Manager, Fleet Services

Jack Sonneveld
Senior Level Advisor,
Chatham-Kent, PUC

Reviewed by:

Gerry Wolting, B. Math, CA
Acting Chief Administrative Officer

Moved by Commissioner Pickard and seconded by Commissioner Vercooteren.

“That the low tender of Riverview Auto for the purchase of two full-size extended cab pickups in the amount of \$46,193.76 (including P.S.T.) be approved.

The low tender of Columbo Motors for the purchase of a ¾ Ton 4 x 4 Pickup in the amount of \$31,081.32 (including P.S.T.) be approved.”

Motion carried

c) McDougall Line Waterline Extension

MUNICIPALITY OF CHATHAM-KENT
Public Utilities Commission

TO: PUC Chairperson and Commissioners

FROM: Jeannie Medeiros
Technical Assistant/Projects Coordinator,

Water & Wastewater Services

DATE: June 21, 2007
SUBJECT: McDougall Line Waterline Extension
(Former Township of Tilbury East)

RECOMMENDATIONS:

It is recommended that:

1. The proposed McDougall Line waterline extension not proceed at this time.
2. The property owners in this area are informed by letter of the vote results and the PUC action.

BACKGROUND:

A McDougall Line petition was submitted to the Chatham-Kent Public Utilities Commission in April 2007.

COMMENTS:

The service area would see the construction of a 50 mm waterline to be connected to the existing main at the intersection of Queens Line and Merlin Road and extend along Merlin Road for about 700 metres.

A total of two (2) residential land parcels exist along this portion of the petitioned area.

Todgham & Case Associates Inc. prepared an estimated cost for the proposed waterline. The estimated cost for the project, including engineering but excluding GST is \$42,651.

The estimated cost per connection for the proposed McDougall Line waterline extension, including the 2007 Part 12 Charge and oversizing capital cost recovery is \$23,003.

An information and vote package describing the proposed extension project and costs associated was distributed to the benefiting owners on May 17, 2007. A ballot was included with the return date of June 8, 2007.

One hundred percent (100%) of the property owners returned the ballots. The ballot results were fifty percent (50%) in favour of proceeding with the project.

It was indicated that the PUC and Council would require that a majority were in favour of the project and, that as a guideline, 66% of the returned votes should support the project before administration would recommend that the project proceed to construction. The wording on the ballot page indicated that the project would be evaluated based on the number of returned ballots.

Based on the approved Waterline Assessment Policy requiring 66% support, it is our recommendation that the PUC not proceed with providing water servicing to the residences along the McDougall Line at this time and that the property owners are notified by letter, of the vote results and the PUC action.

COMMUNITY STRATEGIC PLAN IMPACT:

The recommendations in this report support the following objectives and strategic directions:

B. Economy-We are a prosperous community

B3: Maintain and enhance new and existing infrastructure to support economic and smart growth opportunities

Desired Outcomes / Proposed Activities

- Advocate for essential provincial and federal investment and equitable tax policies to support financing and effective operation of sustainable transportation systems, water, sewer and waste management services.
- Support new infrastructure investments and modernize existing infrastructure.
- Maintain and improve the quantity and quality of ground and surface waters

The recommendations will not adversely impact the remainder of the Community Strategic Plan

OTHERS CONSULTED:

Todgham & Case Associates Inc. prepared the preliminary engineering information.

BUDGET IMPACT:

All costs associated with the project would have been recovered through assessment.

Prepared by:

Jeannie Medeiros
Technical Assistant/Projects Coordinator
Chatham-Kent PUC

Reviewed by:

Reviewed by:

Scott Praill, CET, B. Comm
General Manager
Chatham-Kent PUC

Gerry Wolting, B. Math, CA.
Acting Chief Administrative Officer

Moved by Commissioner Pickard and seconded by Commissioner Faas.

“That the proposed McDougall Line waterline extension not proceed at this time.

The property owners in this area are informed by letter of the vote results and the PUC action.”

Motion carried

d) Drinking Water Quality Management System

MUNICIPALITY OF CHATHAM-KENT
Public Utilities Commission

TO: PUC Chairperson and Commissioners
FROM: Scott Praill
General Manager, Chatham-Kent PUC
DATE: April 19, 2007
SUBJECT: Drinking Water Quality Management System

RECOMMENDATION

It is recommended that:

1. Springboard Management Inc. be approved to complete the Drinking Water Quality Management System for the Chatham-Kent Public Utilities Commission.
2. The tendering and purchasing requirements be waived due to time constraints and limited sources.

BACKGROUND

Following recommendations of the O'Connor Report, the Ministry of the Environment has developed the Drinking Water Quality Management Standard (DWQMS). The DWQMS is part of a new accreditation program for municipal drinking water systems and is incorporated into the Safe Drinking Water Act. It requires municipalities to adopt a quality management system approach for the management and operation of water supply systems. The DWQMS must be in place in order for operating authorities to become licensed through a new accreditation process.

The DWQMS has 21 elements which relate to quality management and the risk assessment/risk management of critical points. The Operating Authority, in consultation with the owner, must prepare the Operational Plan, which outlines how they are meeting the requirements of the Standard. The plan must be submitted to the Ministry of the Environment.

The Operating Authority will then be audited by a third-party Accreditation Body against requirements of the DWQMS. The Accreditation Body will review the Operational Plan and the quality management system and based on this assessment, the Operating Authority will obtain the accreditation necessary to meet the requirement of the Municipal Drinking Water Licence.

As per Ontario Regulation 188/07, Chatham-Kent is required to submit the Operational Plans by March 01, 2009. The DWQMS follows an ISO type "Plan, Do, Check, Improve" process. A key requirement of the planning component is the development of an Operational Plan.

An overview of the DWQMS is summarized in the following table:

1	PLAN – Together with the owner, develop and agree to a Quality Management System that meets the requirements of the Standard and the needs of the municipal works, documenting all aspects within an Operational Plan (the Plan) .
2	DO – Implement the Quality Management System as planned and meet all other requirements of the Standard.
3	CHECK – Periodically review the Quality Management System and its implementation.
4	IMPROVE – Revise the Quality Management System as necessary, based upon performance checks.

COMMENTS

A number of the Chatham-Kent PUC staff have been working on the DWQMS for the Wheatley/Tilbury Water Systems since the Fall of 2006. The staff included the Area Manager, Facilities & Systems Manager, Compliance Supervisor, Compliance Technicians and the operations staff.

Springboard Management Inc. was retained to complete a GAP Analysis of the documentation completed to April, 2007. The gap analysis team reviewed and sampled a portion of the water treatment and distribution system with the intent of providing management with an understanding of the gaps that exist between the current system and the requirements of DWQMS. The analysis provides an increased awareness of what changes need to be implemented to ensure compliance with the DWQMS. A copy of the executive summary from Springboard is attached.

Springboard has estimated that an additional 450 hours of their time. The estimated cost is \$45,000. It should also be noted that they have estimated that an additional 2,000 hours of PUC staff time will be required in order to complete the DWQMS.

The DWQMS requires detailed tracking of conformity with the Plan and the PUC must ensure that the document is reviewed by all staff. Internal audits must also be completed at least once every twelve months.

The RRAM software package supplied by Springboard provides for:

1. Regulation Management
 - a. Ensures that all applicable regulations are considered
 - b. Helps to identify compliance gaps
 - c. Maintains consistency across departments
 - d. Facilitates the auditing process
2. Risk Assessment Management
 - a. Identifies risks associated with the business
 - b. Assesses each risk based on severity and probability
 - c. Provides the visibility that allows organizations to better allocate resources and establish control that protect them and their employees
3. Documenter
 - a. Ensures that documents have been approved and include current and accurate information
 - b. Eliminates the liability gap during audits
 - c. Clearly identifies "Due Diligence"
4. Train Expert
 - a. Verifies employee knowledge and understanding of appropriate documentation and proves competence
 - b. Manages training requirements and role descriptions
 - c. Maintains compliance records for each employee
 - d. Identifies training budget requirements through reports.

It is recommended that the RRAM data software package supplied by Springboard be purchased in 2008 to complete the DWQMS. The cost of the RRAM data software package is \$55,000. The annual maintenance contract for the RRAM software package will be \$3,400.

The proposal from Springboard also includes the completion of the DWQMS for the Chatham, South-Kent, Ridgetown and Wallaceburg surface water systems, Ridgetown and Highgate ground water systems and the North Wallaceburg and Bothwell distribution systems.

As noted previously, the completion of the DWQMS will require an estimated additional 2000 hours of PUC staff time. As well, a DWQMS Coordinator must be appointed to:

- Administer the DWQMS by ensuring that processes and procedures needed for the DWQMS are established and maintained.
- Report to Top Management on the performance of the DWQMS and any need for improvement
- Ensure that the current versions of the document required by the DWQMS are being used at all times
- Ensure that personnel are aware of all applicable legislative and regulatory requirements pertain to their duties for the operation of the system
- Promote awareness of the DWQMS throughout the Operating Authority.

Administration will prepare a report for the next PUC Meeting to deal specifically with the staffing issues due to the DWQMS, Lead Monitoring Program and succession planning.

COMMUNITY STRATEGIC PLAN

The recommendations will not adversely impact the remainder of the Community Strategic Plan.

CONSULTATIONS

The PUC General Manager, Senior Level Advisor and DWQMS committee.
Wayne Stiver, President of the Ontario Water Works Association
Tim Archer, Ministry of the Environment, DWQMS team member

FINANCIAL IMPLICATIONS

The 2007 Capital Budget included costs of \$50,000 per year for 2007 and 2008 for the completion of the DWQMS.

Prepared by:

Jack Sonneveld
Senior Level Advisor, Chatham-Kent PUC

Reviewed by:

Reviewed by:

Scott Praill, CET, B. Comm
General Manager
Chatham-Kent PUC

Gerry Wolting, CA., B.Math.
Acting Chief Administrative Officer

Moved by Commissioner Pickard and seconded by Commissioner Vercouteren to amend the recommendations to read:

“That Springboard Management Inc. be approved to complete the Drinking Water Quality Management System for the Chatham-Kent Public Utilities Commission.

The tendering and purchasing requirements be waived due to time constraints and limited sources.

Have the software program investigated and report back to the Commission but move on the Consulting.”

Motion carried

e) Commission Meeting Start Time

Tabled to July 23, 2007 meeting.

Moved by Commissioner Parsons and seconded by Commissioner Faas.

Motion carried

f) Class EA – Process Waste Treatment

MUNICIPALITY OF CHATHAM-KENT
Public Utilities Commission

TO: PUC Chairperson and Commissioners
 FROM: Tom Kissner
 Area Manager (North)
 Chatham-Kent Public Utilities Commission
 DATE: June 12, 2007.
 SUBJECT: Process Waste Treatment – Wallaceburg Water Treatment Plant

RECOMMENDATIONS

It is recommended that:

1. The Chatham-Kent Public Utilities Commission approve the Class Environmental Assessment Study for the Treatment of Process Waste at the Wallaceburg Water Treatment Plant.

BACKGROUND

As a result of an annual inspection of the Wallaceburg Water Treatment Plant, a Ministry of the Environment Provincial Officers Order was issued requiring an upgrade to the facilities in order to meet new standards for the handling of by-products created in the process of treating drinking water. Specifically, the upgrades were required in order to address non-compliance issues with respect to its handling of process waste. The plant was originally constructed in 1944, with expansions and additions occurring in 1948, 1972, 1980, 1985 and 2005.

Raw water is currently obtained from the Chenal Ecarte and is pumped to the Wallaceburg Water Treatment Plant. Process waste is the matter that is removed from the raw water in the process of treating it in order to meet drinking water standards. Process waste generated by the treatment process is discharged to the Sydenham River through a storm sewer. Current legislation requires that this process waste be treated as wastewater, in the same manner as other forms of municipal wastewater. In the spring of 2004, CH2M Hill Canada Ltd. was retained to undertake the Municipal Class Environmental Assessment (Class EA). CH2M Hill Canada Ltd. has completed the Class Environmental Assessment and is proceeding with the preliminary design.

COMMENTS

In the summer of 2004, the Chatham-Kent Public Utilities Commission initiated a Schedule B Municipal Class Environmental Assessment (EA), as identified in the Municipal Engineers Association's Class EA document, in order to determine an acceptable design solution for the treating of process waste generated by the Wallaceburg Water Treatment Plant. Because this project involves the study of alternatives for the design of upgrades that are relatively minor in nature and scope to an existing facility, it falls under the Schedule B classification for projects. As such, the first two phases of the EA process have been conducted, including assessing alternative design solutions, the impacts of each solution and the selecting of a preferred solution. This selection is based on the minimization of environmental impacts, as well as contact with relevant agencies and the public. It is requested that the Commission approve the Class Environmental Assessment Study completed by CH2M Hill Canada Ltd. so that the Notice of Completion can be posted. Upon the completion of a 30-day public review period, further detailed design, tendering, construction and environmental monitoring of the project can commence.

The following table is a summary of alternative solutions that were considered for the treatment of process waste:

Option	Description
1.	Equalization tank, Forcemain to Libby Street sewage pump station, Additional liquid and solids treatment capacity at Water Pollution Control Plant (WPCP) and Water Treatment Plant (WTP) sludge cake haulage from WPCP to landfill
2.	Equalization tank, Process waste haulage from WTP to WPCP, Additional liquid and solids treatment capacity at Water Pollution Control Plant (WPCP) and Water Treatment Plant (WTP) sludge cake haulage from WPCP to landfill
3.	Equalization tank, Clarifier, Dechlorination, Sludge forcemain to Libby Street sewage pump station, Additional solids treatment capacity at Water Pollution Control Plant (WPCP) and Water Treatment Plant (WTP) sludge cake haulage from WPCP to landfill
4.	Equalization tank, Clarifier, Thickener, Dechlorination, Thickened sludge haulage from WTP to WPCP, Additional solids treatment capacity at Water Pollution Control Plant (WPCP) and Water Treatment Plant (WTP) sludge cake haulage from WPCP to landfill
5.	Equalization tank, Clarifier, Thickener, Filter Press, Dechlorination and sludge haulage from WTP to landfill
6.	Equalization tank, Clarifier, Thickener, Centrifuge, Dechlorination and sludge haulage from WTP to landfill
7.	Do nothing

Because of adequate capacity for increased treatment of solids and liquids at the existing Wallaceburg Water Pollution Control Plant, the preferred solution included off-site treatment of the process waste. Option #1 presents the lowest capital and operating costs and the least potential disturbance to off-site areas and is therefore the preferred solution.

Alternative #1 involves the following components:

- A flow equalization tank constructed at the Wallaceburg WTP, which will provide temporary containment of process waste flow streams to be introduced to downstream treatment processes at a constant, predetermined rate
- Either a forcemain to Libby Street Sewage Pumping Station, or a direct line to the existing sanitary sewage system will transfer the process waste from the flow equalization tank to the sanitary sewer
- Additional sludge cake haulage from the WPCP to landfill, will account for the additional volume of sludge created by the addition of process waste to the sanitary system

Once approved by Commission, the report will be published for a public review period. The Class EA process entitles members of the public, interest groups and review agencies to review the report for 30 days. During this time, any person, interest group or agency that has outstanding concerns which cannot be resolved by discussion with the PUC may request a Part II Order by submitting a written request to the Ministry of the Environment. If no Part II Order requests are received within the 30-day review period, the PUC will proceed with design and construction of the preferred design concept. Timelines for the project are summarized in the following table.

Task	Timing
Report approval	June 21, 2007
Notice of Completion	July 6, 2007
End of 30-day public review period	August 7, 2007
Pre-design	June to July 2007
Detailed design	July to September 2007
Tender period	September 2007
Award of construction contract	October 2007
Contract completion	August 2008

CONSULTATIONS

The following have been consulted during the preparation of this report:

CH2M Hill Canada Ltd.

FINANCIAL IMPLICATIONS

The costs of engineering fees and capital costs for this project are estimated to be \$2.2 million. An application for funding was submitted under the COMRIF program but was denied. Money has been included in the Capital Budget for 2007 to cover the cost of this project. Revised estimated costs will be provided when CH2M Hill Canada Ltd. have completed the Preliminary Design Report for this project.

Prepared by:

Reviewed by:

Tom Kissner,
Area Manager (North),
Chatham-Kent PUC

Scott Prail, C.E.T., B. Comm.
General Manager,
Chatham-Kent PUC

Reviewed by:

Reviewed by:

Jack Sonneveld
Senior Level Advisor

Gerry Wolting, B. Math, CA.
Acting Chief Administrative Officer

Moved by Commissioner Vercouteren and seconded by Commissioner Pickard.

The Chatham-Kent Public Utilities Commission approve the Class Environmental Assessment Study for the Treatment of Process Waste at the Wallaceburg Water Treatment Plant.

Motion carried

g) Development Charges

MUNICIPALITY OF CHATHAM-KENT

Public Utilities Commission

TO: PUC Chairperson and Commissioners

FROM: Scott Prail, CET, B. Comm.

General Manager, Chatham-Kent PUC

DATE: June 16, 2007

SUBJECT: Development Charges/Part 12 Municipal Act 2001 Charges

RECOMMENDATIONS:

It is recommended that:

1. The General Manager of the Chatham-Kent PUC be authorized to review the existing Development Charges by-law and integrate the existing bylaw with the new municipal Development Charges by-law.

BACKGROUND:

In 2004 Chatham-Kent Council approved a water and sewer development charges and Part 12, Municipal Act, 2001 charges by-law. That by-law was phased in over three years, and current charges are reviewed and adjusted by the Statistics Canada Quarterly Construction Price Index annually.

COMMENTS:

The Development and Part 12 Municipal Act Charges by-law is an important component of the PUC annual revenue and consequently budget process. The original by-law is to be reviewed in 2009, or earlier. When the municipality began to consider a new development charges (DC) by-law for municipal services in late 2004, there was no consideration given to integrating these by-laws as the PUC by-law was just implemented.

The municipal by-law has been delayed due to an extended information gathering phase. As a municipal wide traffic study was waiting to be completed. This work is being finalized, and the municipal DC process is about to be resume, the PUC should consider reviewing its DC at the same time.

During the DC by-law development process, many policy decisions are made, and in order to have consistency with the expected municipal by-law the existing by-law needs to be reviewed. In addition to this rational, many communities have opened their DC by-laws early, due to the high cost of capital for current projects. With the major of large plant capital investment being completed in Chatham-Kent reviewing the by-law at this time will ensure that the estimated costs set aside during the 2004 original process, were accurate.

COMMUNITY STRATEGIC PLAN:

The recommendations in this report support the following objectives and strategic directions:

- A. Provide a Safe, Caring and Healthy Environment
 - A2. Provide adequate infrastructure to support, enhance and sustain existing and future growth
 - A5. Promote Healthy Lifestyles

The recommendations will not adversely impact on the remainder of the Community Strategic Plan.

OTHERS CONSULTED:

Director of Planning Services, CAO, PUC Senior Level Advisor, Gary Scandlan of Watson and Associates, all are in agreement this will provide a very consistent application of Part 12 and development charges now and in the future.

BUDGET IMPACTS:

The study cost will be covered by the current operating budget.

Prepared by:

 Scott Praill, CET, B. Comm.
 General Manager
 Chatham-Kent PUC

Reviewed by:

Reviewed by:

 Jack Sonneveld
 Senior Level Advisor,
 Chatham-Kent PUC

 Gerry Wolting, B. Math., CA
 Acting CAO

Moved by Commissioner Pinsonneault and seconded by Commissioner Pickard.

“That the General Manager of the Chatham-Kent PUC be authorized to review the existing Development Charges by-law and integrate the existing bylaw with the new municipal Development Charges by-law.”

Motion carried

h) Children’s Water Festival

MUNICIPALITY OF CHATHAM-KENT
Public Utilities Commission

TO: PUC Chairperson and Commissioners

FROM: Robin Dudley
Supervisor of Environmental Compliance Monitoring
Water & Wastewater Services

DATE: June 21, 2007

SUBJECT: Chatham – Kent Children’s Water Festival

RECOMMENDATIONS:

It is recommended that:

1. PUC participates in the 2007 Chatham-Kent Children’s Water Festival through in-kind contributions and financial support.

BACKGROUND:

Children’s Water Festivals (CWF) are fund educational events designed to teach students about the protection and conservation of water resources.

The first CWF took place in Milton, Ontario in 1994 and was an overwhelming success. Since then festivals have been springing up across Ontario. Festivals run for a period of 4 or 5 days, educating 500 to 1000 students each day.

The Children’s Water Education Council (CWEC) was formed in 2001 to assist with the development of new Children’s Water Festivals and to broaden the message surrounding groundwater. CWEC is committed to educating children and their communities about respecting our valuable resources to help ensure a reliable water supply for the future.

Children’s Water Festivals rely on community support through donations of money, products, and in-kind services as well as the participation of over 600 volunteers.

COMMENTS:

The first annual Chatham-Kent Children’s Water Festival will be held at the C.M Wilson Conservation Area from October 2nd to 6th and will have over 40 hands-on water related activity centres and interactive displays with participation from industry professionals, groundwater experts, and enthusiastic educators.

The Chatham-Kent PUC has been asked to build a interactive water treatment plant, wastewater plant and distribution models. PUC staff agreed to build these displays, staff them during the festival and provide assistance in setting up and tearing down the entire festival. Once these displays have been built, they will be used at future Children’s Water Festivals within Chatham-Kent.

The event is geared to Grade 4 students who are eager to accept new ideas and all activities are linked to the science and environment topics in the Ontario Curriculum.

Students will be challenged to consider the importance of water to them and to society at large. It is our belief that everyone participating in our festival will become catalysts for change by taking knowledge and newfound respect for water back to their homes, schools, and communities.

The following Key messages surrounding water will be addressed:

- The physical science of groundwater;
- The water cycle;
- The protection, management and utilization of groundwater in rural and urban settings;
- The interdependence of people, plants, animals, soil, air and water;
- The interactions between people and water and the effect it has on our environment;
- The role of water in processing and technology;
- The importance of conserving water daily

Educating children about personal conservation is essential to sustain our water supply and a healthy environment for future generations.

The CK Children's Water Festival is being organized by a volunteer committee, which has been volunteering their time for the last eighteen months, whose partners include:

- CAW locals 200 and 1941
- CAW Local 127 Environmental Committee
- Chatham-Kent Public Utilities Commission
- Conseil scolaire du district des ecoles catholiques du Sud-Ouest
- Kent Federation of Agriculture
- Lambton-Kent District School Board
- Lower Thames Valley Conservation Authority
- Rondeau Watershed Coalition
- Stewardship Kent-Ministry of Natural Resources
- St. Clair Catholic District School Board
- St. Clair Region Conservation Authority
- University of Guelph – Ridgetown Campus

By providing a in-kind and financial donation of \$10,000 or more, our logo and name will be listed as OCEAN sponsor on event sponsor board on, on website, in all publications and in media releases.

COMMUNITY STRATEGIC PLAN IMPACT:

The recommendations in this report support the following objectives and strategic directions:

A: Health – We are a healthy community

A3: Promote healthy lifestyles

C: Environment – We are a green community

C3: Promote protection and restoration of our natural resources

C4: Promote responsible consumption of our non-renewable resources

F: Learning – We are a learning community

F2: Support the delivery of lifelong learning programs

The recommendations will not adversely impact the remainder of the Community Strategic Plan.

OTHERS CONSULTED:

Denise Dykema, Chatham-Kent Children's Water Festival Coordinator

Su Morin, Rondeau Water Shed Coalition

General Manager, Chatham-Kent PUC

BUDGET IMPACT:

The budget impact will be as follows:

Staff hours to build and staff displays: \$5,000 in kind contribution

Materials for displays: \$5,000

Bussing for volunteers: \$1500

Prepared by:

 Robin Dudley
 Supervisor – Environmental Compliance Monitoring
 Chatham-Kent PUC

Reviewed by:

Reviewed by:

 Scott Praill, CET, B. Comm
 General Manager
 Chatham-Kent PUC

 Gerry Wolting, B. Math, CA.
 Acting Chief Administrative Officer

Moved by Commissioner Vercoouteren and seconded by Commissioner Faas.

“That the PUC participates in the 2007 Chatham-Kent Children’s Water Festival through in-kind contributions and financial support.”

Motion carried

5. INFORMATION

a) Award of Tender: Sanitary Sewer & Combined Sewer Evaluation (Blenheim)

MUNICIPALITY OF CHATHAM-KENT

INFRASTRUCTURE AND ENGINEERING SERVICES

ENGINEERING AND TRANSPORTATION DIVISION

TO: Scott J. Praill, CET, B.Comm.
General Manager, Chatham-Kent PUC

FROM: Stephen E. Jahns, B.A.Sc., P.Eng., CMMII
Manager, Infrastructure and Transportation
Engineering and Transportation Division

DATE: May 16, 2007

SUBJECT: Award of Tender: T07-146
Sanitary Sewer and Combined Sewer Evaluation
Community of Blenheim, Municipality of Chatham-Kent

RECOMMENDATIONS

It is recommended that:

1. The tender in the amount of \$28,298.07 (\$26,696.30 + GST) be awarded to the firm of 1223254 Ontario Limited operating as Sewer Maintenance Services of Kingsville, Ontario.
2. The General Manager of the Chatham-Kent PUC approve the tender award in accordance with the Purchasing Policy of the Municipality of Chatham-Kent.

BACKGROUND

Over the past year, Chatham-Kent PUC has received a number of reports from Engineering and Transportation Division which have outlined the results of sanitary and combined sewer investigations conducted within the Municipality of Chatham-Kent. Such reports have typically been of a reactive nature in that these investigations sought to identify the cause(s) of existing issues being experienced with sewers within a particular community or neighborhood within the Municipality. Such issues may include poor conveyance of flows, continued maintenance issues, and possibly even flooding.

The award of this tender marks a departure from such reactive investigations as the 2007 PUC Lifecycle Sanitary Sewer Budget has been developed to include allowances for the planned and systematic inspection of both sanitary and combined sewers within the urban communities of Chatham-Kent. By phasing the work over a five or six year cycle, this process seeks to investigate the vast majority of such sewer infrastructure.

COMMENTS

In late 2006, Engineering and Transportation Division developed the 2007 PUC Lifecycle Sanitary Sewer Budget which included allowances for the planned and systematic inspection of both sanitary and combined sewers within the urban communities of Chatham-Kent. In late 2006 and early 2007, Engineering and Transportation Division, in dialogue with the PUC and its supervisory staff, undertook to develop the first wave of tenders associated with this work.

The tenders include the following scope of work so as to evaluate and document the existing sewer infrastructure within the study areas:

- flushing of sanitary sewer lines
- cctv inspection to document existing condition
- fog testing
- maintenance hole inspection

Flushing of sanitary sewer lines serves the purpose of cleansing existing lines of any accumulated matter and affords evaluators a clearer view of the sewer infrastructure during evaluation by closed circuit television methods. CCTV inspection also allows the PUC delivery of video or DVD copies of all inspections should they be required for reference in future years.

Fog testing is the process of forcing “fog” filled air into the sewer system. The fog under pressure will fill the line and any connections. Whether in a municipal mainline sewer, residential or industrial system, breaks or illegal taps in the sewer line will allow the fog to escape and surface through the ground or pipe work quickly revealing the source of the problem.

The process of fog testing sees a non-toxic “fog” introduced into the existing system. Additional pressure (only enough to overcome atmospheric pressure) is introduced to facilitate dispersion of the fog throughout the entire system. Provided openings exist for the fog to flow, fog tests are effective, regardless of surface characteristics, soil make-up and depth of sewer lines.

Fog testing is the most cost effective and efficient way to locate infiltration (inflow) and exfiltration (outflow) problems in sewer systems. It is used to find leaks, inflow sources and most restrictive conditions within the sewer lines. Fog testing is also an extremely efficient method for tracking piping systems and other mapping purposes.

The work identified within this contract is located within the area identified in Appendix A and seeks to evaluate 7.2 kilometres of sanitary sewer lines and 104 maintenance holes structures.

Tenders were let in April, 2007 and were received and opened on May 15, 2007 by the Purchasing Officer. The results are as presented in the following table:

Table 1 - Tender Results Contract T07-146 Sanitary Sewer and Combined Sewer Evaluation Community of Blenheim, Municipality of Chatham-Kent		
Rank	Bidder and Location	Tender Amount (including GST)
1	Sewer Maintenance Systems – Kingsville, Ontario	\$28,298.07
2	Veolia Sewer Services Incorporated – Pickering, Ontario	\$47,493.94
3	Benko, London, Ontario	\$48,066.51

Engineering and Transportation Division has reviewed the tenders and notes that they are complete in all respects. All fees associated with this project will be funded through the 2007 PUC Lifecycle Sanitary Sewer Budget. A detailed financial breakdown associated with this project is provided in the Financial Implications section of this report.

Prior to the commencement of any work, the contractor is required to circulate notices to area residents advising them of the work schedule and details regarding the nature of the work to be done.

COMMUNITY STRATEGIC PLAN

The recommendations in this report support the following objectives and strategic directions:

A. Health – We are a healthy community

A1: Provide sufficient capacity to sustain community health and economic growth

B. Economy – We are a prosperous community

B3: Maintain and enhance new and existing infrastructure to support economic and smart growth opportunities

Desired Outcomes

- Support new infrastructure investments and modernize existing infrastructure

The recommendations will not adversely impact on the remainder of the Community Strategic Plan.

CONSULTATION

The tenders were developed by Engineering and Transportation Division and consider operational information brought forward by PUC and Public Works Supervisory Staff.

The tenders were opened by the Purchasing Officer and reviewed by the Tendering Committee comprised of the Purchasing Officer, Corporate Services, the Director, Financial Services/Treasurer, Corporate Services and the Director, Engineering and Transportation Division, Infrastructure and Engineering Services.

FINANCIAL IMPLICATIONS

The recommendations associated with this report have an associated financial implication of \$28,298.07 (\$26,696.30 + GST) which is to be funded from the 2007 PUC Lifecycle Sanitary Sewer Budget.

Prepared by:

Reviewed by:

Stephen E. Jahns, B.A.Sc., P.Eng., CMM II
 Manager, Infrastructure and Transportation
 Division Infrastructure and Engineering Services

Gary Northcott, P. Eng.
 Director, Engineering and Transportation
 Infrastructure and Engineering Services

Reviewed by:

Approved by:

Leo Denys, P. Eng.
General Manager
Infrastructure and Engineering Services

Scott J. Praill, CET, B.Comm.
General Manager, Chatham-Kent PUC

b) Award of Tender: Sanitary Sewer & Combined Sewer Evaluation (Mitchell's Bay)

MUNICIPALITY OF CHATHAM-KENT

INFRASTRUCTURE AND ENGINEERING SERVICES

ENGINEERING AND TRANSPORTATION DIVISION

TO: Scott J. Praill, CET, B.Comm.
General Manager, Chatham-Kent PUC

FROM: Stephen E. Jahns, B.A.Sc., P.Eng., CMMII
Manager, Infrastructure and Transportation
Engineering and Transportation Division

DATE: May 16, 2007

SUBJECT: Award of Tender: T07-149
Sanitary Sewer and Combined Sewer Evaluation
Community of Mitchell's Bay, Municipality of Chatham-Kent

RECOMMENDATIONS

It is recommended that:

1. The tender in the amount of \$14,142.78 (\$13,342.25 + GST) be awarded to the firm of 1223254 Ontario Limited operating as Sewer Maintenance Services of Kingsville, Ontario.
2. The General Manager of the Chatham-Kent PUC approve the tender award in accordance with the Purchasing Policy of the Municipality of Chatham-Kent.

BACKGROUND

Over the past year, Chatham-Kent PUC has received a number of reports from Engineering and Transportation Division which have outlined the results of sanitary and combined sewer investigations conducted within the Municipality of Chatham-Kent. Such reports have typically been of a reactive nature in that these investigations sought to identify the cause(s) of existing issues being experienced with sewers within a particular community or neighborhood within the Municipality. Such issues may include poor conveyance of flows, continued maintenance issues, and possibly even flooding.

The award of this tender marks a departure from such reactive investigations as the 2007 PUC Lifecycle Sanitary Sewer Budget has been developed to include allowances for the planned and systematic inspection of both sanitary and combined sewers within the urban communities of Chatham-Kent. By phasing the work over a five or six year cycle, this process seeks to investigate the vast majority of such sewer infrastructure.

COMMENTS

In late 2006, Engineering and Transportation Division developed the 2007 PUC Lifecycle Sanitary Sewer Budget which included allowances for the planned and systematic inspection of both sanitary and combined sewers within the urban communities of Chatham-Kent. In late 2006 and early 2007, Engineering and Transportation Division, in dialogue with the PUC and its supervisory staff, undertook to develop the first wave of tenders associated with this work.

The tenders include the following scope of work so as to evaluate and document the existing sewer infrastructure within the study areas:

- flushing of sanitary sewer lines
- cctv inspection to document existing condition
- fog testing
- maintenance hole inspection

Flushing of sanitary sewer lines serves the purpose of cleansing existing lines of any accumulated matter and affords evaluators a clearer view of the sewer infrastructure during evaluation by closed circuit television methods. CCTV inspection also allows the PUC delivery of video or DVD copies of all inspections should they be required for reference in future years.

Fog testing is the process of forcing “fog” filled air into the sewer system. The fog under pressure will fill the line and any connections. Whether in a municipal mainline sewer, residential or industrial system, breaks or illegal taps in the sewer line will allow the fog to escape and surface through the ground or pipe work quickly revealing the source of the problem.

The process of fog testing sees a non-toxic “fog” introduced into the existing system. Additional pressure (only enough to overcome atmospheric pressure) is introduced to facilitate dispersion of the fog throughout the entire system. Provided openings exist for the fog to flow, fog tests are effective, regardless of surface characteristics, soil make-up and depth of sewer lines.

Fog testing is the most cost effective and efficient way to locate infiltration (inflow) and exfiltration (outflow) problems in sewer systems. It is used to find leaks, inflow sources and most restrictive conditions within the sewer lines. Fog testing is also an extremely efficient method for tracking piping systems and other mapping purposes.

The work identified within this contract is located within the area identified in Appendix A and seeks to evaluate 3.7 kilometres of sanitary sewer lines and 49 maintenance holes structures.

Tenders were let in April, 2007 and were received and opened on May 15, 2007 by the Purchasing Officer. The results are as presented in the following table:

Table 1 - Tender Results Contract T07-149 Sanitary Sewer and Combined Sewer Evaluation Community of Mitchell's Bay, Municipality of Chatham-Kent		
Rank	Bidder and Location	Tender Amount (including GST)
1	Sewer Maintenance Systems – Kingsville, Ontario	\$14,142.78
2	Benko – London, Ontario	\$24,811.54 ^A
3	Veolia Sewer Services Incorporated – Pickering, Ontario	\$27,013.94
Note A: Corrected value arithmetic error noted but did not result in a change in rank.		

Engineering and Transportation Division has reviewed the tenders and notes that they are complete in all respects. All fees associated with this project will be funded through the 2007 PUC Lifecycle Sanitary Sewer Budget. A detailed financial breakdown associated with this project is provided in the Financial Implications section of this report.

Prior to the commencement of any work, the contractor is required to circulate notices to area residents advising them of the work schedule and details regarding the nature of the work to be done.

COMMUNITY STRATEGIC PLAN

The recommendations in this report support the following objectives and strategic directions:

A. Health – We are a healthy community

A1: Provide sufficient capacity to sustain community health and economic growth

B. Economy – We are a prosperous community

B3: Maintain and enhance new and existing infrastructure to support economic and smart growth opportunities

Desired Outcomes

- Support new infrastructure investments and modernize existing infrastructure

The recommendations will not adversely impact on the remainder of the Community Strategic Plan.

CONSULTATION

The tenders were developed by Engineering and Transportation Division and consider operational information brought forward by PUC and Public Works Supervisory Staff.

The tenders were opened by the Purchasing Officer and reviewed by the Tendering Committee comprised of the Purchasing Officer, Corporate Services, the Director, Financial Services/Treasurer, Corporate Services and the Director, Engineering and Transportation Division, Infrastructure and Engineering Services.

FINANCIAL IMPLICATIONS

The recommendations associated with this report have an associated financial implication of \$14,142.78 (\$13,342.25 + GST) which is to be funded from the 2007 PUC Lifecycle Sanitary Sewer Budget.

Prepared by:

Reviewed by:

Stephen E. Jahns, B.A.Sc., P.Eng., CMM II
 Manager, Infrastructure and Transportation
 Division Infrastructure and Engineering Services

Gary Northcott, P. Eng.
 Director, Engineering and Transportation
 Infrastructure and Engineering Services

Reviewed by:

Approved by:

Leo Denys, P. Eng.
General Manager
Infrastructure and Engineering Services

Scott J. Praill, CET, B.Comm.
General Manager, Chatham-Kent PUC

c) Award of Tender: Sanitary Sewer & Combined Sewer Evaluation (Wallaceburg)

MUNICIPALITY OF CHATHAM-KENT
INFRASTRUCTURE AND ENGINEERING SERVICES
PUBLIC UTILITIES COMMISSION

TO: PUC Chairperson and Commissioners
FROM: Stephen E. Jahns, B.A.Sc., P.Eng., CMMII
Manager, Infrastructure and Transportation
Engineering and Transportation Division
DATE: May 16, 2007
SUBJECT: Award of Tender: T07-153
Sanitary Sewer and Combined Sewer Evaluation
Community of Wallaceburg, Municipality of Chatham-Kent

RECOMMENDATIONS

It is recommended that:

1. The tender in the amount of \$51,105.95 (\$48,213.16 + GST) be awarded to the firm of 1223254 Ontario Limited operating as Sewer Maintenance Services of Kingsville, Ontario.

BACKGROUND

Over the past year, Chatham-Kent PUC has received a number of reports from Engineering and Transportation Division which have outlined the results of sanitary and combined sewer investigations conducted within the Municipality of Chatham-Kent. Such reports have typically been of a reactive nature in that these investigations sought to identify the cause(s) of existing issues being experienced with sewers within a particular community or neighborhood within the Municipality. Such issues may include poor conveyance of flows, continued maintenance issues, and possibly even flooding.

The award of this tender marks a departure from such reactive investigations as the 2007 PUC Lifecycle Sanitary Sewer Budget has been developed to include allowances for the planned and systematic inspection of both sanitary and combined sewers within the urban communities of Chatham-Kent. By phasing the work over a five or six year cycle, this process seeks to investigate the vast majority of such sewer infrastructure.

Tenders were let in April, 2007 and were received and opened on May 15, 2007 by the Purchasing Officer. The results are as presented in the following table:

Table 1 - Tender Results Contract T07-153 Sanitary Sewer and Combined Sewer Evaluation Community of Wallaceburg, Municipality of Chatham-Kent		
Rank	Bidder and Location	Tender Amount (including GST)
1	Sewer Maintenance Systems – Kingsville, Ontario	\$51,105.95 ^A
2	Veolia Sewer Services Incorporated – Pickering, Ontario	\$74,749.08
3	Benko – London, Ontario	\$77,191.88

Note A: Corrected value arithmetic error noted but did not result in a change in rank.

Engineering and Transportation Division has reviewed the tenders and notes that they are complete in all respects. All fees associated with this project will be funded through the 2007 PUC Lifecycle Sanitary Sewer Budget. A detailed financial breakdown associated with this project is provided in the Financial Implications section of this report.

COMMENTS

In late 2006, Engineering and Transportation Division developed the 2007 PUC Lifecycle Sanitary Sewer Budget which included allowances for the planned and systematic inspection of both sanitary and combined sewers within the urban communities of Chatham-Kent. In late 2006 and early 2007, Engineering and Transportation Division, in dialogue with the PUC and its supervisory staff, undertook to develop the first wave of tenders associated with this work.

The tenders include the following scope of work so as to evaluate and document the existing sewer infrastructure within the study areas:

- flushing of sanitary sewer lines
- cctv inspection to document existing condition
- fog testing
- maintenance hole inspection

Flushing of sanitary sewer lines serves the purpose of cleansing existing lines of any accumulated matter and affords evaluators a clearer view of the sewer infrastructure during evaluation by closed circuit television methods. CCTV inspection also allows the PUC delivery of video or DVD copies of all inspections should they be required for reference in future years.

Fog testing is the process of forcing “fog” filled air into the sewer system. The fog under pressure will fill the line and any connections. Whether in a municipal mainline sewer, residential or industrial system, breaks or illegal taps in the sewer line will allow the fog to escape and surface through the ground or pipe work quickly revealing the source of the problem.

The process of fog testing sees a non-toxic “fog” introduced into the existing system. Additional pressure (only enough to overcome atmospheric pressure) is introduced to facilitate dispersion of the fog throughout the entire system. Provided openings exist for the fog to flow, fog tests are effective, regardless of surface characteristics, soil make-up and depth of sewer lines.

Fog testing is the most cost effective and efficient way to locate infiltration (inflow) and exfiltration (outflow) problems in sewer systems. It is used to find leaks, inflow sources and most restrictive conditions within the sewer lines. Fog testing is also an extremely efficient method for tracking piping systems and other mapping purposes.

The work identified within this contract is located within the area identified in Appendix A and seeks to evaluate 11.6 kilometres of sanitary sewer lines and 168 maintenance holes structures.

Prior to the commencement of any work, the contractor is required to circulate notices to area residents advising them of the work schedule and details regarding the nature of the work to be done.

COMMUNITY STRATEGIC PLAN

The recommendations in this report support the following objectives and strategic directions:

A. Health – We are a healthy community

A1: Provide sufficient capacity to sustain community health and economic growth

B. Economy – We are a prosperous community

B3: Maintain and enhance new and existing infrastructure to support economic and smart growth opportunities

Desired Outcomes/Proposed Activities

- Support new infrastructure investments and modernize existing infrastructure

The recommendations will not adversely impact on the remainder of the Community Strategic Plan.

CONSULTATION

The tenders were developed by Engineering and Transportation Division and consider operational information brought forward by PUC and Public Works Supervisory Staff.

The tenders were opened by the Purchasing Officer and reviewed by the Tendering Committee comprised of the Purchasing Officer, Corporate Services, the Director, Financial Services/Treasurer, Corporate Services and the Director, Engineering and Transportation Division, Infrastructure and Engineering Services.

The General Manager, Chatham-Kent PUC was consulted in the preparation of this report and supports the recommendation.

FINANCIAL IMPLICATIONS

The project summary is set out in the following table.

Table 2 – Financial Implications Contract T07-153 Sanitary Sewer and Combined Sewer Evaluation Community of Wallaceburg, Municipality of Chatham-Kent		
A) Project Costs	Low Tender (incl. GST)	\$ 51,105.95
	Engineering Design & Inspection	\$ 0.00
	Less GST Rebate 6%	-\$ 2,892.79
	Project Total	\$ 48,213.16
B) Lifecycle Sanitary Sewer Budget Update Summary	Total Approved 2007 Budget	\$ 1,600,000.00
	<u>Previously Approved Projects:</u>	
	T07-148 Sanitary Sewer Evaluation Dresden	-\$ 14,108.02
	T07-150 Sanitary Sewer Evaluation Ridgetown	-\$ 22,024.98
	T07-151 Sanitary Sewer Evaluation Thamesville	-\$ 6,733.95
	T07-146 Sanitary Sewer Evaluation Blenheim	-\$ 26,696.30
	T07-149 Sanitary Sewer Evaluation Mitchell's Bay	-\$ 13,342.25
<u>Current Project:</u>		
T07-153 Sanitary Sewer Evaluation – Wallaceburg	-\$ 48,213.16	
	Balance Available	\$ 1,468,881.84
Note: Three additional sewer investigations have yet to be tendered (Communities of Chatham, Tilbury, and Wheatley) More information will follow as it becomes available.		

Prepared by:

Reviewed by:

Stephen E. Jahns, B.A.Sc., P.Eng., CMM II
Manager, Infrastructure and Transportation
Division Infrastructure and Engineering Services

Gary Northcott, P. Eng.
Director, Engineering and Transportation Engineering and Transportation
Infrastructure and Engineering Services

Reviewed by:

Approved by:

Leo Denys, P. Eng.
General Manager
Infrastructure and Engineering Services

Acting Chief Administrative Officer
Gerry Wolting, B.Math, CA

Moved by Commissioner Faas and seconded by Commissioner Vercouteren.

“To receive items A – C for information.”

Motion carried

d) Revenue & Expenditure

MUNICIPALITY OF CHATHAM-KENT
Public Utilities Commission

“INFORMATION REPORT”

TO: PUC Chairperson and Commissioners
FROM: Scott Praill, CET, B.Comm.
General Manager, Chatham-Kent PUC
DATE: June 13, 2007
SUBJECT: Water/Wastewater Revenues and Expenditures

For information of the Commission.

BACKGROUND

The Summary of Revenues and Expenditures for water and wastewater are prepared monthly for the Commission's review and information.

COMMENTS

The year-to-date revenues and expenditures (May, 2007) are on historical usage patterns and no significant variances are projected in 2007.

The debt payments have been reported on a monthly basis to provide a better overview of the monthly revenues and expenditures.

CONSULTATIONS

Chatham-Kent Utility Services prepared the monthly summaries of budget information.

FINANCIAL IMPLICATIONS

No budget impacts are anticipated at this time.

Prepared by:

Reviewed by:

Jack Sonneveld
Senior Level Advisor, Chatham-Kent PUC

Scott Prail, C.E.T., B.Comm
General Manager, Chatham-Kent PUC

Reviewed by:

Gerry Wolting, B. Math, CA.
Acting Chief Administrative Officer

- e) Contractor Letter
- f) Update on Lead Testing (verbal)

General Manager Scott Prail reported on the MOE issue on water lead testing. Administration will communicate, to the MOE through ERB, that we are not in favour of the form of sampling that they are considering.

Moved by Commissioner Faas and seconded by Commissioner Vercouteren.

“To receive items D – F for information.”

Motion carried

6. NEW BUSINESS

NONE

7. NEXT MEETING

The next PUC Commission Meeting will be a “Special” Commission Meeting on Monday July 9, 2007 at 3:00 PM in room 212 at the Civic Centre and then Thursday, July 19, 2007 at 4:00 PM in the PUC Boardroom.

8. ADJOURNMENT

Moved by Commissioner Pinsonneault and seconded by Commissioner Vercouteren.

“That the Regular meeting be adjourned at 5:30 PM.”

Motion carried