

# MINUTES

## PUBLIC UTILITIES COMMISSION

**PUC BOARDROOM  
325 GRAND AVE E**

**APRIL 23, 2009**

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**PRESENT:** Chairman Bryon Fluker, Commissioners Joe Faas, Steve Pickard, Mayor Randy Hope, CAO Rob Browning, General Manager Tom Kissner, Senior Level Advisor Jack Sonneveld, Facility Systems Manager Rob Bernardi and Manager Fleet Services Ann-Marie Millson.

Commissioner Sheldon Parsons arrived at 3:15 PM.

**ABSENT:** Commissioner Steve Pinsonneault and Frank Vercouteren.

**1. CALL TO ORDER**

Chairman Bryon Fluker called the meeting to order at 3:00 PM.

**2. PECUNIARY INTEREST**

Commissioner Joe Faas declared pecuniary interest for report 4 E 2009 Vehicle Purchase.

**3. APPROVAL OF MINUTES**

- a) March 19, 2009
- b) April 6, 2009

**Moved by Commissioner Pickard and seconded by Commissioner Faas.**

**“That the March 19, 2009 Regular Meeting and April 6, 2009 Special Meeting be approved.”**

**Motion carried**

**4. REPORTS**

- a) Tender Award: Sanitary Sewer Evaluation – Ridgetown

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

**TO:** Tom Kissner  
General Manager, Chatham-Kent PUC

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

**DATE:** April 2, 2009

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**SUBJECT:** Award of Tender: T09-050  
Sanitary Sewer Evaluation  
Community of Ridgeway, Municipality of Chatham-Kent

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### **RECOMMENDATIONS**

It is recommended that:

1. The tender in the amount of \$18,685.70 (\$17,795.90 + GST) be awarded to Sewer Maintenance Services of Kingsville, Ontario.

### **BACKGROUND**

Over the past years, 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 continued departure from such reactive investigations as the 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**

The Engineering and Transportation Division has developed the 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 round of tenders associated with this work.

The current 2009 tenders constitute the third round of tenders associated with the 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 4,739 m of sanitary sewer lines and 55 maintenance hole structures.

Tenders were let in March 2009 and were received and opened on April 2, 2009 by the Purchasing Officer. The results are as presented in the following table:

Table 1 - Tender Results Contract T09-050 Sanitary Sewer Evaluation Community of Ridgetown, Municipality of Chatham-Kent		
Rank	Bidder and Location	Tender Amount (including GST)
1	Sewer Maintenance Service – Kingsville, Ontario	\$18,685.70 <sup>A</sup>
2	Sewer Technologies – Port Perry, Ontario	\$18,936.02
3	Benko Sewer Services – London, Ontario	\$20,162.44
4	Veolia ES Canada – Pickering, Ontario	\$22,930.48
Note A: Corrected arithmetic for rounding in calculation of GST (\$0.01) which did not impact rank of bids received.		

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 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 \$18,685.70 (\$17,795.90 + GST) which is to be funded from the 2009 PUC Lifecycle Sanitary Sewer Budget.

Prepared by:

Reviewed by:

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

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

Reviewed by:

\_\_\_\_\_  
Tom Kissner  
General Manager  
Chatham-Kent PUC

**b) Tender Award: Sanitary Sewer Evaluation – Thamesville**

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

**TO:** Tom Kissner  
General Manager, Chatham-Kent PUC

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

**DATE:** April 2, 2009

**SUBJECT:** Award of Tender: T09-051  
Sanitary Sewer Evaluation  
Community of Thamesville, Municipality of Chatham-Kent

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**RECOMMENDATIONS**

It is recommended that:

1. The tender in the amount of \$6,493.41 (\$6,184.20 + GST) be awarded to Benko Sewer Service of London, Ontario.

**BACKGROUND**

Over the past years, 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 continued departure from such reactive investigations as the 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**

The Engineering and Transportation Division has developed the 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 round of tenders associated with this work.

The current 2009 tenders constitute the third round of tenders associated with the 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 1,515 m of sanitary sewer lines and 22 maintenance hole structures.

Tenders were let in March 2009 and were received and opened on April 2, 2009 by the Purchasing Officer. The results are as presented in the following table:

Table 1 - Tender Results Contract T09-051 Sanitary Sewer Evaluation Community of Thamesville, Municipality of Chatham-Kent		
Rank	Bidder and Location	Tender Amount (including GST)
1	Benko Sewer Services – London, Ontario	\$6,493.41
2	Sewer Technologies – Port Perry, Ontario	\$7,031.85 <sup>A</sup>
3	Sewer Maintenance Services – Kingsville, Ontario	\$7,285.43 <sup>B</sup>
4	Veolia ES Canada – Pickering, Ontario	\$7,414.84
Note A: Corrected multiplication error in extension of line item which did not impact the rank of bids received.		
Note B: Corrected arithmetic for rounding in calculation of GST (\$0.01) which did not impact rank of bids received.		

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 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 \$6,493.41 (\$6,184.20 + GST) which is to be funded from the 2009 PUC Lifecycle Sanitary Sewer Budget.

Prepared by:

Reviewed by:

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

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

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Reviewed by:

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Tom Kissner  
General Manager  
Chatham-Kent PUC

### c) Tender Award: Sanitary Sewer Evaluation – Blenheim

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

**TO:** Tom Kissner  
General Manager, Chatham-Kent PUC

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

**DATE:** April 2, 2009

**SUBJECT:** Award of Tender: T09-046  
Sanitary Sewer Evaluation  
Community of Blenheim, Municipality of Chatham-Kent

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#### **RECOMMENDATIONS**

It is recommended that:

1. The tender in the amount of \$18,240.60 (\$17,372 + GST) be awarded to Sewer Technologies of Port Perry, Ontario, Ontario.

#### **BACKGROUND**

Over the past years, 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 continued departure from such reactive investigations as the 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**

The Engineering and Transportation Division has developed the 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 round of tenders associated with this work.

The current 2009 tenders constitute the third round of tenders associated with the 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 4,560 m of sanitary sewer lines and 70 maintenance hole structures.

Tenders were let in March 2009 and were received and opened on April 2, 2009 by the Purchasing Officer. The results are as presented in the following table:

Table 1 - Tender Results Contract T09-046 Sanitary Sewer Evaluation Community of Blenheim, Municipality of Chatham-Kent		
Rank	Bidder and Location	Tender Amount (including GST)
1	Sewer Technologies – Port Perry, Ontario	\$18,240.60
2	Sewer Maintenance Services – Kingsville, Ontario	\$18,276.30
3	Benko Sewer Services – London, Ontario	\$19,582.82
4	Veolia ES Canada – Pickering, Ontario	\$22,330.35

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 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 \$18,240.60 (\$17,372 + GST) which is to be funded from the 2009 PUC Lifecycle Sanitary Sewer Budget.

Prepared by:

Reviewed by:

Stephen E. Jahns, B.A.Sc., P.Eng., CMM III  
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:

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Tom Kissner  
General Manager  
Chatham-Kent PUC

d) Tender Award: Sanitary Sewer Evaluation – Wallaceburg

MUNICIPALITY OF CHATHAM-KENT  
INFRASTRUCTURE AND ENGINEERING SERVICES

PUBLIC UTILITIES COMMISSION

**TO:** Tom Kissner  
General Manager, Chatham-Kent PUC

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

**DATE:** April 9, 2009

**SUBJECT:** Award of Tender: T09-053  
Sanitary Sewer Evaluation  
Community of Wallaceburg, Municipality of Chatham-Kent

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**RECOMMENDATIONS**

It is recommended that:

1. The tender in the amount of \$63,612.36 (\$60,583.20 + GST) be awarded to Sewer Maintenance Services of Kingsville, Ontario.

**BACKGROUND**

Over the past years, 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 continued departure from such reactive investigations as the 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**

The Engineering and Transportation Division has developed the 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 round of tenders associated with this work.

The current 2009 tenders constitute the third round of tenders associated with the 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 16,724 m of sanitary sewer lines and 255 maintenance hole structures.

Tenders were let in March 2009 and were received and opened on April 9, 2009 by the Purchasing Officer. The results are as presented in the following table:

Table 1 - Tender Results		
Contract T09-053 Sanitary Sewer Evaluation		
Community of Wallaceburg, Municipality of Chatham-Kent		
Rank	Bidder and Location	Tender Amount (including GST)
1	Sewer Maintenance Services – Kingsville, Ontario	\$63,612.36
2	Sewer Technologies – Port Perry, Ontario	\$69,345.57
3	Benko Sewer Services – London, Ontario	\$71,721.16
4	Veolia ES Canada – Pickering, Ontario	\$81,109.14

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 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 \$63,612.36 (\$60,583.20 + GST) which is to be funded from the 2009 PUC Lifecycle Sanitary Sewer Budget.

Prepared by:

Reviewed by:

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

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

Reviewed by:

\_\_\_\_\_  
Tom Kissner  
General Manager  
Chatham-Kent PUC

Chairman Bryon Fluker moved report (f) to be included with item (a) – (d)

f) Tender Award: Sanitary Sewer Evaluation – Dresden

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

**TO:** Tom Kissner  
General Manager, Chatham-Kent PUC

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

**DATE:** April 9, 2009

**SUBJECT:** Award of Tender: T09-048  
Sanitary Sewer Evaluation  
Community of Dresden, Municipality of Chatham-Kent

**RECOMMENDATIONS**

It is recommended that:

1. The tender in the amount of \$11,415.28 (\$10,871.70 + GST) be awarded to Sewer Maintenance Services of Kingsville, Ontario.

**BACKGROUND**

Over the past years, 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 continued departure from such reactive investigations as the 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**

The Engineering and Transportation Division has developed the 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 round of tenders associated with this work.

The current 2009 tenders constitute the third round of tenders associated with the 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 2,794 m of sanitary sewer lines and 35 maintenance hole structures.

Tenders were let in March 2009 and were received and opened on April 9, 2009 by the Purchasing Officer. The results are as presented in the following table:

Table 1 - Tender Results Contract T09-048 Sanitary Sewer Evaluation Community of Dresden, Municipality of Chatham-Kent		
Rank	Bidder and Location	Tender Amount (including GST)
1	Sewer Maintenance Services – Kingsville, Ontario	\$11,415.28
2	Benko Sewer Service – London, Ontario	\$11,795.76
3	Sewer Technologies – Port Perry, Ontario	\$11,931.00
4	Veolia ES Canada – Pickering, Ontario	\$13,711.22

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 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 \$11,415.28 (\$10,871.70 + GST) which is to be funded from the 2009 PUC Lifecycle Sanitary Sewer Budget.

Prepared by:

Reviewed by:

\_\_\_\_\_  
Stephen E. Jahns, B.A.Sc., P.Eng., CMM III  
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:

\_\_\_\_\_  
Tom Kissner  
General Manager  
Chatham-Kent PUC

**Moved by Commissioner Faas seconded by Commissioner Pickard.**

**“That report (a) tender in the amount of \$18,685.70 (\$17,795.90 + GST) be awarded to Sewer Maintenance Services of Kingsville, Ontario.**

**“That report (b) tender in the amount of \$6,493.41 (\$6,184.20 + GST) be awarded to Benko Sewer Service of London, Ontario.**

**“That report (c) tender in the amount of \$18,240.60 (\$17,372 + GST) be awarded to Sewer Technologies of Port Perry, Ontario, Ontario.**

**“That report (d) tender in the amount of \$63,612.36 (\$60,583.20 + GST) be awarded to Sewer Maintenance Services of Kingsville, Ontario.**

**“That report (f) tender in the amount of \$11,415.28 (\$10,871.70 + GST) be awarded to Sewer Maintenance Services of Kingsville, Ontario.”**

**Motion carried**

e) 2009 Vehicle Purchases

Commissioner Joe Faas stepped out.

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:** April 14, 2009  
**SUBJECT:** Purchase of Four (4) Full-Size Pickups & One (1) Crew Cab ½ Ton Pickup

**RECOMMENDATIONS**

It is recommended that:

1. The low tender meeting specification of Heuvelman Chev Olds for the purchase of four (4) full-size extended cab pick ups in the amount of \$87,328.80 (including P.S.T.) be approved.
2. The low tender meeting specification of Heuvelman Chev Olds for the purchase of one (1) Crew Cab ½ ton pick up in the amount of \$24,169.32 (including P.S.T.) be approved.

**BACKGROUND**

The Public Utilities Commission (P.U.C.) approved the 2009 vehicle replacement list at the November 2008 meeting. The estimated cost to replace four extended cab pickups and one crew cab pick up was approved at \$140,000.00.

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 Board will note that we have disqualified vendors from each tender request. Upon reviewing the submitted results, it was clear that each General Motor Dealership had submitted similar models, but had significantly different prices. In researching the results a second addendum was released to verify the differences. However under the tendering policy, prices have already been released so the addendum can not be used to solve this tender. The spreadsheet used to determine lowest bid meeting specification was sent to General Motors of Canada head office to the Government Fleet representative to review for accuracy and compliancy. At his advice, he determined who had been the vendor which submitted the correct bid specifications requested. This report reflects that decision.

The following results were submitted for tender T09-603 for the purchase of four (4) full-sized extended cab pickup trucks:

Company	Year and Make	Purchase Price (Including PST)
John Gibbon Pontiac Buick	2009 GMC Sierra	Disqualified
Riverview Automotive	2009 Chevrolet Silverado	Disqualified
<b>Heuvelman Chev Olds</b>	<b>2009 Chevrolet Silverado</b>	<b>\$87,328.80</b>
Lally Sales & Service	2009 Ford F150	\$96,318.72
Columbo Motors	2009 Dodge Ram 1500	\$104,578.56

It is recommended that the low tender meeting specifications of Heuvelmans Chev Olds for the purchase of four (4) full-sized extended cab pick-ups in the amount of \$87,328.80 (P.S.T. included) be approved.

The following results were submitted for tender T09-604 for the purchase of one (1) crew cab ½ ton pick up truck:

Company	Year and Make	Purchase Price (Including PST)
Riverview Automotive	2009 Chevrolet Silverado	Disqualified
<b>Heuvelman Chev Olds</b>	<b>2009 Chevrolet Silverado</b>	<b>\$24,169.32</b>
Columbo Motors	2009 Dodge Ram	\$26,263.44
Lally Ford	2009 Ford F150	\$26,334.72
Tilbury Chrysler	2009 Ram 150	\$28,365.12

It is recommend that the low tender meeting specification of Heuvelman Chev Olds for the purchase of one (1) crew cab ½ ton pick up in the amount of \$24,169.32 (P.S.T. included) be approved.

**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.

**CONSULTATIONS**

Staff members of the PUC as well as the Managers and the General Manager, Chatham-Kent PUC, were consulted and are in agreement with the recommendations of this report.

**FINANCIAL IMPLICATIONS**

Budget for 2009	\$ 140,000.00
Four (4) full-size extended cab pick-up trucks	\$ -87,328.80
One (1) crew cab ½ ton pick up truck	<u>\$ -24,169.32</u>
Budget Remaining	<u>\$ 28,501.88</u>

Prepared by:

Reviewed by:

\_\_\_\_\_  
Ann-Marie Millson,  
Manager, Fleet Services

\_\_\_\_\_  
Tom Kissner  
General Manager,  
Chatham-Kent, PUC

Reviewed by:

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Rob Browning  
Chief Administrative Officer

**Moved by Commissioner Pickard seconded by Mayor Hope.**

**“That the low tender meeting specification of Heuvelman Chev Olds for the purchase of four (4) full-size extended cab pick ups in the amount of \$87,328.80 (including P.S.T.) be approved.**

**The low tender meeting specification of Heuvelman Chev Olds for the purchase of one (1) Crew Cab ½ ton pick up in the amount of \$24,169.32 (including P.S.T.) be approved.”**

**Motion carried**

**5. INFORMATION**

**a) Water/Wastewater Revenue & Expenditure**

MUNICIPALITY OF CHATHAM-KENT  
Public Utilities Commission

"INFORMATION REPORT"

**TO:** PUC Chairperson and Commissioners  
**FROM:** Jack Sonneveld  
Senior Level Advisor, Chatham-Kent PUC  
**DATE:** April 16, 2009  
**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 (March, 2009) are on historical usage patterns and no significant variances are projected in 2009. We have also included a copy of the annual summary of Water and Wastewater Revenue and Expenditures to provide historical information for the current year.

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:

\_\_\_\_\_  
Jack Sonneveld  
Senior Level Advisor,  
Chatham-Kent PUC

Reviewed by:

\_\_\_\_\_  
Tom Kissner  
General Manager,  
Chatham-Kent PUC

Reviewed by:

\_\_\_\_\_  
Rob Browning  
Chief Administrative Officer  
Chatham-Kent

**b) Water/Wastewater Revenue Collection (Delinquent Account)**

MUNICIPALITY OF CHATHAM-KENT  
Public Utilities Commission

"INFORMATION REPORT"

**TO:** PUC Chairperson and Commissioners  
**FROM:** Jack Sonneveld  
Senior Level Advisor, Chatham-Kent PUC  
**DATE:** April 09, 2009

**SUBJECT:** Water/Wastewater Revenue Collection (Delinquent Accounts)

For information of the Commission.

**BACKGROUND**

The Chatham-Kent PUC requested an update on the historical information relating to delinquent accounts and the status of revenue collection and the current (2009) information.

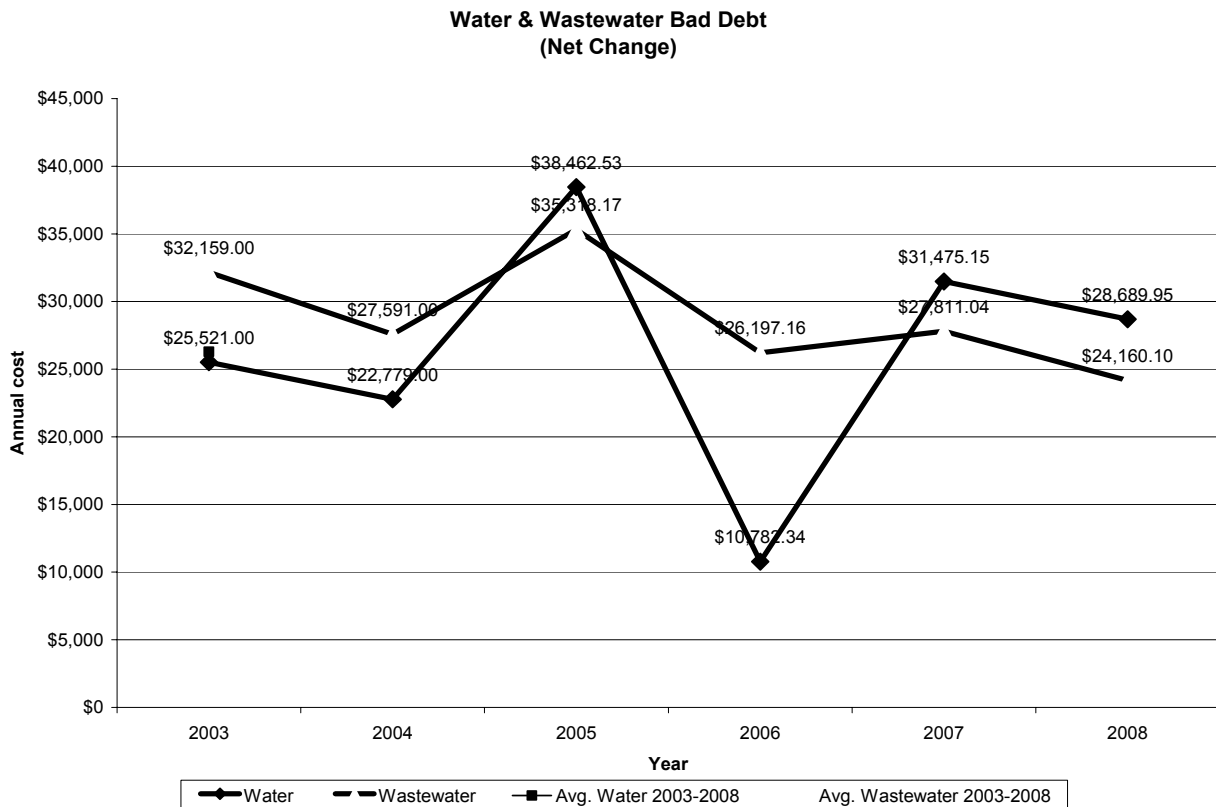
**COMMENTS**

The historical information for the period 2003-2008 has been provided by Chatham-Kent Utility Services. The “Bad Debt” Write Off, Recoveries and Net Expense information is summarized in the attached Tables #1, #2 & #3.

The delinquent accounts are collected through tax roll, credit bureau, etc.

The 2009 information is consistent with historical patterns and no significant variances are projected for 2009. Administration will continue to monitor the delinquent accounts and prepare an update to the PUC for September/October, 2009.

The following chart indicates that the delinquent account values have been relatively consistent during the past six (6) years



**CONSULTATION**

Chatham-Kent Utility Services prepared the summaries of revenue write off information.

**FINANCIAL IMPLICATIONS**

The annual impact on the revenue collected is approximately 0.26% of the total revenue. No additional budget impacts are anticipated at this time for the current budget.

Prepared by:

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Jack Sonneveld  
Senior Level Advisor,  
Chatham-Kent PUC

Reviewed by:

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Tom Kissner  
General Manager,  
Chatham-Kent PUC

Reviewed by:

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Rob Browning  
Chief Administrative Officer  
Chatham-Kent

### c) RBC Blue Water Leadership Grant

MUNICIPALITY OF CHATHAM-KENT  
PUBLIC UTILITIES COMMISSION  
INFORMATION REPORT

**TO:** PUC Chairperson and Commissioners  
**FROM:** Tom Kissner  
General Manager, Chatham-Kent PUC  
**DATE:** March 25, 2009  
**SUBJECT:** RBC Blue Water Leadership Grant

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This report is for the information of the Commission.

#### **BACKGROUND**

In April of 2008 a report, authored by Gerard Van Arkel of Golder Associates Ltd. and entitled "Evaluation of Raw Water Monitoring for the Wallaceburg Water Treatment Plant" was received by Commission. The primary objectives of the report were to:

- 1 provide a preliminary assessment of the applicability of the Sarnia Lambton Environmental Association (SLEA) and Michigan Water Quality monitoring locations to provide adequate protection for the Wallaceburg water intake
- 2 review the existing water quality data for the St. Clair River and complete a screening level comparison to the appropriate drinking water guidelines
- 3 provide recommendations, as appropriate, for additional studies that may be required to ensure the continued protection of the Wallaceburg intake

The following motions were passed by Commission upon review of the report:

1. The Chatham-Kent Public Utilities Commission authorizes Administration to investigate possible grants that may be available to fund a study to determine the most appropriate parameters to be considered for a new monitoring location or to be implemented at an existing monitoring station. The study should include a risk assessment of the various parameters and the costs associated with the monitoring.
2. Administration meet with the Sarnia Lambton Environmental Association (SLEA) to discuss the possible expansion to the range of parameters that are currently being monitored at their monitoring station located at Courtright and to determine the cost associated with additional parameter sampling.

Over the past year, Administration has been reviewing grant programs with regards to guidelines that would allow for the submission of an application in support of funding for a study to be conducted as prescribed in recommendation #1. Administration has also been working closely with the Conservation Authorities (CA) as that organization has access to funding programs dealing with source water protection. Subsequent to the April 2008 Commission meeting, Administration did contact the manager of SLEA to indicate that upon the completion of a study to assess parameters and the associated risks, an official meeting request would be forwarded to discuss the possible integration of additional parameter analysis at the SLEA monitoring station located at Courtright.

#### **COMMENTS**

Administration was contacted by Mr. Brian McDougall of the St. Clair Region Conservation Authority (SCRCA), in early March 2009 regarding an application being submitted by the SCRCA to the RBC Blue Water Leadership Grant Program for funding to complete

a study to determine the most appropriate parameters to be considered for implementation at the existing monitoring station. The first phase of the RBC's Blue Water Project includes a pledge of \$50 million in grants worldwide, over 10 years to support initiatives that foster a culture of water stewardship. Consideration will be given to programs or projects that make a meaningful difference to communities and the environment and fall into two areas:

1. Watershed Protection – programs that focus on watershed awareness, community based watershed stewardship, protection and restoration of sensitive natural areas or sustainable water use and conservation
2. Access to clean drinking water – programs and projects that focus on making sure communities have access to clean, safe drinking water when and where it is needed.

Documentation from RBC has indicated that preference for funding will be directed to programs or projects that involve the collaborations between two or more organizations. Material also indicates that the Lead Applicant for the funding must be a registered charity with the Canada Revenue Agency (CRA). Conservation Authorities are registered as a charity with CRA and it is for this reason that the SCRCA is applying for this funding. Correspondence from RBC has confirmed that the application has been received and that outcome notification will be provided by June 30, 2009.

### **CONSULTATIONS**

Mr. Brian McDougall, Director of Watershed Services,  
St. Clair Conservation Authority

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

Prepared by:

Reviewed by:

\_\_\_\_\_  
Tom Kissner  
General Manager  
Chatham-Kent PUC

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Jack Sonneveld  
Senior Level Advisor  
Chatham-Kent PUC

## **d) Automated Meter Reading**

MUNICIPALITY OF CHATHAM-KENT  
PUBLIC UTILITIES COMMISSION  
INFORMATION REPORT

**TO:** PUC Chairperson and Commissioners  
**FROM:** Tom Kissner  
General Manager, Chatham-Kent PUC  
**DATE:** April 14, 2009  
**SUBJECT:** Automatic Meter Reading

This report is for the information of the Commission.

### **BACKGROUND**

At its regular meeting of March 19, 2009, Commission approved the spending of \$221,000 for the purchase and installation of 1,000 new water meters as part of a "Pilot Project" that would accommodate an automatic meter reading (AMR) system. C-K Energy has installed a number of automatic read hydro meters and will continue with the conversion from a manual meter read system to an AMR system over the next two years. The "Pilot Project" will allow for the implementation of an AMR system for water on a small scale in order to test and evaluate the AMR technology for water before a recommendation is made to Commission with regards to an implementation of an AMR system for all PUC customers. The successful integration of an AMR system for water into the existing hydro system is imperative as the PUC will bear all of the costs associated with manual meter reading in the future. Currently, meter reading costs are shared between C-K PUC and C-K Hydro.

### **COMMENTS**

Since 2002, meter reading technology has rapidly evolved. Initially, AMR was more focused on hydro metering but over past few years has included water metering as well. Originally, AMR was limited to a simple replacement for a monthly manual meter read. Now proven technology provides even more savings from ongoing meter reading costs as well as providing significant additional information

through multiple daily reads to improve customer service, water conservation and capital and operational planning and analysis. Some of the specific advantages of multiple daily reads per meter in fixed network automated meter reading in utility billing and customer service are:

- cost savings for personnel and equipment with the elimination of manually read meters throughout the Municipality
- daily leak detection for each connection,
- daily theft detection for inactive accounts,
- account activation or disconnection the same day or the exact request day, including weekends, for customers moving in or out of a location,
- meaningful usage information to customers with high bills,
- even reading cycles and avoidance of estimated bills regardless of weather, holidays or staffing shortages, and
- smoothing bill processing workloads across each month.

The fixed network AMR technology could also serve the PUC's water conservation program to:

- provide daily identification of irrigation system compliance with odd/even irrigation ordinances,
- identify irrigation systems that may have rain sensor failures

In addition, daily reads can provide meaningful system wide data to facilitate system operation and capital planning by:

- providing data on daily demand in each system or a particular area of a system and
- providing data on peak and average demand in specific utility subsystems and pressure zones to support engineering design of capital requirements and upgrades, and
- identify meter failures quickly

With the implementation of an AMR system, additional revenue may be generated by

- reporting accurate usage because as meters age they report less usage than actual flows, and by
- identifying unmetered flows.

Given the financial impact of not having an integrated water/hydro AMR system as well as the significant potential savings and improved customer service, Administration views the "Pilot Project" as an important step in making further recommendations to Commission with regards to moving towards a Municipal wide AMR system for water.

#### **CONSULTATIONS**

Tomo Matesic, Director, Business Development, C-K Utility Services  
Hugh Bridgen, Director, Metering and Technical Services, C-K Utility Services

#### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

Prepared by:

Reviewed by:

\_\_\_\_\_  
Tom Kissner  
General Manager  
Chatham-Kent PUC

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Jack Sonneveld  
Senior Level Advisor  
Chatham-Kent PUC

**Moved by Commissioner Pickard seconded by Commissioner Faas.**

**"To receive report (a) to (d) for information.**

**Administration to bring back report 5 (d) to the May 2009 Regular PUC Commission Meeting for the powerpoint presentation.**

**Administration to break down the delinquent accounts (report b) showing industrial, residential and commercial and bring information back to the Commission.**

**Administration to develop a landlord/tenant policy (report b) as well as detailed strategy of recouping delinquent accounts."**

**Motion carried**

#### **6. NEW BUSINESS**

NONE

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7. **NEXT MEETING**

The next PUC Commission Meeting is scheduled for Thursday May 28, 2009 at 3:00 PM in the PUC Boardroom.

8. **ADJOURN**

**Moved by Commissioner Vercouteren seconded by Commissioner Faas.**

**“That the Regular meeting be adjourned at 3:45 PM”.**

**Motion carried**