

A G E N D A
REGIONAL SEWER COMMITTEE MEETING
May 16, 2019 10:00 am
VINEYARDS ROOM, MUNICIPAL COMPLEX, KENTVILLE NS

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| 1. General Introduction/Welcome | Chair |
| a. Additions to Agenda | |
| b. Approval of Agenda | |
| 2. Disclosure of Conflict of Interest Issues | All |
| 3. Review of Previous Meeting Minutes (March 21, 2019) | All |
| 4. Business Arising from the Minutes: | |
| 5. Letter on System Capacity for PEPSICO (copy) | Scott |
| 6. Work Plan Items | All |
| 7. Operations: | |
| a. Operations Update | Thoren |
| • New air lines for cells 3 and 4 will delay a part of this year's cell 1 upgrade. | |
| b. Compliance Update | Kevin |
| c. Timesheets | Kevin |
| 8. Capital Updates | Tim |
| 9. New Business | |
| 10. Correspondence | |
| 11. Other: | |
| 12. Next Meeting Date – June 20, 2019 | |

REGIONAL SEWER COMMITTEE MEETING MINUTES

March 21, 2019

A meeting of the Regional Sewer Committee was held Thursday, March 21, 2019 at 10:00 am in the Vineyards Room, Kentville NS.

In attendance:

Municipality of the County of Kings

Councillor Jim Winsor, Chair*

Scott Quinn, Director of Engineering & Public Works, Lands & Parks Service

Tim Bouter, Manager of Engineering Services

Thoren Pelly, Manger of Public Works

Greg Barr, Director of Finance and IT

Kevin Wheaton, Financial Analyst

Karen Kluska, Financial Analyst

Lisa Amon, Recording Secretary

Town of Kentville

Councillor Cate Savage

Mark Phillips, CAO

Village of New Minas

Commissioner Maynard Stevens

Gerard Hamilton, Operations Manager

April Ernest, Clerk/Treasurer

PepsiCo Foods Canada

Cory Palmer, Technical Director

Regrets:

None.

Call to Order

Chair Councillor Winsor called the meeting to order at 10:00 a.m.

Additions to the Agenda

There were no additions to the agenda.

Approval of the Agenda

Councillor Savage moved to approve the agenda; seconded by Commissioner Stevens.

Motion Carried.

Disclosure of Conflict of Interest Issues

There were no issues.

Approval of the Previous Meeting Minutes

Commissioner Stevens moved that the minutes of the February 21, 2019 Regional Sewer Committee meeting be approved as circulated; seconded by Councillor Savage. Motion Carried.

Business Arising from the Minutes

None.

Update of comfort letter on System Capacity for PEPSICO

Scott Q reported the comfort letter on system Capacity for PEPSICO has been signed off on. Councillor Winsor requested that Scott attach a copy of the letter to the next meeting as correspondence.

- *Scott will follow up with the CAO and attach a copy of the letter to the next meeting agenda package.*

RS Work Plan

- *Scott/Thoren will arrange treatment plant tours in the spring when the weather gets better.*
- *Scott will review CBCL's memo. Scott reported that he is using a template to develop an Asset Management Work Plan for Regional STP. Councillor Winsor questioned if future expansion options in New Minas would be captured in the Asset Management Plan. Scott explained a full review will be completed.*

Operational and Capital Budget

Gerard reported that the New Minas Village Commission has approved the proposed Regional Sewer budget. Cory reported PEPSICO has also approved the proposed Regional Sewer budget. Councillor Savage advised the proposed Regional Sewer budget will be ratified at the TOK's Monday Council meeting. All partners will then be ready for the proposed budget to be forwarded to Municipal Council on April 3rd for approval.

On the motion of Councillor Savage; seconded by Commissioner Stevens the Regional Sewer Committee recommends that Municipal Council approve the proposed 2019/20 Regional Sewer Budget subject to approval by Town of Kentville's Council at their Council meeting on Monday. Motion carried.

Operations

a) Operations Update

Thoren reported four drum screens separated at the screens. Staff worked all week cutting out the bad parts of the drums and welded them back together. The drum screens will have to be replaced in the future and it is included in the future capital project budget outline.

Due to ice cover on the lagoons some of the Ecoli samples have been high. With the ice the aeration system in lagoons cannot work properly and air cannot escape. When too much air stays in the pond it brings transmittance down. Tim stated some of the plants are already going back up due to the winter thaw.

b) Compliance Update:

Overall all compliance numbers were within the limits.

There were reportable numbers in February due to the UV lights not working.

c) Time Sheets:

Karen reported she does not have all the data she requires to provide the time sheets so she will bring the report to the next meeting.

Capital Updates:

Tim reported that Baxter's Plumbing have completed about 75% of the capital work at the Regional Plant on the ventilation system.

Tim reported that any capital projects for the summer that are \$150,000 and under will be reported to the committee and purchases over \$150,000 will have a report provided.

New business

None.

Correspondence

None.

Next Meeting:

The next meeting of the Regional Sewer Committee will be held on Wednesday, May 16, 2019 at 10:00 a.m. in the Vineyards Room.

Adjournment

With no further business to discuss, the meeting was adjourned at 11:50 a.m. on a motion made by Cory Palmer.

Approved by:

Councillor Jim Winsor
Chairperson

Lisa Amon
Recording Secretary