

THE MUNICIPALITY OF THE COUNTY OF KINGS
Regional Sewer COMMITTEE AGENDA

Thursday, February 2, 2023

10:00 a.m. Municipal Complex – Council Chambers
 181 Coldbrook Village Park Drive, Coldbrook, NS

Item	Description	Required Action	Responsible	Page
1.	Roll Call, Welcome, Introductions		Chair	-
2.	Additions to the Agenda	Decision	All	-
3.	Approval of Agenda	Decision	All	-
4.	Disclosure of Conflict-of-Interest Issues	Decision	All	-
5.	Approval of Minutes: <ul style="list-style-type: none"> • January 19, 2023 	Decision	Chair / All	2
6.	Business Arising from the minutes	Discussion	All	-
New Business				
7.	Finance Update – Draft 2023/24 Operating and Capital Budgets	Discussion	Mike Livingston, Manager of Financial Reporting	-
8.	Other Business		All	-
9.	Next Meeting Thursday, February 16, 2023, at 10:00am	Decision	All	-
10.	Adjournment	Decision	All	-

**Municipality of the County of Kings
Regional Sewer Committee - MINUTES**

Meeting, Date and Time Regional Sewer Committee Meeting was held on Thursday, January 19, 2023, at the Municipal Complex

(1) Roll Call: In attendance were:

Municipality of the County of Kings: Councillor Jim Winsor – Chair
Scott Quinn, Director of Engineering & Public Works, Lands & Parks
Mike Livingston, Manager of Financial Reporting
Aaron Dondale, Manager of Public Works
Abdelkalek Omar, Manager of Engineering
Susan Gray, Recording Secretary

Town of Kentville: Cate Savage, Deputy Mayor (voting member)
Dave Bell, Director of Engineering and Public Works
Dan Troke, CAO

Village of New Minas: Commissioner James Redmond (voting member)
Tim Bouter, Clerk, Treasurer/CAO

PepsiCo Foods Limited: None

Public: None

Absent: Katrina Wonders

Meeting Called to order: The Chair called the meeting to order at 10:05 pm. Roll call was taken.

(2) Additions to the Agenda: **None**
Councillor Winsor would like to add a note that at the next regularly scheduled meeting, we will be reviewing Committee performance as indicated in the Committee's Terms of Reference. Please be prepared to discuss.

(3) Approval of the Agenda: **On the motion of Deputy Mayor Savage and Commissioner Redmond that the agenda be approved.**

Motion carried.

(4) Conflict of Interest: **None**

(5) Approval of the Minutes from December 16, 2022: **On the motion of Deputy Mayor Savage and Commissioner Redmond that the Minutes from December 16, 2022, be approved as circulated.**

Motion carried.

(6) Business arising from previous minutes: None

New Business

(7) Operations and Compliance Update:

Aaron Dondale provided a brief update. Our TSS numbers were creeping up. This was also seen at other lagoon-based plants in the area. It was believed that this was related to the weather and rainfall amounts. We had passed our latest Acute Lethality test and ammonia numbers were down.

Regarding maintenance and operations, we had completed some work during the past couple of months on the re-seed pump station. We saw improved reliability. It had also been added to our SCADA system and we would be notified of any issues with the pumps. We used this system last year to help mitigate odour issues and plan to continue to do so.

Scheduled to begin in February we would be doing a sampling project in conjunction with the Federal and Provincial governments for COVID screening in the wastewater system. Samples would be sent to a lab in Manitoba and results shared on government public websites. Materials and shipping were paid for by Federal Government so that program would not bare any extra costs to the Committee.

Contractually the Partners are within their capacity. Regional was operating at approximately 50% capacity.

Discussion Points:

- New Minas: Is there a fire monitoring system on site? Aaron Dondale indicated he was not certain and would investigate the question. If there is not, that is certainly something we could look at adding.
- Town of Kentville would like to explore the ability to pull samples from closer to the hospital site. Current sampling site allows for too much dissolution which leads to inaccurate results.
- Do we use fresh water to dilute the affluent? Aaron Dondale indicated that we do not. We use water from Cell 5 to assist with the dilution in Cell 1.
- Members would like to see a picture of what the last year of data is telling us about the Regional Sewer system.
- We had seen some positive results from the vector truck work done last year, plan to continue work this year.

(8) Capital Update:

Scott Quinn provided a brief update. Gary Parker Excavating was set to move onsite during the first week of February to start the aeration replacement project. Due to some of the change orders, completion date may be extended by a few weeks.

The RFP for the additional desludging is open. The job mandatory site visit was held and attended by two contractors. RFP was set to close January 26th but may need to be extended.

Work would soon begin on the next projects with an RFP to come in February for the By-law review and Loading Considerations projects.

There will be communications sent out prior to any potential service interruptions (due to Aeration and desludging work).

**(9) Finance Update – Draft
23/24 Operating & Capital
Budgets**

Mike Livingston gave a presentation of the draft Operating budget.

Discussions:

- Support Services – rationale document and further discussion was required.
- Monitoring/Communications- members feel this is one area to find some savings and want it reduced to \$5,000. We can create a new plan to meet that budget.
- Maintenance and Vehicles were under budgeted last year. Clarification of costing was requested. More activity equates to higher maintenance costs. Kentville and New Minas would like that budget number to be lower. Staff noted that while could be done, prior years have been lower. However, comes with risk, especially with new maintenance measures for odour mitigation.

The Committee decided to hold an extra meeting on February 2nd to review the budget changes. Mike Livingston was to have prepared a rationale document for the cost of the Public Works building and the Support Services.

Mike Livingston gave a presentation of the draft Capital Budget. This budget is based on projects already approved.

Discussions:

- Does this budget include the additional desludging? Yes, it does.
- Year one projects are desludging and aeration project, new flow meters, new security camera, a SCADA system update, new generators, two studies (INI and Forcemain Replacement).

(10) Partner Updated:

Town of Kentville – None
Village of New Minas - None
Pepsico – no representative present

**(11) Round Table – TOR
Review:**

The Chair requested that members be prepared to review in detail next regular meeting. Municipal Policy Analyst to be invited to attend meeting as well.

(12) Other Business

Next regular meeting a Vice Chair needs to be established.

(15) Next Meeting:

Next meeting will be Thursday, February 2, 2023, at 10:00am at Municipal Complex.

(16) Adjournment:

On the motion of Deputy Mayor Savage and Commissioner Redmond the meeting be adjourned.

Motion Carried.

The meeting adjourned at 11:51 pm.

Approval:

Regional Sewer Committee