

Tri-County Water Board of Management

Agenda

July 8, 2026, 7:00 p.m.
Rodney Recreation Centre
135 Queens Line
Rodney, ON

Zoom Link: <https://us02web.zoom.us/j/82942302639?pwd=3aT4tZYS2CxUs15IEUufjsYcfMJcsR.1>
Pages

1. **Call to Order**

2. **Adoption of Agenda**

Recommendation:

That Tri-County Water Board hereby adopts the Agenda for July 8, 2026, as presented.

3. **Disclosure of Pecuniary Interest**

4. **Adoption of Previous Meeting Minutes**

1

Recommendation:

That the Tri-County Water Board hereby adopts the minutes of March 17, 2026, as presented.

5. **Business Arising from Minutes**

6. **Staff Reports**

6.1 **First Quarter Report presented by J. Daly, Ontario Clean Water Agency**

4

Recommendation:

That Tri-County Water Board hereby receive and file the Tri-County Drinking Water System Operations Report, First Quarter 2026, as presented by Joe Daly, Sr. Operations Manager, Ontario Clean Water Agency.

7. Communications

7.1 Chair Drouillard Re: Verbal Conversation, Project Manager

The role of a Project Manager (PM) is to assess the current structure of the system to determine the best option(s) for its future governance structure, and the options for a management/ administration structure to better support both the immediate concerns of funding debt and the future needs of the system with a focus on growth development. Verbal discussion to set date to review PM options.

8. Adjournment

Recommendation:

That the Tri-County Water Board hereby adjourn at _____ pm, to meet again at 7:00pm, on Tuesday, September 15, 2026, or at the Call of the Chair.

Tri-County Water Board of Management

Minutes

Date: March 17, 2026, 7:00 p.m.

Location: Council Chambers
160 Main Street
West Lorne

- Present:** Allan Mayhew, Southwest Middlesex
Taraesa Tellier, West Elgin
Amarilis Drouillard, Dutton Dunwich
Bill Denning, West Elgin
Don McCallum, Southwest Middlesex
Kevin Derbyshire, Newbury
Mike Sholdice, Southwest Middlesex
Ryan Statham, West Elgin
Darren Galbraith, Chatham-Kent
Philip Sousa, West Elgin
- Regrets:** Mike Hentz, Dutton Dunwich
Corey Pemberton, Dutton Dunwich
- Staff Present:** Maegan Garber, OCWA
Robin Trepanier, OCWA
Sam Smith, OCWA
Terri Towstiuc, Recording Secretary/Clerk, West Elgin
Robin Greenall, CAO, West Elgin
Joe Daly, OCWA
- Regrets:** Cathy Case, Clerk/Treasurer, Newbury
Amanda Gubbels, CAO, Southwest Middlesex
Tony Houad, CAO, Dutton Dunwich

This meeting was held in a Hybrid format

1. Call to Order

Chair Amarilis Drouillard called the meeting to order at 7:00 pm.

2. Adoption of Agenda

TCWB 2025- 01

Moved: Allan Mayhew, Southwest Middlesex

Seconded: Philip Sousa, West Elgin

That Tri-County Water Board hereby adopts the Agenda for March 17, 2026, as presented.

Disposition: Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Adoption of Previous Meeting Minutes

TCWB 2025- 02

Moved: Bill Denning, West Elgin

Seconded: Taraesa Tellier, West Elgin

That the Tri-County Water Board hereby adopts the minutes of December 4 & 9, 2025, and January 13, 2026, as presented.

Disposition: Carried

5. Business Arising from Minutes

None.

6. Staff Reports

6.1 Ontario Clean Water Agenda, Fourth Quarter 2025

Joe Daly, Sr. Operations Manager, Ontario Clean Water Agency (OCWA), reviewed the fourth quarter results for 2025, including capacity, weather related events and standard versus comparative levels.

TCWB 2025- 03

Moved: Bill Denning, West Elgin

Seconded: Mike Sholdice, Southwest Middlesex

That Tri-County Water Board hereby acknowledge receipt of the Tri-County Drinking Water System Operations Report, Forth Quarter 2025, dated March 9, 2026, presented by Joe Daly, Sr. Operations Manager, Ontario Clean Water Agency.

Disposition: Carried

6.2 Ontario Clean Water Agency, 2025 Summary Report

Mr. Daly also presented, at high-level, the 2025 OCWA Summary Report, including a summary of inspections, ratings, audits, complaint and noted one water main break.

TCWB 2025- 04

Moved: Allan Mayhew, Southwest Middlesex

Seconded: Philip Sousa, West Elgin

That Tri-County Water Board hereby acknowledge receipt of the Summary Report for the Tri-County Drinking Water System for January 1st to December 31st, 2025, in accordance with Section 11 and Schedule 22 of O. Reg. 170/03, under the *Safe Drinking Water Act*.

Disposition: Carried

7. Additional Business

Robin Greenall, CAO for West Elgin and Tri-County Water Administrator advised the board she is gathering names for potential project managers for putting together a proposal for Municipal Service Corporation. This individual will create a business case to move forward and will bring to the board the governing structure recommendations.

8. Adjournment

TCWB 2025- 05

Moved: Philip Sousa, West Elgin

Seconded: Allan Mayhew, Southwest Middlesex

That the Tri-County Water Board hereby adjourn at 7:18 pm, to meet again at 7:00pm, on Tuesday, June 16, 2026, or at the Call of the Chair.

Disposition: Carried

Bill Denning, Chair

Terri Towstiuć, Recording Secretary



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Tri-County Drinking Water System
Operations Report
First Quarter 2026

Ontario Clean Water Agency, Southwest Region
Joe Daly, Sr. Operations Manager
Date: June 5, 2026

FACILITY DESCRIPTION

Facility Name:	Tri-County Drinking Water System
Regional Manager:	Sam Smith (226) 377-1540
Sr. Operations Manager:	Joe Daly (226) 229-2995
Business Development Manager:	Robin Trepanier (519) 791-2922
Facility Type:	Municipal
Classification:	Class 2 Water Distribution, Class 2 Water Treatment
Title Holder:	Municipality

SERVICE INFORMATION

Area(s) Serviced:	West Elgin, Dutton/Dunwich, Southwest Middlesex, Newbury and Bothwell
Population Serviced:	9985
Water Meters:	Commercial / Residential
In Service Date:	2009

CAPACITY INFORMATION

Total Design Capacity:	12 160 m ³ /day
Total Annual Flow:	13 500 m ³ /year
Average Day Flow:	3809.95 (1000 m ³ /day)
Maximum Day Flow:	5811.60 (1000 m ³ /day)

OPERATIONAL DESCRIPTION

Raw water is drawn from Lake Erie through two intake lines. Four low lift pumps draw the water up to the treatment plant where any large particles or debris are removed by strainers. The raw water is then filtered through membrane filtration followed by injection with sodium hypochlorite for primary disinfection. The water is directed to two storage tanks, which provide the necessary disinfection contact time. From there, four high lift pumps distribute the treated water to the distribution system, supplying both the West Lorne Standpipe and Wallacetown Tower.

SECTION 1: COMPLIANCE SUMMARY

FIRST QUARTER:

There have been no adverse water results or non-compliances to date.

SECTION 2: INSPECTIONS

FIRST QUARTER:

The 2025 inspection of the Tri-County Drinking Water System (DWS) by the Ministry of Environment, Conservation and Parks (MECP), occurred on February 25, 2025. An inspection report was released on April 14, 2026, with one non-compliance relating to an operator-in-training logging the completion of plant processes without direction from an operator-in-charge. The logbooks in question were from the first quarter of 2025, and this issue has since been addressed with operator training and greater oversight of logbooks. This non-compliance did not impact the inspection rating; a 100% rating was achieved.

SECTION 3: QUALITY ENVIRONMENTAL MANAGEMENT SYSTEM (QEMS) UPDATE

FIRST QUARTER:

The Drinking Water Quality Management Standard (DWQMS) is mandatory for all municipal drinking water systems in Ontario. To meet the requirements of the DWQMS, OCWA has a Quality and Environmental Management System (QEMS). This QEMS includes an Operational Plan that identifies procedures that OCWA must follow to ensure compliance with the DWQMS.

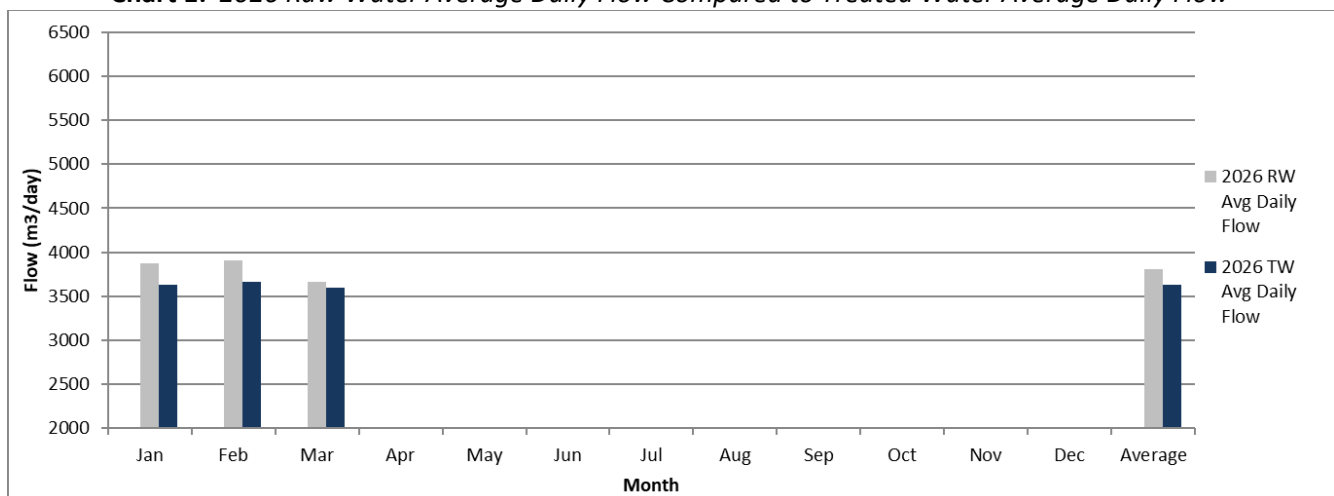
The QEMS incorporates a commitment to continual improvement through annual internal audits, a Management Review process to evaluate system performance and procedures, and a third-party external audit. Action items arising from internal audits, external audits, and Management Reviews are identified and implemented as required to support ongoing system improvement.

No audits or reviews occurred during the first quarter.

SECTION 4: PERFORMANCE ASSESSMENT REPORT

The Tri-County Drinking Water System is currently operating at an efficiency of 95.2%, based on the volume of water drawn from Lake Erie compared to the volume treated and delivered to the distribution system. Chart 1 illustrates the comparison between raw water takings and treated water distributed to the system to date in 2026.

Chart 1: 2026 Raw Water Average Daily Flow Compared to Treated Water Average Daily Flow



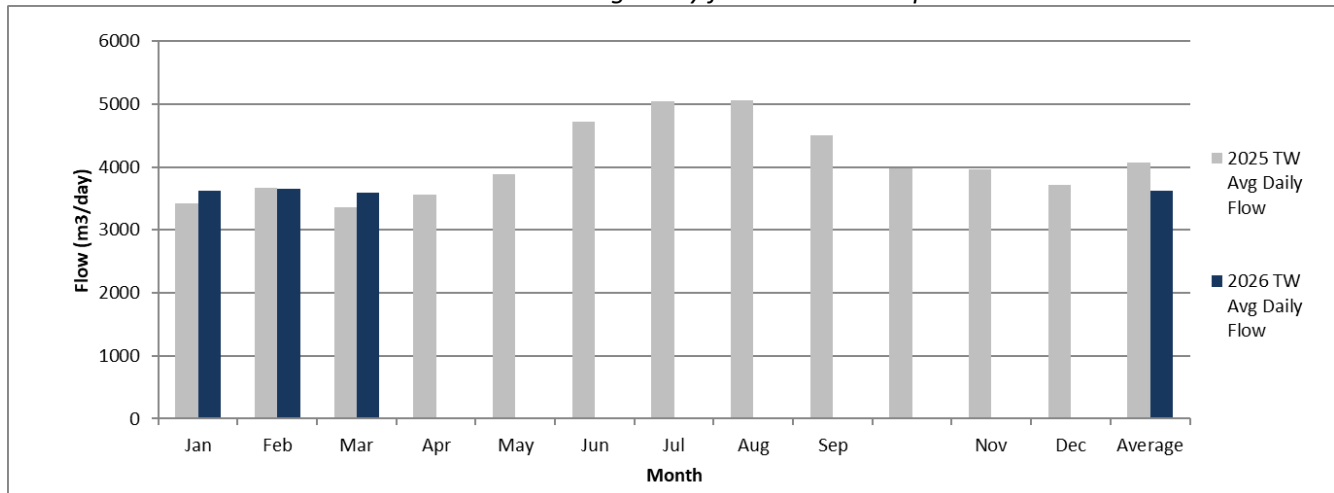
Raw water is sampled on a weekly basis and tested for E. coli and Total coliforms as per regulatory requirements. There are no limits identified in the regulations for E. coli and Total Coliform found in the raw water source. Table 1 below identifies the sample results to date in 2026.

Table 1: Raw water sample results 2026

	# Samples	E. Coli Range (mpn/100mL)	Total Coliform Range (mpn/100mL)
January	4	<2.00 - 10.00	2.00 - 920.00
February	4	<2.00 - 2.00	2.00 - 100.00
March	5	<2.00 - <100.00	24.00 - 2900.00
April			
May			
June			
July			
August			
September			
October			
November			
December			

The raw water is treated through membrane filtration and chlorine disinfection. The treated water is distributed to the systems it serves through the high lift pumps. The average daily treated water sent to the distribution system to date in 2026 is 3627.3 m³/d. This is a 4.2% increase compared to the average treated water flow for the same period in 2025. The Tri-County Drinking Water System is currently at 28.2% of its rated capacity. Chart 2 below depicts the treated water average daily flow for 2026 compared to 2025.

Chart 2: Treated water average daily flow in 2026 compared to 2025



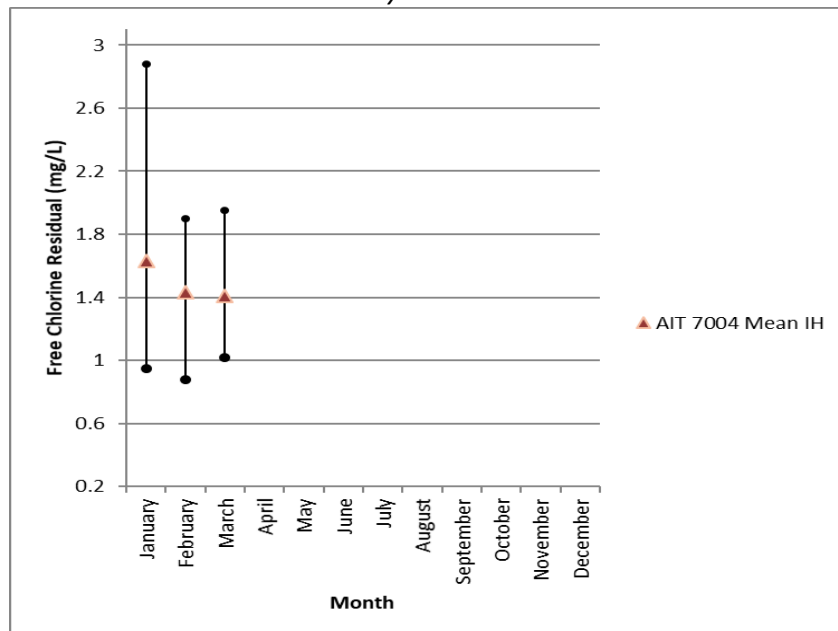
To ensure inactivation of viruses, bacteria, and microorganisms, the membrane filtration system is required to meet performance criteria for filtered water turbidity of less than or equal to 0.1 NTU in 99% of the measurements each month. The Tri-County Water Treatment Plant has met all regulatory requirements for inactivation to date in 2026. Table 2 below shows the performance of each filter rack and the overall filter rack performance.

Table 2: Filter Rack Performance in 2026

	Rack 1 % Readings <0.1ntu	Rack 2 % Readings <0.1ntu	Rack 3 % Readings <0.1ntu	Rack 4 % Readings <0.1ntu	Overall Filter Performance (% readings <0.1ntu)
January	100.00	100.00	100.00	100.00	100.00
February	100.00	100.00	100.00	99.90	99.98
March	100.00	100.00	100.00	99.90	99.98
April					
May					
June					
July					
August					
September					
October					
November					
December					

Along with turbidity, chlorine residuals are monitored throughout the treatment process by continuous online free chlorine analyzers. Residuals are maintained to provide adequate primary disinfection to meet inactivation of viruses, bacteria, and microorganisms. The chlorine also provides adequate residuals in the distribution systems the treatment plant serves (secondary disinfection). Chart 3 below provides the online minimum, maximum and average readings of free chlorine provided to the distribution systems. All results have met regulatory requirements.

Chart 3: Distribution System Free Chlorine Residuals



On a weekly basis, the treated water is tested for E. coli, Total Coliforms, and Heterotrophic Plate Count (HPC). The limit for Total Coliform and E. coli is zero. There is no limit specified for HPC as this is an operational guide to initiate an action plan if results are continuously high. Table 3 below shows the number of samples taken each month along with the range of results. All samples have met regulatory requirements.

Table 3: Treated water sample results for 2026

	# Samples	Total Coliform Range (mpn/100mL)	E. coli Range (mpn/100mL)	HPC (mpn/100mL)
January	4	0 - 0	0 - 0	<10 – <10
February	5	0 - 0	0 - 0	<10 – 10
March	5	0 - 0	0 - 0	<10 – 10
April				
May				
June				
July				
August				
September				
October				
November				
December				

The transmission main (distribution system) is sampled on a weekly basis at two locations for E. coli, Total Coliforms and Heterotrophic Plate Count (HPC) to meet regulatory requirements. As with the treated water, the limit for Total Coliform and E. coli is zero, HPC doesn't have a limit. This is an operational guide to initiate an action plan if results are continuously high. Table 4 below shows the number of samples taken each month along with the range of results.

Table 4: Distribution system sample results for 2026

	# Samples	Total Coliform Range (mpn/100mL)	E. coli Range (mpn/100mL)	HPC (mpn/100mL)
January	8	0 - 0	0 - 0	<10 – <10
February	8	0 - 0	0 - 0	<10 – 10
March	10	0 - 0	0 - 0	<10 – 20
April				
May				
June				
July				
August				
September				
October				
November				
December				

On a quarterly basis trihalomethanes are tested at two locations in the system. The first location is at the treatment plant prior to the water leaving the facility. The second location is at the end of the system, at the Tri-County (West Lorne) Standpipe. Sampling from both locations provides information on how the THMs are forming in the system with retention time.

Table 5 below provides the running average quarterly results; the running average limit for THMs is 100 µg/L. All results are within regulatory requirements. However, THMs increase with increased retention time, therefore THMs in the distribution systems the WTP serves can be much higher, even reaching the regulatory limit.

Table 5: Trihalomethane sampling results

	Limit (µg/L)	Treated Water THM Result (µg/L)	West Lorne Standpipe THM Result (µg/L)
April 2025	-	22	26
July 2025	-	28	45
October 2025	-	61	70
January 2026	-	13	22
Running Average	100	31.0	40.75

On a quarterly basis Haloacetic Acids (HAAs) are tested as per regulatory requirements. They are sampled at two locations in the system. The first location is at the treatment plant prior to the water leaving the facility. The second location is at the end of the system, at the Tri-County (West Lorne) Standpipe. Sampling from both locations provides information on how the HAAs are forming in the system with retention time.

Table 6 below provides the current running average quarterly results; the running average limit for HAAs is 80 µg/L. All results are within regulatory requirements.

Table 6: Haloacetic Acid sampling results

	Limit (µg/L)	Treated Water HAA Result (µg/L)	West Lorne Standpipe HAA Result (µg/L)
April 2025	-	15.2	19.4
July 2025	-	12.9	22.4
October 2025	-	26.0	29.7
January 2026	-	5.3	10.9
Running Average	80	14.85	20.6

SECTION 5: OCCUPATIONAL HEALTH & SAFETY

FIRST QUARTER:

Several action items related to workplace postings and first aid kits were identified in the first quarter. Action on these items is in progress. A leaking chlorine injector was also identified as a risk and has since been replaced.

SECTION 6: GENERAL MAINTENANCE

FIRST QUARTER:

JANUARY:

- 13: Ontario Compressors was on site to fix faulty separator float valve, and quote TSSA and compressor tank relief valves.
- 16: Gerber Electric on site and completed inspections, maintenance, and checks of systems.
- 19: Ontario Compressor on site for pressure relief replacement for compressors and tank.
- 20: Gerber Electric on site to complete storage tank valve heat tracer wire replacement.
- 26: Martins Lift Truck on site for forklift service.
- 26: Nevro on site for valve replacement on HLP 7030.
- 27: Nevro on site to continue with HLP 7030 valve replacement.
- 28: Nevro on site to continue work on HLP 7030.
- 28: Gerber Electric on site for chemical room HVAC inspection/repair.
- 29: Nevro on site to continue with valve installation at HLP7030.
- 29: Gerber Electric on site to continue troubleshooting/repair of chemical room heat system.
- 30: Nevro on site to continue HLP 7030 installation.

FEBRUARY:

- 03: Eramosa Engineering on site to connect SWM remote SCADA to Tri-County SCADA. Eramosa requested an electrician meet West Elgin North chamber to continue troubleshooting connection/communication issues with meter. Unable to complete repairs at this time.
- 04: Received one tank of CO2 from Air Liquide.
- 05: Martins Lift Truck on site for annual inspection.
- 12: Replaced valve on storage tank as it was leaking.

MARCH:

- 03: Received load from Univar for Citric acid, caustic, and captor.
- 04: Lavo on site for chemical delivery.
- 04: Gerber Electric (Plumbing) on site to install new heater at low lift.
- 05: Eramosa Engineering on site for MCC/CP audit.
- 10: Nevro on site to troubleshoot pressure issues with HLP 7030.
- 11: Received CO2 delivery from Air Liquide.
- 16: Trojan technician on site to troubleshoot UV reactor faults; determined to be minimum of 2 lamp failures, possible sleeve failure, and HMI battery failure in analyzer. Parts to be ordered and installed.

SECTION 7: ALARM SUMMARY

FIRST QUARTER:

JANUARY:

- 01: Received alarm for storage tank low level. Operator on site to find no ongoing issues; possibly ice falling from top of tank.
- 01: Received call storage tank low level, high lift pump shut down. Reviewed plant remotely and found T-6010 had dropped to 4.0m. Operator arrived on site to further inspect as high lifts had shut down, but no ongoing issue found. Completed high lift resets on SCADA and inspected VFDs for faults. Ensured all alarm set points were set correctly per SOP; possible ice buildup in tank that fell and disrupted level and plant process. Monitored plant processes and everything normal.
- 13: Received alarm for Pall System critical error. Unable to set racks into forward flow. Reviewed Pall setup system modes, found all systems disabled. Discussed with ORO, instructed to set all systems back to auto and normal operations settings. No further issues.

- 18: Multiple low level alarms likely caused by low wet well level, frazil ice conditions, or surge relief being stuck open. Operator on site to assess and returned all operations to normal.
- 20: Received alarm call for wet-well low level alarm. Monitored wet well level and flow rate to ensure the raw level was maintaining while producing water. Continuing to monitor the status of the plant as per ORO Joe Daly.
- 21: Continuing to monitor low wet well situation. Received notification of low storage tank. Acknowledged alarm and lowered alarm to 5m. Train for west Lorne distribution was running.
- 23: On site for alarm high pressure. Inspected at site and found exhaust vent stuck open with cold air pouring on water line. Line is insulated but cannot prevent freezing with extreme cold. Operator added a temporary cover to the exhaust with added insulation to reduce air flow. Aimed heater towards line.
- 28: Received alarm for Wallacetown Tower communications fail. Logged on remotely and noted both Rodney and Wallacetown are offline with backup pressure mode active and no current communications. Arrived on site, both Rodney and Wallacetown communications resumed. Reviewed all processes and completed facility walkthrough, no further issues.
- 28: Notified of Rodney PUC alarm. Inspected SCADA and found Rodney tower had gone into high level and "now normal" with current level 9.69. Issue likely due to frazil ice conditions where remotes were kept at a shorter stop/start point causing Rodney to maintain higher water levels.
- 30: Received call from answering service for discharge chlorine low level. Operator arrived on site and was instructed to confirm analyzer correctly reading with grab test; analyzers reading correctly. Operator was able to troubleshoot and confirm normal operations.
- 31: Notified of discharge analyzer alarm. Operator was on site to troubleshoot.
- 31: Notified critical failure alarm. Reviewed remote SCADA, appeared to be a short power flicker by list of alarms. Completed facility walk through, no further issues.

FEBRUARY:

- 01: Answering service call for storage tank alarm. Arrived on site and found filtrate storage tanks high level alarm causing low lift to shut down. Likely related to cold weather effecting milltronics. Completed plant walk-through and no issues found.
- 01: Notified of 7001 low low chlorine high lift pumps shut down alarm. Reviewed SCADA and attended site. Troubleshooting completed. Plant now online and no longer in alarm, highlifts and lowlifts now sending.
- 03: Received distribution analyzer chlorine alarm now normal. Acknowledged dialer and inspected remote SCADA. Found high lift pump shut down. Cleared alarm and completed a high lift reset per ORO, Joe Daly.
- 25: Notified of West Lorne standpipe alarm. Reviewed SCADA; West Lorne Staandpipe in low level and calling for water. Observed HLP start, however PRV 7061 failed to open due to ongoing issue. As per ORO, turned power off then back on to PRV. HLP turned on again and PRV opened this time to begin filling tower. Syntec technician scheduled for site visit; still waiting for repair kit delivery.

MARCH:

- 05: Power outage in the area caused generator to run. No further issues.
- 06: Process drain pump faulted and reset. Seems to be a recurring issue.
- 07: Answering service call for flood alarm at standpipe. Arrived and found 12 inches of water in bottom of standpipe. Checked float on sump pump all good. Drain covered in debris. Removed debris and pump kicked in and water removed.
- 14: Received call for Process Drain Pumps faulted. Operator able to log on remotely and reset both pumps. Noticed PALL system critical alarm as well and dialer 22 was on. Operator went to site, turned on PALL monitor and not able to put system back to auto. Completed facility check and dialer, no active alarm.
- 14: Received call for PALL system failed. Logged on remotely, noticed IT failed on Rack 3 and less than 3 racks available for production. Reset alarm and completed another IT test; passed second time. No other issues or alarms at the time.

- 14: Received call for Low lift pump fault. Logged on remotely and found low lift Pumps 1 and 4 were faulted, possibly due to quick power failure. Tried to reset both pumps remotely but pump 4 still faulted. Arrived on site and reset low lift VFD for pump 4. No other active alarms.
- 14: Received call for West Lorne Standpipe general alarm. Logged on remotely. West Lorne standpipe level at 28.90m and in low level alarm due to PRV 7061 failed to open. Arrived on site, reset main breaker of PRV 7061. HLP 7030 started and valve is opening and sending water to standpipe. Shut down and start High pump again to make sure PRV valve is working ok.
- 15: Received call for PALL critical failure alarm. Checked remotely and IT failed on Rack 3. Operator reported to site and found small leak on one of modules on Rack 3. Adjustments made as per ORO and operator to replace O-ring on Monday.
- 16: Notified that there was a critical failure alarm. Reset alarms and rack 3 as IT had failed. Placed rack 4 into forward flow and notified day time operators of ongoing situation.
- 17: Received call for Pall system critical failure. Logged onto SCADA. PALL screen frozen and unable to review filters in real time. Arrived on site, found rack 3 failed IT test due to ongoing issue. Once other racks completed IT, set rack 4 to forward flow and left rack 3 offline as per ORO. Requires gasket replacement.
- 22: Received alarm call for Section Header Chlorine low low. Operator on site to troubleshoot. Calibrated alarming analyzer AIT7001 based on grab test, no longer in alarm. Cleared air bubble from chlorine analyzer cap, then calibrated analyzer. No further issues at this time.

SECTION 8: COMMUNITY COMPLAINTS & CONCERNS

FIRST QUARTER:

There were no complaints in the first quarter.

SECTION 9: GENERATOR RUNTIMES

Table 7: Tri-County Generator Run Time Breakdown Totals:

	Generator	Maintenance (hrs)	Brown Out or Power Outage (hrs)	IESO Demand Response (hrs)	Monthly Totals (hrs)
January	Main	1.1	3.5	0	4.6
	LLPS	1.1	3.1	0	4.2
February	Main	1.1	3.3	0	4.4
	LLPS	1	3.4	0	4.4
March	Main	2.2	0.3	0	2.5
	LLPS	2.2	0	0	2.2
April	Main				
	LLPS				
May	Main				
	LLPS				
June	Main				
	LLPS				
July	Main				
	LLPS				
August	Main				
	LLPS				
September	Main				
	LLPS				
October	Main	-	-	-	-
	LLPS	-	-	-	-
November	Main	-	-	-	-
	LLPS	-	-	-	-