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Meeting Date: April 30, 2020
File No.:



To: Chair and Members
Lambton Area Water Supply System Joint Board of Management

From: Clinton Harper
General Manager

Subject: Information Reports (April 30, 2020)

Recommendation

That the LAWSS Joint Board of Management receive the following as information.

Items:

Current, Ongoing and Future Impact of COVID-19 at LAWSS

On March 17, 2020, the Province of Ontario declared an emergency under the Civil Protection Act due to the global pandemic, COVID-19. The following steps/initiatives have been implemented at LAWSS as a result of the emergency declaration.

1. The Operator has established a Vendor of Report (VOR) for disinfection services. The VOR will streamline disinfection of contaminated areas of a LAWSS Facility in the event that local OCWA staff are diagnosed with COVID-19.
2. The Operator has ordered a "fog" system to allow local OCWA staff to complete an area disinfection as needed. The system is similar to those used by County of Lambton EMS to disinfect equipment.
3. In an effort to reduce a possible backlog of contractual work, the Operator has shifted its focus to contractual work that can be completed under current social distancing restrictions.
4. The Operator has implemented a thorough cleaning SOP that involves cleaning the operator's workspace 4 times/day.
5. The Operator adjusted operations to more closely monitoring its PPE inventory.
6. The Operator adjusted operations to more closely monitor the availability of critical treatment chemical.
7. The Operator has increased order frequency / decreased order quantity to maximize System resiliency.

The LAWSS GM is in continual communication with the OCWA Operational Manager. Communication involves all aspects of Operations, including any changes due to the ongoing situation. In addition to the steps/initiatives listed above, the City of Sarnia assisted LAWSS by placing traffic control at the entrances to both LAWSS owned parking

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lots. Controls have been placed in a way that does not hinder normal or emergency access to the Water Treatment Plant.

To help stop the spread of COVID-19, the Ontario government extended the Declaration of Emergency to May 12, 2020. The extension will enable the government to continue protecting the health and safety of the people in Ontario.

Emergency status is updated regularly by the Province at the link below.

<https://www.ontario.ca/page/emergency-information>

All Capital and Major Maintenance projects at LAWSS have been on hold since March 17th to minimize the Operator's exposure. Beginning on May 1, 2020, LAWSS will be implementing a 2-phase approach to moving forward with what is considered essential Capital and Major Maintenance Projects.

Phase 1- Protect and Minimize the risk to the operator.

LAWSS and OCWA staff will complete a project specific review, from the preceptive of Operator isolation, to determine if a project can be completed with an acceptable amount of risk of exposure to the Operator.

Phase 2 – Control Staging and Implementation.

If the amount of risk is acceptable, a project specific plan for control staging and implementation will be developed. Contractors entering the site will be required to acknowledge the requirements of the Plan prior to arrival on site.

For example, if a pre-bid site meeting for a capital project is needed, the bidders will be restricted to the proposed work area and not the entire facility. A 2m separation would be required at all times, and a limit of 5 people (including the tour facilitator) at a time. Special access will be provided and the timing will be arranged to not coincide with standard rounds of the Operator.

List of Current Projects on hold:

- Main Plant HVAC (Engineering)
- Supervisory Control Data Acquisition Master Plan (Engineering)
- 5kV Motor Control Group A&B (Engineering)
- LAWSS Communication Project

LAWSS Compliance Coordinator

On March 17, 2020 the LAWSS Compliance Coordinator position went live at the County of Lambton as well as various job opportunity websites, including Municipal World and Ontario Municipal Jobs. By the closing on April 6th we had received 36 responses. Of the

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36 responses, 4 were selected for interview. The interview process is being postponed until further notice due to the current challenges interviewing candidates in person.

LAWSS Financial Audit

The 2019 LAWSS Financial Audit is currently underway and on schedule. Presentation of the Audit is scheduled for the regular meeting in May.

WLPS Special Valve Project

At staff's recommendation, the LAWSS Board awarded project development, tendering and management to OCWA engineering group. A PO for \$25,600+taxes was issued on February 28, 2020 as quoted. OCWA reports they are nearing the end of the initial development stage at this time.

Watermain Condition Assessment Approach and Prioritization

At staff's recommendation, the LAWSS Board hired OCWA Engineering Group to complete a Watermain Condition Assessment Approach and Prioritization Report. A PO for \$30,200+taxes was issued on February 28, 2020 as quoted. OCWA reports that a draft of the Technology review, the first stage of the project, will be submitted to LAWSS within the week.

This report was prepared by Clinton Harper, LAWSS General Manager

Attachment(s):