

**Regional Waste Water Committee
Wednesday, October 23, 2019
2:00 pm
Conference Room A, 4th Floor
City Hall**



Regional Wastewater Committee Agenda

October 23, 2019

2:00 p.m.

Conference Room A, 4th Floor City Hall

Pages

1. CALL TO ORDER
2. PRESENTATIONS/DELEGATIONS
3. APPROVAL OF THE AGENDA
 - 3.1 Agenda of October 23, 2019
4. ADOPTION OF THE MINUTES
 - 4.1 Adoption of the Minutes of February 22, 2019 1
5. BUSINESS ARISING FROM THE MINUTES
6. NEW BUSINESS
 - 6.1 Decision note dated October 16, 2019 re: 2019 Financial Update and 2020 Fee Projections for Regional Waste Water 3
7. ADJOURNMENT

MINUTES

REGIONAL WASTE WATER SERVICES COMMITTEE

February 22, 2019 – 12:00 p.m. – Conference Room A, 4th Floor City Hall

Present Councillor Sandy Hickman, Chair
Councillor Ian Froude
Deputy Mayor Sheilagh O'Leary
Councillor Jamie Korab (joined 12:23 pm)
Mayor Danny Breen
Kevin Breen, City Manager
Lynnann Winsor, Deputy City Manager – Public Works
Derek Coffey, Deputy City Manager – Finance & Administration
Cheryl Mullett, City Solicitor
Andrew Niblock, Director – Environmental Services
Jason Sinyard, Deputy City Manager – Planning, Engineering & Regulatory Services
Terry Knee, Manager- Regional Facilities
Sean Janes, City Internal Auditor
Mayor Dave Aker, City of Mount Pearl
Darryl Drover, City of Mount Pearl
Councillor Isabelle Fry, City of Mount Pearl
Jason Silver, City of Mount Pearl
Councillor Stirling Willis, Town of Paradise
Garry Spencer, Town of Paradise
Tracy-Lynn Goosney, Town of Paradise
Mayor Dan Bobbett, Town of Paradise
Kenessa Cutler, Acting Legislative Assistant

CALL TO ORDER/ADOPTION OF AGENDA

Moved – Councillor Fry; Seconded – Councillor Willis

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Moved – Councillor Froude; Seconded – Councillor Fry

That the minutes be adopted with the following correction:

- **Mr. Darryl Drover was incorrectly listed as a councillor.**

CARRIED UNANIMOUSLY

NEW BUSINESS

Riverhead Secondary Treatment Facility - Discussion

Kevin Breen explained that the City of St. John's was granted a transitional authorization by the Department of Environment and Climate Change regarding discharge of effluent for the Riverhead Wastewater Treatment Facility that expires on December 31, 2020. Upon expiration and to comply with regulations, the City is required have a secondary treatment facility constructed and in operation.

Derek Coffey delivered a presentation to further explain the situation. He stated that the need for a secondary treatment facility was identified based on testing conducted between May 2013 and April 2014. These samples were taken before Riverhead had reached normal operations and at a time when there were less than full flows. Now that the facility has reached normal operation levels, the results are stable and are consistently below the "high-risk" threshold (below 70 points in the point system used). Under current testing, Riverhead is considered "medium" risk.

Derek outlined the significant costs associated with constructing and operating a secondary facility, including capital costs, operating costs, and an increase in water tax. The estimated capital cost is \$84,882,644 between the three municipalities.

Mr. Coffey then outlined two options:

1. To request a ten-year deferral from the federal government.
2. To request to transfer monies from the PTIF (Public Transit Infrastructure Fund) to water treatment.

Discussions took place regarding the likelihood of a funds transfer and the practicality of delaying a project that will have to be completed eventually. It was ultimately agreed to send a letter to the federal government to ask for a ten-year deferral of the project and/or a re-evaluation of the effluent levels at Riverhead.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:04 pm.

Councillor Sandy Hickman
Chairperson

INFORMATION NOTE

Title: 2019 Financial Update and 2020 Fee Projections for Regional Waste Water

Date Prepared: October 16, 2019

Report To: Regional Waste Water Committee

Councillor and Role: Councillor Wally Collins

Ward: Not ward specific

Issue: To provide an update of current year budget versus actual expenditures as of September 30, 2019, and to provide the regional municipalities with an estimate of cost for 2020.

Discussion – Background and Current Status:

2019 Financial Update

The attached Regional Waste Water Expenditure Update provides an overview of budget versus actual expenditures as at September 30, 2019.

2020 Projected Cost

The figures presented below are based on estimated 2020 net operating expenditures and flow data as of the date of this memo. Changes in estimates can occur up until the final budget is approved by Council. As the regional waste water service operates on 100% cost recovery basis, any changes to estimated net operating expenditures may result in revisions to the regional municipalities share.

Projected Regional Waste Water Expenditures 4,526,958

	2020 Projected Flow	2020 Share (%)	2020 Projected Cost (\$)	2019 Projected Cost (\$) (Dec 11-18)
CSJ	39,008,076	83.27%	\$ 3,769,577	\$ 3,775,977
Mount Pearl	5,605,297	11.97%	\$ 541,672	\$ 540,759
Paradise	2,232,175	4.76%	\$ 215,708	\$ 205,847
	46,845,548	100.00%	\$ 4,526,958	\$ 4,522,583

ST. JOHN'S

Key Considerations/Implications:

1. Budget/Financial Implications:

- As discussed above.

2. Partners or Other Stakeholders:

- All regional municipalities.

3. Alignment with Strategic Directions/Adopted Plans:

- A Sustainable City (Be financially responsible and accountable)
- An Effective City (Ensure accountability and good governance through transparent and open decision making)

4. Legal or Policy Implications:

5. Privacy Implications:

6. Engagement and Communications Considerations:

7. Human Resource Implications:

8. Procurement Implications:

9. Information Technology Implications:

10. Other Implications:

Conclusion/Next Steps:

Committee to review and discuss report and to advise of any questions, changes, or improvements to the format of the report.

Prepared by/Date:

Reviewed by/Date:

Approved by/Date:

Attachments:

Regional Waste Water Expenditure Update (as at Sept 30-19)

REGIONAL WASTE WATER SYSTEM

Schedule of Expenditures

For the Nine Months Ending Monday, September 30, 2019

	YEARLY BUDGET	Y.T.D. ACTUAL	BUDGET REMAINING	% BUDGET REMAINING
<hr/>				
Expenditures				
Personnel services (Schedule 1)	1,237,118	1,035,628	201,490	16.29%
Contractual services (Schedule 2)	1,356,820	832,971	523,849	38.61%
Materials and supplies (Schedule 3)	1,426,879	989,881	436,998	30.63%
Other charges (Schedule 4)	4,447,543	3,337,363	1,110,180	24.96%
	8,468,361	6,195,844	2,272,517	26.84%

REGIONAL WASTE WATER SYSTEM

Schedule of Expenditures

For the Nine Months Ending Monday, September 30, 2019

	YEARLY BUDGET	Y.T.D. ACTUAL	BUDGET REMAINING	% BUDGET REMAINING
SCHEDULE 1				
Personnel services				
Labour regular	961,013	884,891	76,122	7.92%
Labour overtime	60,000	15,473	44,527	74.21%
Pension & benefits	216,106	135,265	80,841	37.41%
	1,237,118	1,035,628	201,490	16.29%

SCHEDULE 2				
Contractual Services				
Travelling Expenses	8,800	-	8,800	100.00%
Mileage	4,000	1,690	2,310	57.75%
Telephone	4,400	1,450	2,950	67.05%
Cellular Phones & Pagers	1,280	927	353	27.57%
Light & Power	704,070	388,223	315,847	44.86%
Information Services	1,500	-	1,500	100.00%
Audit Services	1,000	-	1,000	100.00%
Administration & Management	174,469	130,849	43,620	25.00%
Lease - Land	63,400	41,773	21,627	34.11%
Technical Services	46,600	44,941	1,659	3.56%
Engineering Consultants	100,000	5,000	95,000	95.00%
Employee Education Courses	4,000	1,017	2,983	74.58%
Employee Education Assist.	1,000	-	1,000	100.00%
Medical Examinations	1,000	-	1,000	100.00%
Property Insurance	60,116	47,090	13,026	21.67%
Vehicle Insurance	800	273	527	65.85%
Memberships	1,900	1,999	(99)	(5.20%)
Repairs To Buildings	17,100	1,119	15,981	93.46%
Overhead Doors	1,000	852	148	14.78%
Repairs To Electrical	19,500	66,676	(47,176)	(241.93%)
Repairs To Other Equipment	9,700	2,785	6,915	71.29%
Mtce. Of Alarm Systems	4,400	2,626	1,774	40.32%
Maintenance Of Buildings	37,000	18,139	18,861	50.98%
Fleet Costs	11,285	11,678	(393)	(3.48%)
Rental Of Other Equipment	14,600	22,467	(7,867)	(53.88%)
Rental Of Other Vehicles	2,900	-	2,900	100.00%
Computer Communication Line	36,100	22,419	13,681	37.90%
Snow Clearing & Ice Control	24,400	18,979	5,421	22.22%
Miscellaneous	500	-	500	100.00%
	1,356,820	832,971	523,849	38.61%

REGIONAL WASTE WATER SYSTEM**Schedule of Expenditures**

For the Nine Months Ending Monday, September 30, 2019

	YEARLY BUDGET	Y.T.D. ACTUAL	BUDGET REMAINING	% BUDGET REMAINING
SCHEDULE 3				
Materials and supplies				
Tipping Fees	228,279	104,449	123,830	54.24%
Lawn & Garden Supplies	7,300	4,255	3,045	41.71%
Sodium Bisulfite	245,110	156,441	88,669	36.17%
Chlorine	276,490	212,684	63,806	23.08%
Polymer	73,100	35,040	38,060	52.07%
Mechanical Repair Parts	147,500	103,991	43,509	29.50%
Diesel Fuel	10,000	-	10,000	100.00%
Lubricating Oils	2,900	256	2,644	91.18%
Propane	2,400	8,595	(6,195)	(258.14%)
Furnace Fuel	243,700	270,645	(26,945)	(11.06%)
Build. Supplies & Hardware	16,600	5,353	11,247	67.75%
Plumbing Supplies	5,800	1,222	4,578	78.92%
Electrical Supplies	13,200	5,666	7,534	57.07%
Safety Equipment	19,500	6,232	13,268	68.04%
Hand Tools & Small Equip.	14,600	11,154	3,446	23.61%
Boiler Chemical Treatment	1,000	-	1,000	100.00%
Protect. Cloth. & Uniforms	4,900	713	4,187	85.45%
Toiletries	2,900	312	2,588	89.22%
Stationery & Office Suppl.	3,900	740	3,160	81.02%
Laboratory Supplies	107,200	62,131	45,069	42.04%
Miscellaneous Materials	500	-	500	100.00%
	1,426,879	989,881	436,998	30.63%

SCHEDULE 4

Other Charges				
Other Equipment	4,400	25,975	(21,575)	(490.34%)
Computer Equipment	1,900	1,146	754	39.68%
Long-Term Debt Charges	2,611,432	2,160,786	450,646	17.26%
Past Service Cost	66,923	-	66,923	100.00%
Principal Payments Ltd	1,334,347	1,129,674	204,673	15.34%
Replacement Reserve	415,000	6,241	408,759	98.50%
Fleet Capital Costs	13,541	13,541	-	0.00%
	4,447,543	3,337,363	1,110,180	24.96%