



Minutes
Collingwood– New Tecumseth
Joint Water Committee



March 5, 2026

Joint Water Committee Meeting Minutes			
Meeting No.:	2025-03	Date:	March 5, 2026
Location:	Microsoft Teams	Time:	11:00am-12:00pm
Members Present:			
Neil Garbe, TNT	Rick Vatri, TNT	Wesley Cyr, TNT (Guest)	
Sonya Skinner, TOC	Mohamed Alkoka, TOC	Maria McCallum, TNT (Minutes)	
Alison Gallant, TNT	Peggy Slama, TOC (Guest)		
Regrets:	Jennifer Graham, TOC, Dani D'Angelo, TNT		

Item #	Item for Discussion
1.	<p>Administration and Minutes:</p> <ul style="list-style-type: none"> • Confirmation past JWC minutes have been provided to both Councils • The Deputy Mayor of TOC noted a discrepancy in the minutes regarding Milestone 3. The date was listed as 2031 and should be 2032. This has been reflected in these minutes as a typographical error. • Confirmation that any open past minute items are on current agenda: <ul style="list-style-type: none"> ○ Open item December 10, 2024 re: Agreement Details – Interim Water: Liquidated damages. Review of agreement with contractor to take place. ○ ACTION: TOC to confirm resolution of this item.
2.	<p>Drinking Water Flow Reporting and Projection of NT Capacity Needs:</p> <ul style="list-style-type: none"> • Information provided by TOC for consideration of inclusion in the minutes: <ul style="list-style-type: none"> ○ Current TNT flow taking: 9,900 m³/day ○ Next increase anticipated in mid-2026 (post-interim capacity commissioning): 13,050 m³/day
3.	<p>Projects</p> <p>a) Current Plans</p> <ul style="list-style-type: none"> • TNT (Neil) advised that a call with a provincial facilitator is taking place to discuss the timing of any potential provincial announcement related to growth.

There is no update to report at this time.

- TNT advised that a DC update is planned for this year and that work is currently underway on the Terms of Reference to select a consultant.
- TOC (Peggy) advised that a Master Servicing Plan for water and wastewater commenced in January 2026 and is anticipated to be completed in 2027. A DC update and water and wastewater rate update are planned for 2027.
- TNT (Rick) advised that the RFP for the Booster Pumping Station on the regional pipeline closed on March 4 and that staff are currently reviewing proposals, with an award anticipated in the near term to support increased pipeline capacity.
- **ACTION: TNT to prepare a template summarizing relevant studies, including description, scope, and timing, for inclusion on future agendas. The template will be shared with member municipalities to be completed and updated as required.**

b) Collingwood Capital Expansion

- Water Treatment Plant Expansion
 - RAB EXP Status Report #6 – Q4 – Oct-Dec 2025 (attached)
 - RAB Interim Capacity Status Report #3 – Q4 – Oct-Dec 2025 (attached)
- TOC reported that the project remains on budget, with no significant schedule changes since the previous update. Progress continues, and efforts are ongoing to recover a portion of the additional 235 calendar days.
- TOC confirmed that SWELL is actively engaging with the contractor at this time and is leading discussions to address the additional schedule.
- TOC (Sonya) advised that a 235-day project extension would require additional funding to cover Ainley’s extended contract administration services. It was noted that potential additional costs may arise and that addressing these costs through the project contingency will require further consideration.
- TOC (Sonia) advised that interim water delivery remains on track, which may reduce pressure on achieving the original project completion date, provided water commitments can be met. It was noted that additional construction administration efforts will be carefully considered to avoid project risk, while concerns regarding potential contract administration costs are being addressed through further inquiries with the contractor.

	<ul style="list-style-type: none"> • TNT (Neil) advised that extended timelines have cost implications, noting that additional time results in increased costs. It was indicated by TOC that there was some confidence the project remained within budget, with the expectation that this will continue. • TNT (Rick) advised that discussions are ongoing with Mohamed and Peggy regarding liquidated damages, including the process, potential incentives to accelerate the contractor’s work, and options for recovering costs associated with delays. Rick emphasized the importance of understanding cost-recovery mechanisms should delays occur. • TOC (Mohamad) advised that claims have been received, including claims related to tariffs and price changes, which has not been approved and is under review. Other claims related to tariffs and cross-border issues are also under review. <p>Direction: Discussions related to claims are confidential in nature and will not be included in the public version of the minutes.</p> <ul style="list-style-type: none"> ○ ACTION: TOC to review the schedule projections and confirm that known delays are incorporated. Quarterly Construction Progress ○ ACTION: Quarterly Management Construction Progress meeting members to flag items that may need to be discussed by CAOs and/or the JWC before the roll-up document is shared publicly. ○ ACTION: Section 3 items c) and d) are to be moved to Section 4 of the agenda going forward. <p>c) Collingwood Asset Management Renewals</p> <ul style="list-style-type: none"> ○ Please note that the TOC 2026 planned asset management work is included in the Operations Sub-Committee minutes. <p>d) New Tecumseth Projects to enable Water Acceptance/Distribution</p> <ul style="list-style-type: none"> ○ TNT referenced an earlier update provided on the status of the Booster Pumping Station RFP for the regional pipeline.
<p>4.</p>	<p>Operations and Maintenance</p> <p>a. NT JWC Operations Sub Committee</p> <ul style="list-style-type: none"> ○ Terms of Reference (attached) ○ Meeting Minutes – February 12, 2026 (attached)

	<ul style="list-style-type: none"> ▪ TOC (Peggy) advised that the first meeting has taken place and that the process will be refined as it progresses. ▪ TOC (Sonya) advised that Council has directed quarterly reporting of meeting minutes and associated reports within four weeks of finalization. It was noted that Operations Sub-Committee minutes and detailed project lists will be publicly accessible in accordance with the Town of Collingwood’s current direction to staff. ▪ TNT (Neil) advised that reports to TNT Council should align with those provided to TOC Council and be suitable for public disclosure.
<p>5.</p>	<p>Financial Update</p> <ul style="list-style-type: none"> a. ACTION: Committee to consider how to have conversations on negotiations and legal matters, such as an in-camera process. b. Quarterly Project Updates <ul style="list-style-type: none"> ○ RAB EXP Status Report #6 – Q4 – Oct-Dec 2025 (attached) ○ RAB Interim Capacity Status Report #3 – Q4 – Oct-Dec 2025 (attached) • TNT (Alison) advised that discussions with MEDJCT are ongoing to finalize timing for an agreement. • TOC (Sonya) requested that any correspondence received from MEDJCT, where Jennifer is copied, be forwarded to her.
<p>6.</p>	<p>Risk Register – Review and Updates:</p> <ul style="list-style-type: none"> ○ ACTION: Committee to continue discussion on how to populate the current registry and ensure it is kept up to date. ○ ACTION: The risk registry will be added as a standing item on the Quarterly Management Construction Progress meeting agenda and that a public-shareable subset/summary will be developed for inclusion on this agenda. Work is underway to identify a subset of risks that may be shared publicly. • TOC (Sonya) advised that while TOC Council has asked for changes to risk information, there was no commitment to report such matters in open session, as some items may not be appropriate for public disclosure. • TOC (Mohamed) advised that a detailed risk registry has been developed, including claim-related information. It was noted that a subset highlighting key risks and impacts will be prepared for sharing, rather than the full document.

	<ul style="list-style-type: none"> ○ ACTION: Full review of the risk registry provided by TOC to be scheduled for the May meeting, with all supporting materials to be provided in advance and the item added to the agenda.
<p>7.</p>	<p>Other Business:</p> <ul style="list-style-type: none"> • Meetings should be scheduled approximately two weeks after each Quarterly Management Construction Project meeting. Next quarterly project meeting is scheduled for April 30, 2026 next JWC meeting to be scheduled for mid May. • Dates for the Quarterly Management Construction Project meeting are not confirmed for the remainder of 2026. • TOC/TNT outlined the process for draft minutes: <ul style="list-style-type: none"> ○ Draft minutes will be completed and circulated one week to 10 days following each JWC meeting. ○ An email will be sent requesting feedback. ○ Members will be provided up to two weeks review and provide comments. ○ Finalized minutes are to be posted to respective Councils. • TOC (Sonya) advised that project status reports be brought forward at the meeting as an information item. • It was noted that: <ul style="list-style-type: none"> ○ The report to TOC/TNT Councils is anticipated for the early June. ○ ACTION: TNT staff will be reaching out to all parties regarding changes to meeting dates once the dates for the Quarterly Management Construction Project meetings have been confirmed. TNT (Rick) will follow up with TOC (Mohamed) to align timing of the Management Construction project and JWC meetings. <p>Meeting adjourned at 11:50 a.m.</p>
	<p>Next Meeting:</p> <ul style="list-style-type: none"> • Q2 – To be rescheduled to a date in May • Q3 – Thursday September 17, 2026 – 11am-12pm • Q4 – Thursday December 3, 2026 – 11am-12pm