



Subject: Application for bulk water haulage agreement – Forks Creek Trucking Inc.

To: Council

From: Public Works Department

Report Number: 2021-89

Meeting Date: March 22, 2021

Recommendation:

That the Council of the City of Port Colborne authorize entering into a Bulk Water Sales Agreement with Forks Creek Trucking Incorporated;

That Council approve delegating the combined authority to process and approve future bulk water agreements to the Director of Public Works and the Director of Corporate Services; and

That the Mayor and City Clerk be authorized to sign the agreement.

Purpose:

Applications for the use of the City's bulk water stations must currently be approved by City Council and the applicants must enter into a standard agreement, which provides for insurance coverage and billing requirements. Staff are recommending that future agreements that meet all requirements be jointly approved by the Director of Public Works and Director of Corporate Services.

Background:

Historically, Council approval has been required to enter into an agreement with a bulk water hauler to access the bulk water stations. The standard agreement for bulk water haulers ensures that the City has liability insurance coverage for the hauler's operations and provides a means for monthly billing of the haulers. Bulk water sales are a source of revenue for the City in sustaining the water distribution system. They are also a viable business operation and a lifeline for rural residents in need of potable water.

Discussion:

Attached is a letter of application to the City from Forks Creek Trucking Incorporated for access to the City's bulk water filling stations. The applicant has been provided with a copy of the standard agreement and the current bulk water rates. They have provided a copy of their current insurance certificate and will be required to show the City of Port Colborne as an additional insured party on signing of the agreement.

The current requirement for Council to approve all applications to use the bulk water stations impedes the ability for new bulk water haulers to quickly access the stations, and may unintentionally limit the bulk water haulers that rural residents can choose to purchase their potable water from. To help streamline the process to access the bulk water stations, staff are recommending that future agreements that meet all requirements be jointly approved by the Director of Corporate Services and the Director of Public Works.

Conclusion:

Authorizing the Directors to process and approve future bulk water agreements will expedite the process to access the bulk water stations and may provide rural customers with a greater variety of businesses to choose from.

Appendices:

- a. Forks Creek Trucking Incorporated letter of application
- b. Standard bulk water agreement
- c. Schedule A water rates

Respectfully submitted,

Janice Peyton

Executive Administrative Assistant to the Director of Public Works

905-835-2900 ext. 219

janice.peyton@portcolborne.ca

Report Approval:

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final approval is by the Chief Administrative Officer.