



GREATER MONCTON
WASTEWATER
COMMISSION

COMMISSION
DES EAUX USÉES
DU GRAND MONCTON

**GREATER MONCTON WASTEWATER COMMISSION
APPROVED MINUTES OF REGULAR MEETING**

DATE: **Thursday - June 19, 2014 - 4:00 pm**
Wastewater Treatment Facility

IN ATTENDANCE: Winston Pearce, Chair
Chanel Michaud, Treasurer
Clarence Sweetland, Secretary
Daniel Bourgeois, Commissioner
Julie Thériault, Commissioner
Bernard LeBlanc, General Manager, GMSC

Brian Hicks, Commissioner - absent

The Chair welcomed everyone to the meeting.

1. Chair's remarks and Approval of Agenda

The agenda was reviewed.

It was **Moved By:** J. Thériault and **Seconded By:** C. Michaud to approve the agenda as presented. **CARRIED**

2. Minutes of Meeting

2.1 Procès - Verbal de la réunion du 15 mai 2014

It was **Moved By:** J. Thériault and **Seconded By:** D. Bourgeois to approve the French minutes as amended. **CARRIED**

2.2 Minutes of Regular Meeting - May 15, 2014

It was **Moved By:** C. Sweetland and **Seconded By:** J. Thériault to approve the minutes as presented. **CARRIED**

2.3 Minutes of Special Meeting - June 10, 2014

It was **Moved By:** C. Michaud and **Seconded By:** D. Bourgeois to approve the minutes as presented. **CARRIED**

3. Matters Arising

All items are dealt with separately as agenda items or will be dealt with at future meetings.

4. Capital Construction Program, Engineering Studies

4.1 Capital Projects

4.1.1 Capital Construction Program 2014 - Progress Report

B. LeBlanc presented the updated spreadsheet entitled GMSC 2014 Capital Program - Projects in Planning/Pre-Design/Design Phase. He then opened the floor to questions and/or comments concerning its content. Some questions were asked and clarified by B. LeBlanc.

B. LeBlanc advised that the big project right now is the pad and that it is pretty well done and will be finished this month. The compost operation centre is done with the exception of some small change orders which are being completed. The on site trailer has been moved out and the GMWC is now occupying the premises. The furnishing are being procured now.

The construction projects and capital plans are on schedule. The closing concerning the (RFP) Request for Proposals for Combined Sewer Overflow Study has been delayed until July 11, 2014 to allow for a site visit as requested by some bidders.

4.1.2 Gantt Chart - Schedule of 2014 Major Capital Projects

The chart was reviewed. B. LeBlanc advised that C. Allain modified, as necessary, some project start dates on the chart to indicate the new scheduled start date for certain projects.

Some questions asked were clarified by B. LeBlanc.

4.1.3 R.V. Anderson Project Update (Pad#3, River Crossing)

B. LeBlanc advised that C. Allain is doing a final review of the report received from R. V. Anderson (R.V.A.) concerning the river crossing project to ensure all is completed to our satisfaction.

Concerning Pad #3 this is now shown on the Chart and will be updated accordingly. There will be 9 different Requests For Quotations that will go out for pricing and R.V.A. will manage these.

4.1.4 CBCL Biological Treatment Project Update

B. LeBlanc advised that CBCL met with pertinent staff members last week at the GMWC offices and went through all the different components of the process and where there were options in terms of how to proceed with the project. CBCL are on track with the preliminary design work which should be finished by the end of July.

4.1.5 Compost Facility Operations Centre Update

B. LeBlanc advised the only outstanding matter is for GMWC to release the holdback and this will not be done until the final 2 change orders are finished. Once these are completed the holdback will be released.

4.1.6 Equipment and Contracts - Recommendations and Awards

4.1.6.1 WWTF Operations Centre Update - Recommendations on design and public tender

B. LeBlanc presented a Status Report of the GMWC Pre-Design, Detail Design and Construction Services for the Operations Centre Expansion #RFP 2014-03. He also provided further details of the construction cost estimate (excluding HST) of the GMWC Operation Centre Expansion as compared to the budget.

Considerable discussion followed and many questions asked were clarified.

Motion:

It was **Moved By:** C. Sweetland and **Seconded By:** J. Thériault that the Commission approve the recommended floor plan and authorize the architect to proceed to final design and the preparation of contract documents subject to approving the final building plans and subject to management continued oversight and input to ensure all interior functions and facilities will fully meet the current and long term needs of the Commission.

CARRIED

Amending Motion:

It was **Moved By:** D. Bourgeois and **Seconded By:** C. Sweetland to Amend The Previous Motion to read: That the Commission approve the recommended floor plan and authorize the architect to proceed to final design and the preparation of contract documents subject to approving the final building plans, and to look at ways to reduce expenditures, subject to management continued oversight and input to ensure all interior functions and facilities will fully meet the current and long term needs of the Commission.

CARRIED

4.2 Engineering Studies/Reports

Nil.

5. Financial and Administration

5.1 Monthly Financial Report - May 2014

The financial report was reviewed. Clarification with respect to the Accumulated Surplus (Deficit) item was provided by C. Michaud. Discussion followed and questions asked were clarified.

5.2 Sage 300 Update: Project Management Module

B. LeBlanc advised that the Sage Project is pretty well done and M. Asplet is testing the project management module and a few samples of this were reviewed.

Discussion followed and some questions asked were clarified.

5.3 Draft GMWC policies - Records and Information Management Policy

The policy was reviewed and B. LeBlanc provided some further details. He advised that this policy will be implemented at the GMWC and that the policy matches the provincial government guidelines and approach for keeping documentation.

All present were in agreement with implementation of this policy.

6. Other - General

6.1 General Manager Report - June 2014

B. LeBlanc provided some clarification with respect to the meeting with Audubon Organics in regards to their potential interest in bulk purchase of compost. Further details will be provided at a future date.

B. LeBlanc reviewed options for email system upgrading and recommended that GMWC move to Microsoft Office 365 as its outsourced email host provider. Some questions asked were clarified and all present were in agreement with this move.

6.1.1 P3 Canada Round 6 - funding application update

B. LeBlanc advised that the P3 Canada Funding Application has been submitted.

M. Asplet is checking into lending options that may be available to GMWC in the event that it is required.

6.1.2 Contaminated product in collector and treatment plant update

B. LeBlanc advised that hydrocarbon contamination was detected recently in the GMWC collector system and treatment plant. This incident was investigated by staff and the City of Moncton to determine the source of the contamination. The Department of Environment was contacted and advised.

6.1.3 Treatment of fracking water in Greater Moncton Region

B. LeBlanc advised that Atlantic Industrial is looking at bringing in the fracking water that they have treated in Debert, Nova Scotia

into New Brunswick for disposal. B. LeBlanc advised that because a dangerous waste is being brought into the province an (EIA) Environmental Impact Assessment is being done by the province. GMWC is to provide feedback concerning this process.

Considerable discussion followed. Further details to follow.

6.2 Feedback on Request for Support to Councils, MLA's, MP's, Province

The Chair advised that no response has been received to date in relation to the GMWC's letter dated May 20, 2014 to Minister Soucy.

6.3 Gabbey Report - Commission Review

6.3.1 Technical Committee Update - Gabbey Report Section 6 Review

B. LeBlanc advised that the Technical Committee has completed its review of Section 6 of the Gabbey Report Recommendations.

An Executive Summary and GMWC Management Recommendations Stemming from Technical Committee Recommendations of June 11, 2014 Report was prepared by B. LeBlanc. This Report will be presented to the Technical Committee at their next meeting.

6.3.2 Management Recommendation regarding Cost Sharing and Jurisdiction

Motion:

It was **Moved By:** C. Michaud and **Seconded By:** D. Bourgeois that the GMWC management should proceed with implementation of recommendations #1, #2, and #5, made in its Report dated June 16, 2014 "Executive Summary and GMWC Management Recommendations Stemming from Technical Committee Recommendations of June 11, 2014" as follows:

1. That the GMWC will need to confirm that "cost sharing" and investments in portion of the system beyond its current collector network is permitted under its current legislative structure and by-laws. General Manager to review with legal counsel and the Province of New Brunswick;

2. That this approach is acceptable to the municipal partners and the Province of New Brunswick. General Manager to communicate recommended approach via letter to each Municipality to obtain their support in proceeding accordingly;

5. That should a change in governing legislation be required, then GMWC would require an Order-In-Council to do so prior to the implementation of such an agreement.

CARRIED

7. Information Items

- 7.1 Payables - June 2014 Payables
- 7.2 Technical Committee Minutes (April and May 2014)
- 7.3 Summary of Public Meeting Motions
- 7.4 No hidden water agenda: Dieppe mayor - T&T May 13, 2014
- 7.5 Moncton plants trees for Arbor Day - T&T and event map May 16, 2014
- 7.6 Time for water co-operation - T&T May 16, 2014
- 7.7 Mount A president (Announcement of Patricia Casas GMWC role)
T&T May 17, 2014
- 7.8 True cost of Dieppe water plan is unclear - T&T May 19, 2014
- 7.9 Gas tax fund agreement signed - T&T May 21, 2014

8. Private Meeting

MOTION TO MOVE TO “PRIVATE” MEETING

It was **Moved By:** J. Thériault Michaud and **Seconded By:** C. Michaud to adjourn the general meeting and move to “Private” meeting. **CARRIED**

The meeting went to “Private” meeting at 6:10 p.m. and ended at 6:50 p.m.

It was **Moved By:** J. Thériault to adjourn the general meeting.

Next meeting July 17, 2014 at 4:00 p.m.

The meeting adjourned at 6:55 p.m.