

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

DATE: Thursday - April 18, 2013 - 4:00 pm
Wastewater Treatment Facility

IN ATTENDANCE: Winston Pearce, Chair
Douglas Baker, Treasurer
Brian Hicks, Commissioner
Daniel Bourgeois, Commissioner
Julie Thériault, Commissioner
Conrad Allain, Director of Operations

1.0 Chair's remarks and approval of Agenda

The Chair welcomed everyone to the meeting and advised that C. Michaud would not attend the meeting as he was out of town.

Approval of Agenda

It was **Moved By:** D. Bourgeois and **Seconded By:** D. Baker to approve the agenda as presented. **CARRIED**

2. Minutes of Meeting

2.1 Minutes of Regular Meeting - March 21, 2013 and March 27, 2013

The minutes were reviewed and the following changes were made:

- To delete the last sentence on page 2 of the March 21, 2013 minutes
- To insert the word "and" in the first Motion on page 3 to read as follows: "... to proceed with recommendations 1, 2, 3, 4(b) and 5 as soon as possible, and at a later date to proceed with 4(a) and 6 with the advice of the Technical Committee."

It was **Moved By:** D. Bourgeois and **Seconded By:** D. Baker to approve the minutes of March 21, 2013 and March 27, 2013 as amended. **CARRIED**

2.2 Procès-Verbal de la reunion du 21 février 2013 et du 26 février 2013 (not available last month)

It was **Moved By:** D. Bourgeois and **Seconded By:** J. Thériault to approve the French version of the minutes of 21 février, 2013 and 26 février 2013 as presented. **CARRIED**

2.3 Items arising from Minutes (Appendix 1)

All items are dealt with separately as agenda items. (see items 4.4, 5.2, and 8.7 below)

3. Payables - March 2013 Payables

The Payables were reviewed and several questions raised were discussed and clarified by C. Allain.

It was **Moved By:** D. Baker and **Seconded By:** Brian Hicks that the payables be approved as presented. **CARRIED**

4. Capital Construction Program, Engineering Studies

4.1 Progress Claim #348 by R.V. Anderson

C. Allain indicated that some work is being done on the tunnel risk.

4.2 Compost Facility Operations Centre

- (a) Certificate of Payment No. 10
- (b) Partial Release of Holdback

C. Allain indicated this project is very close to the end. He indicated there are a couple of items to be resolved and a meeting will take place next week to get these matters resolved.

- (c) Compost Facility Operations Centre - Budget Status and Summary of Change Orders

It was **Moved By:** D. Bourgeois and **Seconded By:** D. Baker that Certificate of Payment No. 10, Change Order 31R and Change Order 33 be approved for payment. **CARRIED**

- (d) Pictorial Review of Operation Centre

A slideshow of the Operation Centre was presented. The Chair and C. Allain provided comments about the facility and its operation, which were very well received by all present. D. Bourgeois suggested that GMSC should consider doing advertising or public education tours concerning the facility and its operations for Earth Day in 2014.

4.3 Capital Construction Program 2013 - Progress Report

C. Allain advised he did not update the Progress Report as he was away on vacation, however, he provided a verbal update. He indicated he has had several discussions with R.V. Anderson regarding the recommendation to proceed with the scoping and the costing of the river crossing design. Some questions were asked and clarified by C. Allain.

4.4 Update on Virginia Pumping Station and Second River Crossing

C. Allain indicated the report is complete for the study of the second river crossing and the Virginia pumping station. There is very little activity on this at this point. C. Allain advised he has received an updated proposal from R.V. Anderson and will be presenting a recommendation at the next meeting.

5. Financial and Administration

5.1 Monthly Financial Report - February 2013

D. Baker introduced the Financial Statements for February 2013 which was reviewed in detail. Several questions were asked and clarified.

It was **Moved By:** D. Baker and **Seconded By:** Julie Thériault that the Financial Statements for February 2013 be approved as presented. **CARRIED**

5.2 Revision of Monthly Financial Report to reflect the new PSA system

D. Baker introduced the revised Financial Statements for January 2013 and reviewed it in detail. D. Baker clarified some questions that were asked.

It was **Moved By:** D. Baker and **Seconded By:** Brian Hicks that the Financial Statements for January 2013 be approved as presented. **CARRIED**

5.3 Approved signed copy of 2012 Financial Statement

A signed copy of the 2012 Financial Statement was provided to all Board members. D. Baker indicated that a signed copy of the 2012 Financial Statement should be forwarded to The Commercial Loan Officer at BMO.

5.4 Error in Financial Statement re Sick Days accumulated

D. Baker advised this was a grammatical or typing error and we should not do anything further on this. All present were in agreement.

6. Other - General

6.1 Draft Letter to Stakeholders re By-Law # 01

The Chair requested all present to read the draft letter and provide their comments with respect to the last two paragraphs. Discussion followed. It was agreed by all present that the letter be put on GMSC letterhead and sent to all stakeholders.

6.2 Presentation to Councils

The invitation to make a presentation to the Tri Community Councils was discussed. Following discussion it was agreed that the GMSC presentation concerning our projects and funding for these projects should be made at both the private forums and the public forums. It was agreed by all Board members that we should not miss the opportunity to make the presentation at the public forums.

6.3 Status of Annual Report

C. Allain tabled the 2012 GMSC Annual Report - Draft #3 - April 12, 2013. The Chair indicated that all Commissioners should review this report and provide their comments to C. Allain by Monday, April 22nd. Upon completion of the final draft in both English and French, C. Allain will circulate the report in .pdf format to all Commissioners.

7. Private Session

It was **Moved By:** J. Thériault and **Seconded By:** D. Bourgeois that the meeting move to “Private”. **CARRIED**

THE MEETING WENT PRIVATE AT 6:05 P.M. TO 6:40 P.M.

It was **Moved By:** D. Bourgeois and **Seconded By:** J. Thériault to return to the public meeting. **CARRIED**

8. Information Items

- 8.1 CWWA Bulletin
- 8.2 Article in the Times & Transcript of April 5, 2013 re AGM
- 8.3 Article in the Times & Transcript of April 9, 2013 re Minister Keith Ashfield
- 8.4 New Building Canada Plan Article
- 8.5 Letter of April 5, 2013 to Minister and Mayors re 2012 Annual General Meeting
- 8.6 Letter of April 10, 2013 to Mayors requesting support of capital program
- 8.7 Letter to MP Robert Goguen in reply to his of March 26th
- 8.8 Letter of March 27, 2013 from MP Robert Goguen
- 8.9 Letter of March 27 from Minister Bruce Fitch

The Chair advised that D. Baker wanted to inform the Board of his pending resignation. D. Baker provided to the Chair a copy of his resignation letter addressed to the Mayor, Town of Riverview. He offered his notice of resignation to the GMSC Board and extended his best wishes to everyone. All present indicated his resignation was accepted with regrets but that it was understandable under the circumstances.

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

Next Meeting May 16, 2013 at 4:00 p.m.

The meeting adjourned at 6:45 p.m.