

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

DATE: **Thursday - November 20, 2014 - 4:00 pm**
GMWC Riverview Operations Centre

IN ATTENDANCE: Chanel Michaud, Chair/Treasurer
Clarence Sweetland, Secretary
Julie Thériault, Commissioner
David Muir, Commissioner
Bernard LeBlanc, General Manager, GMWC

Winston Pearce - absent due to illness
George Somers - absent due to prior commitment

The Chair welcomed everyone to the meeting.

1. Chair's remarks and Approval of Agenda

1.1 Welcoming new Commission member

Welcome greetings were extended to David Muir, the newly appointed commissioner from Riverview. Mr. Muir provided some brief details of his background and experience.

The agenda was reviewed. It was agreed to move item 4.3.1 and item 4.3.2 to the Private Meeting for discussion.

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

2. Minutes of Meeting

2.1 Minutes of Meeting - October 16, 2014

The minutes were reviewed. At item 5.3 the last line to change the words "the next" to "a future". Also a couple of minor typos to be corrected.

It was **Moved By:** C. Sweetland and **Seconded By:** J. Thériault to approve the minutes as modified. **CARRIED**
(one abstention - D. Muir)

2.2 Procès - Verbal de la réunion du 16 octobre 2014

(not available at this time) (will be presented at next month's meeting)

3. Matters Arising

All items are dealt with separately as agenda items or will be dealt with at future meetings. It was agreed to add as Item IV, the thank you letter to be sent to the former commissioners as a reminder for the next board meeting.

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 concerning the Admin Building costs and the C.S.O. Forcemain costs. B. LeBlanc provided some further clarification concerning the cost sharing item. He advised that this item has now been incorporated in the 2015 budget and if approved will be an expense as opposed to a capital cost.

D. Muir asked for further clarification on the heat recovery system and this was provided by B. LeBlanc.

4.1.2 Gantt Chart - Schedule of 2014 Major Capital Projects

The chart was reviewed and several questions asked were clarified. B. LeBlanc indicated that the only construction going on right now is what is left at the compost site.

4.1.3 Compost Project Status Report

The November status report was reviewed. B. LeBlanc advised there are only two items that have not been awarded for contracts, those being the controls portion and purchasing of the glycol. It is anticipated that a recommendation for award of the controls portion will be presented at the December meeting.

Some discussion followed and questions asked were clarified by B. LeBlanc.

4.2 Equipment and Contracts - Recommendations and Awards

4.2.1 WWTF Operation centre expansion - Update

This item to be discussed at a meeting scheduled for next week on November 27, 2014.

4.2.2 Snow clearing contract - Recommendation

A bid results report for snow clearing at the various TransAqua facilities was presented. Some discussion followed and questions asked were clarified.

It was **Moved By:** C. Sweetland and **Seconded By:** J. Thériault to approve the awards for the various sites based on the following:

(1) Riverview Wastewater Treatment Facility -Snow Clearing Award

That Ayles Natural Landscaping be awarded the 2014-2015 and 2015-2016 Riverview WWTF Snow Clearing contract per their quotation and the TransAqua GMWC Request for Quotations.

(2) Causeway and Mill Creek Remote Pumping Station - Snow Clearing Award

That Ayles Natural Landscaping be awarded the 2014-2015 and 2015-2016 Causeway/Mill Creek Snow Clearing contract per their quotation and the TransAqua GMWC Request for Quotations.

(3) Dover, Bayview, Fox Creek, Beaubassin & Virginia - Snow Clearing Award

That VCM be awarded the 2014-2015 and 2015-2016 Dover/Bayview/Fox Creek/Beaubassin/Virginia Snow Clearing contract per their quotations and the TransAqua GMWC Request for Quotations.

(4) Manual Shoveling & Snowblowing at WWTF and Causeway Pumpstation - Award Recommendation

That Reddin Lawncare be awarded the 2014-2015 and 2015-2016 WWTF/Causeway Shoveling and Snowblowing contract per their quotation and the TransAqua GMWC Request for Quotations. **CARRIED**

4.2.3 Cleaning Contract RFQ - Update

B. LeBlanc advised that a Request for Quotations (RFQ) has been posted on NBON for the cleaning services for the GMWC. He indicated that a facility tour was conducted today by Marc Hebert so there appears to be some interest in the contract. All bids are due by December 5, 2014 and a recommendation will be presented to the Board at a future meeting.

4.3 Engineering Studies/Reports

4.3.1 Business Case Financial Advisor RFP - Recommendation

Details of the bids received were discussed in the Private Meeting.

It was **Moved By:** J. Thériault and **Seconded By:** C. Sweetland as follows:
Financial Advisor: That the GMWC award a contract for the role of Financial and Business Case Advisor per the terms of its RFP#2014-10 to KPMG at a cost of \$67,113 + HST per their proposal. **CARRIED**

4.3.2 Owner's Engineer for Business Case RFP - Recommendation

Details of the bids received were discussed in the Private Meeting.

It was **Moved By:** J. Thériault and **Seconded By:** C. Sweetland as follows:
Owner Engineer: That the GMWC award a contract for the role of Owner Engineer and Technical Lead Advisor per the terms of its RFP #2014-11 to CBCL Limited at a cost of \$29,200 + HST for Phase 1 per their proposal and on a time and material basis for any Business Case development support requirements, subject to authorization of expenditures by the Commission management.

That the combined cost of undertaking all of the above work not exceed \$200,000 + HST, or otherwise be subject to Commission approval of any additional expenditures.

That Phase 2 schematic design and cost estimates for the second river crossing and pump station be undertaken as follows: “Ask CBCL if they would be prepared to provide a firm price and schedule for undertaking of Phase 2 design to PPP Canada requirements.” This to be subject to Commission approval before any award of a contract or contract change order. **CARRIED**

5. Financial and Administration

5.1 Monthly Financial Report - October 2014

The financial report was reviewed. C. Michaud highlighted some items on the report. A short discussion followed and questions asked were clarified.

5.2 Overview of PPP Canada Program - CEO John McBride

B. LeBlanc circulated a list of possible questions for PPP Canada that could be presented to Mr. McBride. The list was reviewed and discussed.

Mr. McBride arrived at 6:00 p.m. and introductions were made.

Mr. McBride presented the Board with his views on the P3 program, the process for the application and also provided some information about the organization in general.

His open and frank discussion provided all present with a greater insight of the P3 program. Many questions were asked and Mr. McBride was very receptive to them and provided in-depth answers.

Mr. McBride left the meeting at 7:30 p.m.

5.3 Election of Officers, Committee Membership, and Meeting Schedule 2015

Nominees for election of officers of the GMWC were made as follows:

- W. Pearce - Chair
- C. Michaud - Treasurer
- C. Sweetland - Secretary

The Chair suggested that consideration should be given to having a vice chair position established. A brief discussion followed and this will be brought forward at the next meeting.

5.4 2015 Operational and Capital Budget for Commission Approval

This item to be discussed at a meeting scheduled for next week on November 27, 2014.

6. Other - General

6.1 General Manager Report - November 2014

The General Manager's Report was reviewed. B. LeBlanc highlighted some items in the report:

- GMWC website is fully operational and M. Asplet and S. Richard are fully trained and can update/modify information on the site
- a secure portal on the website has been requested and this is being done
- management visited the Atlantic Industrial Services plant in Debert, NS regarding their handling and treatment of flowback water
- reviewed sample report of Sage software in tracking of projects to clearly identify "spend to date" versus project budget

Further discussion followed and some questions asked were clarified.

6.1.1 Feedback regarding questions from last Commission meeting
Utility vehicle warranty and Contractor (B. MacNichols) cost
versus budget and prior year

B. LeBlanc advised that the Kubota utility vehicle has been received and confirmed that it has a 1 year warranty.

B. LeBlanc provided the total YTD spending with Bruce McNichol (supplying operator and equipment at the compost site) and advised that we are still on track with the budget and prior year numbers.

6.1.2 PPP Council Conference update

B. LeBlanc provided an overview concerning his attendance at the P3 2014 - 22nd CCPPP National Conference on Public Private Partnerships held in Toronto on November 3 & 4, 2014. He indicated it was a very good conference and event if GMWC is seriously considering the undertaking of a P3 model infrastructure construction approach.

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

6.2.1 2015 Budget Municipal Presentation - Update

B. LeBlanc advised that the municipal presentations were held with Riverview on October 27th, Moncton on October 30th, and Dieppe on November 19th. All municipal presentations are now completed.

6.2.2 Meeting with area caucus to overview Commission activities
and projects

B. LeBlanc indicated that with the change in government contact will be made with the local MLA's to arrange to meet and discuss our projects.

6.2.3 Request for Provincial funding and department support for upgrading projects

A copy of the letter sent to Premier Gallant was circulated for information purposes.

6.3 Gabbey Report - Commission Review

6.3.1 Update regarding Cost Sharing and Jurisdiction recommendations Municipal presentations

B. LeBlanc advised the only update is the presentations were made to all three councils. With respect to cost sharing Dieppe sent a letter indicating that they are in favour of it. The Town of Riverview didn't seem to have any objections. The City of Moncton has not provided any feedback to date.

7. Information Items

- 7.1 Payables - November 2014 Payables
- 7.2 La commission des eaux usées du Grand Moncton change de nom L'Etoile - Oct 16, 2014
- 7.3 Dieppe letter regarding cost sharing recommendations - Oct 17, 2014
- 7.4 Eaux usées à Dieppe: le conseil municipal n'est pas convaincu Radio Canada - 28 Oct 2014
- 7.5 Riverview appointment of David Muir to Greater Moncton Wastewater Commission - Oct 29, 2014
- 7.6 Nova Scotia firm pitches fracking wastewater plan to Dieppe - Times & Transcript Oct 31, 2014
- 7.7 Frack water might go to Amherst instead of Dieppe - Times & Transcript Oct 31, 2014
- 7.8 Moncton utility rates going up - Times & Transcript Nov 3, 2014
- 7.9 Updated listing of Commission members and contact information
- 7.10 Weftec event participation Commission feedback - Casas, Allain, LeBlanc
- 7.11 Moncton compost from solid waste gaining in popularity - CBC New Nov 3, 2014
- 7.12 TransAqua press release David Muir appointment to Commission - Nov 7, 2014

8. Private Meeting

MOTION TO MOVE TO “PRIVATE” MEETING

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

The meeting went to “Private” meeting at 7:30 p.m. and ended at 8:00 p.m.

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

Next meeting December 18, 2014 at 4:00 p.m.

The meeting adjourned at 8:05 p.m.