

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

DATE: **Thursday - October 15, 2015 at 4:50 pm**
GMWC Riverview Operations Centre

IN ATTENDANCE: Win Pearce, Chair
Chanel Michaud, Treasurer
Clarence Sweetland, Secretary
Julie Thériault, Commissioner (arrived at 4:50 pm)
George Somers, Commissioner (absent)
David Muir, Commissioner (via SKYPE)
Kevin Rice, General Manager, GMWC

1. Chair's remarks and Approval of Agenda

The Chair welcomed everyone to the public meeting. The Chair advised that the year end meeting scheduled for December 17, 2015 would be held in conjunction with a Christmas get-together at the home of the Pearces.

The Agenda was circulated and reviewed. To add as Item 5.5 Negotiating Team Transition. To add a Supplemental Agenda.

It was **Moved By:** C. Sweetland and **Seconded By:** C. Michaud to approve the Agenda as amended, as well as the supplemental agenda as presented.

CARRIED

2. Minutes of Meeting

2.1 Minutes of Regular Meeting - September 17, 2015

The minutes were reviewed.

It was **Moved By:** C. Sweetland and **Seconded By:** D. Muir to approve the minutes as presented.

CARRIED

1 abstention - C. Michaud

2.2 Procès-verbal de la réunion du 18 juin 2015

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

2.3 Procès-verbal de la réunion du 16 juillet 2015

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

2.4 Procès-verbal de la réunion du 20 août 2015

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

1 abstention - J. Thériault

2.5 Procès-verbal de la réunion du 17 septembre 2015

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

1 abstention - C. Michaud

3. Matters Arising

3.1 Matters Arising - Appendix 1

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

4. Capital Construction Program, Engineering Studies

4.1 Capital Projects

No new items.

4.2 Equipment and Contracts - Recommendations and Awards

4.2.1 CBCL - Detailed Design for Preliminary Treatment Works - Phase 1 Award

K. Rice presented a status report dated October 8, 2015 concerning Plant Upgrade to Biological Treatment.

It was **Moved By:** J. Thériault and **Seconded By:** C. Michaud that it is resolved that the scope of services, schedule, and associated engineering budget provided by CBCL Limited in their letter dated September 15, 2015, for a total cost of \$395,000 plus H.S.T. has been accepted.

CARRIED

K. Rice to issue a press release indicating that the detail design, phase 1, has been awarded.

4.2.2 Pumping Station Overflow Baffle System RFP Award

K. Rice provided some background information.

It was **Moved By:** C. Sweetland and **Seconded By:** C. Michaud that it is resolved that the installation of pumping station baffle systems be awarded to Phillips Bros Excavating Ltd. for the total amount of \$103,700 plus H.S.T. The engineers estimate was \$200,000 not including H.S.T. The recommendation has been accepted.

CARRIED

D. Muir signed off Skype at 5:30 p.m.

4.3 Engineering Studies/Reports

4.3.1 No items this month.

5. Financial and Administration

5.1 2016 Annual Operating and Capital Budget - 2nd Draft

The 2nd draft was reviewed, discussed and a few modifications were suggested, with a final vote to be taken at the November meeting.

5.2 Caisse Populaire Bank Account and Signatories

It was **Moved By:** C. Michaud and **Seconded By:** J. Thériault to formally record the opening of a banking arrangement with Caisse Populaire

Dieppe, and formally document Commission members and staff (if applicable) who are authorized to hold signing authority on that bank account in accordance with the GMWC's policy.

CARRIED

5.3 Appointment of Privacy Officer

It was **Moved By:** J. Thériault and **Seconded By:** C. Michaud that the Chairperson of the Commission delegate to the General Manager, Kevin Rice, the duties and powers required to fulfill the obligations outlined within RTIPPA.

CARRIED

5.4 Conflict of Interest requirements for Commissioners

A memo dated October 12, 2015 from K. Rice concerning conflict of interest requirements for Commissioners was received and filed.

5.5 Negotiating Team Transition

It was **Moved By:** C. Michaud and **Seconded By:** C. Sweetland that the Commission approve the appointment of Kevin Rice, TransAqua General Manager, to carry out this managerial responsibility and replace George Somers as the management representative on the TransAqua negotiating team effective immediately.

CARRIED

6. Other - General

6.1 General Manager Report - September 2015

The General Manager's Report of September 2015 was reviewed. K. Rice indicated that in future the only items that will be brought forward to the Commission in his monthly report will be new initiatives, and any items or projects that have been completed.

6.2 Municipal support for PTIC application

The Chair indicated that at the last technical committee meeting a suggestion was made that the GMWC should go back to the municipalities and ask for their letter of formal support for this application. It was agreed that this should be done.

6.3 Status of Funding Applications

No update at this time.

6.4 Capital Plan - Post P3

See Item 6.4.1

6.4.1 Future Business Strategy Study - Resolution to Proceed

It was **Moved By:** C. Sweetland and **Seconded By:** J. Thériault that the Commission direct the general manager, K. Rice, to develop a future business strategy study including a communication strategy and present same to the Commission. **CARRIED**

6.5 By-Law update review

Tabled to future meetings

6.6 Public Safety Canada Site Visit - October 21 and 22, 2015

K. Rice provided a memo dated October 12, 2015 outlining some of the background and analysis of this program. He advised this is a free service that is provided. Representatives come to the facility and look at the security of the site, map all the buildings, tunnels, areas, etcetera. The general manager indicated that P. Casas and M. Asplet have been assigned to work with the representatives. Any recommendations that come out of the visit will be brought to the Commission.

The Commission received and filed the report.

6.7 MHPM Study - Acceptance of final report

The revised report dated August 19, 2015 from MHPM was reviewed.

It was **Moved By:** C. Sweetland and **Seconded By:** J. Thériault that the GMWC accept and file the TransAqua Independent Review of Capital Project Procurement Options Report from MHPM dated August 19, 2015. **CARRIED**

6.8 WEFTEC 2015 Report on attendance

A report from K. Rice and C. Allain on attendance to WEFTEC 2015 (Water Environment Federation Technical Exhibition and Conference) in Chicago, Illinois, on September 26 - 30, 2015 was reviewed.

Some discussion followed and it was suggested that P. Casas also attend the conference next year. The report was received and filed.

7. Information Items

- 7.1 Approved Technical Committee Minutes of September 9, 2015
- 7.2 TransAqua nomination submission has been made to the 30th Annual Greater Moncton Chamber of Commerce Business Excellence Awards in the Environmental Excellence Category
- 7.3 October 2, 2015 Times & Transcript editorial: "River restoration gets short shrift in Metro campaign"
- 7.4 October 5, 2015 Times & Transcript article: "River fix spurs MRD riding debate"

SUPPLEMENTARY AGENDA

S-1 Application to borrow funds - NB Municipal Capital Borrowing Board

A memo dated October 13, 2015 from K. Rice and M. Asplet concerning the Application to the New Brunswick Municipal Capital Borrowing Board to source funds for the Upgrade and Modernization Project was reviewed. A letter is to be sent, in compliance with the Clean Environment Act, advising the three municipalities of the Commission's future intent to borrow.

It was **Moved By:** C. Michaud and **Seconded By:** C. Sweetland that the GMWC submit an application for borrowing to the New Brunswick Municipal Capital Borrowing Board in the amount of sixty million dollars (\$60,000,000) for a term of ten (10) years. **CARRIED**

S-2 6.4.1 Dave Muir memo- Building Canada Fund

A memo dated October 15, 2015 from Dave Muir concerning the Building Canada Fund was received and filed.

8. Next Meeting

Next meeting 19 November 2015 at 4:00 p.m.

It was **Moved By:** C. Michaud and **Seconded By:** C. Sweetland to adjourn the public meeting.

The meeting adjourned at 7:00 p.m.