

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

DATE: Thursday - July 16, 2015 at 4:00 pm
GMWC Riverview Operations Centre

IN ATTENDANCE: Win Pearce, Chair
Chanel Michaud, Treasurer
Clarence Sweetland, Secretary
Julie Thériault, Commissioner
George Somers, Commissioner
David Muir, Commissioner
Michael Asplet, Interim General Manager, GMWC

1. Chair's remarks and Approval of Agenda

1.1 Chairman's Remarks

The Chair welcomed everyone to the public meeting. He advised that C. Michaud has indicated he will put his name forward for the Chair's position at the next Annual General Meeting.

1.2 Approval of Agenda

The Agenda was circulated and reviewed. To add as Item 5.5 Appointment of General Manager. To add at Item 6.2 - Motion to Ratify the Motion from the Private Meeting of June 18, 2015 P3.
To delete Item 2.2 from the Agenda.

It was **Moved By:** D. Muir and **Seconded By:** C. Michaud to approve the Agenda as amended. **CARRIED**

2. Minutes of Meeting

2.1 Minutes of Regular Meeting - June 18, 2015

The minutes were reviewed.

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

3. Matters Arising

3.1 Matters Arising - Appendix 1

All items are dealt with separately as agenda items.

3.2 P. Casas Question and Answer Session - Monthly Report

P. Casas joined the meeting and provided an overview of the Report of Operations which is produced on a monthly basis. Numerous questions were asked and P. Casas provided clarification.

MOVED TO PRIVATE SESSION See Agenda item 8 for detail.

The meeting went to "Private" meeting at 5:00 PM and came out at 7:00 PM

4. Capital Construction Program, Engineering Studies

4.1 Capital Projects

4.1.1 Gantt Chart - Schedule and Progress on 2015 Major Capital Projects

The document was reviewed. Most projects on hold temporarily. Some items on the report were discussed and M. Asplet to advise C. Allain to update the report.

4.1.2 Compost Project Status Report

The status report dated July 10, 2015 from C. Allain was reviewed. Some questions asked were clarified by M. Asplet.

4.2 Equipment and Contracts - Recommendations and Awards

4.2.1 Confined Space Entry Equipment Capital Spend Request

M. Asplet provided a memo dated 23 July 2015 concerning Confined Space Entry Equipment, Training and Safety Policy Review and Implementation.

Discussion followed and questions asked were clarified.

It was **Moved By:** C. Sweetland and **Seconded By:** D. Muir that TransAqua purchase \$28,447.55 in confined space entry equipment from Acklands-Grainger and provision of \$15,000 for training and procedure creation from RUSafe.

CARRIED

4.3 Engineering Studies/Reports

4.3.1 Ongoing RFPs Status Report

A memo dated July 10, 2015 regarding Request for Proposals Upcoming Projects - Status Report was reviewed.

4.3.1.1 Bourque Road Forcemain & Pumping Station - Close
17 July 2015

M. Asplet advised an RFP was posted on NBON the week of June 15, 2015 for Preliminary Engineering of the Melanson Road Pumping Station and Bourque Road Forcemain. Due to some questions and clarifications from bidders, the revised closing date is July 17, 2015.

4.3.1.2 Jonathan Creek Area Collector Sewer Relocation - Detailed
Design

M. Asplet advised that CN has issued an RFP for engineering services by invitation to four firms. The work has recently been awarded to Crandall Engineering of Moncton.

4.3.2 Biological Nutrient Removal Treatment Process Implementation
Consideration for Going Forward

A draft memo dated July 10, 2015 from C. Allain was reviewed. M. Asplet will ask C. Allain to attend at the next Commission meeting scheduled for August 20, 2015 to discuss this matter in more detail.

4.4 Capital Project Spend Report for June 2015

The report was reviewed.

5. Financial and Administration

5.1 Monthly Financial Report - June 2015

The report was reviewed. M. Asplet highlighted a few items on the report.

5.2 Monthly Operations Report - June 2015

The report was reviewed, with input from P. Casas in item 3.2 above.

5.3 Directors and Officers Liability Insurance 2015 - 2018

M. Asplet provided a copy of a memo from Chubb Insurance Company of Canada outlining the coverage provided by them for all Commissioners of the GMWC.

5.4 BMO GIC Investment Maturity and Reinvestment Options

An email from Damon Black dated July 13, 2015 was reviewed. C. Michaud advised that TransAqua will obtain some quotes on investment options and a decision will be made and implemented by Treasurer C. Michaud and Director of Finance M. Asplet.

5.5 Appointment of General Manager

It was **Moved By:** G. Somers and **Seconded By:** C. Sweetland that after first interviewing and then reviewing the Kolbe assessment results and background reference checks of three preferred candidates presented to the Human Resources Committee by Venor Search Group, an executive search recruitment firm based in Halifax, Nova Scotia, that the Commission offer a contract of employment for the position of General Manager to the preferred candidate as selected in the private session on July 16, 2015. **CARRIED**

6. Other - General

6.1 General Manager Report - June 2015

The General Manager's Report of June 2015 was reviewed. M. Asplet provided further details concerning a homeless person that is living in

one of the walking trail toilets during the summer months. This is causing a confrontational situation with TransAqua.

Discussion followed. The matter of maintaining the walking trail toilets to be discussed at future meeting.

6.2 Capital Plan - Post P3

No status update.

6.2 Motion to Ratify the Motion from the Private Meeting of June 18, 2015 P3.

It was **Moved By:** D. Muir and **Seconded By:** J. Thériault to ratify the Motion (as stated below) from the Private Meeting of June 18, 2015.

CARRIED

MOTION

It was **Moved By:** C. Sweetland and **Seconded By:** C. Michaud that the GMWC advise P3 Canada that it has determined not to proceed with the current application for the (\$120,000,000.00) one hundred and twenty million dollar project without Provincial participation; and given the other qualitative factors involved as follows:

- Uncertainty in growth and demand forecasts;
- Risk of over-investing in redundant capacity;
- CSO facilities not included in scope and may be higher priority;
- Risk of loss of flexibility to exploit new technologies in later capital projects;
- Reduced Scope Option should still secure P3 Canada funding (if P3 selected) and will attract market interest.

CARRIED UNANIMOUSLY

6.2.1 20 Year Capital Plan including CSO Projects and Cost Implications

M. Asplet provided a cash flow projection chart comparing the plant upgrade using the \$80M CBCL predesign versus the plant upgrade using the \$50M phased approach.

Considerable discussion followed.

6.3 Status of Funding Applications

No update.

6.4 Health & Safety - New Visitor/Contractor Sign In Policy

M. Asplet advised that as part of the Health & Safety Policy review it was agreed that a new visitor/contractor sign in policy should be implemented. Following discussion all present were in favour of implementing this policy.

6.5 Compost Marketing Brochures

The idea of a marketing brochure that explains what the TransAqua compost is, how to use it, how, when and where it can be accessed, was discussed. All present agreed this would be a good idea for next season.

7. Information Items

7.1 Payables - June 2015 Payables

The June 2015 payables report was reviewed. Several questions asked were clarified by M. Asplet.

7.2 Province on Board with Moncton Events Centre - Times & Transcript 19 June 2015

7.3 Moncton Storm Sewer System to be Overhauled - Times & Transcript 27 June 2015

7.4 TransAqua News Release of 28 June 2015

7.5 TransAqua Shelves P3 Plan for 80M Wastewater Plant Upgrade - CBC 29 June 2015

7.6 TransAqua Rejects P3 Funding Option for Riverview Facility Upgrade - Times & Transcript 30 June 2015

7.7 Petitcodiac to undergo waste water collection overhaul - Times & Transcript 30 June 2015

7.8 Construction funds announced for busy Moncton road - Times & Transcript 9 July 2015

7.9 TransAqua abandonne l'idee d'u partenariat public -prive pour son financement Etoile 2015 07 10

7.10 Kent County community gets funds for waste water infrastructure T&T 2015 07 14

8. Private Meeting

The meeting went to “Private” session between 5:00 p.m. and 7:00 p.m. to accommodate attendees.

It was **Moved By:** D. Muir and **Seconded By:** C. Michaud to move to the “Private” meeting. **CARRIED**

9. Next Meeting

Next meeting 20 August 2015 at 4:00 p.m.

It was **Moved By:** C. Sweetland to adjourn the general meeting.

The meeting adjourned at 8:00 p.m.