



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

DATE: Thursday - February 21, 2013 - 4:00 pm
Wastewater Treatment Facility

IN ATTENDANCE: Winston Pearce, Chair
Douglas Baker, Treasurer
Chanel Michaud, Secretary
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. The Chair advised that Julie Thériault would be arriving a little late to the meeting.

The Chair congratulated Brian Hicks on receipt of the Queen's Jubilee Medal.

Approval of Agenda

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

2. Minutes of Meeting

2.1 Procès-Verbal de la réunion du 20 décembre 2012

It was **Moved By:** D. Bourgeois and **Seconded By:** C. Michaud that the French version of the minutes of 20 December 2012 be approved as presented.

CARRIED

2.2 Minutes of Regular Meeting - January 17, 2013

It was **Moved By:** D. Bourgeois and **Seconded By:** D. Baker that the minutes of the regular meeting of January 17, 2013 be approved as presented.

CARRIED



2.2 Procès-Verbal de la réunion du 17 janvier 2013

It was **Moved By:** D. Bourgeois and **Seconded By:** C. Michaud to approve the French version of the minutes of January 17, 2013. **CARRIED**

2.3 Items arising from Minutes (Appendix 1)

All items listed in Appendix 1 were to be reviewed or dealt with as Agenda items except Item III. C. Allain updated the Board concerning the status of this item, a measurement device or scale to be installed to determine the amount and value of compost distributed in bulk, especially to the three Municipalities. C. Allain advised a truck scale is in the plan for the 2014 capital budget.

3. Presentation by Consultants

3.1 Virginia Pumping Station and Second River Crossing

A presentation was made by Hans Arisz of R.V. Anderson Associates Limited. Mr. Bruce Buchanan of R.V. Anderson, and Dale Larison, VP Engineering/Operations of Entec, Calgary, Alberta, were also present. A copy of the "Executive Summary - Virginia Street Pumping Station & Force Main" was given to each Board member.

Mr. Arisz informed the Board that they are in the final stages of completing a preliminary design for a pumping station near Virginia Street in Dieppe and a force main between the pumping station and the treatment plant. Mr. Arisz provided some background on the rationale and what the benefits would be.

Mr. Arisz stressed the importance of the tendering process for the directional drilling project and the way the risk is shared or assigned. Mr. Arisz indicated the force main construction is specialized work and he recommends that that be one contract. The pumping station construction can be done by local forces and he recommends that that be a separate tender package.

Numerous questions were asked by the Board concerning various aspects of the project and clarification was provided by both Mr. Arisz and Mr. Buchannan. Mr. Larison answered questions concerning the directional drilling operation.

The presentation ended at 5:25 p.m.

The Chair indicated the presentation by Mr. Arisz was made to the Technical Committee at their meeting on February 13, 2013, and that the Committee agreed in principle with the recommendations as presented by R.V. Anderson.

Considerable discussion followed.



It was **Moved By:** B. Hicks and **Seconded By:** D. Bourgeois that this matter be referred to the Technical Committee and the Director of Operations and for them to provide a recommendation to the Board for their next meeting.

CARRIED

3.2 Collector Sewer Policy - Presentation by Consultants

Mr. Richard Gabbey of Crandall Consulting Engineers updated the Board with respect to the GMSC Wastewater Conveyance and Asset Management Study.

Mr. Gabbey asked the members, firstly, how the Board views its obligation to the municipalities, and secondly the ratepayers of the municipalities, and thirdly the Board's obligation to the Commission itself. Various areas were touched upon, i.e., Bill 56, overall mission statement, the size of the Board and so on. General discussion with Board members followed.

Considerable discussion followed concerning Committees. Should we add more members to the Technical Committee? It was noted that the GMSC perhaps should have Ad Hoc Committees whenever the need arises.

Mr. Gabbey indicated another topic he wanted to discuss was the By-Laws. He indicated some of the immediate future needs of the Commission and one was perhaps a recommendation of other By-Laws that could be put into place for specific things, i.e., define the cost recovery approach; management of reserve fund; quality of wastewater.

The Chair indicated that the By-Laws were a topic to be discussed by the Board and further information would be provided to Mr. Gabbey.

Mr. Gabbey will bring a "plan" to the next meeting of the Board scheduled for March 21, 2013.

The presentation ended at 6:50 p.m.

4. Payables - January 2013 Payables

The payables were reviewed and several questions raised were discussed and answered by C. Allain. That the payable for Forbes Roth Basque be moved from capital disbursements and be put in operations/maintenance/administration expenses.

It was **Moved By:** C. Michaud and **Seconded By:** D. Baker that the payables be approved with the modification as noted above. **CARRIED**



5. Capital Construction Program, Engineering Studies

5.1 Progress Claim # 346 by R.V. Anderson

C. Allain indicated that R.V. Anderson is doing pre-planning work for the Jonathan Creek collector sewer relocation. He indicated that to date there is no cost sharing formulae, and no formal council approval. He indicated we should know a little more by this summer.

5.2 Compost Facility Operations Centre - Certificate of Payment No. 8

C. Allain provided an update with respect to the construction of the Operations Centre.

5.3 Compost Facility Operations Centre - Budget Status and Summary of Change Orders

C. Allain indicated we are almost at the end of the budget for change orders and almost at the end of required change orders to complete the job. He indicated the project is nearing completion.

5.4 Capital Construction Program 2013 - Progress Report

C. Allain reviewed the summary sheets with respect to the newly designed Capital Program Progress Report. Discussion followed and questions were answered by C. Allain. The Board commented this report is very good to have each month.

5.5 GMSC Trunk Sewer Diversion account City's Jonathan Creek Culvert

This item covered in item 5.1 above.

5.6 Pilot Plant Study - Winter Operation and Process Parameters

C. Allain updated the Board with respect to this project. Discussion and questions followed. C. Allain provided clarification. He indicated this is the last phase of the research phase before proceeding further. He indicated that \$90,000 of the budgeted \$294,000 will be spent on this phase.

6. Financial and Administration

6.1 Monthly Financial Report - December 2012

D. Baker reviewed the December report in detail. He indicated GMSC is in good financial shape.



It was **Moved By:** D. Baker and **Seconded By:** C. Michaud that the financial statement be adopted as presented. **CARRIED**

6.2 Quotations for Treatment Chemicals

C. Allain indicated that the purchasing of chemicals for treatment will be done by "Request for Quotation" versus open tender because there are only two suppliers for the Maritimes. He reviewed the quotations and recommended going with the lowest tendered price which is Kemira Water Solutions.

It was **Moved By:** J. Thériault and **Seconded By:** D. Baker that Kemira Water Solutions be awarded the two year contract as per their quotation.
CARRIED

7. Other - General

7.1 Draft R.F.P. for Communications Services

C. Allain provided information on the seven communications companies that provide the type of services that GMSC will require and how our needs will be interpreted. Considerable discussion followed. It was suggested that a notice be put on NBON (New Brunswick Opportunities Network) and those companies that are interested will be provided with further information for submitting bids.

7.2 Discussion of By-Law #001

To be discussed at a future meeting.

7.3 Annual Audit, Annual Report and Annual General Meeting

The Chair indicated that each Committee Chair should prepare a brief report and forward to him in the next couple of weeks.

7.4 Feedback from MP/MLA meeting. Items for discussion:

- Priority issue of Causeway Bridge vs. wastewater treatment plant.
- GMSC implications of wastewater disposal from hydraulic fracking.

The Chair indicated that the MP/MLA meeting was well received by those in attendance and the two items above were discussed.

Discussion followed and numerous questions were asked. It was suggested that the Board should obtain formal support from the three municipal councils and MP Robert Goguen. All Board members were in agreement. A draft letter will be prepared and reviewed by the Board at the next meeting.

7.5 Feedback from Technical Committee meeting

Postponed to the next meeting.

8. Private Meeting

The Chair requested that D. Baker leave the meeting at this point.

D. Baker left the meeting

It was **Moved By:** C. Michaud and **Seconded By:** D. Bourgeois that the meeting move to "Private". CARRIED

MEETING WENT PRIVATE AT 8:00 P.M. TO 8:25 P.M.

It was **Moved By:** D. Bourgeois and **Seconded By:** C. Michaud to return to the public meeting.

Continuation of meeting scheduled for February 26, 2013 to deal with the remainder of the agenda.

The meeting adjourned at 8:25 p.m.