



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

**DATE:** Thursday - March 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.

**Approval of Agenda**

To move agenda item 6.2 after item 2.2.

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

**2. Minutes of Meeting**

**2.1 Minutes of Regular Meeting - February 21, 2013 and February 26, 2013**

To add the following Motion to the minutes of February 21, 2013.

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

It was **Moved By:** D. Bourgeois and **Seconded By:** J. Thériault to approved the minutes as amended. **CARRIED**

**2.2 Items arising from Minutes (Appendix 1)**

All items were dealt with except for the last item which reads: VI - It was suggested that the GMSC should give some consideration to making further inquiries concerning funding for our projects.

This item is dealt with in 6.3 on this agenda.



**PRESENTATION BY RICHARD GABBEY - See item 6.2 below**

3. **Payables - February 2013 Payables**

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

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

**PRESENTATION BY STEVENSON & PARTNERS - See item 5.2 below**

4. **Capital Construction Program, Engineering Studies**

4.1 **Progress Claim #347 by R.V. Anderson**

C. Allain reviewed the report from R.V. Anderson which summarizes their engineering services provided for the capital projects. Discussion followed and several questions raised were answered by C. Allain.

4.2 **Compost Facility Operations Centre - Certificate of Payment No. 9**

C. Allain advised we are almost at the end of this job and there will be some monies still to be paid over the coming months. The building is ready for occupation once the controls and the integration of these controls is finished.

4.3 **Design and Construction of the Virginia Street Pumping Station & Force Main Recommendations for approval of Pre-Design Report and Design Services**

C. Allain reviewed the memorandum dated March 14, 2013, which is the recommendation and the background relative to the Virginia Pumping Station & Second River Crossing. C. Allain advised that during the previous Commission this work was authorized to proceed to the preliminary engineering or pre-design report by R.V. Anderson. C. Allain reviewed the two recommendations by R.V. Anderson.

A memo dated March 20, 2013 was circulated to each Commissioner as well as a copy of the draft unapproved minutes of the Technical Committee dated March 20, 2013. C. Allain advised that the Technical Committee is in agreement with



the recommendations from the consultants however before tendering we should know the plan of action for Morton to Virginia.

Considerable discussion followed with respect to the consultants' recommendations which are as follows:

1. Issue expression of interest to HDD contractors
2. Determine preferred method of tendering HDD
3. Secure small parcel of land in Dieppe
4. Proceed to final design of Pumping Station and Force Main
5. Evaluate conveyance of Moncton flows to PS
6. Construct Force Main before Pumping Station and split contracts

After further discussion it was agreed that number 4 should be split into 4(a) proceed to final design of Pumping Station; and 4(b) final design of the Force Main.

It was **Moved By:** D. Bourgeois and **Seconded By:** C. Michaud 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.

**CARRIED**

With respect to Recommendation 2 of C. Allain's memo dated March 14, 2013, the following Motion was made.

It was **Moved By:** D. Bourgeois and **Seconded By:** J. Thériault to proceed to detailed design of the Force Main including construction management using the current consultant R.V. Anderson Associates on the condition that a full detail work plan and budget be developed by the consultant, reviewed by management to ensure value for money and formally approved by the Commission.

**CARRIED**

#### 4.4 Capital Construction Program 2013 - Progress Report

C. Allain reviewed the Progress Report and indicated that at six months and at the end of the year significant progress was made. The Compost Garage Facility Operations Centre is near completion. The biological treatment process is progressing well.

Discussion followed and several questions posed were clarified by C. Allain.



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

C. Allain reviewed Change Order No. 30 Electrical and Plumbing additions for staff facilities.

It was **Moved By:** C. Michaud and **Seconded By:** D. Baker to approve payment of Certificate of Payment No. 9, Change Order No. 30. **CARRIED**

### 5. Financial and Administration

#### 5.1 Monthly Financial Report - January 2-13 (tabled at meeting)

D. Baker proposed that this financial statement be tabled for information purposes only. D. Baker advised this is based on the Fund Accounting system and as the GMSC has moved to Public Sector Accounting (PSA) the internal statements should reflect the new PSA system. The statements will be revised and brought forward at the next meeting.

#### 5.2 Draft 2012 Financial Statements (presented by AC Stevenson & Partners)

The Chair welcomed Dave Stevenson and Andrew Boudreau from Stevenson & Partners to the meeting.

Draft copies of the GMSC, Report to the Commissioners, December 31, 2012 and GMSC Financial Statements, December 31, 2012 were distributed to all Commissioners. D. Stevenson indicated that the financial statements are significantly different in numbers and in presentation from prior years because these statements were prepared under the new Public Accounting Policy. Andrew Boudreau reviewed the Report to the Commissioners first and indicated the document provides the result of the audit. He then reviewed the Financial Statements.

It was suggested by C. Allain that the heading "waste water" should be changed to read "collector system". All Commissioners were in agreement with this change. D. Baker suggested that under Purpose of Organization, page 7 of the Financial Statements, that the words "The Clean Environment Act" be added after the Municipalities Act. Also (the Commission) should be changed to read "as a public service body".



D. Baker requested that his name and W. Pearce's name be typed on the Balance Sheet as this will be posted on the GMSC Website and he does not want any signatures to appear on the site.

D. Stevenson indicated that a header page would be added indicating that certain items/information sheets are included as supplementary information as required by the Provincial Planner.

It was **Moved By:** D. Baker and **Seconded By:** C. Michaud to approve the annual audited financial statements for the year ended December 31, 2012, as modified. **CARRIED**

The presentation ended at 6:10 p.m.

6. Other - General

6.1 By-Law # 01

A memo dated March 19, 2013 by Win Pearce concerning changes to By-Law #01 was circulated to all Commissioners. The Chair reviewed the changes suggested by Katherine LeFeuvre.

Discussion followed. D. Bourgeois indicated he would send an email to The Chair and all the Commissioners with his suggested changes to be submitted for adoption at the AGM. It was suggested that concerning clause 12.7 Conflict of Interest, the Chair should write to the three municipalities and ask them for their input. All were in agreement.

6.2 Presentation by Consultant Richard Gabbey and Boyd Touchie

The Chair welcomed Richard Gabbey and Boyd Touchie to the meeting. Mr. Gabbey provided an update on the Study work with respect to the regional plan of the overall collection system, all of the components, both the ones that currently exist and the ones that are identified as being anticipated for future growth. A copy of Mr. Gabbey's email dated March 15, 2013 was circulated. Mr. Gabbey indicated that the interviews with all the various individuals provided excellent background information.

Mr. Gabbey presented the regional plan that has been developed and a copy in draft form was provided to all members. Mr. Gabbey advised that one thing that



came out of the meetings he had with the municipalities was their thoughts on what part of the system the Commission should be looking after and in some cases taking over some existing sewers.

Mr. Gabbey indicated that with all the information gathered they are trying to come up with an objective approach to where the limits of jurisdictions for the Commission should be. Generally they are looking at three approaches. The first being; maintain the status quo and leave the points of connections as they are at present. The second would be to consider the Commission taking over all of the ones which have been identified as a major collector. The third one is to consider whether or not the Commission should get involved in projects to accommodate future development that have a mutual benefit to both the Commission and to the municipality.

General discussion followed and numerous questions were asked. D. Bourgeois inquired as to a possible fourth option, being the status quo minus the existing pipes. C. Michaud suggested that it would be important to define "what is a collector sewer" at the time of making the final presentation. B. Hicks commented with respect to the cost of this project and suggested that letters to both the province and the federal government should be written asking for funding. Mr. Gabbey commented one of his recommendations is that the Commission provides information to MLAs, MPs, and government agencies involved to make them aware of what the Commission is doing and give them some indication of what the funding requirements are in order to make this feasible. C. Allain commented it would be important for the evaluation of options to obtain a rough estimate of how much effort the city is putting into maintenance of lines already in place.

Mr. Gabbey indicated that the final draft report would be available the end of April and a presentation package will be presented to the Commission on May 16<sup>th</sup>.

The presentation ended at 5:00 p.m.

### 6.3 Letter regarding support for Capital Plan

A draft letter dated March 21, 2013 by Winston Pearce addressed to the Mayors of the three municipalities was circulated to all Commissioners.



The Chair indicated he would like everyone to review it and offer their comments.

Following discussion it was agreed by all that this should be done in two phases; (1) get official written support from the three municipal councils; and (2) request that we have a public presentation. It was suggested that the specific amount we are requesting should be noted in the letters.

#### 6.4 Audit, Annual Report and AGM (Ad)

The Chair advised that the ad for the AGM has been posted. The Agenda has been prepared which is similar to last year's agenda. One item not on the Agenda is the appointment of auditors. D. Baker indicated that we don't want to appoint any auditors because the GMSC will call for proposals in the next couple of months and the current auditor will stay in place until then.

The Chair indicated that the audit has now been approved and it has to be sent to the Minister and to the municipalities according to Bill 56. This will be done prior to March 31<sup>st</sup>. C. Allain will provide a draft Annual Report for review by the Commissioners at the next meeting to be held on Wednesday, March 27<sup>th</sup> at 4:00 p.m.

#### 6.5 Press Release for the Annual Report & AGM

To be discussed at next meeting.

#### 6.6 Mileage Document from Daniel Bourgeois

Provided as an information item.

It was **Moved By:** J. Thériault and **Seconded By:** C. Michaud to adjourn the meeting.

**Continuation of meeting scheduled for Wednesday, March 27, 2013 at 4:00 p.m. to deal with the remainder of the agenda.**

The meeting adjourned at 8:00 p.m.