



Greater Moncton Sewerage Commission
Commission d'épuration des eaux usées du Grand Moncton

GREATER MONCTON SEWERAGE COMMISSION
APPROVED MINUTES OF REGULAR MEETING

DATE: Thursday - April 24, 2014 - 4:00 pm
Wastewater Treatment Facility

IN ATTENDANCE: Winston Pearce, Chair
Chanel Michaud, Treasurer
Clarence Sweetland, Secretary
Daniel Bourgeois, Commissioner
Brian Hicks, Commissioner
Julie Thériault, Commissioner
Bernard LeBlanc, General Manager, GMSC

The Chair welcomed everyone to the meeting.

1. Chair's remarks and Approval of Agenda

The agenda was reviewed.

It was **Moved By:** J. Thériault 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 mars 2014

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

2.2 Minutes of Regular Meeting - March 20, 2014

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

2.3 Procès - Verbal de la réunion extraordinaire du 30 janvier 2014

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

2.4 Minutes of Annual General Meeting - March 21, 2014

These will be approved at a later meeting.



2.5 Procès - Verbal de la réunion générale annuelle du 21 mars 2014
(not yet available)

3. Matters Arising from Minutes (Appendix 1)

All items are dealt with separately as agenda items.

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.

Several questions concerning the “cost sharing” were asked and clarified by B. LeBlanc.

4.1.1.1 Gantt Chart - Schedule of 2014 Major Capital Projects

B. LeBlanc commented the only change is, that due to the longer winter, the compost pad will start a month later than was expected. Other than that everything is still on track.

4.1.2 R.V. Anderson Project Update - (Pad#3, River Crossing)

B. LeBlanc advised that there are two open projects with R.V. Anderson; one is the construction of the concrete pad and the other one is the river crossing. The concrete pad will basically be completed for that phase of the pad in approximately two months. Concerning the river crossing a draft report was received from R.V. Anderson and it is being reviewed by C. Allain.

4.1.3 CBCL Biological Treatment Project Update

B. LeBlanc advised that a meeting with CBCL was held today. He indicated the intent of the meeting was to fine-tune the preliminary design objectives. We know what the regulation asks for but we have to determine what we want to design to and then that can determine what our costs are. B. LeBlanc indicated that a good discussion took place and that CBCL agreed to what the parameters are. CBCL did a quick tour of the plant as well and they have a good picture of where we are going.



4.1.4 Compost Facility Operations Centre

B. LeBlanc advised he met with the contractor, Avondale Construction and the engineer, exp Engineering, and as a follow-up to the meeting a list of deficiencies was drawn up. A total of 113 deficiencies were identified going back to lists that were available from last March. An updated list from Avondale indicates that 56 of those deficiencies have already been taken care of. A lot of the outstanding deficiencies are related to the heating system or are minor to deal with.

B. LeBlanc advised that at the end of each week an updated list will be provided and site meetings will take place to determine the status and how the issues are being dealt with.

B. LeBlanc commented that with the heating system between what was specified and what was put in that there could be a dispute between the engineer and the contractor because it is not working to date.

4.1.5 Equipment and Contracts - Recommendations and Awards

4.1.5.1 RFQ for Grounds Maintenance provider - Recommendations

B. LeBlanc provided an overview of the recommendation and the bids that were received. A total of nine quotations were received.

Some discussion followed and questions asked were clarified.

It was **Moved By:** D. Bourgeois and **Seconded By:** C. Michaud that the GMSC award the grounds maintenance contract to:

1. Signature Landscape Ltd. - Part A – Wastewater Treatment Facility (WWTF) Grounds Maintenance - 2014 for \$67,105.00 + HST. Extendable to cover 2015 growing seasons (optional) for \$68,111.58 +HST.
(2015 will be subject to WWTF site construction activities)
2. East Green Landscaping Ltd. - Part B - Eight Remote Pumping Stations - 2014 for \$7,400.00 + HST. Extendable to cover 2015 growing seasons (optional) for \$7,400.00 + HST.

CARRIED

4.1.5.2 Project Oversight & RFQ's - Pad#3 Enclosure and Control Systems

B. LeBlanc provided a report dated April 22, 2014 entitled Evaluation of Request for Proposal GMSC Composting Facility - 2014 Capital Program, Various Projects - Recommendation.



It was **Moved By:** D. Bourgeois and **Seconded By:** J. Thériault that the GMSC award the contract as follows:

In consideration that R.V. Anderson, in association with MCW Maricor, have completed the engineering on previous work relative to the Project Elements listed in the GMSC letter of March 28, 2014, and that they have submitted a proposal dated April 3, 2014 in response to the scope of work also outlined in the March 28, 2014 letter and in order to ensure continuity with the design and to avoid other consultants infringing on the original consultant's intellectual property that the engineering be awarded to R.V. Anderson for the maximum budget as presented of \$122,365.00 plus H.S.T.

It is further accepted that a budget of \$ [REDACTED] be carried in addition to the engineering budget to cover geotechnical work and materials testing. The exact requirement for this will be defined as per the final design.

CARRIED

**RIFPP - ACT
Section 25 (1)**

4.2 Engineering Studies/Reports

4.2.1 RFP for CSO Preliminary Design

B. LeBlanc advised it was anticipated this would be out in April, however, it will not be released until May or June.

4.2.2 RFP for Web site updating

B. LeBlanc indicated this may be delayed a little longer because of other ongoing projects and commitments. It is approximately 90% completed.

5. Financial and Administration

5.1 Monthly Financial Report - March 2014

The financial report was reviewed. Some questions asked were clarified.

5.2 Annual General Meeting - Recap

The Chair advised that a meeting was held with GMSC staff a few days following the Annual General Meeting to review and make notes of what worked and what did not work and where improvement is needed. These notes were reviewed and the only additional comment or suggestion was that the venue for the AGM should continue to be rotated between all three communities. It was also suggested that a "hardcopy" of the overhead presentation should be made available to each commissioner as the projection screens were not visible to them. As well when people are greeted upon entering the meeting they should be provided with translation devices.



5.3 Sage 300 Implementation Update

B. LeBlanc provided an update sheet of the Sage 300 implementation project outlining some of the programs that M. Asplet has implemented to date. He indicated the next item M. Asplet will focus on is the project management segment.

6. Other - General

6.1 General Manager Report - April 2014

B. LeBlanc provided further highlights with respect to his report. He indicated that in regards to the P3 Canada application the GMSC has to decide what we want to apply for and what we are comfortable having in the application.

In terms of the brand rollout plan the timing of the release is an issue and therefore the launching will be delayed a few months.

It was **Moved By:** C. Sweetland and **Seconded By:** J. Thériault that based on the fact that the province has approved GMSC's application for name change from Greater Moncton Sewerage Commission to the Greater Moncton Wastewater Commission that a press release announcing this change to the public be issued.

CARRIED

With respect to the Technical Committee great progress was made the last two meetings and a recommendation should be completed for the June Commission meeting.

6.1.1 P3 Canada Round 6 funding application period

B. LeBlanc provided a memo regarding the P3 "Round 6" Funding Program Overview and Discussions with P3Canada. B. LeBlanc elaborated on his discussions with P3 personnel in terms of what criteria they will accept for the program. The P3 Canada preferences are for projects which address all five P3 aspects: Design, Build, Finance, Operate, and Maintain.

Considerable discussion followed.

B. LeBlanc indicated that the application for P3 has to be submitted by June 13, 2014 if we want to be considered for government funding.

It was **Moved By:** D. Bourgeois and **Seconded By:** J. Thériault that the GMSC proceed with the application for P3 Canada Funding according to the discussions held at the GMSC regular meeting held on April 24, 2014.

CARRIED



6.1.2 Compost Operations Centre Open House - tentative date Saturday June 14, 2014

Some discussion took place with respect to the tentative date to hold the open house and it was decided to postpone this until the fall.

6.1.3 XYZ Compost Commercialization Update

B. LeBlanc advised that a lot of the work has been done and by the next board meeting he will be able to present the whole XYZ Commercialization Plan.

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

The Chair circulated a memo concerning the meeting with Mayor George LeBlanc, City of Moncton, held on April 23, 2014. A copy of the Resolution by the Dieppe Municipal Council was also circulated.

6.3 Gabbey Report - Commission Review

6.3.1 Technical Committee Update

B. LeBlanc advised that at the last meeting with the three Municipal Engineers, a draft of what was tentatively agreed to, as to what could be the cost sharing model was prepared. He indicated the three Municipal Engineers are reviewing it now and at the May meeting it is expected that it will be finalized.

It is expected that the report will be presented at the June meeting of the Commission.

6.3.2 Management Progress Update

No new matters to report.

7. Information Items

- 7.1 Technical Committee minutes (February and March 2014)
- 7.2 Payables - April 2014 Payables
- 7.3 T&T and Acadie Nouvelle articles March 24 and April 12, 2014

8. Private Meeting



MOTION TO MOVE TO "PRIVATE" MEETING

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

The meeting went to "Private" meeting at 6:45 p.m. and ended at 7:40 p.m.

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

Next meeting May 15, 2014 at 4:00 p.m.

The meeting adjourned at 7:40 p.m.