

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

DATE: Thursday – January 21, 2021 at 6:00pm
Virtual Meeting

IN ATTENDANCE: Michel Desjardins, Chair
Yves Gagnon, Secretary
Jennifer Dingman, Treasurer
JP Ouellette, Commissioner
Brenda Dore Kidney, Commissioner
Gerald Lundquist, Commissioner
Kevin Rice, General Manager
Jennifer Langille, Director of Finance and Admin
Chris Petrie, Director of Engineering & Operations

ABSENT:

1. Chairman’s remarks and approval of Agenda

The Chair opened the Public Meeting at 6:25pm. Discussion surrounded how the public is notified about Commission Meetings. In the past 5 years, only two people in 2 separate meetings has attended a Commission Meeting. Currently the meeting agendas are posted on the website only. Prior to the pandemic, monthly social media and radio advertising messages invited the public to the Meetings. The General Manager can send a meeting invitation through its subscriber list requesting those that wish to attend a virtual meeting request a link.

Motion:

That the agenda be approved as presented.

Moved by: Jennifer Dingman

Seconded by: Gerald Lundquist

MOTION CARRIED

2. Approval of Meeting Minutes

2.1 Minutes of Regular Meeting – December 17, 2020

Motion: That the Minutes be approved as presented.

Moved by: Brenda Dore Kidney

Seconded by: Jennifer Dingman

MOTION CARRIED

2.2 Procès-verbal de la réunion ordinaire du 17 decembre 2020

Motion: That the French Minutes be approved as presented.

Moved by: JP Ouellette

Seconded by: Yves Gagnon

MOTION CARRIED

3. **Disclosure of Conflict of Interest**

None

4. **Consent Agenda**

K. Rice briefly reviewed the General Manager Report for January 2021.

Discussion followed and various questions asked were clarified by K. Rice.

- 4.1 Items arising listed in Appendix 1
- 4.2 General Manager Report – January 2021
- 4.3 December 2020 Budget Forecast
- 4.4 December 2020 Safety Update.

Comments received for Item 4.4 were that the numbers were confusing (>100%), the tables did not add up from one year to the next, could include a footnote if over 100%. One question asked; is additional support required to support safety initiatives? The response is that there is adequate support for safety initiatives within the approved 2020 GMWC Operating Budget.

Motion: That the Commission receive and file all Reports in the Consent Agenda.

Moved by: Jennifer Dingman

Seconded by: Brenda Dore Kidney

MOTION CARRIED

5. **Submissions by Commissioners**

- 5.1 None

6. Business Matters

6.1 2021 Property and Casualty Insurance Renewals Contract

Motion: That the Commission award the 2021 Property and Casualty Insurance Renewals Contract to Marsh Canada Ltd. for the commercial property, crime, equipment breakdown, umbrella and automobile insurance in the amount of \$143,767 and authorize the General Manager to administer and make payments associated with this contract.

A question regarding the public competition process for obtaining quotes was asked. The General Manager informed the Commission that a public competitive process is used to approve a broker (Agent on Record) who goes to the market to obtain quotes and forwards their recommendation to the General Manager. The Broker is paid a fee for their services that is part of the criteria in making a recommendation. Archway Insurance is the Agent on Record to the end of 2021 with an option to extend their service in one year contracts to a maximum of two years. The General Manager will request a response from Archway Insurance regarding the definition of what and “updated vehicle” means.

Moved by: JP Ouellette

Seconded by: Brenda Dore Kidney

MOTION CARRIED

6.2 Centrifuge Electrical Upgrade Installation Contract

Motion: That the Commission accept the quotation for the Centrifuge Electrical Upgrade Contract from Black & McDonald for the total amount of \$315,609 (not including HST) under their Master Agreement with TransAqua with the understanding that some of the items are based on estimated hours and fees and the final payment amount is to be determined from actual field work and authorize the General Manager to administer and make payments associated with this Agreement.

Moved by: Brenda Dore Kidney

Seconded by: Gerald Lundquist

MOTION CARRIED

6.3 Phase 4B Mechanical and Electrical Contract

Motion: That the Commission accept the quotation for the Phase 4B Mechanical and Electrical Contract from Black & McDonald for the total amount of \$1,588,286.00 (not including HST) under their Master Agreement with TransAqua with the understanding that some of the items are based on estimated hours and fees and the final payment amount is to be determined from actual field work and authorize the General Manager to administer and make payments associated with this Agreement.

Discussion surrounded the process to award contracts to the same contractor and if this contract could be publicly advertised. The General Manager stated that in order to complete the Upgrade Project in a timely manner in order to meet the federal effluent guidelines, streamlining the contract award process was discussed with INFC and they support the awarding of additional work as long as it was stipulated in the original RFP document that additional work may be awarded. The Project Manager negotiates with existing contractors on additional work and if the quote does not make sense, the contract will be advertised publicly. This has been done on 2 occasions during the Upgrade Project. The public tendering process takes 6 to 8 weeks. This will result in a delay in getting the Project completed on time. The Commission is using a CDCC 2MA Master Agreement that is based on hours of work rather than a set price. This is akin to a Design-Build procurement model in order to meet construction deadlines while ensuring public transparency. Using the public tendering process for this contract will result in higher prices since electrical components are in very high demand with costs increasing daily. Another risk is having a contractor waiting 6 to 8 weeks prior to ordering electrical components and their workforce to get the work done.

Moved by: Brenda Dore Kidney

Seconded by: Gerald Lundquist

MOTION CARRIED

6.4 2021 Project Mechanical and Electrical Supervision Contract

Motion: That the Commission accept the quotation for the 2021 Project Mechanical and Electrical Supervision Contract from Black & McDonald for the total amount of \$375,000 (not including HST) and authorize the General Manager to administer and make payments associated with this purchase.

Discussion surrounded the practicality of having a contractor manage the same contractor while ensuring productivity and value for money. The Director of Engineering & Operations stated that this model works well for the Commission where the contractor is held accountable for meeting construction deadlines over a number of phases not just a single phase. There will only be one supervisor compared to two supervisors used in previous years.

Moved by: Brenda Dore Kidney

Seconded by: Jennifer Dingman

MOTION CARRIED

7. **Consideration of Issues Separated from the Consent Agenda**

No items

8. **Supplemental Agenda**

No items

9. Items arising from the Private Meeting

No items

10. Information Items

- 10.1 2021-2025 Approval to Operate Wastewater Works
- 10.2 2020 TransAqua Public Survey
- 10.3 CBC Article: Heat from sewage? TransAqua plans to tap into warm wastewater (December 31, 2020)

11. Adjournment

Motion: That the Public Meeting be adjourned.

Moved by: JP Ouellette

The meeting adjourned at 7:26 pm

Next meeting – February 18, 2021