

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

DATE: **Thursday, November 15, 2018 at 6:21 p.m.**
At the TransAqua Riverview Operations Centre Boardroom

IN ATTENDANCE: Michel Desjardins, Secretary (Acting Chair)
Jennifer Dingman, Treasurer
Bryan Inglis, Commissioner
Yves Gagnon, Commissioner
Kevin Rice, General Manager

ABSENT: David Muir, Chair
Chanel Michaud, Commissioner

1. Chairman’s remarks and approval of Agenda

The Chair opened the public meeting.

Motion:

That the agenda be approved as presented.

Moved by: Yves Gagnon

Seconded by: Bryan Inglis

MOTION CARRIED

2. Approval of Meeting Minutes

2.1 Minutes of Regular Meeting – October 18, 2018

Motion:

That the Minutes be approved as presented.

Moved by: Yves Gagnon

Seconded by: Jennifer Dingman

MOTION CARRIED

2.2 Procès-verbal de la réunion de la réunion du 18 octobre 2018

Motion:

That the French Minutes be approved as presented.

Moved by: Yves Gagnon

Seconded by: Jennifer Dingman

MOTION CARRIED

2.3 Minutes of Regular Meeting – October 30, 2018

Motion:

That the Minutes be approved as presented.

Moved by: Bryan Inglis

Seconded by: Jennifer Dingman

MOTION CARRIED

2.4 Procès-verbal de la réunion de la réunion du 30 octobre 2018

Motion:

That the French Minutes be approved as presented.

Moved by: Yves Gagnon

Seconded by: Bryan Inglis

MOTION CARRIED

3. **Disclosure of Conflict of Interest**

None

4. **Consent Agenda**

K. Rice briefly reviewed the General Manager Report for November 2018. Discussion followed and various questions asked were clarified by K. Rice.

4.1 Items arising listed in Appendix 1

4.2 General Manager Report – November 2018

4.3 GMWC Employee Guide and Policy Manual

Motion:

That the Commission receive and file Items 4.1 and 4.2 in the Consent Agenda and remove Item 4.3 to Section 7 as Item 7.1 .

Moved by: Bryan Inglis

Seconded by: Jennifer Dingman

MOTION CARRIED

5. Submissions by Commissioners

5.1 No items this month

6. Business Matters

6.1 Return Activated Sludge Pump Equipment Contract Award

Motion: That the Commission accept the quotation for the purchase of six (6) RAS pumps from National Process Equipment Inc. (Wemco Pumps) for a total amount of **\$223,730.00** (not including HST) and authorize the General Manager to administer and make payments associated with this contract.

Moved by: Yves Gagnon

Seconded by: Bryan Inglis

MOTION CARRIED

6.2 2109 GMWC Operating and Capital Budget

Motion: That the Commission:

1. approve the GMWC 2019 Operating and Capital Budget;
2. The Chair and Secretary sign the appropriate GMWC 2019 Operating and Capital Budget documents; and
3. Direct the General Manager to submit the GMWC 2019 Operating and Capital Budget to Moncton, Riverview and Dieppe and the Province of New Brunswick.

Moved by: Jennifer Dingman

Seconded by: Bryan Inglis

MOTION CARRIED

6.3 Project Upgrade Mechanical and Electrical Contract Award

Motion: That the Commission enter into a Master Agreement with Black & MacDonald based on the results of the Request for Qualifications process for the total price of **\$2,706,057.05** (not including HST) 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: Bryan Inglis

Seconded by: Yves Gagnon

MOTION CARRIED

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

7.1 GMWC Employee Guide and Policy Manual

Motion:

That the Commission approve the GMWC Employee Guide and Policy Manual as amended.

Moved by: Bryan Inglis

Seconded by: Jennifer Dingman

MOTION CARRIED

8. **Supplemental Agenda**

No items

9. **Items arising from the Private Meeting**

No items

10. Information Items

- 10.1 Report on Attendance to 2018 CWWA Conference
- 10.2 2019-2023 GMWC Strategic Plan Letter to Municipalities
- 10.3 2019-2023 GMWC Strategic Plan Letter to the Province of New Brunswick
- 10.4 2019-2023 GMWC Strategic Plan

11. Adjournment

Motion: That the meeting be adjourned.

Moved by:

Seconded by:

MOTION CARRIED

The meeting adjourned at 7:19 pm

Next meeting – December 20, 2018