



Georgian Bluffs –Chatsworth BioGRID Joint Board Minutes



Monday, April 28, 2014, 9:00 AM

Members Present:

Mayor – Alan Barfoot, Township of Georgian Bluffs
Mayor – Bob Pringle, Township of Chatsworth (arrived at 9:02AM)
Deputy Mayor – Dwight Burley, Township of Georgian Bluffs
Deputy Mayor – Terry McKay, Township of Chatsworth

Staff Present:

Chief Administrative Officer – Murray Hackett, Township of Georgian Bluffs
Director of Operations – Peter Paquette, Township of Georgian Bluffs
Treasurer – Holly Morrison, Township of Georgian Bluffs
Treasurer - Grace Nayler, Township of Chatsworth
Biodigester Operator – Troy Unruh, Township of Georgian Bluffs
Operations Assistant – Desirée van Dijk, Township of Georgian Bluffs (Recording Secretary)

1. Call to Order:

Chair Alan Barfoot called the meeting to order at 9:00 AM

2. Declaration of Pecuniary Interest and the General Nature Thereof:

None at this time

3. Minutes of Previous Meeting:

Motion Number: BIO 014-2014

Moved by: Member Dwight Burley

Seconded by: Member Terry McKay

Be it resolved that the Georgian Bluffs-Chatsworth BioGRID Joint Board approves minutes of the January 24, 2014 meeting as presented.

Carried

4. Hearing of Delegations or Deputations:

1) Auditors - Traci Smith and Robyn Strangway-Calder, BDO

High-level overview of the draft 2013 financial statements was presented.

The following recommendation was made:

Motion Number: BIO 015-2014

Moved by: Member Terry McKay

Seconded by: Member Dwight Burley

Be it resolved that the Georgian Bluffs-Chatsworth BioGRID Joint Biodigester Board accepts the draft Financial Statements from BDO.

**Georgian Bluffs Chatsworth BioGRID Joint Board Meeting
Minutes
April 28, 2014**

Carried

2) Gary Grady, hauler of Sunset Strip sewage

Quality of effluent being picked up from the Sunset Strip varies such that some goes directly to the lagoon, others go to the digester. The meter previously was not recording correctly. Three different numbers were being recorded. Once the flow meter was calibrated, there are now only two numbers not matching. A waste water vent would help to increase the accuracy of the reading. Once installed, the reading should be within 1%.

Fees and Services Charges should reflect the Board's decision to not charge for overages in maximum allowable amounts.

5. Correspondence

1) Veolia January 2014 Wastewater Report

Motion Number: BIO 016-2014

Moved by: Member Dwight Burley

Seconded by: Member Bob Pringle

Be it resolved that the Georgian-Bluffs-Chatsworth BioGRID Joint Board accepts the Veolia January 2014 monthly wastewater report.

Carried

6. Reports and Recommendations:

Operations

1) Action Items Report

The following recommendation was made:

Motion Number: BIO 017-201

Moved by: Member Terry McKay

Seconded by: Member Dwight Burley

Be it resolved that the Georgian Bluffs-Chatsworth BioGRID Joint Board receives the April 2014 Action Items report.

Carried

2) BRO004-2014 Gas Booster Pump

Staff was asked to review equipment and systems critical to the operation of the biodigester. It was identified that the gas booster pump is the one component that, if it were to fail, would take 10-12 weeks to replace and would cause a total shut-down of the biodigester operation. The replacement must be special-ordered and manufactured. This is not a part that is sitting on the shelf. To

Georgian Bluffs Chatsworth BioGRID Joint Board Meeting
Minutes
April 28, 2014

protect from extended down time, three quotes were received from Johnson Pumps, Lynjo Electrical and Rolan Inc. to supply the pump.

The following recommendation was made:

Motion Number: BIO 018-2014
Moved by: Member Bob Pringle
Seconded by: Member Dwight Burley

Be it resolved that the Georgian Bluffs-Chatsworth BioGRID Joint Biodigester Board approves the quote from Rolan Inc. in the amount of \$3,450.00 plus HST, to have a replacement gas booster pump manufactured and delivered to the site.

Carried

3) BRO005-2014 Exhaust Pipe Heat Exchanger

While Rolan Inc. was doing a service, it was noticed another hole had formed in the exhaust pipe of the generator at the heat exchanger. Caldecott was called and a steel sleeve was installed into the heat exchanger. Additional repairs of a similar nature were undertaken to the other side of the heat exchanger where another hole was found. A repair was made with a temporary patch.

The following recommendation was made:

Motion Number: BIO 019-2014
Moved by: Member Dwight Burley
Seconded by: Member Terry McKay

Be it resolved that the Georgian Bluffs-Chatsworth BioGRID Joint Board receives report BR005-2014 Exhaust Pipe Heat Exchanger from the Operator dated April 21, 2014.

Carried

4) BRO006-2014 Exhaust Turbo

After the engine rebuild, the turbo that was on the engine was sent away to get rebuilt. The company attempted to rebuild the turbo twice but was unable to achieve efficiencies above 45%. A minimum of 85% must be achieved. When the turbo is changed, a new one will be required. A quote was received from Wrights Automotive Machine Shop in the amount of \$2224.73 plus HST.

The following recommendation was made:

Motion Number: BIO 020-2014
Moved by: Member Bob Pringle
Seconded by: Member Dwight Burley

Be it resolved that the Georgian Bluffs-Chatsworth BioGRID Joint Board receives report BRO06-2014 Exhaust Turbo.

Carried

**Georgian Bluffs Chatsworth BioGRID Joint Board Meeting
Minutes
April 28, 2014**

5) BRO007-2014 Sewage Vent – Meter Performance & card reader (PLC)

When the technician came to calibrate the sewage flow meter, he also calibrated the pulse for the PLC (card reader) at the top of the hill. The technician noted that air was being trapped in the meter and subsequently caused the meter to malfunction. The recommendation is to vent the sewage line to get more accurate flows. After talking with WSP, they suggested that we go with a sewage vent. A Syntec wastewater valve was purchased at a cost of \$1,036.00 plus HST, and quotes are forthcoming on the cost of vent installation, estimated to be approximately \$1,000.00.

The following recommendation was made:

Motion Number: BIO 021-2014

Moved by: Member Dwight Burley

Seconded by: Member Terry McKay

Be it resolved that the Georgian Bluffs-Chatsworth BioGRID Joint Board receives Report BRO07-2014 Sewage Vent from the Operator regarding the purchase and installation of the sewage line vent.

Carried

7. Public Question Period:

None

8. In Camera Session:

None.

9. Accounts:

Approval of accounts for the period of January 21, 2014 to April 22, 2014.

The following recommendation was made:

Motion Number: BIO 022-2014

Moved by: Member Bob Pringle

Seconded by: Member Dwight Burley

Be it resolved that the Georgian Bluffs-Chatsworth BioGRID Joint Board approves accounts for payment in the amount of \$67,436.84 for the period of January 21, 2014 to April 22, 2014.

Carried

10. Unfinished Business:

1) Lagoon Update (Troy)

April 2, 2014 there was a failure at the aerated cel. The aerated lagoon drained into the non-aerated lagoon. The weir was reconnected on April 11, 2014 and the bridge repaired. MOE was informed and were met with

**Georgian Bluffs Chatsworth BioGRID Joint Board Meeting
Minutes
April 28, 2014**

to discuss. No “outside” spill occurred. Further work will be completed in spring to ensure any future rise in levels does not overflow.

11. New Business:

- 1) Reserves: Each municipality is keeping reserves in its respective accounts until it is required. Future capital reserve is the amount put into reserves to match the amortization costs.

12. Future Meeting Date:

May 12, 2014 will meet as a staff.

May 28, 2014 is proposed as a possible joint Council meeting date.

13. Adjournment:

The Georgian Bluffs-Chatsworth BioGRID Joint Board meeting adjourned at 10:40AM on a motion moved by Member Bob Pringle.

Mayor Alan Barfoot

Desirée van Dijk,
Recording Secretary