



Township of Georgian Bluffs and Township of Chatsworth BioGRID Joint Board Minutes



September 11, 2015, 8:00 AM

Members Present:

Alan Barfoot, Mayor – Township of Georgian Bluffs
Bob Pringle, Mayor – Township of Chatsworth
Dwight Burley, Deputy Mayor – Township of Georgian Bluffs
Scott Mackey, Deputy Mayor – Township of Chatsworth

Staff Present:

Will Moore, CAO/Clerk – Township of Chatsworth
Troy Unruh, Biodigester Operator – Township of Georgian Bluffs
Kassandra Rocca, Treasurer – Township of Georgian Bluffs
Grace Nayler, Treasurer – Township of Chatsworth
Crystal McPhee, Payroll/HR Coordinator - Township of Georgian Bluffs (Recording Secretary)

1. Call to Order

Chair, Alan Barfoot called the meeting to order at 8:00 AM.

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

None at this time

3. Minutes of Previous Meetings – June 25 and August 24, 2015

Motion Number: BIO 37-2015

Moved by: Dwight Burley

Seconded by: Scott Mackey

Be it resolved that the Georgian Bluffs-Chatsworth Joint Board Minutes of June 25 and August 24, 2015 be adopted as presented, including any revisions to be made.

Carried

4. Hearing of Delegations or Deputations

None

5. Correspondence

1) Veolia June and July 2015 Monthly Wastewater Report

Motion Number: 38-2015

Moved by: Dwight Burley

Seconded by: Bob Pringle

Be it resolved that the Georgian Bluffs-Chatsworth Joint Board accepts the Veolia June and July 2015 monthly wastewater reports.

Carried

6. Reports and Recommendations:

1) SusGlobal Energy RFP Evaluation

As requested by the Board, the RFP was reviewed by staff from both Townships and GHD Limited. An evaluation was done on the RFP.

Under the Bidder's Profile and Qualifications, staff have concerns in regard with SusGlobal having the finances available to commit and the experience level of GSS Engineering. Overall, SusGlobal received a score of 14/25 in this category due to little to no relevant experience in SSO processing.

Under Operations, Feedstock Procurement, BioGRID Modifications and Transition plan, it is unknown how much SSO would be produced locally, the material listed is dirty material, difficult to process and raised concerns if the equipment can handle the feedstock. The odour concerns and the gas being made can damage the equipment. The proposal does not discuss grit. There is no onsite storage for digester solids or fertilizer products proposed. There is not enough storage on site with the amount of loads proposed to be coming. The location of the flare raised concerns as it is near a hydro line and a number of trees. Overall, SusGlobal received a score of 12/25 in this category. Therefore the combined scores are below the minimum requirement of 37.5 points.

Ross Slaughter from GSS Engineering said an interview process should have taken place before the final report was completed for clarification on any questions. Mr. Slaughter provided pictures to the Board of equipment to process SSO.

Alan Barfoot asked Mr. Slaughter will SusGlobal resubmit if another RFP is done. Mr. Slaughter believes an interview between the Board and SusGlobal should have been set up before the report was completed.

Only technical concerns will be released to SusGlobal to prepare for the meeting with the review team. Mr. Slaughter would like to see the break out of the scoring to prepare for the meeting.

The review team will set up a meeting with SusGlobal to review the concerns raised from the report and the RFP submitted. After the meeting, staff will bring forward a report to the Board to decide if another RFP should be put out.

Motion Number: BIO 39-2015

Moved by: Dwight Burley

Seconded by: Bob Pringle

That the Georgian Bluffs-Chatsworth BioGrid Joint Board accepts this report and provides direction to staff on how to proceed with the RFP. The direction is for SusGlobal representatives to meet with the review team as soon as possible.

Carried

2) Intercooler replacement

Troy Unruh told the Board when cleaning the intercooler, the cooler had damage to the fins and decreased the cooling capacity. Cleaning was stopped because of the damage to the fins. This has limited the capacity of the generator.

Scott Mackey asked if this was in the maintenance budget. Troy noted this was not an anticipated expense. More damage will be caused if this repair is not done.

Motion Number: BIO 40-2015

Moved by: Dwight Burley

Seconded by: Bob Pringle

Be it resolved that the Georgian Bluffs-Chatsworth BioGRID Joint Board accepts the quote from Wright's Automotive Machine Shop to replace the intercooler and install for \$11,132.42 plus tax.

Carried

3) Turbo/Intercooler

Troy Unruh noted as per the maintenance manual for the MAN engine, the turbo was scheduled to be replaced after 12,000 hours. Quotes were obtained to replace, clean and inspect. The seal was leaking and needed to be replaced before further damage took place.

Motion Number: BIO 41-2015

Moved by: Dwight Burley

Seconded by: Scott Mackey

That the Georgian Bluffs-Chatsworth BioGRID Joint Board accepts the quote from Addison Truck & Trailer Repair for \$1,019.26 plus tax.

7. Public Question Period:

a) Cal Confer

- a. Mr. Confer thinks its appropriate for SusGlobal to discuss their concerns.
- b. Mr. Confer asked if the Veolia contracts that expire at the end of the year include the waste water. Contracts for water and waste water both expire at the end of the year.

Dwight Burley left the meeting at 9:50AM.

b) Trevor Falk

- a. Mr. Falk doesn't believe the direction given to staff is clear in regards to the SusGlobal RFP and SusGlobal should not be able to negotiate the scoring concerns.
- b. Mr. Falk noted an error in the minutes of June 25th. Staff will make the correction to the minutes.

c) Sean Greig

- a. Mr. Greig the Board if they will open up the other RFP received. Alan Barfoot noted the other RFP did not qualify as it was not received in time and will not be opened.
- b. Mr. Greig believes the Board is giving SusGlobal a chance to improve their technical score with a meeting.

Kassandra Rocca wants it to be clear that SusGlobal cannot add or change their RFP, the meeting is only for clarification.

d) Ross Slaughter

- a. Mr. Slaughter asked for the name of the other company that submitted the RFP. Alan Barfoot noted the RFP was destroyed and the name will not be released.

8. Unfinished Business:

1) Proposed 2015 Biodigester Budget

Kassandra Rocca brought forth the Biodigester Budget for 2015.

Bob Pringle noted Chatsworth is struggling with the Sunset Strip agreements and would like to defer the budget.

Scott Mackey noted Chatsworth is not willing to pay the transportation costs for the Sunset Strip.

The budget has been deferred.

9. In Camera Session:

None

10. New Business:

The next meeting date will be at the call of the Chair.

11. Adjournment:

The Georgian Bluffs-Chatsworth BioGrid Joint Board meeting adjourns at 9:10 AM on motion moved by Bob Pringle, seconded by Scott Mackey.

Carried

Alan Barfoot, Mayor

Crystal McPhee, Recording Secretary