

THE GREATER SHEDIAC SEWERAGE COMMISSION

Monthly meeting, meeting No. 658, held on

Wednesday, October 17, 2018

at 7:00 p.m., in Boudreau-Ouest,

in the Commission's boardroom

Members present:	Roger Caissie, Harold McInroy, Laura Gallant, Susan Cormier,	chairperson vice-chairperson treasurer secretary
Absent:	Marie Ann Cormier,	member
Also present:	Joey Frenette, Stephanie Bernard,	general manager office manager
And:	Chris Gallant. Art Bateman,	Crandall Engineering Ltd. Citizen, Shediac

MINUTES

1. CALL TO ORDER

The chairperson, Roger Caissie, called the meeting to order at 6:55 p.m. He wishes a warm welcome to all who are present.

2. APPROVAL OF THE AGENDA

18-70 Moved by: Harold McInroy
Seconded by: Susan Cormier

That the agenda, dated October 17, 2018, be approved as submitted.

Motion Carried

3. APPROVAL OF MINUTES

1. Approval of the minutes of the monthly meeting, meeting No. 657, held on Wednesday, September 19, 2018.

18-71 Moved by: Laura Gallant
Seconded by: Susan Cormier

That the minutes of the monthly meeting, meeting No. 657, held on Wednesday, September 19, 2018, be approved as submitted.

Motion Carried

4. PRESENTATIONS, ENQUIRIES AND PETITIONS

1. Art Bateman, Shediac

Mr. Bateman addressed the members and staff regarding the second annual unit charge for a small business on his property. He reiterated that it is only operational up to four months of the year and there are no sanitary facilities in the building. He asked for a more detailed explanation or interpretation of our by-law regarding his situation. Harry explained that if he wanted a legal interpretation of our by-law he would have to address his question with a lawyer. Mr. Bateman asked that we modify our by-law and not charge people in his situation a second unit.

Mr. Bateman left the meeting at 7:10pm.

5. REPORTS

1. Administrative report

The office manager presented the administrative report and answered questions from the members.

18-72 Moved by: Susan Cormier
Seconded by: Laura Gallant

That the administrative report, dated October 17, 2018, is approved as submitted.

Motion Carried

2. General Manager's report

The general manager read his report and answered questions from the members.

18-73 Moved by: Harold McInroy
Seconded by: Laura Gallant

That the general manager's report, dated October 17, 2018, is approved as submitted.

Motion Carried

3. General Committee

1. Approval of the minutes of the general committee meeting held on Wednesday, September 19, 2018.

18-74 Moved by: Laura Gallant
Seconded by: Harold McInroy

That the minutes of the general committee meeting held on Wednesday, September 19, 2018, be approved as submitted.

Motion Carried

2. Approval of the general committee meeting held on Tuesday, October 9, 2018.

18-75 Moved by: Laura Gallant
 Seconded by: Harold McInroy

That the minutes of the general committee meeting held on Tuesday, October 9, 2018, be approved as submitted.

Motion Carried

4. Report – Town of Shediac representatives

Roger mentioned that the Town will paint three traffic light control boxes, so they become works of art. The painting should take place the next couple of weeks.

5. Report – Beaubassin-est Rural Community representatives

There is no report for this meeting.

6. Report – Pointe-du-Chêne LSD representative

There is no report for this meeting.

7. Report – Scoudouc Road LSD representative

There is no report for this meeting.

6. CORRESPONDENCE

1. There is no new correspondence for this meeting.

7. NEW BUSINESS

1. Adoption of the Five-Year Plan 2019-2023.

18-76 Moved by: Harold McInroy
 Seconded by: Laura Gallant

That the latest revision of the Five-Year Plan 2019-2023 be approved as submitted.

Motion Carried

2. Adoption of the draft 2019 budget.

During the general committee meeting, the members discussed the employee's salary increase for 2019, if applicable, to finalize the draft budget. The members agreed to a 2% salary increase for the employees for the year 2019.

18-77 Moved by: Laura Gallant
 Seconded by: Harold McInroy

That under article 15.2(19) of the Clean Environment Act, the 2019 draft budget be approved and submitted for review and/or comments to the Town of Shediac, the Beaubassin-Est Rural Community and the Minister of Environment and Local Government of New Brunswick.

Motion Carried

3. Christmas supper.

The members agreed that Saturday, December 1st, at 7:00 p.m., would be an acceptable date and time for a Christmas supper. The general manager will contact local restaurants to determine availability for that date. He will keep the members informed by e-mail.

8. UNFINISHED BUSINESS

1. Infiltration study

Update

Chris mentioned that flow monitoring near lift station No. 9 will start in the near future.

2. Funds / Subsidies

a) Building Canada Fund

Update

Chris reiterated that a new fund will be accessible this fall.

b) Gas Tax Fund

Update

Chris mentioned that Pierre Plourde of his office mentioned that new funds should be available in the new year.

3. Long-term study

Update

The general manager explained that following discussions from our previous general committee meetings and a letter received from Crandall Engineering dated October 17, 2018, that we should adopt motions regarding the purchase of an influent flow meter for the Cap-Brulé WWTF and ask Crandall to proceed with the pre-design of the facility's upgrade. The members agreed.

18-78 Moved by: Harold McInroy
 Seconded by: Susan Cormier

That Crandall Engineering proceeds with the purchase of an influent flow meter for the Cap-Brulé wastewater treatment facility at an estimated cost of \$15,000.00.

Motion Carried

18-79 Moved by: Laura Gallant
 Seconded by: Susan Cormier

That Crandall Engineering proceeds with the preliminary design for the upgrade of the Cap-Brulé wastewater treatment facility for a total budget of \$150,000.00 plus HST as per their letter dated October 17, 2018.

Motion Carried

At this point Laura made a comment regarding receiving information from the engineers the same afternoon as the meeting. She expressed that it does not allow much time to review and familiarize themselves with the information. Chris agreed and will make sure to provide future information in a timelier manor. The general manager also proposed that if it happens again, and that the information is subject to a required motion, that the motion can be done later by e-mail, therefore allowing the members more time to review the information.

4. GTF – Pointe-du-Chêne Sanitary Sewer System Improvements (2017)

a) Contract 2 (St-John Street piping)

Update

Chris mentioned that, as part of the EIA, the DELGNB requested the wetland delineation which was conducted on a private property. We requested it from the private property owner and they provided it. It was then forwarded to the DELGNB. The members asked if we were still on schedule to perform the project in late fall and Chris answered that we were.

5. CWWF – Lift Station Upgrades (2017)

Update

Chris mentioned that the generator for lift station No. 1 has not yet been delivered. He also mentioned that the concrete pad is ready. The general manager added that the electrical work has been completed and that it should go quickly once the generator arrives.

6. Parlee Beach Sanitary Sewer System Improvements and lift station No. 10.

Update

Chris mentioned that the directional drilling was completed but was off laterally by 6 metres. The driller will restart in order to achieve desired location. The wet well has been installed and that work at the lift station should start soon. Chris then proceeded to show pictures taken from a drone of the work site.

7. Town of Shediac – work on Tipperary Street.

The general manager mentioned that the main sanitary sewer, manholes, and most residential services have been completed. Only road restoration remains. This item will now be removed from the agenda.

8. Sanitary sewer – Wayne Street to Stead Lane – culvert erosion

On October 10, 2018, tenders for the above referenced contract were opened and a total of six (6) submissions were received, with the results as follows (including 15% HST):

1. **Bowers' Construction Ltd: \$79,838.75**
2. 683962 NB Ltd: \$87,534.75
3. MacDonald Paving and Construction Ltd: \$119,456.25
4. Phillips Bros Excavating Ltd: \$152,317.50
5. Monarch Construction Ltd: \$154,732.50
6. Dexter Construction Company Ltd: \$176,231.75

Present at the tender opening were Joey Frenette, B. Sc., P.Tech – General Manager of the GSSC and Chris Gallant, P.Eng., Project Engineer of Crandall Engineering Ltd.

Crandall verified the tender submissions and found no mathematical errors. The above prices are the official results of this tender. The engineer's estimate for this contract was \$81,529.25; therefore, the low bid by Bowers' Construction Ltd. was approximately 2% below the estimate.

Crandall therefore recommends that this contract be awarded to the low bidder, Bowers' Construction Ltd. for the total bid price of \$79,838.75 including HST at 15%.

18-80 Moved by: Susan Cormier
 Seconded by: Harold McInroy

That the GSSC accepts the recommendations of Crandall Engineering in their letter dated October 15, 2018, and award the contract for Wayne Street Culvert Replacement and Sanitary Sewer Main Repair to Bowser's Construction Ltd. for the total bid price of \$79,838.75, including HST at 15%. This amount will be paid by the Capital Reserve Fund.

Motion Carried

9. NEXT MEETING

The next monthly meeting is scheduled for Wednesday, November 21, 2018, at 7:00 p.m., at the Commission's head office.

10. ADJOURNMENT

The chairperson moved that the meeting be adjourned at 8:02 p.m.

Chairperson