

THE GREATER SHEDIAC SEWERAGE COMMISSION

Monthly meeting, meeting No. 659, held on

Friday, November 30, 2018

at 3:00 p.m., in Boudreau-Ouest,

in the Commission's boardroom

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| Members present: | Harold McInroy, Laura Gallant, Susan Cormier, Marie Ann Cormier, | chairperson vice-chairperson secretary treasurer |
| Also present: | Joey Frenette, | general manager |
| And: | Chris Gallant. | Crandall Engineering Ltd. |

MINUTES

1. CALL TO ORDER

The chairperson, Harold McInroy, called the meeting to order at 3:02 p.m. He wishes a warm welcome to all who are present.

2. APPROVAL OF THE AGENDA

18-81 Moved by: Laura Gallant
Seconded by: Susan Cormier

That the agenda, dated November 29, 2018, be approved with the following modification: That the agenda date and time are changed to Friday, November 30, 2018 at 3:00pm.

Motion Carried

3. BOARD OFFICERS

On October 23, 2018, the GSSC Board Chairperson, Roger Caissie, resigned as a member of the GSSC Board and, as a result, the Vice Chairperson, H. J. (Harry) McInroy offered to accept serving as Chairperson. Subsequent discussions among Board members recommend the approval of Mr. McInroy's appointment as Chairperson and that Laura Gallant is appointed as Vice-Chairperson, Marie Ann Cormier be appointed as Treasurer, and Susan Cormier be appointed as Secretary.

18-82 Moved by: Laura Gallant
Seconded by: Susan Cormier

That the following appointments take effect immediately and remain in effect for until the next election of Board Officers in July 2020:

| | |
|-----------------------|------------------|
| H. J. (Harry) McInroy | Chairperson |
| Laura Gallant | Vice-Chairperson |
| Susan Cormier | Secretary |
| Marie Ann Cormier | Treasurer |

Motion Carried

4. APPROVAL OF MINUTES

1. Approval of the minutes of the monthly meeting, meeting No. 658, held on Wednesday, October 17, 2018.

18-83 Moved by: Laura Gallant
 Seconded by: Susan Cormier

That the minutes of the monthly meeting, meeting No. 658, held on Wednesday, October 17, 2018, be approved as submitted.

Motion Carried

5. PRESENTATIONS, ENQUIRIES AND PETITIONS

1. There are no presentations, enquiries and petitions for this meeting.

6. REPORTS

1. Administrative report

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

18-84 Moved by: Susan Cormier
 Seconded by: Marie Ann Cormier

That the administrative report, dated November 29, 2018, is approved as submitted.

Motion Carried

2. General Manager's report

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

18-85 Moved by: Marie Ann Cormier
 Seconded by: Susan Cormier

That the general manager's report, dated November 29, 2018, is approved as submitted.

Motion Carried

3. General Committee

There is no general committee report for this meeting.

4. Report – Town of Shediac representatives

There is no report for this meeting.

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.

7. CORRESPONDENCE

1. Letter from DELGNB.

A letter from the DELGNB dated October 12, 2018, requests that the GSSC continue the current operation of the UV disinfection system into 2019. The general manager explained that the UV system is presently operational and will remain operational throughout the winter.

2. Letter from Roger Caissie.

A letter was received from Roger Caissie, Chairperson of the GSSC, dated October 24, 2018, indicating his resignation from the board of the GSSC as he has decided to run for Mayor for the Town of Shediac. The board and staff wish him well.

8. NEW BUSINESS

1. 2019 Budget.

18-86 Moved by: Marie Ann Cormier
Seconded by: Susan Cormier

That the 2019 budget, for a total revenue of \$2,433,030.00 be approved as submitted and that copies be sent to the Town of Shediac, the Beaubassin-est Rural Community and the Minister of Environment and Local Government of New Brunswick.

Motion Carried

2. Reserve Fund.

The general manager explained that it was still not close enough to the end of the year to provide an accurate estimate of the amount to be transferred to the capital reserve fund. He requested that we wait until the December monthly meeting to adopt a motion regarding the amount to be transferred. The members agreed.

3. 2019 Shediac and Scoudouc Sewer Rate

18-87 Moved by: Marie Ann Cormier
Seconded by: Laura Gallant

That the user charge rate for Shediac (area north of Highway 15 with the exception of Riverside Drive and Lino Road) and Scoudouc LSD (from the Northern limit to the Scoudouc River) is set at \$319.00 per unit for the year 2019 and if paid in full by February 28, 2019, a discount of \$25.00 per unit will be applied (net rate of \$294.00 per unit).

Motion Carried

4. 2019 Cap Bimet / Boudreau-Ouest Sewer Rate

18-88 Moved by: Marie Ann Cormier
 Seconded by: Laura Gallant

That the user charge rate for Cap Bimet / Boudreau-Ouest is set at \$521.00 per unit for the year 2019 and if paid by February 28, 2019, a discount of \$18.00 per unit will be applied (net rate of \$503.00 per unit).

Motion Carried

5. 2019 Scoudouc Road Sewer Rate

18-89 Moved by: Marie Ann Cormier
 Seconded by: Laura Gallant

That the user charge rate for Scoudouc Road LSD is set at \$422.00 per unit for the year 2019 and if paid by February 28, 2019, a discount of \$18.00 per unit will be applied (net rate of \$404.00 per unit).

Motion Carried

9. UNFINISHED BUSINESS

1. Infiltration study

Update

Chris Gallant mentioned that a flow meter was installed near lift station No. 9 and that some flow data should be available at the next monthly meeting. A second flow meter was installed in a manhole on Ohio Road at the request of the general manager.

2. Funds / Subsidies

a) Building Canada Fund

Update

Chris Gallant mentioned that there is no new update for this meeting.

b) Gas Tax Fund

Update

Chris Gallant mentioned that there is no new update for this meeting.

3. Long-term study

Update

Chris Gallant mentioned that the Shediac East Long-Term Wastewater Management Strategy is complete and he has provided the general manager with a hard copy and a digital copy. The general manager will make digital copies for each member on a USB flash drive.

Chris also mentioned that, as part of the preliminary design of the proposed upgraded wastewater treatment facility, some additional land surveying has taken place at the Cap-Brulé site and a flow meter was installed near the inlet of the facility.

The general manager recommended that, for future meetings, we add a subsection for updates related to the preliminary design of the wastewater treatment facility. The members agreed.

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

a) Contract 2 (St-John Street piping)

Update

Chris Gallant mentioned that we are close to getting the EIA approval. To facilitate the final approval, the DELGNB is requesting that we have an archeologist on site during the work.

Chris also mentioned that a request for additional funding was submitted to the DELGNB.

5. CWWF – Lift Station Upgrades (2017)

Update

Chris Gallant mentioned that the generator for lift station No. 1 is operational and there remains only a few minor deficiencies. The general manager recommends that we remove this item from the agenda. The members agreed.

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

Update

Chris Gallant mentioned that the general contractor is behind schedule. The drilling subcontractor is attempting the drilling for a fourth time. Apparently, there are also delays with the delivery of the standby generator. Work at lift station No. 10 is progressing well. We will have more information regarding delays and drilling at the next monthly meeting.

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

Update

Chris Gallant mentioned that the WAWA was just received and that the contractor will start the work on Monday. Chris expects that the work will be completed within a couple of weeks.

10. NEXT MEETING

The next monthly meeting is scheduled for Wednesday, December 19, 2018, at 7:00 p.m., at the Commission's head office.

11. ADJOURNMENT

The chairperson moved that the meeting be adjourned at 3:41 p.m.

Chairperson