

# THE GREATER SHEDIAC SEWERAGE COMMISSION

Monthly meeting, meeting No. 673, held on

Wednesday, October 16, 2019

at 6:00 p.m., in Boudreau-Ouest,

in the Commission's boardroom

<b>Members present:</b>	H.J. (Harry) McInroy, Marie Ann Cormier, Susan Cormier, Raymond Cormier, Jean-Charles Dugas,	chairperson treasurer secretary member member
<b>Absent:</b>	Laura Gallant,	vice-chairperson
<b>Also present:</b>	Joey Frenette, Stephanie Bernard,	general manager office manager
<b>And:</b>	Chris Gallant.	Crandall Engineering Ltd.

## MINUTES

### 1. CALL TO ORDER

The chairperson, H.J. (Harry) McInroy, called the meeting to order at 5:55 p.m. He wishes a warm welcome to all who are present.

### 2. APPROVAL OF THE AGENDA

19-65 Moved by: Raymond Cormier  
Seconded by: Susan Cormier

That the agenda, dated October 16, 2019, be approved as submitted.

Motion Carried

### 3. APPROVAL OF MINUTES

1. Approval of the minutes of the monthly meeting, meeting No. 672, held on Wednesday, September 18, 2019.

19-66 Moved by: Jean-Charles Dugas  
Seconded by: Marie Ann Cormier

That the minutes of the monthly meeting, meeting No. 672, held on Wednesday, September 18, 2019, be approved as submitted.

Motion Carried

### 4. PRESENTATIONS, ENQUIRIES AND PETITIONS

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

## 5. REPORTS

### 1. Administrative report

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

**19-67** Moved by: Marie Ann Cormier  
Seconded by: Susan Cormier

That the administrative report, dated October 16, 2019, is approved as submitted.

Motion Carried

### 2. General Manager's report

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

**19-68** Moved by: Raymond Cormier  
Seconded by: Jean-Charles Dugas

That the general manager's report, dated October 16, 2019, is approved as submitted.

Motion Carried

### 3. General Committee

1. Approval of the minutes of the general committee meeting held on Wednesday, September 18, 2019.

**19-69** Moved by: Marie Ann Cormier  
Seconded by: Jean-Charles Dugas

That the minutes of the general committee meeting held on Wednesday, September 18, 2019, be approved as submitted.

Motion Carried

2. Approval of the minutes of the general committee meeting held on Thursday, October 3, 2019.

**19-70** Moved by: Susan Cormier  
Seconded by: Marie Ann Cormier

That the minutes of the general committee meeting held on Thursday, October 3, 2019, be approved as submitted.

Motion Carried

### 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.

## 6. CORRESPONDENCE

1. Letter from DELGNB dated September 12, 2019.

The general manager presented the letter. He explained that it is an official warning following the wastewater discharge from lift station No. 3 on October 25, 2017.

## 7. NEW BUSINESS

1. Adoption of the Five-Year Plan 2020-2024.

**19-71** Moved by: Raymond Cormier  
Seconded by: Marie Ann Cormier

That the latest revision of the Five-Year Plan 2020-2024 be approved as submitted.

Motion Carried

2. Adoption of the draft 2020 budget.

During the general committee meeting, the members discussed the employee's salary increase for 2020 to finalize the draft budget. The members agreed to a 2% salary increase for the employees for the year 2020.

**19-72** Moved by: Raymond Cormier  
Seconded by: Susan Cormier

That under article 15.2(19) of the Clean Environment Act, the 2020 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. Employee benefits.

The general manager presented the revised Employee Benefits document which now reflect the following changes:

*Commission Fees and Expenses for monthly meetings, special meetings, and committee meetings:*

1. President	\$250
2. Vice-president, Secretary and Treasurer	\$225
3. Members	\$200

*The per diem rate for travel by board members of the Commission shall be set at \$300 per day.*

The amount for the purchase for safety boots be increased from \$150 to \$175.

**19-73** Moved by: Susan Cormier  
Seconded by: Marie Ann Cormier

That the revised Employee Benefits document be approved as submitted.

Motion Carried

## 4. Christmas supper.

The members agreed that Friday, November 29, 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.

## 5. Appointment of auditors.

The office manager reminded the members that our previous auditors could not conduct the audit this year. Therefore, a new firm has been chosen to conduct the audit for 2019.

**19-74** Moved by: Susan Cormier  
Seconded by: Jean-Charles Dugas

That the accounting firm Deloitte be appointed as auditors for 2019.

Motion Carried

## 8. UNFINISHED BUSINESS

## 1. Infiltration study

Update

Chris Gallant mentioned that the general manager has met with the Parlee Beach Park manager and determined that the west end outside showers and sidewalk drains did allow surface/storm water to enter the sanitary sewer system. The park manager will request funding from the province to rectify the situation. The general manager added that he requested that the park take steps to a least temporarily "plug" the drains for the winter/spring. The park manager agreed.

## 2. Funds / Subsidies

## a) Building Canada Fund

Update

Chris Gallant mentioned that there is no new update for funding requests. However, he mentioned that the general manager received a call from the Province indicating that there was approximately \$64,000 in funds remaining from our CWWF project. The general manager suggested that an on-site generator be installed at lift station No. 8, 35, Pointe-du-Chêne Road. Chris had verified with DELGNB and an EIA is not required for that site.

**19-75** Moved by: Jean-Charles Dugas  
Seconded by: Marie Ann Cormier

That Crandall Engineering Ltd. proceeds with the remaining CWWF funds for the installation of an on-site generator at lift station No. 8.

Motion Carried

## b) Gas Tax Fund

Update

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

3. Long-term study

a) Update – Preliminary design

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

b) Update – IBA Fund

Chris Gallant mentioned that the general manager recently met with Mike Cormier, CEO of Crandall Engineering, to discuss GSSC's funding request for the Cap-Brulé WWTP upgrades. Mike suggested that a meeting be set up with Prime Minister Higgs in the new year to present the project and discuss funding. Chris will keep the Commission up to date with any new developments.

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

a) Contract 2 (St-John Street piping)

Update

Chris Gallant mentioned that this project is complete. He added that a letter was sent to the 2 residences which had presence of bacteria in their potable water wells. The cottages are boarded up for the season, so he will get in touch with them next summer to proceed with the shocking of the wells and retesting.

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

Update

Chris Gallant mentioned that only minor deficiencies remain.

6. Town of Shediac – Gallagher Street refurbishment

Chris Gallant mentioned that sanitary sewer piping is complete. The rest of the piping will be completed next week. The road reconstruction should be completed the 1<sup>st</sup> week of November. The project has a completion date of November 10<sup>th</sup>. The section of sanitary sewer on Centennial Street should be completed in one and a half to two weeks.

## 9. NEXT MEETING

The next monthly meeting is scheduled for Wednesday, November 20, at 6:00pm, at the Commission's head office.

## 10. ADJOURNMENT

Susan Cormier moved that the meeting be adjourned at 6:29 p.m.

  
Chairperson