

# THE GREATER SHEDIAC SEWERAGE COMMISSION

Monthly meeting, meeting No. 686, held on

Wednesday, September 16, 2020

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

in the Commission's boardroom

**Members present:**

H.J. (Harry) McInroy,	chairperson
Susan Cormier,	vice-chairperson
Marie Ann Cormier,	treasurer
Jean-Charles Dugas,	secretary
Raymond Cormier,	member
Sylvie Colette-Boudreau,	member

**Also present:**

Joey Frenette,	general manager
Stephanie Bernard,	office manager

**And:**

Chris Gallant.	Crandall Engineering Ltd.
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## **MINUTES**

### **1. CALL TO ORDER**

The chairperson, H.J. (Harry) McInroy, called the meeting to order at 5:59 p.m. He wishes a warm welcome to all who are present.

### **2. APPROVAL OF THE AGENDA**

<b>20-50</b>	Moved by:	Susan Cormier
	Seconded by:	Sylvie Colette-Boudreau

That the agenda, dated September 16, 2020, be approved as submitted.

Motion Carried

### **3. APPROVAL OF MINUTES**

1. Approval of the minutes of the monthly meeting, meeting No. 685, held on Wednesday, August 19, 2020.

<b>20-51</b>	Moved by:	Raymond Cormier
	Seconded by:	Marie Ann Cormier

That the minutes of the monthly meeting, meeting No. 685, held on Wednesday, August 19, 2020, 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.

**20-52** Moved by: Sylvie Colette-Boudreau  
Seconded by: Jean-Charles Dugas

That the administrative report, dated September 16, 2020, is approved as submitted.

Motion Carried

**20-53** Moved by: Susan Cormier  
Seconded by: Marie Ann Cormier

That the purchase from Action Car & Truck Accessories for additions to the new 2020 truck for a total amount of \$6,791.28 (including net HST), be paid from the capital reserve fund.

Motion Carried

### 2. General Manager's report

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

**20-54** Moved by: Jean-Charles Dugas  
Seconded by: Marie Ann Cormier

That the general manager's report, dated September 16, 2020, is approved as submitted.

Motion Carried

**20-55** Moved by: Susan Cormier  
Seconded by: Marie Ann Cormier

That we accept the quote from Camille Leger Ltd. for the replacement of the portion of the piping from below the valves into the wet well connecting to the submersible pumps with stainless steel piping in the amount of \$15,800 plus taxes.

Motion Carried

### 3. General Committee

1. Approval of the minutes of the general committee meeting held on Wednesday, August 19, 2020.

**20-56** Moved by: Marie Ann Cormier  
Seconded by: Susan Cormier

That the minutes of the general committee meeting held on Wednesday, August 19, 2020, be approved as submitted.

Motion Carried

2. Approval of the minutes of the general committee meeting held on Wednesday, September 9, 2020.

**20-57** Moved by: Jean-Charles Dugas  
Seconded by: Marie Ann Cormier

That the minutes of the general committee meeting held on Wednesday, September 9, 2020, 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. There is no correspondence for this meeting.

## 7. NEW BUSINESS

1. Date AGM.

The members agreed that October 21, 2020, at 6pm, prior to our monthly meeting, was an acceptable date and time for our AGM. The general manager confirmed that a room was reserved at the Town of Shediac's multipurpose centre. He also added that the published notice of the meeting will include an RSVP request by email from those who wish to attend.

2. Adoption of the Five-Year Plan 2021-2025.

**20-58** Moved by: Jean-Charles Dugas  
Seconded by: Sylvie Colette-Boudreau

That the latest revision of the Five-Year Plan 2021-2025 be approved as submitted.

Motion Carried

3. Adoption of the draft 2021 Budget.

**20-59** Moved by: Jean-Charles Dugas  
Seconded by: Raymond Cormier

That the GSSC create a yearly Environmental Improvement Fee (EIF) of \$25.00 per unit for the year 2021, \$50.00 per unit for the year 2022, and \$75.00 per unit for the year 2023 and subsequent years and that these funds are deposited in a newly created Environmental Improvement Fund. The EIF is to be itemized separately on the annual sewer bill and added to the annual sewer rate.

Motion Carried

Prior to the start of the meeting, the members discussed the employee's salary increase for 2021 to finalize the draft budget. The members agreed to a 2% salary increase for the employees for the year 2021.

**20-60** Moved by: Jean-Charles Dugas  
Seconded by: Susan Cormier

That under article 15.2(19) of the Clean Environment Act, the 2021 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

## **8. UNFINISHED BUSINESS**

### **1. Infiltration study**

Update

Chris Gallant mentioned that data is limited since there haven't been any significant rainfall events and that the flow meter data for the lift station No. 4 force main will be provided to the general manager soon. He also added that additional flow monitoring of the lift stations No. 2 and No. 3 sewer sheds will take place starting next year.

### **2. Funds / Subsidies**

#### **a) Gas Tax Fund**

Update

Chris Gallant mentioned that there is no new update. The general manager asked if his office could check with Fredericton for an update now that the provincial election is over.

### **3. Cap-Brulé WWTP upgrades.**

Update

Chris Gallant presented the letter emailed to the general manager dated September 15, 2020. It is a summary of engineering services and fees. He also added that progress updates will be provided at every monthly meeting.

The general manager indicated that he would also like the updates to be provided in a simple one-page version (perhaps bar chart form) along with a diagram of the works so we could publish on our website to keep the population informed.

The general manager and chairperson would also like Crandall's assistance in preparing a mail-out to the clients of the GSSC explaining the creation of the Environmental Improvement fee and the benefits of the funds received for the CBWWTP upgrades. Chris agreed to help.

### **4. Town of Shediac – Brown Street refurbishment**

Update

Chris Gallant mentioned that the base asphalt was installed. There might be a slight delay with the completion date, but the project is going well.

5. Covid-19

The general manager mentioned that all staff and family are healthy and safe. Clients are respectful of our workplace conditions. There are no issues to report.

**9. NEXT MEETING**

The AGM is scheduled for October 21, 2020, at 6:00pm, at the Town of Shediac's multipurpose centre. It will be followed by our monthly meeting at 7:00pm.

**10. ADJOURNMENT**

The chairperson moved that the meeting be adjourned at 6:29 p.m.

  
Chairperson