

# THE GREATER SHEDIAC SEWERAGE COMMISSION

Monthly meeting, meeting No. 691, held on

Wednesday, December 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
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**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 5:56 p.m. He wishes a warm welcome to all who are present.

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

<b>20-81</b>	Moved by:	Raymond Cormier
	Seconded by:	Jean-Charles Dugas

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

Motion Carried

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

1. Approval of the minutes of the monthly meeting, meeting No. 689, held on Wednesday, November 18, 2020.

<b>20-82</b>	Moved by:	Susan Cormier
	Seconded by:	Sylvie Colette-Boudreau

That the minutes of the monthly meeting, meeting No. 689, held on Wednesday, November 18, 2020, be approved as submitted.

Motion Carried

2. Approval of the minutes of the special meeting, meeting No. 690, held on Wednesday, December 2, 2020.

<b>20-83</b>	Moved by:	Jean-Charles Dugas
	Seconded by:	Sylvie Colette-Boudreau

That the minutes of the monthly meeting, meeting No. 690, held on Wednesday, December 2, 2020, be approved as submitted.

Motion Carried

#### 4. PRESENTATIONS, ENQUIRIES AND PETITIONS

1. There are no presentations, enquiries, nor petitions for this meeting.

#### 5. REPORTS

1. Administrative report

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

**20-84** Moved by: Marie Ann-Cormier  
Seconded by: Susan Cormier

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

Motion Carried

**20-85** Moved by: Marie Ann Cormier  
Seconded by: Jean-Charles Dugas

That the purchase of an iPad and case for the chairperson from Best Buy at a cost of \$1,389.86 (including net HST), be paid from the capital reserve fund.

Motion Carried

**20-86** Moved by: Sylvie Colette-Boudreau  
Seconded by: Raymond Cormier

That the purchase of a flow meter for lift station No. 3 from Coastal Controls and Instrumentation at a cost of \$3,725.34 (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

**20-87** Moved by: Raymond Cormier  
Seconded by: Susan Cormier

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

Motion Carried

**20-88** Moved by: Jean-Charles Dugas  
Seconded by: Sylvie Colette-Boudreau

That the GSSC renew the Conditional Management Plan for another 5-year term. This is an agreement where the GSSC agrees to notify them, as well as the DELGNB, of any untreated wastewater discharges or lack of treatment or disinfection.

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.

## 6. CORRESPONDENCE

1. There is no correspondence for this meeting.

## 7. NEW BUSINESS

1. Adjustment 2021 budget

The general manager explained that the Province requested we carry a small adjustment to our 2021 budget: Increase the principal installments amount by \$76,000 and decrease the Capital Reserve Fund amount by \$76,000. The overall budget amount doesn't change.

**20-89** Moved by: Jean-Charles Dugas  
Seconded by: Marie Ann-Cormier

That, at the request of the Province, the 2021 budget be adjusted as follows: The principal installments amount be increased by \$76,000 (from \$103,000.00 to \$179,000.00) and the Capital Reserve Fund amount be decreased by \$76,000 (from \$807,358.00 to \$731,358.00). The overall budget amount doesn't change.

Motion Carried

2. New position – Assistant Director, administration

The general manager mentioned that applications for the job offer will be received until January 13, 2021. He would like to create a selection and interview committee to review the resumes and conduct interviews. In addition, that the board authorizes the general manager (or director, operations) to offer permanent full-time employment to the chosen candidate.

**20-90** Moved by: Sylvie Colette-Boudreau  
Seconded by: Susan Cormier

That, following the recommendation of the selection and interview committee, the general manager (director, operations) be authorized to offer permanent full-time employment to the chosen candidate for the position of assistant director, administration. This position is subject to a 6-month term probationary period.

Motion Carried

### 3. Reserve Fund

- 20-91** Moved by: Jean-Charles Dugas  
Seconded by: Raymond Cormier

That following the review of the 2020 budget and projections foreseen for the fiscal year ending December 31, 2020, it was decided to transfer the amount of \$800,000.00 to the capital reserve fund.

Motion Carried

### 4. 2021 Shediac and Scoudouc Sewer Rate

- 20-92** Moved by: Jean-Charles Dugas  
Seconded by: Marie Ann-Cormier

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 \$354.00 per unit for the year 2021 and if paid in full by February 28, 2021, a discount of \$25.00 per unit will be applied (net rate of \$329.00 per unit).

Motion Carried

### 5. 2021 Cap Bimet / Boudreau Ouest Sewer Rate

- 20-93** Moved by: Jean-Charles Dugas  
Seconded by: Sylvie Colette-Boudreau

That the user charge rate for Cap Bimet / Boudreau-Ouest is set at \$553.00 per unit for the year 2021 and if paid by February 28, 2021, a discount of \$18.00 per unit will be applied (net rate of \$535.00 per unit).

Motion Carried

### 6. 2021 Scoudouc Road Sewer Rate

- 20-94** Moved by: Jean-Charles Dugas  
Seconded by: Marie Ann-Cormier

That the user charge rate for Scoudouc Road LSD is set at \$454.00 per unit for the year 2021 and if paid by February 28, 2021, a discount of \$18.00 per unit will be applied (net rate of \$436.00 per unit).

Motion Carried

## 8. UNFINISHED BUSINESS

### 1. Infiltration study

Update

Chris Gallant mentioned that they pulled out the flowmeters we had at a couple of locations and he will provide the data to the general manager. The focus for the new year will be a more comprehensive study in the West Shediac area with the expertise of a firm from Halifax.

### 2. Funds / Subsidies

#### a) Gas Tax Fund

Update

Chris Gallant mentioned that there is no new update.

3. Cap-Brulé WWTP upgrades.

Update

Chris Gallant presented the architect's rendering of a possible roof option for the new WWTP. He will set up a skype meeting with the architects early in January so the board can review different options and choose one to allow the design to continue. A special meeting for early January will be scheduled. In addition, the general manager has signed the EIA document and it will be submitted to the province.

4. Covid-19

The general manager mentioned that all staff and family are healthy and safe. Employees wear their mask inside the buildings. Clients are respectful of our workplace conditions. There are no issues to report.

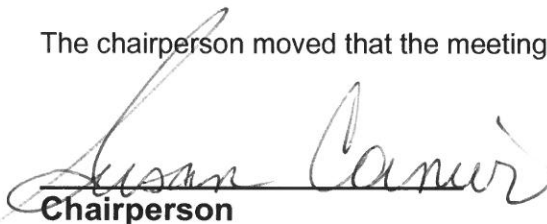
**9. NEXT MEETING**

A special meeting is scheduled for Wednesday, January 6, 2021, at 6:00pm at the head office.

The monthly meeting is scheduled for Wednesday, January 20, 2021, at 6:00pm at the head office.

**10. ADJOURNMENT**

The chairperson moved that the meeting be adjourned at 6:36 p.m.



**Chairperson**