

Minutes
Cavendish Sewer Utility Meeting
March 14, 2017
4:00 p.m..

The Cavendish Sewer Utility Meeting was held on March 14, 2017, at the Resort Municipality Office.

MEMBERS PRESENT: Matthew Jelley – Acting Chair, Vic Greenwood, Victor Hryckiw, David Gauthier and Brenda MacDonald, CAO.

ABSENT: Nil.

VISITORS: Nil.

1. CALL TO ORDER:

Acting Chair Jelley called the meeting to order at 4:10 p.m..

2. APPROVAL OF AGENDA:

It was moved by David, seconded by Victor that the agenda be adopted as presented. All in favor 3, 1 non-voting. Motion Carried.

3. CONFLICTS OF INTEREST:

Vic Greenwood declared a conflict of Interest on # 8C on the agenda for Queens County Condo Corporation #20.

4. APPROVAL OF MINUTES NOVEMBER 15, 2016:

It was moved by David, seconded by Vic that the minutes of November 14, 2016 be adopted as presented. All in favor 3, 1 non-voting. Motion Carried.

5. SEWER AUDIT:

5A. QUOTE FROM MRSB:

It was moved by Victor, seconded by Vic that the quote of \$3,200.00 plus HST be accepted for completion of the 2016 audit through MRSB. All in favor 3, 1 non-voting. Motion Carried.

5.B. BOOKKEEPING SERVICES:

It was moved by Victor, seconded by Vic that the fees for bookkeeping of \$665.00 per month be transferred to the Resort Municipality for bookkeeping services now as bookkeeping will now be completed internally at the municipal office. All in favor 3, 1 non-voting. Motion Carried.

6. BUSINESS ARISING FROM MINUTES:

6.A. 911 NUMBERS AT LIFT STATIONS AND SIGNAGE FOR LIGHTS FLASHING:

It was moved by Victor, seconded by Vic that the price of \$1,016.60 for Signway to construct 12 new signs for the lift stations be approved as presented. All in favor 3, 1 non-voting. Motion Carried.

6.B. CRANBERRY VILLAGE LIFT STATION:

The system has been having some issues. Work is underway by Flygt and Toombs to have it resolved.

6.C. PARKS CANADA FLOW CHARGES:

It was moved by David, seconded by Victor that the flow charges of 3,567 cubic meters for Parks Canada based on the engineer's recommendation be approved as the 2016 meter reading. All in favor 3, 1 non-voting. Motion Carried.

6.D. OUTSTANDING SEWER BILLS:

It was determined by the sewer board that all outstanding accounts over one year will be sent legal letters as well as disconnection letters for May 4, 2017. All in favor 3, 1 non-voting. Motion Carried.

It was determined that IRAC should be contacted as well regarding outstanding payments to see if there can be a requirement put in place to allow the utility to charge the outstanding and the current year's billing for service.

It was determined by the board that the accountant will be requested for input on the Harold Tracz account and how to best deal with the outstanding account on the audit.

6.E. SEWER CONTRACT – Toombs Plumbing and Heating Ltd.

It was moved by Victor, seconded by David that the contract for Toombs Plumbing and Heating Ltd. be approved as presented with a 5% increase in rates for 2017 and proof of pollution insurance to be provided. All in favor 3, 1 non-voting. Motion Carried.

6.F. CAVENDISH BEACH MUSIC FESTIVAL METER:

It was moved by Victor, seconded by Vic that the meter reading of 178 cubic meters be approved as the meter charge for the property. All in favor 3, 1 non-voting. Motion Carried.

6. DALE LARKIN:

A decision was made by the board to gather more information from Dale Larkin and his engineer on the costs for servicing of his property and that options would be explored on servicing costs of the property and where the utility could assist with the process, but that costs would be expected by the developer as part of the servicing costs for the project.

8. SEWER SERVICING – BILLING MATTERS:

8.A. Seawood Estates:

It was moved by David, seconded by Victor that the 2016 billing would remain as was billed based on the fact that the residential property is fully capable of being serviced. All in favor 3, 1 non-voting. Motion Carried.

8.B. Bruce & Susan Simpson:

It was moved by David, seconded by Victor that based on the distance from the sewer line to the dwelling, that a frontage fee only would be charged and that the 2016 bill would be revised to reflect that based on Irac's recommendation. All in favor 3, 1 non-voting. Motion Carried.

Vic Greenwood left the meeting due to a conflict of interest.

8.C. Gerry Prevost – QCCC#20:

It was moved by Victor, seconded by David that the sewer utility will have the engineer review and inspect the current system within the vacant land condominium for servicing and if the system meets all municipal and environmental standards then the utility will take the necessary steps to take over the sewer system within the condo development. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

9. OTHER:

There being no other business Acting Chair Jelley moved on to adjourn the meeting.

10. **ADJOURNMENT:**
Acting Chair Jelley adjourned the meeting at 5:40 p.m..



Matthew Jelley Acting Chair – Cavendish Sewer Utility