

Cavendish Sewer Utility Meeting  
December 18, 2024  
1:00 p.m.

The Cavendish Sewer Utility Meeting was held on December 18, 2024, at the Resort Municipality Office.

**MEMBERS PRESENT:** In person: Chair - George Clark-Dunning, Richard Moore and Victor Hryckiw.  
Brenda MacDonald - CAO.

**ABSENT:** Matthew Jelley had resigned from the committee prior to the meeting. George Clark Dunning will act in the Chair position for the present time.

**VISITORS:** Mike and Deanna Hollinger.

1. **CALL TO ORDER:**

Chair George Clark Dunning called the meeting to order at 4:00 p.m.

2. **APPROVAL OF AGENDA:**

It was moved by Victor, seconded by Richard, that the agenda be adopted as presented. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

3. **CONFLICTS OF INTEREST:**

There were no conflicts of interest declared.

Chair Clark Dunning advised that if any conflicts arise, that the board members should remove themselves from the meeting prior to making any comments.

4. **APPROVAL OF MINUTES – DECEMBER 7, 2023:**

It was moved by Richard, seconded by Victor that the minutes of December 7, 2023, be approved as presented. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

5. **BUSINESS ARISING FROM MINUTES:**

a) **Inn at the Pier – Connection to the Municipal Sewer:**

Awaiting information from Inn at the Pier and their engineers.

b) **Sewer Loans** - It was moved by Richard, seconded by Victor that the sewer utility secure two loans with BMO for a 25-year amortization rate with a 5-year term at the best possible rate. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

6. **NEW BUSINESS:**

a) **Stanley Bridge Centre Bakery:**

It was moved by Richard, seconded by Victor that the sewer utility allow the Stanley Bridge Centre to haul into the sewer lagoons subject to: 1) that the hauler be charged per load, 2) that the sewage cannot be any older than 30 days that is being hauled into the system, 3) that Toombs Plumbing and Heating shall be on site to monitor the hauling being taken into the sewer lagoons and 4) that any screening required for the sewer dumping be provided by the hauler. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

b) **LS # 7 – Pump Upgrade – generator issues:**

There are going to be some upgrades needed to the pumps.

The generator has been having some issues with power and the transfer switch. Work is being completed on this by Sansom Equipment.

- c) **LS # 2 – Voltage:**  
Maritime Electric has been working with Toombs Plumbing on the voltage issue at this station. Right now, the system seems to be working better, but the station is running off of Bagnall Road substation at the present time.
- d) **LS # 5 – Electrical Issues:**  
LS # 5 at Friendly Land has been having some electrical issues at the pump. Sansom Equipment has been over and working on the issues at the panel.
- e) **Lagoon repair airlines and electrical:**  
Work is needed to repair the airlines and electrical at the lagoon.
- f) **LS # 4 – upgrades:**  
The upgrades are completed. They are doing some testing on the station with the engineer and Toombs Plumbing. The station is fully operational.

7. **Other.**

**Deanna and Mike Hollinger:**

Chair Clark Dunning welcomed Deanna and Mike Hollinger to the meeting.

Deanna and Mike submitted an e-mail to the sewer utility board with comments on their billing and their payment for 2024.

The Sewer Utility Board advised that there is an ongoing investigation into the data breach and the RCMP, Provincial Credit Union, legal and insurance are involved with the case, and we are gathering information from the customers and working with each of the groups as the investigation continues.

The Sewer Utility Board advised that all steps have been taken to secure the system through the computer technician and e-mails have been changed for e-mail accounts for payments as well as auto deposit has been set up.

Chair Clark Dunning thanked Deanna and Mike Hollinger for coming to the meeting and advised that the sewer utility board will review their information and keep them updated as soon as any more details or information is available.

8. *“In Camera”*

**Outstanding Sewer Customers:**

It was moved by Richard, seconded by Victor to go in camera under Section 119(1)(f) of the Municipal Government Act. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

It was moved by Victor, seconded by Richard to come out of Camera under Section 119(2)(e) of the Municipal Government Act. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

**Outstanding Sewer Customers:**

The sewer policy for any customers that are outstanding for more than 90 days will be sent collection letters.

For any customers that have been impacted by the e-transfer issue sewer bills will continue to go out with interest being billed to them to ensure that customers are responding back to allow the sewer board to know if the sewer matter has been resolved with their account through their bank or not.

There are some customers who have received their funds back from the bank in full based on them going through the fraud department and the bank seeing that the Cavendish Sewer Utility did not receive the funds, some banks are still working on the issue and we have had some customers that said that they paid through e-transfer only to find out that no payment was made as proof of the e-transfer had to be sent to the office as part of the RCMP investigation. Some customers are dealt with right away with their bank while others that may be at the same bank have no response at all from the same bank.

Municipal Staff are continuing to reach out to customers and responding to them regarding the billings and dealing with all parties and the RCMP and the banks to ensure that all information is being sent through to the required authorities and reviews are taking place.

The sewer utility will continue to monitor the information and details of this matter until it is resolved for all customers.


9. **Audit – Michelle Burge:**

It was moved by Richard, seconded by Victor that the Cavendish Sewer Utility Non-Consolidated Financial Statements for March 31, 2024, be approved as presented. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

10. **ADJOURNMENT:**

Acting Chair Clark Dunning adjourned the meeting at 5:20 p.m.

  
George Clark Dunning, Acting Chair

  
Brenda MacDonald, CAO