

Minutes  
Cavendish Sewer Utility Meeting  
March 18, 2019  
1:00 p.m..

The Cavendish Sewer Utility Meeting was held on March 18, 2019, at the Resort Municipality Office.

**MEMBERS PRESENT:** Mayor - Matthew Jelley, George Clark Dunning and Victor Hryckiw. Brenda MacDonald, CAO.

**ABSENT:** Vic Greenwood.

**VISITORS:** Nil.

1. **CALL TO ORDER:**

Mayor Jelley called the meeting to order at 1:05 p.m..

2. **APPROVAL OF AGENDA:**

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

3. **CONFLICTS OF INTEREST:**

Mayor Jelley declared a conflict of interest under Section 6I AND 6J - Sandspit Entertainment Ltd..

4. **APPROVAL OF MINUTES SEPTEMBER 20, 2018:**

It was moved by George, seconded by Victor that the minutes of September 20, 2018 be adopted as presented. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

5. **NEW BUSINESS:**

a) **IRAC – Sewer fees for outstanding customers:**

IRAC will review information once the utility provides a recommendation on fees for outstanding customers and the collection of them.

b) **Miscellaneous Engineering Services:**

It was moved by George, seconded by Victor that an RFP be put out for engineering services for the sewer utility and the municipality. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

c) **Marco Polo Land Sewer Fees – Deluxe Cabins:**

It was moved by George, seconded by Victor that sewer fees will continue to be billed out as per the current tariff for services that are located on the site. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

d) **Sewer Audit:**

It was moved by Victor, seconded by George that the sewer audit for MRSB for \$5,800.00 for 2018 / 2019 be approved as presented. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

It was noted that the Gas Tax AER and the MFIR will be costed out separately as part of the yearly review.

An RFP will be issued in the fall of 2019 for auditing services for both the sewer utility and the municipality as one has not been issued for several years for pricing comparisons.

e) **2019 Proposed Budget:**

It was moved by Victor, seconded by George that the 2019 proposed budget be adopted as presented. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

6 **BUSINESS ARISING FROM MINUTES:**

a) **Sunset Campground – Heartland Cottages:**

Awaiting further information on the proposed development from the landowner.

b) **LS # 4 – Upgrades to the station for future planning:**

Awaiting Gas Tax Funding approval as well as potential Infrastructure Funding.

c) **Inn at the Pier Wastewater Servicing:**

Awaiting Gas Tax Funding approval as well as potential Infrastructure Funding.

d) **Outstanding Sewer Customers:**

It was moved by George, seconded by Victor that the collection policy for outstanding customers be started to collect the outstanding fees. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

e) **Sewer Contractor:**

Information was provided by Toombs Plumbing and Heating Ltd. on costs for 2019, as well as proof of insurance.

f) **Driftwood Landing:**

Awaiting additional information from the Condo Corporation on the completion of terms that were set out in order for the sewer utility to take over the sewer line for the development.

g) **Sewer Loan – Provincial Credit Union:**

It was moved by Victor, seconded by George that the sewer loan with the Provincial Credit Union be renewed and that the costs for the work on the Sampson property be included with the loan. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

h) **Former Sampson Property:**

It was moved by George, seconded by Victor that Toombs Plumbing and Heating Ltd. be hired to complete the demolition of the house, septic, well and tile field on the property to a maximum of \$14,000.00. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

Mayor Jelley left the meeting due to a conflict of interest.

i) **Sandspit Entertainment – Action Attractions Easement Agreement:**

Geoff Connolly was to complete the agreement for the owner. No copy has been received by the sewer utility office to date.

j) **IRAC – Sewer Laterals – Connection of sewer to properties:**

Information was provided by IRAC on sewer laterals.

New Development Lateral lines are installed when central mains go in and are paid either by utility or developer depending on circumstances (ss. 6.1 & 6.14).

Existing Property - If central service runs by an existing property with no lateral line, the utility pays for cost of one standard sized pipe (100 mm) to the property line – customer pays

difference in cost if larger service pipe size is required (ss. 4.7 & 4.8).

Second Service If a customer wants to relocate or add additional service lateral on a property, all work is done with customer paying 100% of the cost and work approved and overseen by the utility (ss. 4.9 & 4.10).

**Gary Lowther's request:**

It was moved by Victor, seconded by George that a letter be sent to Gary Lowther with the utility's decision based on IRAC's input and a review by the legal counsel on sewer laterals and that no additional costs shall be borne by the sewer utility towards the servicing of the Cavendish Car / Pet Wash. All in favor 2, 2 absent. Motion Carried.

It was also noted that Gary Lowther shall be advised that in the future that any requests for the property and any sewer matters must come from the owner of Sandspit Entertainment Ltd. and not him as a tenant on the property.

Mayor Jelley returned to the meeting.

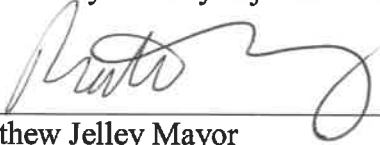
7. **OTHER:**

The sewer utility board also noted that staff have posted signs in the office as the utility board makes decisions on all matters concerning the utility and abuse of the staff will not be accepted or tolerated.

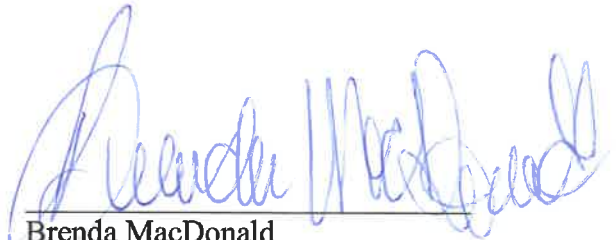
There being no other business Mayor Jelley moved on to adjourn the meeting.

8. **ADJOURNMENT:**

Mayor Jelley adjourned the meeting at 2:02 p.m..



Matthew Jelley Mayor  
Cavendish Sewer Utility



Brenda MacDonald  
CAO