

Cavendish Sewer Utility Meeting  
August 30, 2023  
11:00 a.m.

The Cavendish Sewer Utility Meeting was held on August 30, 2023, at the Resort Municipality Office.

**MEMBERS PRESENT:** In person: Chair - Matthew Jelley, George Clark-Dunning, Richard Moore. Brenda MacDonald - CAO.

**ABSENT:** Victor Hryckiw.

**VISITORS:** Laird Ferguson CBCL, Kelsey MacDonald, Charlotte Montgomery, Louis Charon – Parks Canada. Gordon Toombs – Toombs Plumbing and Heating Ltd.

1. **CALL TO ORDER:**

Chair Jelley called the meeting to order at 11:00 a.m.

2. **APPROVAL OF AGENDA:**

It was moved by Richard, 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:**

There were no conflicts of interest declared.

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

4. **CBCL - LS # 4:**

Mayor Jelley welcomed the engineer, Parks Canada Staff and the sewer utility operator to the meeting. Laird confirmed that the following items needed to be completed:

- 1) Toombs Contract to be signed. Gordon to see if contract is at his office and return to CBCL.
- 2) Hansen Electric will be the subcontractor for the project for electrical.
- 3) Paperwork on insurance coverage as well as WCB Coverage has been provided.
- 4) A business license will be required by Parks Canada.
- 5) Laird to follow up with the Department of Environment on the approval documents for the project.
- 6) Fence will need to be moved in the field to allow for the work to be completed.
- 7) Anything that is moved in the field will need to be removed and any erosion will need to be contained.
- 8) Parks Canada will need 48 hours notice to make sure that there is no invasive species in the soil.
- 9) Surplus fill from the job will need to be discussed with Parks Canada and anything on site can be reused.
- 10) Maritime Electric was discussed and pushing along the payments when the work is completed based on the costs for the three phase power.
- 11) Toombs Plumbing and Heating Ltd. to provide a schedule to CBCL for the project.
- 12) Geotech to complete the material testing of the soils.
- 13) Gordon Toombs expects to start work just after Thanksgiving.

Future meetings will be scheduled as needed on the project.

Mayor Jelley thanked Parks Canada staff for attending as well as Laird Ferguson with CBCL.

**5.1. Gordon Toombs – Sewer Updates:**

**Updates - Seawood Estates:**

Gordon Toombs commented on a sewer connection in Seawood Estates. Work is expected to cost around \$12,500.00 plus HST for the sewer line to be upgraded on Stanley Road.

It was moved by George, seconded by Richard that \$12,500.00 plus HST be allocated for sewer work on Stanley Road. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

**LS # 9:**

Concerns were raised by Gordon on LS # 9 and the work that was done by the Province for connection of the station to the pole. There are deficiencies at the station that need to be addressed while construction at the site is happening.

**5.A.2. Water Meters:**

Concerns were raised by Toombs over water meters and issues with meters on some properties.

A list will be compiled from the Fall meter readings on meters where there are issues, so they can be addressed for the spring.

Mayor Jelley thanked Gordon Toombs for coming to the meeting.

**6. APPROVAL OF MINUTES JUNE 28, 2023:**

It was moved by George, seconded by Richard that the minutes of June 28, 2023, be approved as presented. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

**7.a. Inn at the Pier – connection to municipal sewer:**

It was moved by Richard, seconded by George that approval in principle be granted for connection to the municipal sewer system subject to: meeting all requirements of the Department of Transportation and the Department of Environment and financing costs to be completed by the owner and suitable to the Cavendish Sewer Utility. All in favor 2, 1 non-voting, 1 absent. Motion Carried.

**7.a.1. Climate Change Fund Application:**

Funding was not approved for the Climate Change Fund Application.

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

**8. New Business:**

a) **Sewer Servicing Greenfield Capital Inc. – KOA Campground:**

Plans were submitted for Greenfield Capital Inc. for sewer connection to the system.


There was no quorum present at the meeting, it was recommended by the Board that the sewer connection be approved in principle subject to: 1) meeting all requirements of the Department of Environment and the costs for the sewer connection shall be borne by the Developer.

**Other:**

There was no other business.


**9. ADJOURNMENT:**

Chair Matthew Jelley adjourned the meeting at 12:10 p.m.



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Matthew Jelley Chair  
Cavendish Sewer Utility



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Brenda MacDonald  
CAO