

**TOWN OF CORNWALL
UTILITY COMMITTEE MEETING**
Monday, January 9th, 2023, at 4:30 p.m.

~ A G E N D A ~

1. Call to Order
2. Land Acknowledgement
3. Approval of Agenda/Additions to Agenda
4. Disclosure of Conflict of Interest
5. Approval of Minutes – September 1st, 2022
6. Project Update - Utility
7. Request to Waive Fees – 59 Ferry Road
8. Emergency Response Planning List
9. Funding Update Cornwall Road
10. In Camera MGA s.119(1)
11. Adjournment

**TOWN OF CORNWALL
INFRASTRUCTURE COMMITTEE MEETING
Thursday, September 1st, 2022, at 4:30 PM**

Chair: Councillor Elaine Barnes
Present: Mayor Minerva McCourt
Deputy Mayor Cory Stevenson
Councillor Judy Herlihy
Councillor Shane McGuigan
Councillor Jill MacIsaac
Also: Kevin Coady – Chief Administrative Officer
Doug Longmoore – Infrastructure Manager
Billy Ramsay – Infrastructure Supervisor
Guests: Hon. Mark McLane – MLA Cornwall-Meadowbank
Regrets: Councillor Corey Frizzell

CALL TO ORDER

The meeting was called to order at 4:30 p.m. by Chair Elaine Barnes.

LAND ACKNOWLEDGEMENT

The Chair read the land acknowledgement; that the land we gather on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous People of Prince Edward Island.

APPROVAL OF THE AGENDA

It was moved by Councillor Herlihy and seconded by Deputy Mayor Stevenson that the agenda be approved as circulated with the additions of discussion of the following agenda items: Crosswalk Timer Main Street; and one item to discuss In Camera.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Deputy Mayor Stevenson seconded by Councillor Herlihy that the Infrastructure Committee minutes of July 14th, 2022, be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil

PROJECT/ OPERATIONAL UPDATES

A project update summary was included in the package.

Recently there were complaints received from residents that water coming from the taps was excessively cloudy and discoloured. Utility staff flushed lines and investigated the cause of air getting into the water system. They have determined that the source was a new well at the wellfield and the well has been isolated from the system until such time as further investigation into the cause can be completed.

Estimate for repairs to lift pump at York Point lift station were received. The cost of doing a basic repair kit and new impeller is approximately \$10,000 with HST included. The cost of a new pump is \$25,000-\$30,000 and the refurbished pump should have an additional 10-15 years of useful life before needing to be replaced.

A faulty radio for the SCADA system in the Business Park lift station needs to be replaced and is on order. Cost of a replacement radio is \$2,700.

The Committee asked that Town's social media be used to be promote the proper disposal of wipes, and to notify the public about traffic delays with the new watermain construction and suggest, where able, that people choose alternate routes.

Parking Lot Snow Clearing

The Town has put out an RFP requesting local companies to bid on clearing the parking lots around the Town. Three companies expressed interest in the RFP with one company submitting a final bid. While the Town will be moving to do their own sidewalks this year, to do the parking lots would also require additional equipment and staff.

The Committee recommends that the Town award the snow clearing of parking lots at town buildings to the successful bidder Earthform Landscape Professionals.

Community Gardens Bridge

Quotes were received by the Town to replace the pedestrian bridge at the community gardens park. After review of the recommendation from WSP and condition of the existing bridge, the committee recommends that the Town proceed with the award the Bridge Replacement Project to Gaudettes Transit Mix for \$55,200.00 plus HST.

Town Signs and Trees Mercedes Drive

The Committee reviewed additional signage designs and selected the sign design for the Town Hall. Staff will review quotes and get the sign installed this fall.

As part of the reinstatement 12-15 trees will be planted along the active transportation trail on Mercedes Drive. Trees selected for reinstatement will be non invasive species of a hardwood variety, a mix of a maple or an oak or similar trees would be acceptable.

Service Deemed to be Received

The Committee discussed when service is deemed to be received by a customer after the extension of utilities past their property, allowing them to be serviced. Accepted practice in the region is that customers would be charged if they have access to the utility service provided by the Town, and after 6 months since the completion of the project to provide the new utility service. Committee will discuss further at the next Infrastructure Committee meeting.

Speed Humps

All speed humps owned by the Town were placed in residential streets around Cornwall. An additional request for speed humps has been received and new streets being developed within the Town. The Committee requested that two additional speed humps be purchased and available for the spring of 2023.

World Cleanup Day

The Environment Committee is promoting World Cleanup Day on September 17, 2022. As soon as the location for the event is chosen, garbage bags and door prizes will be available for participants. Information on the event will be advertised on Town's social media.

CAWG

Staff will be attending the upcoming watershed meeting on Wednesday September 14, 2022, to discuss concerns around wellfield protection in and around Cornwall.

IN CAMERA MGA s.119(1)

Deputy Mayor Stevenson moved, seconded by Councillor Herlihy to go In Camera at 5:32pm to consider a matter pursuant to MGA s.119(1)(e)(f).

Motion Carried

The meeting resumed in open session at 7:00p.m.

MEETING TIME

The next meeting time is Thursday, October 6th, 2022, at 4:30p.m. at the Town Hall.

MEETING ADJOURNED AT 7:02p.m.

ELAINE BARNES
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER

INFRASTRUCTURE PROJECTS UPDATE

January 4, 2023

Main Street Water Main (ICIP)

Reinstatement of Main Street remains outstanding especially around driveways for individual resident. Contractor is required to maintain driving surfaces until all reinstatement is completed in the Spring.

Wellfield Development (ICIP)

There continues to remain outstanding deficiencies for the contractor to complete and ongoing investigation by the engineer as to why the water produced at the new wellfield contains excessive amounts of air. Water has been tested and is safe to use.

North River Lagoon Berm Repair (ICIP)

Project has been completed and cell #2 of the lagoon system is filling properly. It is estimated that it will continue to fill for another 10 days before reaching normal operating level and resume discharging through the UV system into the North River. Reinstatement and fence maintenance and repair will be carried out in the spring.

Hyde Creek Lagoon Upgrades and Sludge Removal (MSC)

Sludge Removal and upgrades have been completed at the Hyde Creek (Cornwall) Lagoon. Reinstatement of the top berms from the heavy equipment will be completed in the Spring.

Utility Master Plan (MSC)

Funding was received for the Town to complete an updated Utility Master Plan. Staff are working on the RFP for an appropriate consulting firm to complete the utility review and create a new Utility Master Plan for the Town.

Doug Longmoore

From: Kevin Coady
Sent: December 21, 2022 7:19 PM
To: Elaine Barnes; Doug Longmoore
Subject: FW: Request for Committee - Water & Sewer Bill January 2023

Hi Elaine, I didn't hit send on this one.

Hi Elaine

See the email below I received this afternoon. The Utility is supposed to meet the first Monday of the month, that's a holiday this year. Do you want to hold the meeting on the 9th instead? Mr. Dobb's nurse indicates to me he is still interested in coming out to meet with the utility.

Thanks

Kevin

From: Town <town@cornwallpe.ca>
Sent: December 21, 2022 11:30 AM
To: Kevin Coady <kcoady@cornwallpe.ca>
Subject: FW: Request for Committee - Water & Sewer Bill January 2023

*Stephanie Cairns
Administrative Assistant
Town of Cornwall
15 Mercedes Drive
Cornwall, PE
COA 1H0
902-566-2354, opt 1*

From: debra gallant <debragallant682@gmail.com>
Sent: December 21, 2022 10:12 AM
To: Town <town@cornwallpe.ca>
Cc: World_inc4@hotmail.com
Subject: Request for Committee - Water & Sewer Bill January 2023

Attn: Kevin Coady, CAO

Good morning Kevin,

I am emailing you today to have a request put in with your committee to waive our water and sewer bill for January 2023.

We live at 59 Ferry Rd., however, due to Fiona, our home was greatly damaged and we have not been able to live there since September 24, 2022.

Money is extremely tight as we are still responsible for our monthly mortgage payment, electricity etc., plus now a monthly rent payment (which we all know is not cheap). We have been paying everything out of our pocket, since we have not yet received anything from our insurance company and we have no idea when we can expect anything.

All we ask is if you can please review this, with hopes that our bill can be waived, in order to save a little money.

We appreciate you taking the time to review this email. Should you have any questions please do not hesitate to ask.

Thank you and happy holidays!

Debra Gallant & Evan Ballum

59 Ferry Rd. Cornwall, PE

Items for Emergency Response

Riverpoint standalone back-up generator on automatic transfer switch.

Used a portable generator to keep operating residential water supply separate from the main distribution system. During Fiona Utility Staff used a portable gas generator and had to refuel 3 times per 24-hour period. A permanent on-site generator would allow the generator to start automatically after an outage and provide power for continuous water supply.

Estimated Cost \$12,000.00

Riverpoint Roof

Riverpoint water station asphalt roof has deteriorated (circa 2001) and needs replacing. Numerous shingles were blown off during Fiona, repairs were made to mitigate future damage. Shingles are very worn and brittle.

Estimated Cost \$8,000.00

Candlelight Sewer Lift Station transfer switch connection at Candlelight Cul-de-sac.

During any power outage the Candlelight sewer lift station does not have the ability to connect to the tow-behind generator. The Station is in a cow pasture and there is little to no access. A new transfer switch will have to be installed on a post in a closer proximity to the road to allow for the connection of the towns tow behind generator. Maritime Electric will have to disconnect the power. This will require excavation of the existing underground electrical line feeding the station. A new service line will be installed up the pole and down to the new transfer switch. There is also a need for permanent access to this station. A driveway needs to be constructed to allow for the station to be properly maintained and for access in case of an emergency. This station overflowed for many days during Fiona and will continue to be an on-going problem. The town staff that look after this station must walk in through private property and climb a wooden fence with a electric fence attached. This is a major safety concern that must be addressed.

Estimated Cost \$8000.00

North River Lagoon UV standalone back-up generator.

During a power outage the UV building does not have any power to operate the UV lights. These lights are an important part of the Wastewater treatment process. Without back up power untreated wastewater is leaving the plant and into the receiving water. This un-treated wastewater has higher than acceptable levels of bacteria. During Fiona Utility Staff used a portable gas generator and had to refuel 4 times per 24-hour period. A permanent on-site generator would allow the generator to start automatically after an outage and provide power for continuous treatment. The larger fuel capacity would allow the generator to run for extended periods of time.

Estimated Cost \$12,000.00

Gas and Diesel Storage.

During Fiona the Gasoline and Diesel supply had become an issue. We had trouble purchasing gasoline for the vehicles and filling cans for the portable generators. We also had trouble purchasing diesel for the tractor, tow-behind generator and filling cans for stand-alone generators. Municipal or Emergency vehicles could not purchase fuel when needed. The emergency vehicles would have to wait in line with the public in hopes of getting fuel. This meant waiting in a line for over an hour during a time when we were trying to keep lift stations pumped down, the water system flowing and the generators running. As a town who responds to emergencies, we were left in a vulnerable situation putting our infrastructure at risk as well as the homeowners who depend on Cornwall to keep the systems up and running and to minimize any damage to their properties.

Estimated Cost \$17,000.00

Portable Generators.

During Fiona we had to juggle around the 1 portable generator the infrastructure department owned to keep systems running. The generator broke down and one was borrowed from an employee for numerous days to keep the systems running. The generator was fixed and is now back in use. However, a second portable generator is needed to allow redundancy in case of a future breakdown to ensure systems will remain in operation.

Estimated Cost \$1800.00

Sump Pump Meadowbank.

A battery backup sump pump is required at the Meadowbank water Station. The basement of the station floods and can cause damage to the dehumidifier and the water meters.

\$1200.00

Radios for communication.

During Fiona staff had no way to communicate with each other. The phone lines were down and cell phones were not working. The Town needs a two-way radio system in place in case of an emergency. Without a reliable way to communicate during an emergency, staff safety can be at risk and it is very difficult to function during an emergency without the ability to contact each from different locations.

Estimate \$9547.37 Radio top Radio System 10 Radios

Estimate \$28,450.94 Receiver to Radio System with Antenna. 10 Radios

Surge Protectors.

Surge Protectors are needed to help protect the control panels and equipment from surges that can cause damage to expensive infrastructure. These components are not protected now and are at risk of damage from power surges. List Stations, water stations and some buildings will need to be protected. There had been costly damage to many electrical components during recent power failures.

Diesel Slip Tank.

A slip-tank on a Town truck is needed to deliver a larger supply of fuel to the back-up generators. Without the slip-tank, we would have to depend on an outside company to fuel the generators. We found this method unreliable. It is important for the Town to be able to deliver its own fuel to the numerous generator sites. The Town needs to be able to operate independently of fuel supply companies to ensure fuel needs are met.

Estimate \$2872.70

Other items**Sunrise Cove Generator Plug In.**

A plug-in is needed on this station to allow for the portable tow-behind generator to connect and power up the station. Mike Kyle is working on this.

Spare tire for tow behind generator.

A spare tire is needed for the tow-behind generator.

Back-up plan for tow behind generator.

We have one tow-behind back-up generator, we do not have any redundancies. We need to outsource a back-up to the generator. We need a plan for an emergency rental or purchase a second generator.