

**TOWN OF CORNWALL
UTILITY COMMITTEE MEETING**

Monday, April 3rd, 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 – March 6th, 2023
6. Utility Update
7. Other
8. Public Input
9. In Camera MGA
10. Adjournment

**TOWN OF CORNWALL
UTILITY COMMITTEE MEETING
Monday, March 6th, 2023, at 4:30 PM**

Chair: Councillor Elaine Barnes
Present: Mayor Minerva McCourt
Deputy Mayor Jill MacIsaac
Councillor Cory Stevenson

Also: Kevin Coady - Chief Administrative Officer
Shelley Rector – Deputy Chief Administrative Officer
Doug Longmoore – Infrastructure Manager

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 Deputy Mayor MacIsaac and seconded by Councillor Stevenson that the agenda be approved as circulated with the additions of New Water Tower and Bylaw Review added under Other.

Motion Carried

DISCLOSURE OF CONFLICT OF INTEREST

Nil.

APPROVAL OF MINUTES

It was moved by Councillor Stevenson, seconded by Deputy Mayor MacIsaac that the Infrastructure Committee minutes of January 9th, 2023, be approved as circulated.

Motion Carried

BUSINESS ARISING

Nil.

UTILITY UPDATES

A Utility update summary was included in the package.

Water Boil Advisory was put in place around Chateau Estates as the result of contractor doing watermain repair for Capreitt and required the watermain to be depressurized to complete the repair.

Utility Master Plan tender documents have been drafted and will be ready to put out to tender shortly with an expected project award date in April.

Wellfield Development still has ongoing deficiencies that are being addressed and should be resolved shortly.

WATER REPORT

A copy of the 2021 Water Report was included in the package. The report details water sampling and activities of the Utility for the year 2021. A copy will be posted on the Town's website and when it is posted it will be advertised on the Town's social media.

UTILITY RATES

The Committee discuss a few options for raising the utility rates as the current rates do not fully recover all costs of owning and operating the water and wastewater systems. In addition, rising interest rates and high inflation have increased the costs to the Utility for debt servicing, acquiring supplies/equipment and contractor services.

It was moved by Councillor Stevenson and seconded by Councillor Barnes that the Town increase the rate by 8% in each of the next 2 years. By stepping the increase in rates over the next 2 years it allows residents to be informed of the rate changes and provides cost certainty for both the Utility and residents.

Motion Carried

UTILITY CAPITAL AND OPERATING BUDGET DRAFT

The Committee discussed the draft capital and operating budget. Discussion was focused on the long-term priorities and projects for the Utility, new water tower at the new wellfield property, expansion of services on Cornwall Road, refurbishment of existing water tower in the Business Park, expansion of services on Ferry Road and universal water meters. Projects not in the current year capital budget will be included in the 5-year capital plan.

OTHER

- New Water Tower – The Town has been invited to resubmit the application with an updated estimate to the Provincial Infrastructure Secretariat under the Investing in Canada Infrastructure Plan (ICIP) funding program. The construction of a new water storage tank at the new wellfield is part of the Town's utilities 5-year capital plan and is recommended to improve water quality and water pressure in the utilities distribution system. This was always part of the plan for the land where the wellfield was built and thus is a part of a multi-year investment in water infrastructure. Staff are in the process of acquiring updated quotes for the tower and required piping and groundwork.

It was moved by Councillor MacIsaac and seconded by Councillor Barnes that the Town resubmit an application to ICIP funding program for a new water tower (reservoir) to be constructed at the new wellfield property.

Motion Carried

- Bylaw Review – Staff will be doing a review of the Utility bylaw in the next few months and bring back suggested updates for review; the bylaw has been not updated since 2004. Staff have also drafted a new capital contribution bylaw for consideration of the Committee and a copy was distributed for review and comment.

PUBLIC INPUT

Nil.

IN CAMERA MGA s.119(1)

Nil.

MEETING TIME

The next meeting time is Monday, April 6th, 2023, at 4:30p.m. at the Town Hall.

MEETING ADJOURNED AT 5:42p.m.

ELAINE BARNES
CHAIR

DOUG LONGMOORE
INFRASTRUCTURE MANAGER

INFRASTRUCTURE PROJECTS UPDATE

March 31, 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)

Staff continue to work with contractor and engineer to get issues resolved with the new water station. Staff have meet with contractor and subcontractor representatives both last week and this week to resolve the outstanding deficiencies.

Utility Master Plan (MSC)

An RFP for the Utility Master Plan was posted on March 21, 2023 with a closing date of April 11, 2023. After a review of submitted proposals it is expected that staff will have a recommendation brought forth at the Committee of Council meeting scheduled for April 19.

2023 Capital Projects

Staff are starting work on approved projects in the 2023-24 Capital budget:

- Sizing and getting a tender package together for new backup generators.
- Arranging surveying and design work to start on Cornwall Road.
- Submitting permit for diesel storage at the Town Shop.