



Township of North Dundas

COUNCIL REPORT

To:	CAO, Mayor and Members of Council
From:	Mary Lynn, Water/Sewer Assistant Manager
Date of Meeting:	November 13, 2012
Subject:	Water & Sewer Report

1. Chesterville Water Meter Tender:

Matt Morris of Eastern Engineering has the *Draft Tender* completed. We will be meeting with him next week for review and discussion.

2. Chesterville Lagoon Expansion:

The Request for Proposal for the Engineering Design and Project Management of the Chesterville Sewage System Upgrade was sent out on Monday, October 29th to six Engineering Firms. There is a mandatory site visit (of the Chesterville Lagoons) on November 16th a Question Period on November 19th & 20th, the Proposal Submittal is November 26th at 4:15pm and the Project is scheduled to be awarded on December 11th, 2012. System commissioning and start-up is expected not later than October 2013.

3. Revision of Policies:

The *Water/Sewer Security Deposit Policy* and the *Water/Sewer Billing and Collection Policies* have been revised. The Security Deposit Policy was changed to specify an amount equivalent to a 3 month Water & Sewer bill, so that the policy does not need to be changed each time there is a rate change. Also, deposits are no longer eligible to be refunded until the tenant moves out, to protect the Municipality against arrears when the tenant leaves.

The Billing & Collections Policy- The late payment charge will be added monthly instead of a onetime charge. It will reflect the same procedure as the Tax Department. The collection notice, disconnect and reconnect charges have been increased.

Please see attached.

Mary Lynn Plummer

Approved by