

AGENDA
Township of North Dundas
Joel Steele Community Centre, 577 Main Street Winchester
ON Tuesday, February 23, 2021
The Public Meeting Starts at 6:30 PM
The Special Meeting will follow the Public Meeting

Page

- 1. Call Meeting to Order by Resolution**
- 2. Adoption of Agenda**
 - a) Additions, Deletions or Amendments
All matters listed under Consent Agenda, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.
- 3. Disclosure of Pecuniary Interest and General Nature Thereof**
- 4. Adoption of Minutes**
- 5. Delegations**
 - a) Mark Buchanan, J. L. Richards
Capital Charge Discussion
- 6. Closed Session**
- 7. Open Session**
- 8. Action Requests**
 - a) Finance
 - b) Economic Development and Communications

c)	Public Works	
i.	<u>Interim Re-organization at Transportation Division, Public Works</u>	4 - 11
ii.	<u>Water and Sewer Allocation - Derks Holdings Inc.</u>	12 - 14
iii.	<u>Water and Sewer Allocation - Erin Avenue</u>	15 - 17
iv.	<u>Water and Sewer Allocation - Tabitha Crescent</u>	18 - 20
v.	<u>Updates to By-law No. 2020-59 - Capital Charges</u>	21 - 54
d)	Waste Management	
e)	Planning Building and Enforcement	
f)	Recreation and Culture	
g)	Fire	
h)	CAO	
i)	Clerk	
9.	Tenders and Quotations	
a)	<u>Award for the purchase of Snow Plow & Truck</u>	55 - 56
10.	By-laws	
a)	<u>By-law No. 2021-15 Klein Agri Services Zoning Amendment</u>	57 - 67
b)	<u>By-law No. 2021-16 Zoning Amendment for 29 Chesterville Main St.</u>	68 - 78

11. Key Information	
a) <u>Public Works - Water and Sewer 2021 Budget</u>	79 - 98
b) <u>CAO - Capital Charge - Additional Information</u>	99 - 102
c) <u>Clerk - Virtual Conference Remuneration</u>	103
12. Consent Agenda	
13. Boards and Committees	
14. Motions and Notices of Motions	
15. Petitions	
16. Council Comments and Concerns	
17. Unfinished Business	
18. Ratification By-law	
a) <u>By-law No. 2021-17</u>	104
19. Adjournment by Resolution	



ACTION REQUEST – Public Works	
To:	Mayor and Members of Council
Date of Meeting:	February 23, 2021
Subject:	Interim Re-organization at Transportation Division, Public Works

RECOMMENDATION:

THAT Council authorizes an interim re-organization within the Public Works department that includes creating two (2) new Patrol Supervisor Positions on a 6-month trial basis with the associated job description and compensation at Grade 7.

BACKGROUND:

The recent retirement of the Patrol Foreman/Drainage Superintendent provides an opportunity to refine the supervisory structure on an interim basis, within the Transportation Division of the Public Works department. Currently we have a Patrol Foreman/Drainage Superintendent (Grade 8) position and a Roads Lead Hand/Sub-Foreman position (Grade 5). There is a fair amount of overlap between these two positions.

We propose to leave the Patrol Foreman/Drainage Superintendent position vacant and to establish two Patrol Supervisor Positions. These positions would be posted internally. The two Patrol Supervisor positions will be at the same level and each patrol supervisor will be responsible for specific tasks eliminating some of the current overlap in responsibilities.

In terms of the responsibilities, in addition to supervisory duties, one Patrol Supervisor can look after the operational work associated with the ditching, grading, drainage, roadway closures / accidents, roadway signs and will work alternate shifts in winters. The other Patrol Supervisor can look after the operational work associated with the potholes repairs/patching, 911 signs/entrance culverts, brushing, mowing, drainage and work alternate shifts in winters. Please refer to the attached re-organization sheet for initial tasks / activities breakdown.

The job description is attached. It was evaluated by the Job Evaluation Committee and the positions are recommended at Grade 7 of the Township’s salary grid. These positions will be posted internally and will be in place for a trial period of 6 months to determine if this revised structure meets our needs and to allow for review during the 2021 budgeted corporate organizational review.

OPTIONS AND DISCUSSION:

1. **Approve the recommendation** – recommended.
2. **Do not approve the recommendation** – not recommended.

FINANCIAL ANALYSIS:

No additional financial impact is anticipated.

OTHERS CONSULTED:

CAO

ATTACHMENTS:

Public Works Department, Transportation Division reorganization
Job Description – Patrol Supervisors

PREPARED BY:



Khurram Tunio, M. Eng., P. Eng.
Director of Public Works

REVIEWED & APPROVED BY:



Angela Rutley, BBA
CAO

PUBLIC WORKS DEPARTMENT:

TRANSPORTATION DIVISION - REORGANIZATION

PATROL SUPERVISOR 1	PATROL SUPERVISOR 2
Regular Duties: Supervisor Patrol Drainage Road closures / Crossing guards E11s Winter Operations – Alternating Night Shifts	Regular Duties: Supervisor Patrol Drainage 911 Signs / entrance culverts E11s Winter Operations – Alternating Night Shifts
Staff Compliment:	Staff Compliments
Ditching	Patching / Pot Holes
Grading	Brushing
Signs	Mowing

These are suggested duties, and may alter / vary based on further review.

**TOWNSHIP OF
NORTH DUNDAS**

JOB DESCRIPTION

JOB TITLE: Patrol Supervisor	LAST REVISION DATE: February 12, 2021
REPORTS TO: Director of Public Works	
WAGE LEVEL: 7	EFFECTIVE DATE: MARCH 1, 2021

Position Summary:

Reporting to and under the direction of Director of Public Works, the Patrol Supervisors will be responsible for overseeing a wide variety of tasks related to the operation and maintenance of the Township's roads network system including culverts/bridges, utilizing a complement of full-time, part-time and contract employees. These positions will also be responsible for ditching, grading, signs, Public Works Operation Centre, crossing guards and stormwater water management including maintenance and inspection of municipal drains and will work in alternating night shifts during the winter season.

Position Qualifications:

- Civil Engineering Technician or Technologist Certification (CET) or a comparable combination of education and experience such as Certified Roads Supervisor (CRS) with the Association of Ontario Roads Supervisors would be considered an asset.
- Minimum of 5 years' progressive experience in municipal or relevant environment.
- Drainage Superintendent designation or ability to acquire one within 6 months.
- Proven leadership and supervisory skills.
- Valid DZ driver's license required.
- Computer proficiency required.
- Thorough knowledge of the Minimum Maintenance Standards, Drainage Act, Municipal Act, Municipal Legislation, Municipal By-Law, Public Transportation and Highways Act and related statutes.
- Physical ability to perform inspections.
- Strong interpersonal skills combined with excellent written and oral communications.

- Demonstrated previous working experience with the general public with preference given to candidates with previous experience in a Municipal environment.

Position Description:

1. Performs the responsibilities of the position within the legislative and regulatory standards set out in the applicable Provincial and Municipal Acts. Performs the responsibilities of the position consistent with the operational policies of the Township.
2. Patrols roads in designated area on a regular basis to identify maintenance needs and to confirm road safety including:
 - Patrols roads under jurisdiction by personally driving every road on weekly schedule;
 - Identifies road conditions that may affect traffic safety and arranges for immediate repair of defect;
 - During summer inspections, determines needs for vegetation control, sweeping, debris and litter pick-up, pavement patching, gravel shoulder maintenance, guide rail repairs, sign repairs and arranges for the repair of defects in a timely and effective manner;
 - During winter operations, inspect roads all hours of day and night (as per Minimum Maintenance Standards and Township's Winter Maintenance Policy) to determine road conditions and arranges for plowing, sanding and salting as may be required to meet service level standards;
 - Ensure timely pick up and disposal of dead animals immediately;
 - Investigate accident sites, estimate repair costs for cost recovery and arranges repairs;
 - Inspects culverts, bridges and drainage to ensure safe operation;
 - Arrange for production and erection of traffic signs.
3. Responsible for direct deployment and effective utilization of equipment, labour and materials to alleviate identified needs including:

- Schedules, directs and supervises work crews carrying out required operation in the designated patrol area on daily basis;
- Determine requirements for materials, rental equipment and services required to accomplish repairs on weekly basis;
- Ensure that all assigned equipment is properly maintained and that all scheduled inspection and servicing is performed and proper records maintained on a daily basis;
- Ensure that patrol yards, garages, fuel supplies, small tools and materials are maintained and serviced;
- Inspect all ongoing work to ensure that work is being accomplished efficiently and that desired results are achieved;
- Carry out small isolated tasks such as dead animal disposal and minor pothole repairs on site by own self;
- Make arrangements with other Township employees to provide required services.

4. Investigation of service requests and complaints including:

- Meets with applicants for entranceway permits, assists in completion of application, receives payment, submits to Director and ensures that all requirements of permit are met within two (2) days of first contact;
- Respond to requests from police, utility companies, fire departments, noxious weed removal orders and arranges for provision of assistance promptly;
- Investigate requests from public for service such as street sweeping, dead animal removal, dead tree removal, ditch cleaning, signs, etc., and either makes necessary arrangements if request is legitimate or advises that request does not conform to Township policies. Refers to the Director if satisfaction is not accepted.

5. Maintains records of equipment, labour and materials used including:

- Ensure that bi-weekly time sheets are prepared and submitted by employees, review them for accuracy and submit to the Director;
- Receive, correlate, approve (based on signing authority) and submit purchase orders, invoices, bills of lading, delivery slips, etc., confirms that materials and services

supplied conform to orders, approves for accuracy and submit to head office for processing;

- Complete and maintain records for day labour construction projects including weigh tickets and equipment rental records and confirms validity of record for submission to head office.

6. Participate in annual update of requirements for future road maintenance and repairs:

- Provide detailed information on road conditions particularly during spring break-up period for planning purposes;
- Prepare recommendations for replacement of equipment and housing for annual update;
- Accompany Director on semi-annual road and bridge inspection tours and provide detailed information on road performance and needs.

7. Responsible for deployment of specialized equipment including trucks, excavator, tractor, graders, post driver, hot box, compressor, bridge washing equipment, steamers, etc.

- Supervises and dispatches operators and labours and assign to operate specialized equipment;
- Places orders for salt delivery on an as needed basis to ensure adequate supplies of salt are on hand at all times;

8. Ensures a high level of respect for confidentiality for both the organization as a whole and staff as per the Freedom of Information and Protection of Privacy Act (FIPPA).

9. All supervisors are responsible and accountable for ensuring that health and safety standards are incorporated into all aspects of our business. Furthermore, that facilities and resources are made available to ensure the successful execution of all required Health and Safety legislation as well as corporate policies and procedures are adhered to.

10. Undertake performance reviews of staff and provide input in the appointment, promotion, demotion, suspension or dismissal of personnel pursuant to Township policies.

11. Initiate, survey and supervise maintenance and repair of any drainage work including required inspections for tile drainage in accordance with Municipal Law. Oversee billing of drain maintenance, processing tile drainage loan applications and applying for grants.

12. Complete incident and accident reports promptly including filing documentation in anticipation of claims.

13. Other related duties, as requested and required.

Other Pertinent Data:

- This position is on a year round emergency call 24 hours per day.
- Incumbent is physically involved in operating the equipment and is a “working foreman”
- Weather checks are usually performed overnight
- A great deal of tact is required when resolving complaints

Responsibility for Personnel:

10 Operators/Labourers, on average.

Working Conditions:

- Exposure to inclement weather
- Exposure to fumes, odor, noise, toxic gases and poisonous plants

The forgoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all of the work requirements that may be inherent in this classification.



ACTION REQUEST – Public Works	
To:	Mayor and Members of Council
Date of Meeting:	February 23, 2021
Subject:	Water and Sewer Allocation - Derks Holdings Inc.

RECOMMENDATION:

THAT Council allocates 1 water unit and 1 sewer unit for a residential dwelling at the vacant lot identified by Roll # 0511-019-004-60706 and PIN #66146-0472 (LT), application submitted by Derks Holdings Inc.

BACKGROUND:

On February 1, 2021 Derks Holdings Inc. submitted an application for water and sewer allocation for a residential unit in Chesterville. This residential unit will require 1 unit of water and 1 unit of sewer as per the By-Law No. 2020-23.

The water capacity analysis presented to the Council on December 15, 2020, proposed a total of 4 in-fill residential units within Chesterville Village. This request is above the anticipated demand, but within overall available allocation units.

Please refer to attached for summary of water units allocated and available.

OPTIONS AND DISCUSSION:

1. **Approve the recommendation** – recommended.
2. **Do not approve the recommendation** – not recommended.

FINANCIAL ANALYSIS:

\$200 application fee received.

OTHERS CONSULTED:

Planning

ATTACHMENTS:

Summary of Water Allocation

PREPARED BY:

REVIEWED & APPROVED BY:



Khurram Tunio, M. Eng., P. Eng.
Director of Public Works



Angela Rutley, BBA
CAO



ACTION REQUEST – Public Works	
To:	Mayor and Members of Council
Date of Meeting:	February 23, 2021
Subject:	Water and Sewer Allocation - Erin Avenue

RECOMMENDATION:

THAT Council allocates 1 water unit and 1 sewer unit to a residential dwelling at the vacant lot identified by roll #0511-019-004-60881 and PIN #66146-0379 (LT), application submitted by John Brugmans.

BACKGROUND:

On February 17, 2021 John Brugmans submitted an application for water and sewer allocation for a residential unit in Chesterville. This residential unit will require an equivalent of 1 unit of water and 1 unit of sewer as per the By-Law No. 2020-23.

The water capacity analysis presented to the Council on December 15, 2020, proposed a total of 4 in-fill residential units within Chesterville Village. This request is above the anticipated demand, but within overall available allocation units.

Please refer to attached for summary of water units allocated and the balance available.

OPTIONS AND DISCUSSION:

1. **Approve the recommendation** – recommended.
2. **Do not approve the recommendation** – not recommended.

FINANCIAL ANALYSIS:

\$200 application fee received.

OTHERS CONSULTED:

ATTACHMENTS:

Summary of Municipal Water Units

PREPARED BY:

REVIEWED & APPROVED BY:



Khurram Tunio, M. Eng., P. Eng.
Director of Public Works



Angela Rutley, BBA
CAO



ACTION REQUEST – Public Works	
To:	Mayor and Members of Council
Date of Meeting:	February 23, 2021
Subject:	Water and Sewer Allocation - Tabitha Crescent

RECOMMENDATION:

THAT Council allocates 1 water unit and 1 sewer unit for a residential dwelling at the vacant lot identified by roll #0511-019-004-60875 and PIN #66146-0386 (LT), application submitted by John Brugmans.

BACKGROUND:

On February 17, 2021 John Brugmans submitted an application for water and sewer allocation for a residential unit in Chesterville. This residential unit will require an equivalent of 1 unit of water and 1 unit of sewer as per the By-Law No. 2020-23.

The water capacity analysis presented to the Council on December 15, 2020, proposed a total of 4 in-fill residential units within Chesterville Village. This request is above the anticipated demand, but within overall available allocation units.

Please refer to attached for summary of water units allocated and the balance available.

OPTIONS AND DISCUSSION:

1. **Approve the recommendation** – recommended.
2. **Do not approve the recommendation** – not recommended.

FINANCIAL ANALYSIS:

\$200 application fee received.

OTHERS CONSULTED:

ATTACHMENTS:

Summary of Municipal Water Units

PREPARED BY:

REVIEWED & APPROVED BY:



Khurram Tunio, M. Eng., P. Eng.
Director of Public Works



Angela Rutley, BBA
CAO



ACTION REQUEST – Public Works	
To:	Mayor and Members of Council
Date of Meeting:	February 23, 2021
Subject:	Updates to By-law No. 2020-59 - Capital Charges

RECOMMENDATION:

THAT the Council approve Option ____ and direct staff to update By-law No. 2020-59 being a By-law to set Capital Charges for Water and Sanitary Sewer Connections, for presentation to Council at the next regular Council meeting.

BACKGROUND:

On January 19, 2021, Council deferred approval of By-law No. 2020-59, being a by-law to set capital charges for water and sanitary sewer connections, pending additional information and review of proposed rate increases.

This report summarizes the constraints of the Township’s existing water and sewer systems to service future growth and proposes more financial options for Council consideration, in addition to options presented during the January 19, 2021 Council meeting.

The township’s existing drinking water supply system consists of eight groundwater wells and four elevated/in-ground reservoirs. The total current operating capacity in the wells is around 66 L/S. Based on 1825 current water service connections, existing demand in Winchester is around 42.2 L/S (including 22L/S from Lactalis) and existing demand in Chesterville is around 9.6 L/S. This leaves an available capacity of 14.4 L/S.

The township’s total storage capacity in reservoirs and elevated tanks is around 3796.5 m3, (equivalent to 44 L/S). The township’s fire/equalization/emergency flow requirements for existing development are around 40L/S.

Ontario Clean Water Agency (OCWA) uses a combination of wells, reservoirs and elevated tanks to provide water to residential and commercial users. If the water level reaches 55% of the storage capacity, OCWA notifies the fire department, as it may impact fire flow/capacity requirements. The flexibility to draw down in storage is due to available capacity of approximately 14.4 L/S in wells.

OCWA maintains a well-balanced, but delicate water system for the Township of North Dundas. Staff and OCWA are currently working towards increasing the supply from existing well #6 by 2 L/S and well#7A by 4 L/S, for a total of additional 6 L/S.

The January 19, 2021 report with the first three options is included as an attachment. Following are two additional options for water and sewer capital charges for Council's consideration.

Option 4:

At the January 19, 2021 Council meeting, staff proposed sewer and capital charges based on the allocation of 350 residential units, with approximate water demand of 8 L/S. This new demand is based on 6 L/S of new capacity being developed in existing wells, as well as dedicating 2 L/S from existing available capacity from wells. As there is minimum future commercial development anticipated over the next three years, the water and sewer capital charges only accounted for limited contributions from future commercial units.

Hence, Council can maintain/limit the development to 350 units for both residential and commercial growth over the next 3-years and use \$2M from the hydro reserve funds of \$2.186M to offset the cost of infrastructure needs (estimated at \$5.1M). This will reduce the water and sewer capital charge to \$8,800 per unit. As the ceiling/upset limit of 350 units comes closer, staff will report back to the Council for further direction.

The availability/flexibility of 12.4 L/S (14.4 L/S available wells capacity – 2 L/S dedicated to new development) is preferred to allow for a scenario with sudden demand/anomalies including from Lactalis and other existing/new commercial/industrial water users (4L/S), emergency fire flows, and/or to allow for a buffer of 8L/S for wells to re-coup after pumping for a certain duration.

Option 5:

Alternatively, the Council can dedicate an additional 4 L/S to both future residential and commercial developments, equivalent to 150 units, for a total of 500 units. Please note that this will leave the water supply system vulnerable to unexpected demand increases from existing users or emergencies.

An additional 150 units will increase the sewer flows from the proposed developments to the Winchester lagoon, which currently has ammonia, hydrogen sulphide and TSS effluent quality issues. The overall cost of improvements for the lagoon, to accommodate growth over 5 years, is approximately \$7M. However, the minimum request will be to set-aside approximately \$2.0M for immediate improvements to the lagoon, to be confirmed through detailed design. The cost of immediate improvements can be paid through \$2.186M hydro reserves.

The dedication of water supply to growth will allow more developments (500 units) to share the cost of improvements (\$5.1M), thereby limiting the water and capital sewer charges to approximately \$10,300 per unit.

Please note that the water and sewer capital charges do not include costs associated with the expansion of a communal water system to accommodate the growth. Water supply security continues to be the Township's main focus. J. L. Richards is undertaking a class environmental assessment for the expansion of the water supply system to accommodate the growth over the next 20-years. As part of the study, various well locations are being explored including in Chesterville, where old wells were initially abandoned due to high iron and E.coli impacts.

OPTIONS AND DISCUSSION:

1. Approve Option 4:

Limit water and sewer allocation units to 350 for both residential and commercial growth, and set the capital charge for water & sewer to \$8,800 per unit.

The Township is receiving a higher number of applications for water and sewer allocations, than initially anticipated few months ago. This option will limit the growth and will require further analysis and direction on allocation.

2. Approve Option 5:

Increase water and sewer allocation units to 450 for both residential and commercial growth, and set the capital charge for water & sewer to \$10,300 per unit.

This will allow for additional water allocation applications from developments.

FINANCIAL ANALYSIS:

These options are required to service growth in next 1-3 years. The township may not be able to fund infrastructure services for additional growth without these rate increases.

OTHERS CONSULTED:

CAO
OCWA

ATTACHMENTS:

January 19, 2021 report to council re: By-law 2020-59
Presentation

PREPARED BY:



**Khurram Tunio, M. Eng., P. Eng.
Director of Public Works**

REVIEWED & APPROVED BY:



**Angela Rutley, BBA
CAO**



ACTION REQUEST – Public Works	
To:	Mayor and Members of Council
Date of Meeting:	January 19, 2021
Subject:	By-law No. 2020-59 - Capital Charges

RECOMMENDATION:

THAT By-law No. 2020-59, being a By-law to set Capital Charges for Water and Sanitary Sewer Connections, be read a second and third time in Open Council, this 19th day January, 2021.

BACKGROUND:

Township of North Dundas’ population connected to municipal water and sewer is anticipated to increase from 4,355 (2019) to 8,399 (20+ years). The technical memorandum for the water and wastewater servicing upgrades has identified the need for infrastructure improvements to accommodate growth to the year 2040 within the villages of Winchester and Chesterville.

In order to accommodate infrastructure improvements, capital charges for water and sanitary sewer connections for future applications will need to be increased. Technical Memorandum for Water and Wastewater Servicing has identified approximately \$35M for additional infrastructures, as per attached final Servicing Study. This does not include approximately \$10M for Water Capacity expansion either through wells or connection with an adjacent municipality. The current Water and Sewer Capital Charge By-law 60-2014 identify \$5,223.45 as capital charge for water and sewer connections. However, recent non-conformance issues with Winchester Lagoon and capacity constraints to existing infrastructures such as Main St. PS, the existing reserves and user rates may not be sufficient to finance the improvements to infrastructures to accommodate the immediate growth.

The infrastructure improvements to support immediate growth requires updates to By-law No. 60-2014 - Water Sewer Capital Charge By-law to contribute towards financing some of the costs for servicing needs for growth without significantly depleting the existing reserves. For the year 2021, the following capital charge options were considered:

Option 1: (0-5 years)

Technical memorandum on Water and Wastewater Servicing Study has identified an additional 275 units over the next 5-years. The Study has identified approximately \$13.6M for water and wastewater servicing needs, to accommodate

growth during this period. The following provides cost breakdown for infrastructure improvements:

CONCEPTUAL LEVEL UPGRADES		Class 'D' Opinion of Probable Cost (OPC)
Type	Description	
UPGRADES 0 to 5 Years		
Sewage Pumping Station Upgrades	Option 2A – Same Main St. SPS upgrade as Option 1, but forcemain outlet extended along Main St., east of Gladstone St.	\$4.1M
	Options 2A and 2B – Bailey Ave. SPS building and equipment replacement at end of service life	\$750,000
Sewage Treatment System	Specialized treatment upgrades to overcome existing operational constraints of the wastewater treatment systems to achieve rated capacity	\$7M
	Total Sewer	\$11.85M
Watermain Upgrades	New 300 mm diameter watermain loop approximately 1030 m (excluding 750 m through new development property) of 300 mm diameter watermain connection between Main St. West and Fred St.	\$750,000
Watermain Storage and Pumping Station Upgrades	Chesterville Reservoir - 450 m ³ water storage expansion and pumping station upgrade	\$1M
	Total Water	\$1.75M

With anticipated benefiting development of 275 units over the next three years, this translates into approximately **\$51,900** minimum capital charge for an average single detached residential unit based on 1.05 water allocation unit (average day demand).

Option 2: (0-3 years)

Currently the Township has the available potable water capacity / allocation to accommodate growth for approximately 350 residential units for the next 3 years.

However, sewer improvements along Main Street as well as increase in reservoir capacity in Chesterville are required for approximately \$5.1M, mostly to accommodate growth during this period. Following provides cost breakdown for infrastructure improvements:

CONCEPTUAL LEVEL UPGRADES		Class 'D' Opinion of Probable Cost (OPC)
Type	Description	
UPGRADES 0 to 3 Years		
Sewage Pumping Station Upgrades	Option 2A – Same Main St. SPS upgrade as Option 1, but forcemain outlet extended along Main St., east of Gladstone St.	\$4.1M
Sewage Treatment System	Specialized treatment upgrades to overcome existing operational constraints of the wastewater treatment systems to achieve rated capacity	\$7M
	Total Sewer	\$4.1M
Watermain Storage and Pumping Station Upgrades	Chesterville Reservoir - 450 m ³ water storage expansion and pumping station upgrade	\$1M
	Total Water	\$1.0M

The Township is currently receiving higher than anticipated requests / inquiries for development. There is potential that approximately 350 residential units may come online over the next three years. Hence, it is recommended to increase the capital charge based on short-term scenario to allow for gradual increase. This will allow time to analyze growth and refine water capacity options to develop capital charges beyond a three-year period. Thus, with anticipated benefiting development of 350 residential units over the next three years, the capital charge for water and sewer improvements translates into approximately **\$15,300** for an average single detached residential unit. This is based on 1.05 water allocation unit (average day demand).

Option 3: (0-20 years)

Technical memorandum on Water and Wastewater Servicing Study has identified a total of 896 units over the next 20 years. The Study has identified approximately \$35M for water and wastewater servicing needs, to accommodate growth during this period. The following provides cost breakdown for infrastructure improvements:

CONCEPTUAL LEVEL UPGRADES		Class ‘D’ Opinion of Probable Cost (OPC)
Type	Description	
UPGRADES 0 to 5 Years		
Sewage Pumping Station Upgrades	Option 2A – Same Main St. SPS upgrade as Option 1, but forcemain outlet extended along Main St., east of Gladstone St.	\$4.1M
	Options 2A and 2B – Bailey Ave. SPS building and equipment replacement at end of service life	\$750,000
Sewage Treatment System	Specialized treatment upgrades to overcome existing operational constraints of the wastewater treatment systems to achieve rated capacity	\$7M
	Total Sewer	\$11.85M
Watermain Upgrades	New 300 mm diameter watermain loop approximately 1030 m (excluding 750 m through new development property) of 300 mm diameter watermain connection between Main St. West and Fred St.	\$750,000
Watermain Storage and Pumping Station Upgrades	Chesterville Reservoir - 450 m ³ water storage expansion and pumping station upgrade	\$1M
	Total Water	\$1.75M
UPGRADES 5 to 10 Years		

	Options 1, 2A and 3A – Main St. W, Bailey Ave. SPS outlet sewers: Upgrade 155 m section of sanitary sewer with 300 mm diameter sewer	\$200,000
	Total Sewer	\$200,000
Watermain Upgrades	St. Lawrence St. 300 mm diameter watermain upgrade between the Winchester Reservoir and Pumping Station and Gordon Street (current extent of 300 mm diameter watermain from the Winchester elevated tank). Accompanies Winchester water storage and pumping station upgrades.	\$1.5M
Water Storage and Pumping Station	Water storage expansion of 1,400 m ³ and booster pump upgrade at the Winchester Reservoir and Pumping Station.	\$2M
	Total Water	\$3.5M
UPGRADES 10 to 20 Years		
Sanitary Sewer Capacity Upgrades	Options 1 to 3 – Main St. W. upstream of Main St. SPS: Upgrade 200 m section of sanitary sewer with 300 mm diameter sewer	\$250,000
	Options 1 to 3 – Easement: Upgrade 51 m section of sanitary sewer with 300 mm diameter sewer. To be confirmed in future based on field survey and actual future wastewater flows	\$75,000
Sewage Pumping Station Upgrades	Options 1 to 3 – Ottawa St. SPS, increase capacity (current ECA capacity 90 L/s) to accommodate the build-out demand scenario (127 L/s from 90 L/s). It is assumed equipment upgrades can be accommodated in the existing building footprint and forcemain.	\$750,000
Sewage Treatment System	Increase lagoon treatment capacity by adding end of pipe treatment such as a Moving Bed Bioreactor (MBBR) and/or increase existing lagoon depth to increase storage volume. Timing and remaining treatment capacity to be periodically reviewed in the future based on receiving wastewater flow as growth occurs. * Portion of work maybe required within 3-5 years	\$15M
	Total Sewer	\$16.075M
UPGRADES BUILD-OUT		
Watermain Upgrades	Main St W. upgrade watermain to 300 mm diameter from Wellings of Winchester to St. Lawrence St. Establishes a trunk watermain loop through Winchester to improve fire flow availability.	\$1.5M

	Fred St. upgrade watermain to 300 mm diameter from Fred St. Easement connection to St. Lawrence St. Establishes a trunk watermain loop through Winchester to improve fire flow availability.	\$500,000
TOTAL OVERALL CONCEPTUAL-LEVEL OPC		\$35M

The above table does not include approximately \$10M for Water Capacity expansion, which is currently under Environmental Assessment stage. Hence for analysis purposes, total servicing cost is assumed to be approximately \$45M.

With anticipated benefiting development of 896 units over the next three years, this translates into approximately **\$52,700** capital charge for an average single detached residential unit based on 1.05 water allocation unit (average day demand). However, it is anticipated that additional units can be accommodated with infrastructure improvements mentioned above, hence the capital cost per dwelling can be lowered. However, at this time, it may be premature to develop total number of units, until Environmental Assessment for water capacity expansion is concluded which will provide a clear picture on total available water allocation / units for future needs.

Consultation:

Following communication will be carried out as part of implementation of capital charge By-law:

1. Letters were mailed out to owners of development properties and interested developers. No comments in writing have been received.

OPTIONS AND DISCUSSION:

1. **Approve Option 2 with new water and sewer capital charges - recommended. \$15,300 for water & sewer total capital charge per unit.**

Although the option does not account for full cost of servicing to accommodate future growth, it demonstrates Township willingness to subsidize some immediate growth by using portion of current reserves to undertake infrastructure works. This option does not include improvements to Winchester Lagoon, however, based on recent non-compliance on discharge rate / window, the improvements will likely be needed now and paid through existing reserves and user rates. This option will transfer additional costs to future growth when it materializes, as the capital charges may significantly increase beyond 3 years without additional provincial / federal grants.

2. **Approve Option 1 with new water and sewer capital charges - not recommended. \$51,900 for water & sewer total capital charge per unit.**

3. Approve Option 3 with new water and sewer capital charges - not recommended. \$52,700 for water & sewer total capital charge per unit.

FINANCIAL ANALYSIS:

These options are required to service growth in next 1-3 years. Township may not be able to fund infrastructure services for additional growth without these rate increases.

OTHERS CONSULTED:

J. L. Richards
OCWA
Planning
CAO

ATTACHMENTS:

By-Law No. 2020-59
Based on the Preferred Option

PREPARED BY:



**Khurram Tunio, M. Eng., P. Eng.
Director of Public Works**

REVIEWED & APPROVED BY:



**Angela Rutley, BBA
CAO**

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

BY-LAW NO. 2020-59

Being a By-law to set capital charges for water and sanitary sewer connections in the Township of North Dundas

WHEREAS the *Municipal Act*, S.O. 2001, c. 25, Section 11 provides that a municipality may pass by-laws respecting matters within the sphere of public utilities;

AND WHEREAS the *Municipal Act*, S.O. 2001, c. 25, Section 391 authorizes a municipality to pass by-laws imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of it, and that fees or charges for capital costs related to services or activities may be imposed on persons not receiving an immediate benefit from the services or activities but who will receive a benefit at some later point in time;

AND WHEREAS the *Municipal Act*, S.O. 2001, c. 25, Section 398 authorizes the collection of water and sewer fees and charges in the same manner as municipal taxes;

AND WHEREAS the Council of the Corporation of the Township of North Dundas has approved recommendations in the Drinking Water and Wastewater System Rate Report and Drinking Water Financial Plan prepared by Sharratt Water Management Ltd for the Township's Water and Wastewater Systems that are consistent with the requirements of the *Sustainable Water and Sewage Systems Act, 2002*;

AND WHEREAS the recommendations included setting capital charges for water and sanitary sewer connections in the villages of Winchester and Chesterville to facilitate lifecycle planning, support sustainability and economic development, and provide a fair, affordable and equitable service to the users of the system;

NOW THEREFORE the Council of the Township of North Dundas enacts as follows:

1.0 Short Title

1.1 That this By-law shall be known as the "Capital Charges for Water and Sanitary Sewer Connections By-law".

2.0 Definitions

For the purposes of this By-law, the following definitions shall apply:

2.1 *Apartment* means a dwelling or residential building containing three or more dwelling units, all having a common entrance from the outside or a common hall or halls, and shall include *Back to Back and Stacked Townhouse* (2+ bedrooms), but shall not include a townhouse or row dwellings.

2.2 *Back-to-Back and Stacked Townhouse* means a building containing a minimum of six and no more than sixteen dwelling units that is divided vertically or horizontally, where each unit is divided by a common wall, including a common rear wall without a rear yard setback and whereby each unit has an independent entrance from the outside accessed through the front yard or exterior side yard;

2.3 *Bedroom* means a habitable room larger than seven square metres, including a den, study, or other similar area, but does not include a living room, dining room, bathroom or kitchen.

- 2.4** *Duplex* shall mean a building that is divided horizontally into two (2) dwelling units, each of which has an independent entrance either directly or through a common vestibule.
- 2.5** *Dwelling Unit* means one or more habitable rooms in which sanitary conveniences are provided for the exclusive use of the occupants and in which at least one but not more than one kitchen is provided, and with an independent entrance either directly from the outside of the building or through a common corridor or vestibule inside the building.
- 2.6** *Existing Residential Building* means a residential building which can be occupied and used for residential use, and has been in existence for a minimum of two years.
- 2.7** *Mixed Use* means land, building or structures used or designed or intended for a combination of non-residential uses and residential uses;
- 2.8** *Multiple Dwelling* means a residential building containing 3 or more separate dwelling units other than a town house. This definition may include a senior citizens apartment.
- 2.9** *Non-Residential Uses* means uses of land, buildings or structures for purposes other than a dwelling unit and shall include commercial, institutional, industrial uses, and other such uses and excluding agricultural uses.
- 2.10** *Residential Use* means land or buildings or structures of any kind whatsoever used, designed or intended to be used as living accommodations for one or more individuals;
- 2.11** *Row Dwelling / Townhouse* means a building or structure consisting of a series of three (3) or more dwelling units, but not more than eight (8) units in a continuous row divided vertically into separate dwelling units by a common wall above grade.
- 2.12** *Secondary Dwelling Unit* means a dwelling unit that is subsidiary to and located in the same building as an associated principal dwelling unit; and its creation does not result in the creation of a semi-detached dwelling, row dwelling or a multiple dwelling.
- 2.13** *Semi-detached* means a residential building that is divided vertically into two (2) dwelling units.
- 2.14** *Single Detached Dwelling* means a residential building consisting of only one dwelling unit.
- 2.15** *Special Care/Special Needs Dwelling* means a building where the occupants have the right to use in common, halls, stairs, yards, common rooms, and accessory buildings; which shall not have exclusive sanitary and/or culinary facilities, that is designed to accommodate persons with specific needs, including independent permanent living arrangements, and where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care and attendant services are provided at various levels. Special care/special needs dwellings include, but is not limited to retirement homes and lodges, nursing homes, charitable dwellings, accessory dwellings and group homes.
- 3.0** No new development shall be permitted to be serviced on private services (well and/or septic system) where piped municipal services are readily available, or where they could be reasonably extended, as determined by Council;

- 4.0 Prior to connection to the municipal water and/or sewer systems, the applicant shall first obtain a connection permit from the Township at the rate set out in the rate by-law;
- 5.0 Prior to connecting to the existing water and sanitary sewer mains in the Township, the applicant shall pay the capital charges as determined in Section 7.
- 6.0 With respect to any building which is already connected to either the Water Distribution System or the Sanitary Sewage Collection System, or both, and requires a Building or Change of Use Permit under the Building Code, a Water Capital Charge and/or Sanitary Sewage Capital Charge shall be payable and shall be determined as follows:
 - 6.1 The Municipality shall determine the new charge payable in accordance with Section 7.
 - 6.2 The Owner of land shall receive, where applicable, one of the following credits against the amount determined under 4.1:
 - 6.2.1 The amount which applied to the use for the building in question which was in effect as of the date of passage of this By-Law; or,
 - 6.2.2 For any land which has previously paid a Water Capital Charge or a Sanitary Sewage Capital Charge under this By-Law, the amount previously paid when such land was last assessed a Water Capital Charge or a Sanitary Sewage Capital Charge.
 - 6.2.3 Where a building has been razed or demolished within the last year, the above credits apply as if the building still existed.
 - 6.2.4 Where the credit under 4.2 exceeds the amount of the Water Capital Charge or Sanitary Sewage Capital Charge being imposed, the amount of such charge shall be zero but there shall not be any repayment to an Owner.

7.0 Water/Sewer Unit Determination:

- 7.1 *Water and Sewer units* will be allocated according on By-law No. 2020-23.
- 7.2 A *water unit* shall mean 1050 L/day average day flow or 2100 L/day maximum day flow (single detached residential dwelling unit).
- 7.3 A *sewer unit* shall mean 2000L/day sanitary sewage flow (single detached residential *dwelling unit*).
- 7.4 A *dwelling unit* means a suite operated as a single housekeeping unit, used or intended to be used as a domicile by 1 or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities.
- 7.5 The number of commercial *sewer units* will be determined as follows:
Estimated sanitary sewage flow on Table 8.2.1.3.B of the Ontario Building Code (OBC) 2006
- 7.6 Notwithstanding subsections 7.1 and 7.5, the minimum number of *sewer units* shall be one (1).

8.0 First Year, Non-Residential, Capital Rate Adjustment:

Notwithstanding Section 5, for a period of one year after the start of water usage, the municipality may determine the actual amount of metered water that was used over the year and recalculate the number of *water and sewer units* and the

capital charge based on this flow. A refund for overpayment or a bill for additional amounts outstanding will be issued to the property owner.

- 9.0** If any provision or requirement of this by-law, or the application thereof to any person or land shall, to any extent, be held to be invalid or unenforceable by any court of competent jurisdiction, the remainder of the by-law, or the application of it to all persons, other than those in respect of whom it is held to be invalid or unenforceable shall not be affected thereby, and each provision and requirement of this by-law shall be separately valid and enforceable.
- 10.0** If any amount charged under this by-law remains unpaid 30 days after it has been invoiced, the outstanding amount will be added to the tax roll for the property to which it applies and collected in the same manner as municipal taxes.
- 11.0** All former by-laws or resolutions contrary to and inconsistent with all or any part of this By-Law (2020-59) are hereby repealed including By-Law 60-2014.

READ a first time in Open Council, this 15th day of December, 2020.

MAYOR

CLERK

READ a second and third time in Open Council, signed and sealed this 19th day of January, 2021.

MAYOR

CLERK

Schedule "A"
To By-law No. 2020-59

FEES AND CHARGES

- Capital Charge for Connections

Effective Date	Capital Charges	Singles Semis & Townhomes	Apartments 2 Bedrooms+	Apartment-Bachelor and 1 Bedroom Units	Other Multiples	Senior-Oriented Dwelling Unit	Special Care/Special Needs Dwelling Units
Jan. 1, 2021 - December 31, 2021	Water Services	\$3,000	\$2,200	\$1,400	\$2,400	\$1,450	\$500
Jan. 1, 2021 - December 31, 2021	Sewer Services	\$12,300	\$9,020	\$5,740	\$9,840	\$5,945	\$2,050

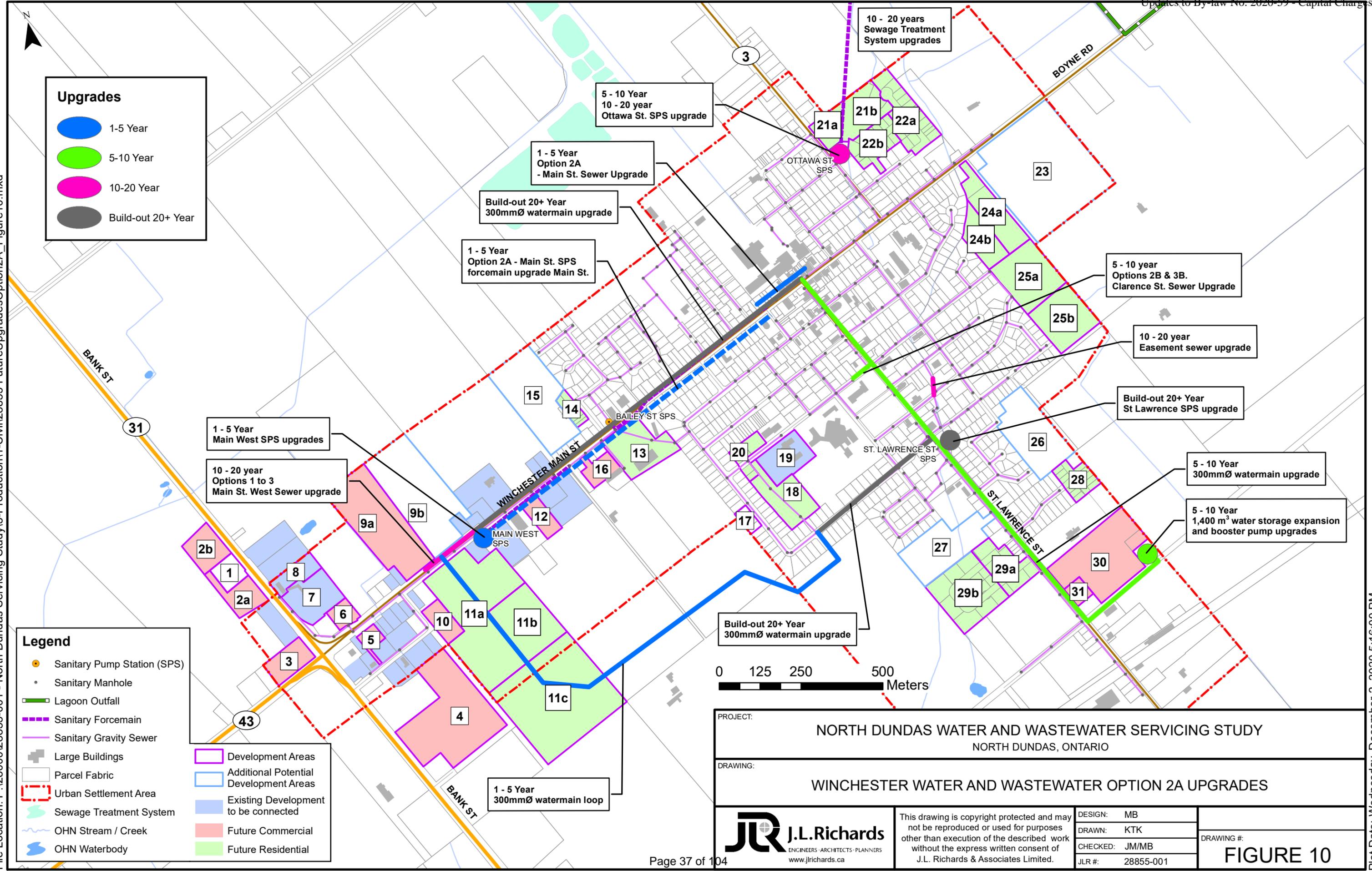
File Location: P:\28000\28855-001 - North Dundas Servicing Study\3-Production\1-Civil\28855 FutureUpgradesOption2A_Figure10.mxd

Upgrades

- 1-5 Year
- 5-10 Year
- 10-20 Year
- Build-out 20+ Year

Legend

- Sanitary Pump Station (SPS)
- Sanitary Manhole
- Lagoon Outfall
- Sanitary Forcemain
- Sanitary Gravity Sewer
- Large Buildings
- Parcel Fabric
- Urban Settlement Area
- Sewage Treatment System
- OHN Stream / Creek
- OHN Waterbody
- Development Areas
- Additional Potential Development Areas
- Existing Development to be connected
- Future Commercial
- Future Residential



PROJECT: NORTH DUNDAS WATER AND WASTEWATER SERVICING STUDY
NORTH DUNDAS, ONTARIO

DRAWING: WINCHESTER WATER AND WASTEWATER OPTION 2A UPGRADES

JR J.L.Richards
ENGINEERS · ARCHITECTS · PLANNERS
www.jrichards.ca

This drawing is copyright protected and may not be reproduced or used for purposes other than execution of the described work without the express written consent of J.L. Richards & Associates Limited.

DESIGN:	MB
DRAWN:	KTK
CHECKED:	JM/MB
JLR #:	28855-001

DRAWING #:
FIGURE 10

Plot Date: Wednesday, December 2, 2020 5:16:00 PM

Water and Sewer System Constraints & Capital Charges



SYNOPSIS OF GROWTH IMPACTS

- TOWNSHIP OF NORTH DUNDAS POPULATION PROJECTED TO INCREASE SIGNIFICANTLY IN 20 YEARS (4,355 TO 8,399)
- COST OF GROWTH - \$45M MILLION MINIMUM !
- EXISTING INFRASTRUCTURE SUFFICIENT FOR EXISTING POPULATION AND EXISITING DEVELOPMENT
- SIGNIFICANT CHANGES AND ADDITIONS TO FINANCING OPTIONS TO EXPAND INFRASTRUCTURES TO SUPPORT GROWTH

EXISTING WELLS SYSTEMS

- Capacity in the system – 66 L / S
- Existing Winchester Flows – 42.20 L / S (Lactalis – 22 L / S)
- Existing Chesterville Flows – 9.6 L / S
- Remaining Capacity – 14.4 L / S (21.8%)
- Total number of connections being serviced - 1825

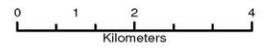


Well, Water & Wastewater Facilities 2021

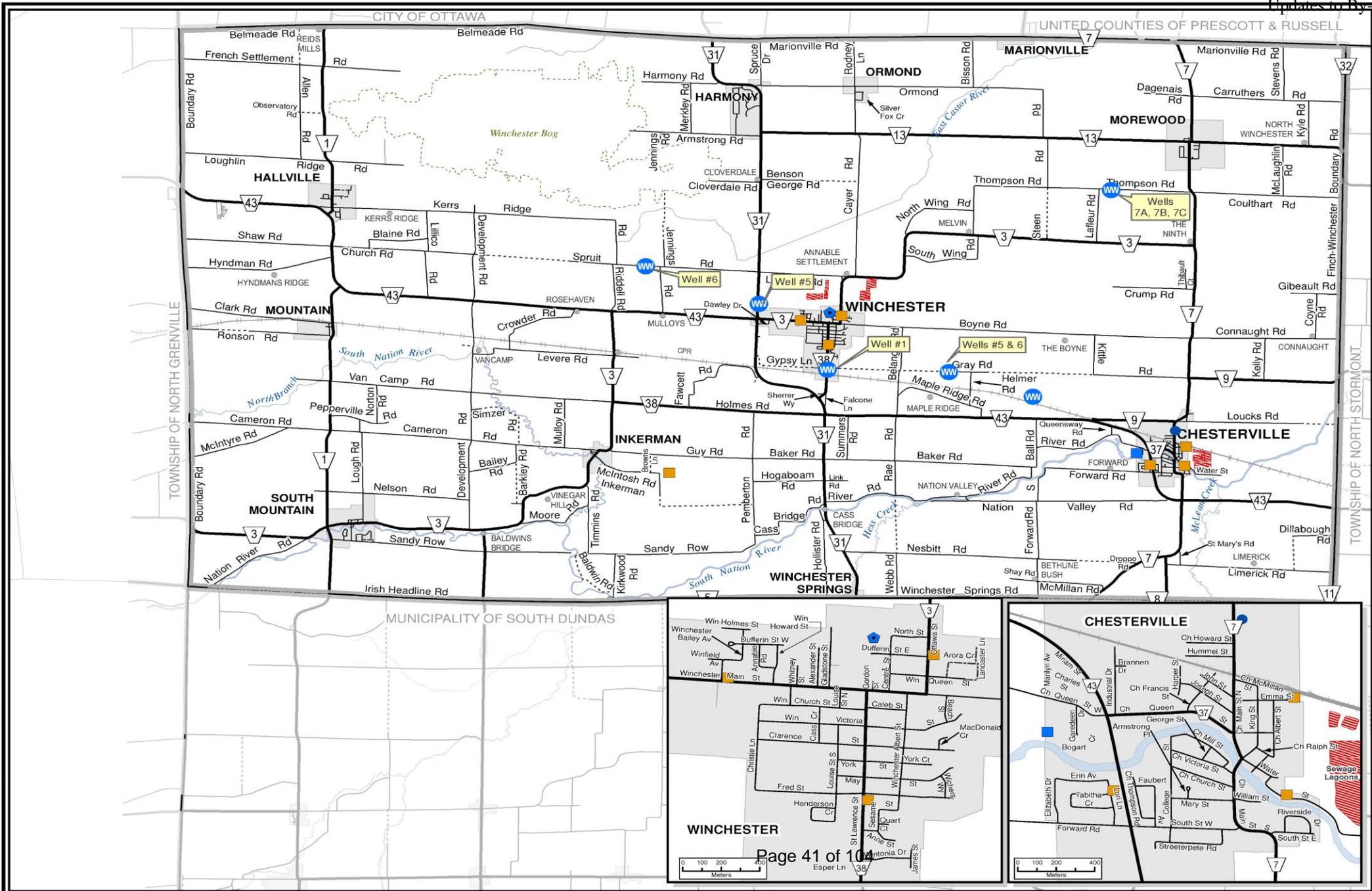
- Legend**
- Water well (Communal)
 - Water Pumping Station
 - Reservoir (Water)
 - Water Tower
 - Other Building
 - Sewage Lagoon
 - Wastewater Pumping Station
 - Highway
 - County Road
 - Township Road
 - Private/Other Road
 - Road Allowance / Unmaintained Road
 - Under Construction
 - Railroad
 - Settlement Area
 - Township Boundary



1:100,000



Produced by:
The United Counties of
Stormont, Dundas and Glengarry,
Transportation and Planning Services
Contains information licensed under the
Open Government Licence - Ontario.
© February 18, 2021



EXISTING STORAGE CAPACITY

- WINCHESTER STORAGE CAPACITY - 2700M3 (Tower & Reservoir)
- CHESTERVILLE STORAGE CAPACITY – 1096.5M3 (Tower, Reservoir)
- TOTAL STORAGE CAPACITY – 3796.5 M3 (44 L / S)
- North Dundas Fire/Equalization/Emergency flows – 40 L / S (but not less than 20psi)
- NOTIFY FIRE DEPARTMENT IF THE TOWER WATER LEVEL REACHES 55%

PROPOSED 2021 WELL LEVEL INCREASES

- CHESTERVILLE WELL # 6 – 2 L / S
- WELL # 7A – 4 L / S
- TOTAL WELL INCREASES – 6 L / S

TOTAL AVAILABLE WELLS CAPACITY IN 2021/2022

- AVAILABLE WELL CAPACITY – 14.4 L/S
- NEW WELL CAPACITY – 6 L / S
- TOTAL NEW WELL CAPACITY – 20.4 L / S

- ADDITIONAL 350 UNITS – APROX. 8 L / S

- REMAINING FLEXIBILITY IN WATER SYSTEM – 12.4 L / S

AVAILABLE FLEXIBILITY IN THE SYSTEM (17%)

OPTION: RETAIN FLEXIBILITY BY LIMITING FUTURE DEVELOPMENTS TO 350 RESIDENTIAL / COMMERCIAL UNITS ONLY.

- SECURE FOR EXISTING RESIDENTS / DEVELOPMENT
- ALLOWS FOR TIME AND BUFFER TO FIND NEW WELL OR LINE FOR ADDITIONAL SUPPLY. EA STUDY IN PROGRESS. CONSTRAINTS WITH SOURCE WATER PROTECTION AND CHESTERVILLE AREAS WHERE OLD WELLS WERE ABANDONED DUE TO HIGH IRON AND E.COLI IMPACTS
- ALLOWS FOR DEALING WITH SITUATIONS, AS FACED IN LAST OF COUPLE OF YEARS WHERE DROUGHT CAUSED THE WELLS LONGER TO RE-COUP.
- ALLOWS FOR CHANGES TO EXISTING COMMERCIAL DEVELOPMENT DEMANDS AS RECENTLY EXPERIENCED WITH LACTALIS AND OTHER USERS
- ALLOWS FOR EMERGENCY AND FIRE FLOWS
- ALLOWS FOR REPAIRS AND MAINTENANCE INCLUDING WATERMAIN BREAKS AND FLUSHING

AVAILABLE FLEXIBILITY IN THE SYSTEM (17%)

OPTION: PROVIDE ADDITIONAL WATER ALLOCATION TO FUTURE DEVELOPMENTS TOTAL OF 500 RESIDENTIAL / COMMERCIAL UNITS.

- ALTHOUGH NOT RECOMMENDED, BUT IS FEASIBLE FROM WATER SUPPLY PERSPECTIVE WITH POTENTIAL RISKS
- WINCHESTER WASTEWATER TREATMENT WILL BE CONTRAINT

WASTEWATER TREATMENT SYSTEM – WINCHESTER LAGOONS CONSTRAINTS

- Winchester Lagoon – Average Day Flow – 1381 m³/day (rated at 2,220m³/day)
- Winchester Lagoon – short discharge windows (Mar 1 to April 30 and Nov. 1 to Dec 31) – usually lagoons get full by the time of discharge. Ammonia, hydrogen sulphide and TSS effluent quality issues.
- Although expansion is not required for next 10 years, but the specialized treatment is required in 0-5 years to expand the discharge window durations.
- It is noted that the total effluent volume under minimum stream flows is less than the total volume required to be discharged based on an average day flow of 2,220 m³/d and including for average net precipitation for this option. Therefore, if it is determined that minimum flows within the South Nation River begin to occur more frequently within the 20-year period, discharging effluent within the existing discharge windows could become challenging.

WASTEWATER INFRASTRUCTURE CONSTRAINTS

- Main Street PS – 6 L / S

Current demand – 5.4 L / S – plan to increase size to 44 L/S

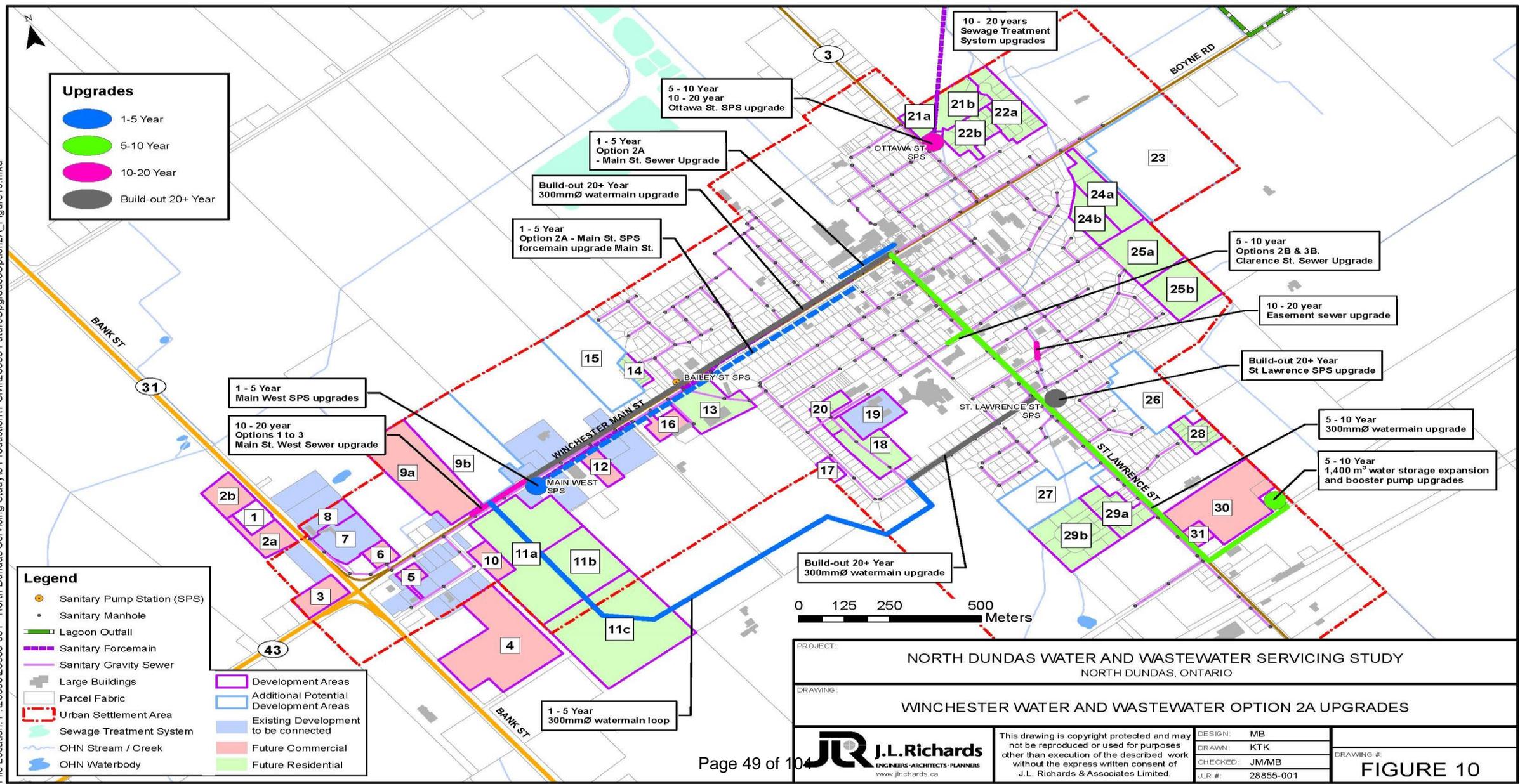
- Bailey Street PS – 31.4 L/S (OK for 0-5 years)

- Main Street forcemain size – 100mm, Current demand – running full

Development Infrastructure Needs (\$45M Min) - \$5.1M 1-3 yrs

Updates by By-law No. 2020-59 - Capital Charges

File Location: P:\28000\28855-001 - North Dundas Servicing Study\3-Production\1 - Civil\28855 FutureUpgradesOption2A_Figure10.mxd



PROJECT: NORTH DUNDAS WATER AND WASTEWATER SERVICING STUDY
NORTH DUNDAS, ONTARIO

DRAWING: WINCHESTER WATER AND WASTEWATER OPTION 2A UPGRADES

<p>J.L. Richards ENGINEERS-ARCHITECTS-PLANNERS www.jlrichards.ca</p>	This drawing is copyright protected and may not be reproduced or used for purposes other than execution of the described work without the express written consent of J.L. Richards & Associates Limited.		DESIGN: MB	DRAWING #: FIGURE 10
			DRAWN: KTK	
			CHECKED: JM/MB	
		JLR #: 28855-001		

Plot Date: Wednesday, December 2, 2020 5:16:00 PM

PROPOSED ADDITIONAL STORAGE INCREASES

- CHESTERVILLE STORAGE – 450M3
- ADDRESSES FIRE FLOWS FOR IMMEDIATE GROWTH

0-3 YEARS INFRASTRUCTURE IMPROVEMENTS

CONCEPTUAL LEVEL UPGRADES		Class 'D' Opinion of Probable Cost (OPC)
Type	Description	
UPGRADES 0 to 3 Years		
Sewage Pumping Station Upgrades	Option 2A – Same Main St. SPS upgrade as Option 1, but forcemain outlet extended along Main St., east of Gladstone St.	\$4.1M
Sewage Treatment System	Specialized treatment upgrades to overcome existing operational constraints of the wastewater treatment systems to achieve rated capacity	\$7M
	Total Sewer	\$4.1M
Watermain Storage and Pumping Station Upgrades	Chesterville Reservoir - 450 m ³ water storage expansion and pumping station upgrade	\$1M
	Total Water	\$1.0M

(NOT INCLUDED IN INITIAL COSTS)

CAPITAL CHARGE / FINANCING OPTION

- OPTION 4: CAPITAL CHARGE REQUIRED TO SUPPORT 350 UNITS
- 1-3 YEARS FUNDING REQUIREMENTS - \$5.1M
- USE HYDRO RESERVES \$2.186 M
- LIMIT CAPITAL CHARGE PER UNIT TO \$8,800

CAPITAL CHARGE / FINANCING OPTION

- OPTION 5: CAPITAL CHARGE REQUIRED TO SUPPORT 500 UNITS
- 1-3 YEARS FUNDING REQUIREMENTS - \$5.1M
- WINCHESTER LAGOON UPGRADE - \$2M MINIMUM
- USE HYDRO RESERVES \$2.186 M
- LIMIT CAPITAL CHARGE PER UNIT TO \$10,300

SUMMARY AND QUESTIONS!

- Future growth has significant financial impact for a minimum of \$45M
- Without significant financing / funding options, the growth cannot be supported, as it impacts existing water sources and wastewater treatment facilities
- Significant increase in capital charges, combined with short term support from Township reserves and long term funding from upper tier governments are required to support the development in Township



ACTION REQUEST – Public Works	
To:	Mayor and Members of Council
Date of Meeting:	February 23, 2021
Subject:	Award for the purchase of Snow Plow & Truck

RECOMMENDATION:

THAT the Council of the Township of North Dundas pre-approves the 2021 Capital budget line # 1-5-3101-8101 in the amount of \$285,000 and award the following contracts:

- **Contract 2021-79-999-NDCAB for the purchase of a 2021 truck to Cornwall Freightliner in the total amount of \$142,564.90 plus HST.**
- **Contract 2021-79-999 NDPLow for the purchase of plow to Gin-Cor Industries in the amount of \$135,770 plus HST.**

BACKGROUND:

United Counties of Stormont, Dundas and Glengarry issued the tenders for the purchase of a snow plow and truck, on behalf of Township of North Dundas which closed on November 25, 2020. The results of the tenders are as follows:

North Dundas Cab and Chassis – Contract 2021-79-999-NDCAB

Two bids were received and evaluated for accuracy and conformance to technical specifications. Cornwall Freightliner submitted the lowest price bid and has met the technical specifications.

COMPANY NAME	AMOUNT OF BID
CORNWALL FREIGHTLINER	\$142,988.00
RUSH TRUCK CENTRES OF CANADA LTD.	\$144,564.90

North Dundas Cab and Chassis – Contract 2021-79-999-NDPLow

One bid was received and evaluated for accuracy and conformance to technical specifications. Gin-Cor Industries submitted the compliant bid.

COMPANY NAME	AMOUNT OF BID
GIN-COR INDUSTRIES	\$135,770.00

Total cost of the purchases and draft 2021 budget for the items are as follows:

A. Cab & Chassis	\$142,988
B. Plow	\$135,770
A+B Sub-total Costs	\$278,758
HST (non-recoverable)	\$4,906
Total Cost	\$283,664
Total Approved Budget	\$285,000

The tender prices have been extended once by the vendors, to allow for approval of the 2021 budget prior to the awards. Since the budget has been deferred to March 2021, it is recommended to proceed to award the purchase of a truck and a plow in order to benefit from 2020 prices as provided in the bid submissions.

OPTIONS AND DISCUSSION:

1. **Pre-approve the budget and the award** – recommended.
2. **Do not pre-approve the budget and award** – not recommended.

FINANCIAL ANALYSIS:

The project is identified as part of draft 2021 budget.

OTHERS CONSULTED:

Financial Staff

ATTACHMENTS:

N/A

PREPARED BY:



Khurram Tunio, M. Eng., P. Eng.
Director of Public Works

REVIEWED & APPROVED BY:



Angela Rutley, BBA
CAO



ACTION REQUEST – Planning Building and Enforcement	
To:	Mayor and Members of Council
Date of Meeting:	February 23, 2021
Subject:	By-law No. 2021-15 Klein Agri Services Zoning Amendment

RECOMMENDATION:

THAT By-law No. 2021-15, being a By-law to amend the former Township of Mountain Zoning By-law No. 79-6, as amended, be read and passed in Open Council, signed and sealed this 23rd day of February, 2021.

BACKGROUND:

The Township of North Dundas received an application to amend the former Township of Mountain Zoning By-law No. 79-6 under Section 34 of the Planning Act for the property legally described as Part of Lot 15, Concession 6 Part 1 on Registered Plan 8R-2383, former Township of Mountain now the Township of North Dundas, County of Dundas. The purpose is to rezone the parcel from Rural (RU) to Rural – Exception Twenty-Seven (RU-27) to permit an agriculture-related use with an accessory dwelling as a permitted use.

The subject property is currently home to Klein Agri Services Ltd. who provides services to local farms including manure spreading and harvesting. The owner has applied to the United Counties of SD&G for a CIP Grant to assist with the costs of expanding the business.

The subject land is designated Agricultural Resource Lands in the United Counties Official Plan. The *Provincial Policy Statement, 2020* allows agriculture-related uses in prime agricultural areas such as “*farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area*”.

OPTIONS AND DISCUSSION:

1. **Adopt the Resolution as Presented** – recommended. The proposed Zoning By-law Amendment is consistent with the 2020 Provincial policy Statement, conforms to the United Counties Official Plan.
2. **Do Nothing** – not recommended. The applicant may appeal to LPAT for non-decision after 90 days from the application.

- 3. Refuse the Request** – not recommended. The applicant may appeal Council's decision to LPAT immediately.

FINANCIAL ANALYSIS:

No impact at this time.

OTHERS CONSULTED:

CBO

Economic Development Officer

Applicants

ATTACHMENTS:

Draft Zoning Amendment By-law 2021-15

PREPARED BY:



**Calvin Pol, BES, MCIP, RPP
Director of Planning, Building &
Enforcement**

REVIEWED & APPROVED BY:



**Angela Rutley, BBA
CAO**



Planning Report Zoning Amendment

RE:	Lynette Klein Boonschate – Agriculture-Related Business Amendment
Meeting Date:	February 23, 2021
Current Zoning:	Rural (RU)
Proposed Zoning:	Rural – Exception Twenty-Seven (RU-27)
Official Plan:	Agricultural Resource Lands
Subject Area:	Approximately 3.17 ha (7.84 acres)
Existing Use:	Agriculture-related business and machine storage
Proposed Use:	Unchanged, applicant is applying for a CIP grant to expand

1. Purpose and Effect

The Township of North Dundas has received a Zoning By-law Amendment application to amend the former Township of Mountain Zoning By-law No. 79-6 under Section 34 of the *Planning Act* for the property legally described as Part of Lot 15, Concession 6, Part 1 on Registered Plan 8R-2383, former Township of Mountain, now the Township of North Dundas, County of Dundas, municipally known as 2190 Crowder Road. The purpose is to rezone the property to allow for an agriculture-related business with farm machinery storage. If approved, the effect would be that the owners can



expand the existing business and continue their application for a Regional Improvement Plan (RIP) Grant.

2. Background

The subject property is currently home to Klein Agri Services Ltd. who provides services to local farms including manure spreading and harvesting. The owner has applied to the United Counties of SD&G for a RIP Grant to assist with the costs of expanding the business. Previously, Klein Agri Services Ltd. was classified as a rural home occupation, but with the increased scale and size of the business, it no longer fits the definition of a rural home occupation. This Zoning Amendment will not only allow Klein Agri Services Ltd. to continue with their RIP application but will also give them room to grow in the future.

The subject land is located on Crowder Road and is surrounded primarily by agricultural operations. Klein Agri Services Ltd. is also located less than one kilometre from Weagant Farm Supplies, a Light Industrial (ML) zoned agriculture-related business.



3. Policy Direction

3.1 Provincial Policy Statement

Ontario has a set of Provincial Policy Statements (2020), of which Council must have regard for the following relevant excerpts:

2.3.3.1 *In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses.*

Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

The proposed amendment will allow the continuation and expansion of an agriculture-related use, specifically a business that directly contributes to the efficient and cost-effective operation of agricultural uses in the area. The PPS defines 'agriculture-related use' as "farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support

agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity”.

This proposal is deemed to be in conformity with the *PPS* as the proposed By-law Amendment will assist with the expansion and future growth of an agriculture-related use in a prime agricultural area.

3.2 Official Plan – United Counties of Stormont, Dundas and Glengarry

The land subject to this amendment is designated as Agricultural Resource Lands. The Official Plan has text related to the acceptability of the proposed use in this area:

Table 3.5 lists the permitted uses associated with all land use designations in the United Counties, the permitted uses on Agricultural Resource Lands include agriculture-related uses that support agricultural operations in the area.

5.3.2.1 Agriculture-related uses on prime agricultural lands are encouraged to strengthen and diversify the agricultural industry and to supplement farm income. For the purposes of this section, agriculture-related uses are farm-related commercial and industrial uses directly related to farm operations in the area that support agriculture, and benefit from being close to farm operations. This can include home industries, and uses that produce value added agricultural products such as custom meat shops, wineries, pick-your-own operations, produce market, and packing operations, or a grain drying handling and storage facility.

The proposed By-law Amendment will allow the continuation and expansion of an agriculture-related use within an agricultural area. The land affected by this Amendment is used for the storage of farm machinery related to an agricultural service business and benefits from its close proximity to farms in the area. This proposed Zoning By-law Amendment is deemed to be in conformity with the Official Plan of the United Counties of Stormont, Dundas and Glengarry.

3.3 Zoning By-law No. 79-6

The subject land is currently zoned Rural (RU). Due to the size of the expanding business, it can no longer be considered a rural home occupation. Rural home occupations cannot employ more than 2 people who are not a member of the family, be a public nuisance in regards to parking or traffic, and cannot occupy an accessory building or structure that is larger than the dwelling. Given the nature of the large machines and equipment used in manure spreading and seed planting, these machines must be stored in structures larger than a typical single-family dwelling.

This By-law will allow the applicants to move forward in their RIP Grant and will ensure the existing business can continue to grow in a zone that more accurately reflects the nature and size of the business. If approved, this Amendment will allow the expansion of the existing business now and in the future. Any new buildings or structures constructed for use of the business will be addressed through site plan control and will require building permits.



4. Analysis

The proposed Zoning By-law Amendment will change the zoning of a parcel on Crowder Road from Rural (RU) to Rural – Exception Twenty-Seven (RU-27).

The subject land is located west of Winchester near County Road 43 and is surrounded by forested areas, scattered residential uses, and agricultural operations – mostly cash cropping.

The subject land is currently being used for residential purposes with an agriculture-related home-based business on-site. The home-based business caters exclusively to the needs to the surrounding agricultural operations by providing a variety of services including: fertilizer spreading, manure spreading, seed-planting and harvesting services. The owners wish to expand the existing business with the assistance of a RIP Grant; however, this expansion will result in the business being too large to be considered accessory to the residential use and therefore requires a zoning amendment.

The lot will be rezoned from Rural (RU) to Rural – Special Exception Twenty-Seven (RU-27) to allow an agriculture-related business with equipment storage and a single dwelling unit as the permitted uses.

The *Provincial Policy Statement, 2020*, and the County Official Plan support the use of land in Agricultural Districts for a variety of agricultural and agriculture-related uses. The existing business benefits from its close proximity to

agricultural operations and fits within the definition of ‘agriculture-related use’ within the *Provincial Policy Statement*.

5. Comments

No comments received to date. A neighbour, who had previously complained about the number of agricultural vehicles on Crowder Road, was sent the Public Meeting Notice, despite being outside the 120 metre circulation radius required under the Planning Act.

6. Recommendation

The proposed Zoning By-law Amendment constitutes good planning and is consistent with the 2020 Provincial Policy Statement, Provincial Guidelines and the Official Plan, therefore Council should approve the rezoning. Secondly, that Council consider comments from the public, public bodies and adjacent neighbours during the public meeting before rendering a decision on the proposed amendment.

Prepared By:

Original Signed

Paul Clarke
Planning Technician

Feb. 12, 2021

Date

I hereby certify that this report was prepared under the supervision of a Registered Professional Planner within the meaning of the Ontario Professional Planners Institute Act, 1994.

Original Signed

Calvin Pol, MCIP, RPP, BES (Honours)
Director of Planning, Building and Enforcement

Feb. 19, 2021

Date

**THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS
BY-LAW No. 2021-15**

EXPLANATORY NOTE

Purpose and Effect of the By-law

The Township of North Dundas has received an application to amend the former Township of Mountain Zoning By-law No. 79-6 to rezone a parcel from Rural (RU) to Rural – Exception Twenty-Seven (RU-27) to permit an agriculture-related use with an accessory dwelling.

The lands affected by this amendment are described as Part of Lot 15, Concession 6 Part 1 on Registered Plan 8R-2383, former Township of Mountain now the Township of North Dundas.

If the proposed by-law amendment is adopted, part of the subject land will be rezoned to Rural – Exception Twenty-Seven (RU-27).

The property/land to which the proposed Zoning By-law amendment applies is not the subject of another application under the *Planning Act*.

Applicant/Owner:

Lynette Klein Boonshate / Christine & Susan Boonshate

Roll Number:

0511-011-007-56000

**THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS
BY-LAW No. 2021-15**

***Being a By-law to amend the former Township of Mountain Zoning
By-law No. 79-6, as amended***

WHEREAS pursuant to the provisions of Section 34 of the *Planning Act, R.S.O. 1990*, as amended, the Council of a municipality may enact by-laws regulating the use of lands and the erection of buildings thereon;

AND WHEREAS By-law No. 79-6, as amended, regulates the use of land and the use and erection of buildings and structures within the former Township of Mountain, now the Township of North Dundas;

AND WHEREAS the Council of The Corporation of the Township of North Dundas deems it expedient and advisable to amend certain requirements of By-law No. 79-6, as amended, insofar as they relate to certain lands to which said By-law applies as hereinafter set forth;

AND WHEREAS the matters set out in this By-law are deemed to be in conformity with the Official Plan of the United Counties of Stormont, Dundas and Glengarry and the 2020 Provincial Policy Statement;

NOW THEREFORE the Council of The Corporation of the Township of North Dundas enacts as follows:

1.0 The lands affected by this By-law are described as Part of Lot 15, Concession 6, being Part 1 on Registered Plan 8R-2383, former Township of Mountain, now the Township of North Dundas.

2.0 That the former Township of Mountain Zoning By-law No. 79-6, as amended, is hereby amended as follows:

2.1 That Section 10.1(d) "Rural Zone – Special Exception Zone" is hereby amended by inserting the following new subsections immediately after the contents thereof:

10.1(d) Rural – Exception Twenty-Seven (RU-27)

Notwithstanding the provisions of Section 10.1 to the contrary, on lands zoned Rural – Exception Twenty-Seven (RU-27) the following uses are permitted:

- Agriculture-related use
- Accessory dwelling unit
- Accessory uses to the foregoing

3.0 That Schedule "A" of (former Township of Mountain) Zoning By-law No. 79-6 is hereby amended as follows:

3.1 That the area affected by Section 1.0 and shown on Schedule "1" of this By-law, shall henceforth be zoned "Rural – Exception Twenty-Seven (RU-27)" and shall cease to be zoned "Rural (RU)".

4.0 Subject to the giving of Notice of Passing of this By-law, in accordance with Section 34(18) of the *Planning Act, R.S.O. 1990*, as amended, this By-law shall come into force on the date of passing by the Council of The Corporation of the Township of

North Dundas where no notice of appeal or objection is received, pursuant to Section 34(21) of the *Planning Act*, as amended.

- 5.0** All other applicable provisions of the former Township of Mountain Zoning By-law No. 79-6, as amended, shall continue to apply.

READ and passed in Open Council, signed and sealed this 23rd day of February, 2021.

MAYOR

CLERK

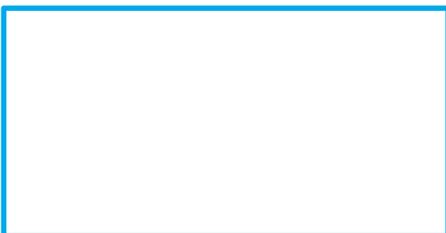
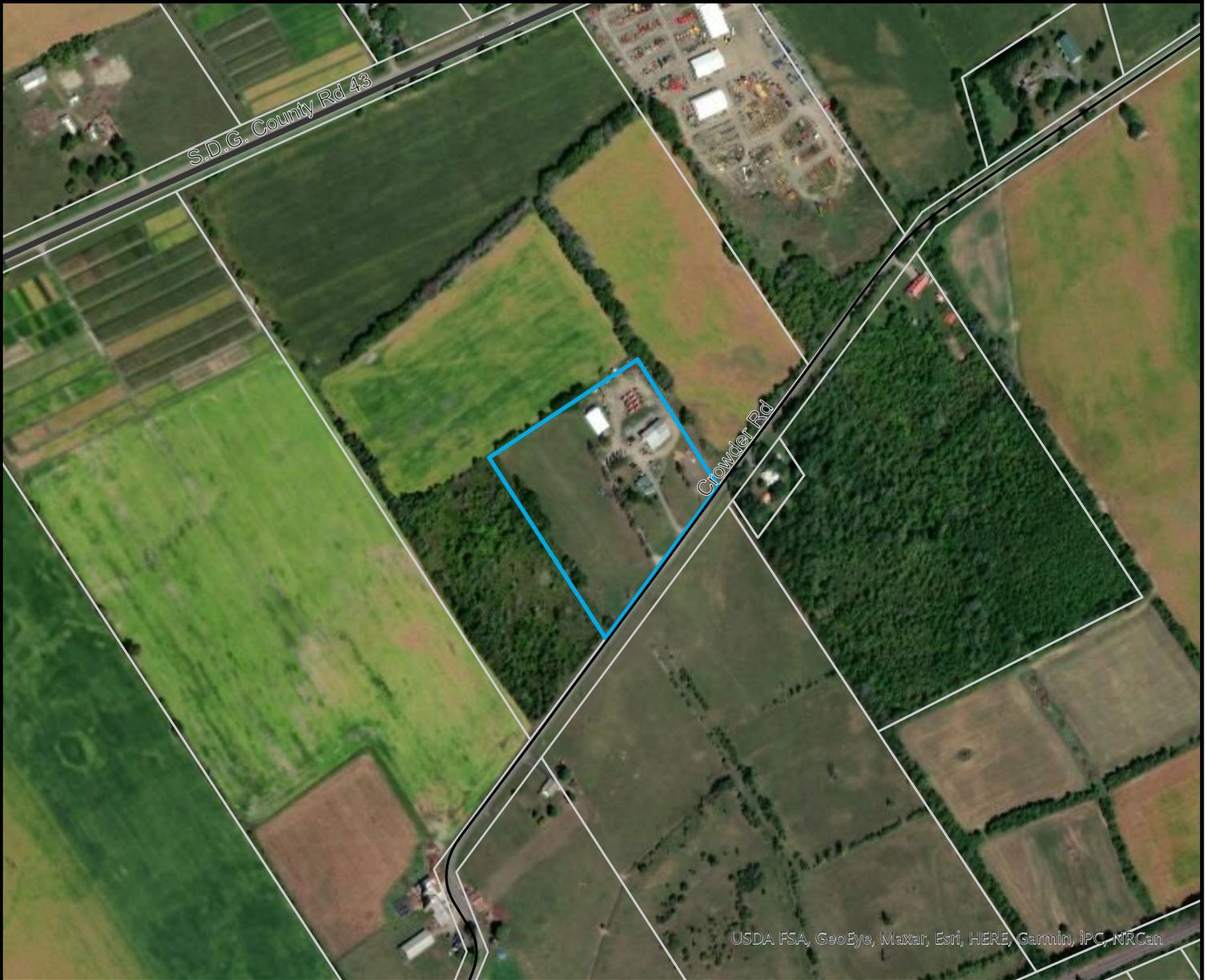
SCHEDULE "1"

ZONING BY-LAW No. 2021-15

Enacted by the Council of the Township of North Dundas this 23rd day of February, 2021.

MAYOR

CLERK



Area to be rezoned from Rural (RU) to Rural - Exception
Twenty Seven (RU-27)



ACTION REQUEST – Planning Building and Enforcement	
To:	Mayor and Members of Council
Date of Meeting:	February 23, 2021
Subject:	By-law No. 2021-16 Zoning Amendment for 29 Chesterville Main St.

RECOMMENDATION:

THAT By-law No. 2021-16, being a By-law to amend the former Village of Chesterville Zoning By-law No. 04-95, as amended, be read and passed in Open Council, signed and sealed this 23rd day of February, 2021.

BACKGROUND:

The Township of North Dundas received a revised application to amend the former Village of Chesterville Zoning By-law No. 04-95 under Section 34 of the Planning Act for the property legally described as Part of Lots 67 and 76 on Block C, Plan 35, being Part 2 on 8R-4030 former Village of Chesterville, now the Township of North Dundas, County of Dundas. The purpose is to rezone the commercial property to permit one accessory residential apartment unit, occupying less than 50% of the ground floor of a commercial building. If approved, the effect would be that the owner can apply for building permits to convert a portion of the ground floor of the existing building into residential units.



The current owner is proposing a change of use that would see less than half of the ground floor converted into one apartment unit, with the remainder of the ground floor being used as a commercial use (laundromat) for the general public. The existing residential use on the second floor will not be affected by the proposed zoning amendment.

OPTIONS AND DISCUSSION:

1. **Adopt the Resolution as Presented** – recommended. The proposed amended Zoning By-law Amendment is consistent with the 2020 Provincial Policy Statement, and generally conforms to the United Counties Official Plan.
2. **Do Nothing** – not recommended. The applicant may appeal to LPAT for non-decision after 90 days from the date of application.
3. **Refuse the Request** – not recommended. The applicant may appeal Council's decision to LPAT immediately.

FINANCIAL ANALYSIS:

Once completed and occupied, there will be a loss of commercial tax assessment. Off-street parking agreement will need to be registered on title.

OTHERS CONSULTED:

CBO
Applicant's Designer
Township Solicitor

ATTACHMENTS:

Draft Zoning Amendment By-law No. 2021-16

PREPARED BY:



**Calvin Pol, BES, MCIP, RPP
Director of Planning, Building &
Enforcement**

REVIEWED & APPROVED BY:



**Angela Rutley, BBA
CAO**



Planning Report Zoning Amendment

RE:	Ashley Gabrys – Commercial and Residential Amendment
Meeting Date:	February 23, 2021
Current Zoning:	General Commercial
Proposed Zoning:	General Commercial – Exception Twelve (CG-X12)
Official Plan:	Commercial District
Subject Area:	Approximately 3,000 sq. ft.
Existing Use:	Commercial on the ground floor with residential use on second floor
Proposed Use:	Commercial and residential use on ground floor with residential use on the second floor

1. Purpose and Effect

The Township of North Dundas has received a Zoning By-law Amendment application to amend the former Village of Chesterville Zoning By-law No. 04-95 under Section 34 of the *Planning Act* for the property legally described as Part of Lots 67 and 76 on Block C, Plan 35, former Village of Chesterville, now the Township of North Dundas, County of Dundas, municipally known as 29 Main Street, Chesterville. The purpose is to rezone the property to allow an accessory residential apartment unit on the ground floor of a commercial building. If approved, the effect would be that the owner can apply for a building permit to convert less than 50% of the ground floor of the existing building into a residential apartment unit.

2. Background

The subject property is a commercial building that was previously used as the Harmony Drop-In Centre. The current owner is proposing a change of use that would see less than 50% of the ground floor converted into a residential unit, with

the remainder of the ground floor being used as a laundromat. The existing residential use on the second floor will not be affected by the proposed zoning amendment. The subject property is located in Chesterville's Village Core area, a prime commercial shopping and personal services district for the Village that contains most of the businesses and restaurants that serve the area. Should the proposed amendment be successful it would make the subject land the first to get approval for ground floor residential use in the Village Core and potentially set a precedent for the future.



3. Policy Direction

3.1 Provincial Policy Statement

Ontario has a set of Provincial Policy Statements (2020), of which Council must have regard for the following relevant excerpts:

- 1.1.3.2 *Land use patterns within settlement areas shall be based on densities and a mix of land uses which:*
- a) *efficiently use land and resources;*
 - b) *are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
 - c) *minimize negative impacts to air quality and climate change, and promote energy efficiency;*
 - d) *prepare for the impacts of a changing climate;*
 - e) *support active transportation;*
 - f) *are transit-supportive, where transit is planned, exists or may be developed; and*
 - g) *are freight-supportive.*

This proposal is somewhat consistent with the *PPS* as the proposed By-law Amendment meets the standards of land use patterns within settlement areas.

3.2 Official Plan – United Counties of Stormont, Dundas and Glengarry

The land subject to this amendment is designated as Commercial District. The Official Plan has text related to the acceptability of the proposed use in this area:

Table 3.5 lists the permitted uses associated with all land use designations in the United Counties, the permitted uses in the Commercial District include residential uses, either mixed or standalone.

Table 3.5 – Designations and Associated Permitted Uses

*Commercial District – Full range of retail, service commercial, automotive, and personal service uses
– Residential uses (mixed or standalone)*

3.5.2.3 Commercial Areas, Main Streets, and Downtowns

Communities shall be designed to create distinctive downtowns or main streets characterized by mixed use development (e.g. residential, commercial and public service facilities). These areas will be the primary commercial area of the community. Mixed use commercial/residential buildings will be encouraged with development, generally at a higher density.

The spread of commercial uses into established or planned residential neighbourhoods shall not be permitted except for neighbourhood serving uses. Similarly, local Municipalities should discourage the conversion of commercial areas to residential only on main streets and within the core commercial areas.

This application is in somewhat general conformity with the Official Plan as the proposed amendment will allow the expansion of residential uses in an existing mixed use building, but will retain a street-facing, ground floor, commercial area effectively not altering the streetscape in any meaningful way.

3.3 Zoning By-law No. 04-95

The subject land is currently zoned General Commercial (CG) in the Village of Chesterville Zoning By-law No. 04-95. The proposed amendment will change the zoning of the subject land to General Commercial – Exception Twelve (CG-X12), and permit the owner to change the use of a portion of the ground floor of the existing building from commercial to residential. The applicant has requested they be allowed to construct a new residential unit on the ground floor, the remainder of the floor area being converted to a commercial laundromat.

If adopted, this will be the first Commercial Exception Zone to allow residential uses on the ground floor of an existing commercial building. As shown in this Google Maps image, Main, King and Queen Streets in Chesterville have a high concentration of commercial businesses making that area a prime destination for walkable shopping.



4. Analysis

The proposed Zoning By-law Amendment will change the zoning of a parcel on Chesterville Main Street from General Commercial (CG) to General Commercial – Exception Twelve (CG-X12) to allow a dwelling unit in the rear, ground floor portion of an existing commercial building.

The subject land is located near the corner of Chesterville Main Street and Queen Street in the Chesterville commercial core. To preserve the layout, appearance and priority use of commercial buildings, residential uses are prohibited on the ground floor of structures in the General Commercial (CG) zone.

Applicants in the past have requested similar amendments to change the ground floor of a commercial building into residential dwellings and have been refused. In this case, the applicant is moving forward since the proposed residential dwellings will not occupy the entire ground floor and a commercial business will still be located at the street-level entrance. While the proposed commercial laundromat on the first floor is ideally suited for a reduced floor area due to its lack of staffing and floor space, any future businesses that wish to occupy the ground floor may have challenges adjusting their floor plans to meet the reduced square footage available for commercial uses.

With the addition of another residential unit and the already limited parking available for residents of 29 Main Street, parking was of particular concern during the pre-consultation process for this application. To address concerns over the

lack of exclusive off-street parking spaces for the residents of the building, the Owner of the property has entered into an agreement with the Owner of 20 King Street to grant exclusive use of its excess land for the parking of the residential tenants of 29 Main Street. This agreement will need to be registered on title if this Zoning Amendment is passed by Council.



5. Comments

No comments received to date.

6. Recommendation

The proposed Zoning By-law Amendment constitutes good planning and is consistent with the Provincial Policy Statement and in general conformity with the Official Plan, therefore Council should approve the rezoning. Secondly, that Council considers comments from the public, public bodies and adjacent neighbours during the public meeting before rendering a decision on the proposed amendment.

Prepared By:

Original Signed
Paul Clarke
Planning Technician

Feb. 12, 2021
Date

I hereby certify that this report was prepared under the supervision of a Registered Professional Planner within the meaning of the Ontario Professional Planners Institute Act, 1994.

Original Signed
Calvin Pol, MCIP, RPP, BES
Director of Planning, Building and Enforcement

Feb. 12, 2021
Date

**THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS
BY-LAW No. 2021-16**

EXPLANATORY NOTE

Purpose and Effect of the By-law

The Township of North Dundas has received a Zoning By-law Amendment application to amend the former Village of Chesterville Zoning By-law No. 04-95 to rezone the property to allow a residential unit on part of the first floor of a commercial building.

The lands affected by this Amendment are legally described as Part of Lots 67 and 76 on Block C, Plan 35, being Part 2 on 8R-4030, former Village of Chesterville, now the Township of North Dundas, County of Dundas, municipally known as 29 Main Street, Chesterville

If the proposed By-law Amendment is adopted, the subject land will be rezoned from General Commercial (CG) to General Commercial – Exception Twelve (CG-X12).

The property/land to which the proposed Zoning By-law Amendment applies is not the subject of another application under the *Planning Act*.

Applicant / Owner:
Ashley Gabrys / 2733519 Ontario Inc.

Roll Number:
0511-019-003-82600

**THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS
BY-LAW No. 2021-16**

***Being a By-law to amend the former Village of Chesterville Zoning
By-law No. 04-95, as amended.***

WHEREAS pursuant to the provisions of Section 34 of the *Planning Act, R.S.O. 1990*, as amended, the Council of a municipality may enact by-laws regulating the use of lands and the erection of buildings thereon;

AND WHEREAS By-law No. 04-95, as amended, regulates the use of land and the use and erection of buildings and structures within the former Village of Chesterville, now the Township of North Dundas;

AND WHEREAS the Council of The Corporation of the Township of North Dundas deems it expedient and advisable to amend certain requirements of By-law No. 04-95, as amended; insofar as they relate to certain lands to which said By-law applies as hereinafter set forth;

AND WHEREAS the matters set out in this By-law are deemed to be in conformity with the Official Plan of the United Counties of Stormont, Dundas and Glengarry and the 2020 Provincial Policy Statement;

NOW THEREFORE the Council of The Corporation of the Township of North Dundas enacts as follows:

1.0 The lands affected by this By-law are legally described as Part of Lots 67 and 76 on Block C, Plan 35, being Part 2 on 8R-4030, former Village of Chesterville, now the Township of North Dundas, County of Dundas, municipally known as 29 Main Street, Chesterville.

2.0 That the former Village of Chesterville Zoning By-law No. 04-95, as amended, is hereby amended as follows:

2.1 That Section 5.10.4 “General Commercial – Exception Zones” is hereby amended by inserting the following new subsection immediately after the contents thereof:

5.10.4.12 General Commercial – Exception Twelve (CG-X12)

Notwithstanding the provisions of 5.10.3(a) to the contrary, a maximum of one (1) accessory dwelling unit, occupying less than 50% of the gross ground floor area, shall be permitted in the rear portion of the commercial building (29 Chesterville Main Street), subject to the following requirements:

- (a) A minimum of three (3) off-street parking spaces shall be provided for the exclusive use of the residential tenants of 29 Chesterville Main Street or within a maximum of 150 m of the subject property. These parking spaces shall be suitable for use year-round and shall meet the provisions for parking spaces contained within this By-law.
- (b) More than 50% of the gross ground floor area of subject building shall be used for commercial use.

3.0 That Schedule “A” of (former Village of Chesterville) Zoning By-law No. 04-95 is hereby amended as follows:

3.1 That the area affected by Section 1.0 and shown on Schedule “1” of this By-law, shall henceforth be zoned “General Commercial – Exception Twelve (CG-X12) and shall cease to be zoned “General Commercial”.

4.0 Subject to the giving of Notice of Passing of this By-law, in accordance with Section 34(18) of the *Planning Act, R.S.O. 1990*, as amended, this By-law shall come into force on the date of passing by the Council of The Corporation of the Township of North Dundas where no notice of appeal or objection is received, pursuant to Section 34(21) of the *Planning Act*, as amended.

5.0 All other applicable provisions of the former Village of Chesterville Zoning By-law No. 04-95, as amended, shall continue to apply.

READ and passed in Open Council, signed and sealed this 23rd day of February, 2021.

MAYOR

CLERK

SCHEDULE "1"

ZONING BY-LAW No. 2021-16

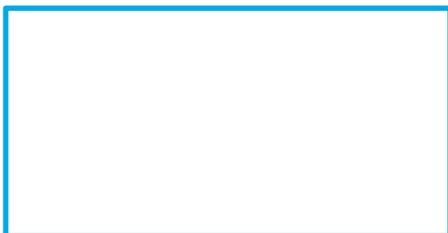
Enacted by the Council of the Township of North Dundas this 23rd day of February, 2021.

MAYOR

CLERK



GeoEye, Maxar, Microsoft, Esri, HERE, Garmin, iPC, NRCan



Area to be rezoned from General Commercial (CG) to General Commercial - Exception Twelve (CG-X12)



KEY INFORMATION REPORT
Public Works
 February 23, 2021

SUBJECT: Water and Sewer 2021 Budget

BUDGET SUMMARY – WATER & WASTEWATER, PUBLIC WORKS	
To:	Mayor and Members of Council
Date of Meeting:	February 23, 2021
Subject:	2021 Draft Budget

DEPARTMENT OVERVIEW:

Public Works is responsible for the transportation system, fleet, municipal drainage, and municipal water and sewer systems. Users of the municipal water and sewer system pay for the operation and capital of the Township of North Dundas’ Drinking Water Supply System (DWSS) and sewer systems. The DWSS is comprised of eight active groundwater wells, five pump houses with Chlorine disinfection, two storage reservoirs, two elevated storage tanks and approximately 41.5 km of distribution system piping. Township of North Dundas sewage system include, Winchester Sewage Treatment System (Lagoons), Ottawa St. PS 1, St. Lawrence St. PS 2, Bailey St. PS 3, Main St. PS 4, 20kms of sewer pipes in Winchester, 250 manholes in Winchester,

2021 BUDGET CAPITAL:

North Dundas Water

- 1) 1-5-9000-8000 Capital – Class B Environmental Assessment (\$250,000)
 Complete on-going Class EA Study including increase in pumping test duration to 72 hrs for Chesterville well # 6.
- 2) 1-5-9000-8001 Capital – Meters (\$48,000)
 Planned replacement of meters in Winchester to align with new meter reader system.
- 3) 1-5-9000-8006 Capital – Watermain loop (50,000)
 Field investigation and initiation of detailed design for 300mm watermain loop between Main Street and Fred Street, through Wellings of Winchester development, as per J. L. Richards servicing study.
- 4) 1-5-9000-8007 Capital – Water Source (\$100,000)
 Detailed Design for additional water source / capacity expansion. Additional funding will be required in 2022 to complete the detailed design.

- 5) 1-5-9010-8003 OCWA Recommendations (\$68,000)
- 6) 1-5-9010-8004 – Capital – OCWA Building (\$50,000)
Roof at OCWA office building in Chesterville is leaking. Temporary fixes by OCWA staff were completed in 2020, but full replacement is required in 2021.
- 7) 1-5-9010-8005 – Reservoir Expansion (\$100,000)
Detailed design for new 450 m3 water storage tank in Chesterville as per J. L. Richards servicing study.
- 8) Light Duty Truck – (\$10,000 W&WW Reserve + \$25,000 from Development Charges)
With the increase in growth and renewed focus on infrastructure improvements, the light duty truck will be utilized by the director / PW admin for safely accessing construction sites, inspecting wells and pumping stations, meeting with water / sewer users, review developments adjacent to municipal infrastructures, performing roadside inspections, meeting with residents at their driveways, as well as monitor road conditions during snow storm events. The truck will be equipped with flashing lights and Township logo to provide for visual safety on roads. In 2020, significant number of trips were conducted with Patrol Supervisor, the addition will allow better realignment of resources.

Winchester Sewer

- 9) 1-5-9020-8003 – OCWA Recommendations – (\$64,300)
- 10) 1-5-9020-8004 – Lagoon Expansion (\$100,000)
Detailed Design. Additional funding will be required in 2022 to complete the detailed design.
- 11) 1-5-9020-8006 – Capital – Sewage Meter (\$50,000)
Various locations. Including new meter and connection system is required to streamline the process with Lactalis to discharge intermittent but clean over flows to Township sewers. The meter will assist Township to charge based on actual sewer discharge versus making assumptions.

Lactalis has its own lagoons for industrial sewage, but their domestic sewage from the lunchroom and washrooms is discharged to the municipal system. There is no meter on this discharge and currently Lactalis is billed for sewer on an assumed volume that pre-dates amalgamation. Despite large increases in the number of employees working at the facility over this time, the volume has not been updated. Installing a meter to measure Lactalis' sewage discharge to the municipal system would allow us to accurately bill Lactalis.

- 12) 1-5-9020-8007 – Main Street PS upgrade (\$300,000)
Detailed design for Main Street PS upgrade and extension of forcemain to Gladstone.

Chesterville Sewer

- 13) 1-5-9030-8003 – OCWA Recommendations - \$0

2021 BUDGET OPERATING:

- 1) Wages, PT Salaries and Benefits
One current operator's salary is included in water/sewer budget due to following reasons:
- Winter operation crew provide service for snow clearing of wells when needed.
 - Operators assist OCWA in undertaking work in-lieu of hiring a contractor such as fill holes from hydro vac, watermain breaks, hydrant painting by students, installation of markers at hydrants, etc.
 - In 2021, the plan is to undertake transportation and placement of fill in Chesterville abandoned lagoon area by Town's staff and dump trucks.
 - In 2021, engineering position will coordinate and lead various water and sewer capital projects.

2021 BUDGET HIGHLIGHTS:

	2021 Budget			Net Taxation Levy For 2020	Net Taxation Levy Incr. (Decr.) For 2021
	Revenues	Expenditures	Taxation Levy 2021		
North Dundas Water	2,030,883	2,030,883	-	-	-
Winchester Sewer	1,467,955	1,467,955	-	-	-
Chesterville Sewer	391,698	391,698	-	-	-
Water and Sewer Totals	\$ 3,890,536	\$ 3,890,536	\$ -	\$ -	\$ -



Department: NORTH DUNDAS WATER

Account Code	Account Name	2021 1ST DRAFT	2020 ACTUAL VALUES	2020 AMENDED BUDGET	2019 ACTUAL VALUES	2019 AMENDED BUDGET	2018 ACTUAL VALUES
GENERAL FUND							
Revenues							
1-4-9000-4900	Fees - Water Connection - Winch	-20,000.00	-17,550.00	-18,900.00	-7,650.00	-14,400.00	-3,500.00
1-4-9000-4901	Fees - Water Residential Users - Winch	-284,817.00	-205,977.95	-249,301.00	-244,844.50	-251,377.00	-239,932.43
1-4-9000-4902	Fees - Water Commercial User - Winch	-667,531.00	-627,277.14	-644,522.00	-633,001.19	-679,456.00	-648,521.60
1-4-9000-4903	Water Tower Space Rental - Winch	-18,700.00	-10,200.00	-10,200.00	-10,200.00	-10,200.00	-10,200.00
1-4-9000-4904	Int Income - Water Srvce Chrges - Winch	-1,800.00	-5,615.68	-17,700.00	-15,883.02	-10,500.00	-10,207.28
1-4-9000-4907	Connection Debenture - Water - Winch	0.00	-978.54	-979.00	-978.54	-979.00	-978.54
1-4-9000-4910	Int Income - Hydro Proceeds - Winch	-10,443.00	0.00	-30,500.00	-30,231.81	-29,750.00	-25,635.26
1-4-9000-4911	Water Meter Sales - Winch	-6,000.00	-12,684.67	-3,000.00	-11,894.65	-2,700.00	-914.75
1-4-9000-4920	Water Rev - Misc Rev & Cert - Winch	-8,800.00	-4,779.00	-8,800.00	-8,700.97	-7,800.00	-7,759.10
1-4-9000-8000	Water Capital Levy - Winch	-200,000.00	-117,392.27	-139,001.00	-44,456.45	-61,156.00	-32,328.70
1-4-9000-9000	Transfer From Res-Cap	-36,687.00	0.00	0.00	-11,852.34	0.00	0.00
1-4-9010-4900	Fees - Water Connection - Chest	-1,350.00	-1,350.00	-900.00	0.00	-1,350.00	-2,800.00
1-4-9010-4901	Fees - Water Residential Users - Chest	-184,717.00	-143,269.73	-178,350.00	-175,162.38	-177,620.00	-169,533.72
1-4-9010-4902	Fees - Water Commercial User - Chest	-47,454.00	-34,115.39	-45,819.00	-45,000.16	-41,346.00	-39,463.58
1-4-9010-4904	Int Income - Water Srvce Chrges - Chest	-500.00	-4,262.93	-16,700.00	-14,427.51	-9,000.00	-8,865.62
1-4-9010-4905	Fees - Water Late Payments - Chest	-1,500.00	-1,561.92	-1,500.00	-1,488.14	-1,500.00	-1,361.97
1-4-9010-4920	Misc Water Rev & Certificates - Chest	-8,500.00	-7,681.19	-8,500.00	-8,026.91	-7,500.00	-7,393.11
1-4-9010-8000	Capital Levy - Water - Chest	-9,000.00	-8,260.39	-3,887.00	-699.20	-5,733.00	-6,292.76
1-4-9010-9000	T/F Res - Water Capital - Chest	-411,084.00	-136,593.00	-136,593.00	-24,774.78	-47,381.00	0.00
	Revenues Total	-1,918,883.00	-1,339,549.80	-1,515,152.00	-1,289,272.55	-1,359,748.00	-1,215,688.42
Expenditures							
1-5-9000-1010	Wages	55,000.00	36,670.63	41,000.00	39,356.32	40,000.00	38,506.65
1-5-9000-1015	Part - Time Wages	0.00	2,269.85	2,560.00	0.00	0.00	0.00
1-5-9000-1110	Benefits	11,100.00	8,243.14	8,100.00	7,970.33	7,600.00	7,018.02
1-5-9000-1111	Group Benefits	7,300.00	3,717.50	4,500.00	3,918.65	4,000.00	4,196.69
1-5-9000-2024	Union Gas	4,000.00	3,136.22	4,000.00	3,792.18	3,500.00	3,478.37
1-5-9000-2030	Hydro	45,000.00	39,412.37	45,000.00	45,717.89	45,000.00	45,317.17
1-5-9000-2040	Water/Sewer	1,500.00	1,074.45	1,500.00	1,384.68	1,500.00	1,479.07
1-5-9000-2041	Billing/Collecting	250.00	232.57	250.00	301.46	260.00	259.86
1-5-9000-2042	Allocated Administration Expenses	7,100.00	0.00	6,000.00	7,028.59	6,000.00	5,890.59
1-5-9000-2052	Cell Phones	300.00	168.14	0.00	0.00	0.00	0.00
1-5-9000-2300	Advertising	500.00	209.54	1,000.00	961.51	500.00	169.98
1-5-9000-3010	Repairs & Maintenance Equipment	14,000.00	11,064.27	15,000.00	4,860.79	25,000.00	17,900.17
1-5-9000-4010	Contracts (OCWA)	253,834.00	243,372.60	243,373.00	239,304.96	239,305.00	234,153.60
1-5-9000-4011	Contracts- Meter Readings	0.00	40.00	0.00	2,794.52	5,600.00	5,297.50
1-5-9000-4012	Services Provided By Township	0.00	0.00	0.00	0.00	2,000.00	0.00
1-5-9000-7112	P.I.L.	15,894.00	15,137.44	15,145.00	14,423.92	14,501.00	14,078.71



Department: NORTH DUNDAS WATER

Account Code	Account Name	2021 1ST DRAFT	2020 ACTUAL VALUES	2020 AMENDED BUDGET	2019 ACTUAL VALUES	2019 AMENDED BUDGET	2018 ACTUAL VALUES
1-5-9000-7150	Major Maintenance - OCWA Recomr	133,000.00	0.00	0.00	0.00	0.00	0.00
1-5-9000-7810	Professional Fees	5,000.00	0.00	5,000.00	415.02	5,500.00	90.06
1-5-9000-8000	Capital - Class B Enviromental Asse:	250,000.00	87,649.14	313,500.00	38,482.39	285,000.00	0.00
1-5-9000-8001	Capital - Meters	48,000.00	39,440.47	28,000.00	36,765.45	25,000.00	23,974.67
1-5-9000-8002	Capital - Computer	0.00	0.00	0.00	1,216.22	2,500.00	0.00
1-5-9000-8003	Capital - OCWA Recommendations	38,000.00	119,444.32	193,800.00	157,346.46	165,386.00	42,418.89
1-5-9000-8004	Capital - Well No. 5 Roof	0.00	0.00	0.00	0.00	0.00	0.00
1-5-9000-8005	Capital - Meter Reader Equipment U	0.00	14,498.27	26,000.00	0.00	0.00	0.00
1-5-9000-8006	Capital - Watermain Loop - Design	50,000.00	0.00	0.00	0.00	0.00	0.00
1-5-9000-8007	Capital - Design - Water Source	100,000.00	0.00	0.00	0.00	0.00	0.00
1-5-9000-8009	Capital - Rate Study	0.00	16,785.31	15,400.00	2,996.33	15,000.00	0.00
1-5-9000-9000	Transfers to Reserves - Winch Wate	0.00	0.00	0.00	1,498.03	0.00	101,325.83
1-5-9000-9001	T/T Res-Win Water Capital	0.00	0.00	0.00	267,844.60	0.00	224,165.45
1-5-9000-9004	Tr. to Res. - Capital Water Levy	200,000.00	139,001.00	139,001.00	44,456.45	61,156.00	32,328.70
1-5-9000-9005	Transfer to Public Works Vehicles	15,000.00	0.00	0.00	0.00	0.00	0.00
1-5-9010-1010	Wages	55,000.00	36,631.68	41,000.00	39,309.41	40,000.00	38,474.27
1-5-9010-1110	Benefits	11,100.00	7,944.52	8,100.00	7,972.44	7,600.00	7,017.66
1-5-9010-1111	Group Benefits	7,300.00	3,717.50	4,500.00	3,918.65	4,000.00	4,196.69
1-5-9010-2041	Billing/Collecting	100.00	47.83	100.00	123.82	100.00	63.08
1-5-9010-2042	Allocated Administration Expenses	4,700.00	0.00	4,500.00	4,685.73	4,000.00	3,927.07
1-5-9010-2300	Advertising	300.00	41.03	300.00	164.12	300.00	128.22
1-5-9010-3010	Repairs & Maintenance Equipment	15,000.00	282.15	15,000.00	12,467.96	15,000.00	51,979.62
1-5-9010-4010	Contracts (OCWA)	210,479.00	202,558.80	202,584.00	198,606.84	203,607.00	196,367.05
1-5-9010-4012	Services Provided By Township	0.00	0.00	0.00	0.00	2,000.00	0.00
1-5-9010-7112	P.I.L.	3,126.00	2,976.81	3,052.00	2,906.96	3,000.00	2,912.60
1-5-9010-7150	Major Maintenance - OCWA Recomr	113,000.00	0.00	0.00	0.00	0.00	0.00
1-5-9010-7810	Professional Fees	2,000.00	0.00	2,000.00	0.00	2,000.00	229.43
1-5-9010-8001	Capital - Meters	0.00	0.00	0.00	2,586.89	2,500.00	0.00
1-5-9010-8003	Capital - OCWA Recommendations	68,000.00	35,615.82	122,000.00	59,736.70	100,600.00	38,782.28
1-5-9010-8004	Capital - OCWA Building	50,000.00	0.00	0.00	5,444.16	15,000.00	0.00
1-5-9010-8005	Capital - Reservoir Expansion	100,000.00	0.00	0.00	0.00	0.00	0.00
1-5-9010-9001	T/T Res - Chest Water Capital	0.00	0.00	0.00	27,812.92	0.00	63,267.71
1-5-9010-9004	Tr. to Res. - Capital Water Levy	9,000.00	3,887.00	3,887.00	699.20	5,733.00	6,292.76
1-5-9010-9005	Transfer to Public Works Vehicles	15,000.00	0.00	0.00	0.00	0.00	0.00
	Expenditures Total	1,918,883.00	1,075,270.37	1,515,152.00	1,289,272.55	1,359,748.00	1,215,688.42
	GENERAL FUND Total	0.00	-264,279.43	0.00	0.00	0.00	0.00



Account Code	Account Name	2021 1ST DRAFT	2020 ACTUAL VALUES	2020 AMENDED BUDGET	2019 ACTUAL VALUES	2019 AMENDED BUDGET	2018 ACTUAL VALUES
		0.00	-264,279.43	0.00	0.00	0.00	0.00



Department: WINCHESTER SEWER

Account Code	Account Name	2021 1ST DRAFT	2020 ACTUAL VALUES	2020 AMENDED BUDGET	2019 ACTUAL VALUES	2019 AMENDED BUDGET	2018 ACTUAL VALUES
GENERAL FUND							
Revenues							
1-4-9020-4900	Fees - Sewer Connection - Winch	-5,000.00	-3,900.00	-4,200.00	-1,600.00	-6,000.00	-1,000.00
1-4-9020-4901	Fees - Sewer Residential Users - Wi	-396,473.00	-331,735.25	-392,392.00	-384,095.22	-374,453.00	-362,245.34
1-4-9020-4902	Fees - Sewer Commercial Users - W	-219,206.00	-211,101.43	-216,950.00	-212,363.26	-199,491.00	-192,987.51
1-4-9020-4904	Int & Misc. Income - Sewer - Winch	0.00	-3,956.93	-15,700.00	-14,013.52	-8,500.00	-8,464.40
1-4-9020-4905	Fees - Sewer Late Payments - Winc	-2,000.00	-2,098.20	-1,600.00	-1,552.07	-1,850.00	-1,845.07
1-4-9020-4907	Sewer Connection Debenture	-1,759.00	-3,765.44	-3,765.00	-3,765.44	-3,765.00	-3,765.44
1-4-9020-8000	Winchester Sewer Capital Levy	-500,000.00	-143,835.84	-137,753.00	-44,784.91	-103,200.00	-110,289.12
1-4-9020-9000	T/F Reserves, Sewer Winch Capital	-343,517.00	0.00	0.00	-11,660.67	0.00	-21,180.08
	Revenues Total	-1,467,955.00	-700,393.09	-772,360.00	-673,835.09	-697,259.00	-701,776.96
Expenditures							
1-5-9020-1010	Wages	55,000.00	36,631.68	41,000.00	39,309.41	40,000.00	38,474.27
1-5-9020-1110	Benefits	11,100.00	7,944.52	8,100.00	7,958.81	7,600.00	7,017.66
1-5-9020-1111	Group Benefits	7,300.00	3,717.50	4,500.00	3,918.65	4,000.00	4,196.69
1-5-9020-2030	Hydro	12,000.00	7,868.40	12,000.00	12,063.94	12,000.00	8,741.85
1-5-9020-2040	Water/Sewer	500.00	267.50	500.00	361.14	500.00	346.99
1-5-9020-2041	Billing / Collecting	100.00	47.83	100.00	123.81	100.00	63.09
1-5-9020-2042	Allocated Administration Expenses	7,100.00	0.00	6,000.00	7,028.58	6,000.00	5,890.59
1-5-9020-2300	Advertising	100.00	0.00	100.00	504.63	100.00	0.00
1-5-9020-3010	Repairs & Maintenance Equipment	5,000.00	1,339.92	5,000.00	1,692.98	5,000.00	32,814.72
1-5-9020-4010	Contracts (OCWA)	211,736.00	206,129.09	206,429.00	199,536.48	204,036.00	194,761.36
1-5-9020-4012	Services Provided By Township	0.00	0.00	0.00	0.00	2,000.00	0.00
1-5-9020-7112	P.I.L.	21,219.00	20,209.03	21,152.00	20,145.02	21,240.00	20,620.97
1-5-9020-7150	Major Maintenance - OCWA Recomr	102,500.00	0.00	0.00	0.00	0.00	0.00
1-5-9020-7810	Professional Fees	5,000.00	0.00	5,000.00	0.00	5,000.00	0.00
1-5-9020-8000	Capital - Collection and Filtration Stu	0.00	0.00	0.00	0.00	0.00	0.00
1-5-9020-8002	Capital - Buildings	0.00	0.00	0.00	13,551.34	16,000.00	14,341.04
1-5-9020-8003	Capital - OCWA Recommendations	64,300.00	74,745.39	130,000.00	80,243.39	125,500.00	77,121.08
1-5-9020-8004	Capital-Lagoon Expansion	100,000.00	0.00	0.00	26,660.67	15,000.00	36,091.08
1-5-9020-8005	Capital - Sewer Service Study	0.00	45,784.41	45,000.00	0.00	0.00	0.00
1-5-9020-8006	Capital - Sewage Meter	50,000.00	0.00	50,000.00	0.00	40,000.00	0.00
1-5-9020-8007	Capital - Main Street SPS Upgr. - De	300,000.00	0.00	0.00	0.00	0.00	0.00
1-5-9020-9000	Transfer to Reserves-Winchester Se	0.00	0.00	0.00	128,246.06	0.00	51,468.57
1-5-9020-9001	T/T Res - Winc Sewer Capital	0.00	99,726.00	99,726.00	87,705.27	89,983.00	99,537.88
1-5-9020-9004	Tr. to Res. - Capital Sewer Levy	500,000.00	137,753.00	137,753.00	44,784.91	103,200.00	110,289.12
1-5-9020-9005	Transfer to Public Works Vehicles	15,000.00	0.00	0.00	0.00	0.00	0.00
	Expenditures Total	1,467,955.00	642,164.27	772,360.00	673,835.09	697,259.00	701,776.96
	GENERAL FUND Total	0.00	-58,228.82	0.00	0.00	0.00	0.00



Account Code	Account Name	2021 1ST DRAFT	2020 ACTUAL VALUES	2020 AMENDED BUDGET	2019 ACTUAL VALUES	2019 AMENDED BUDGET	2018 ACTUAL VALUES
		0.00	-58,228.82	0.00	0.00	0.00	0.00



Department: CHESTERVILLE SEWER

Account Code	Account Name	2021 1ST DRAFT	2020 ACTUAL VALUES	2020 AMENDED BUDGET	2019 ACTUAL VALUES	2019 AMENDED BUDGET	2018 ACTUAL VALUES
GENERAL FUND							
Revenues							
1-4-9030-4900	Sewer Frontage & Connection Fee -	-300.00	-300.00	-200.00	-100.00	-300.00	-500.00
1-4-9030-4901	Residential Users Fees	-289,515.00	-233,098.43	-286,620.00	-280,559.77	-270,128.00	-261,321.62
1-4-9030-4902	Commercial Users Fees	-64,775.00	-49,947.91	-64,109.00	-62,753.14	-56,161.00	-54,330.16
1-4-9030-4904	Interest & Misc. Income	0.00	-3,956.94	-15,700.00	-14,013.52	-8,500.00	-8,464.39
1-4-9030-4910	Interest Income from Hydro Proceed	-7,108.00	0.00	-20,600.00	-20,577.96	-20,250.00	-17,449.21
1-4-9030-5015	Federal Grants	0.00	0.00	0.00	-35,650.95	-40,408.00	-56,071.69
1-4-9030-5070	Provincial Grants	0.00	0.00	0.00	-17,825.48	-20,204.00	-28,035.84
1-4-9030-8000	Chest Sewage Capital Levy	-30,000.00	-14,533.75	-6,560.00	-1,179.88	-9,675.00	-10,618.93
1-4-9030-9000	Transfer from Reserves	0.00	0.00	0.00	0.00	0.00	-9,285.84
1-4-9030-9500	Transfers from Dev Charges-Pumpir	0.00	0.00	0.00	0.00	0.00	-1,813.06
	Revenues Total	-391,698.00	-301,837.03	-393,789.00	-432,660.70	-425,626.00	-447,890.74
Expenditures							
1-5-9030-1010	Wages	55,000.00	36,630.48	41,000.00	39,310.33	40,000.00	38,473.75
1-5-9030-1110	Benefits	11,100.00	7,944.05	8,100.00	7,959.21	7,600.00	7,017.67
1-5-9030-1111	Group Benefits	7,300.00	3,717.50	4,500.00	3,918.65	4,000.00	4,196.71
1-5-9030-2030	Hydro	5,500.00	4,192.36	5,000.00	5,124.05	5,000.00	2,922.08
1-5-9030-2041	Billing / Collecting	100.00	47.83	100.00	123.81	100.00	63.09
1-5-9030-2042	Allocated Administration Expenses	4,700.00	0.00	4,500.00	4,685.73	4,500.00	3,927.07
1-5-9030-2300	Advertising	100.00	0.00	100.00	0.00	100.00	0.00
1-5-9030-3010	Repairs & Maintenance Equipment	5,000.00	0.00	5,000.00	1,872.38	6,000.00	3,310.58
1-5-9030-3053	Lagoon Groundwater Monitoring	0.00	2,544.00	2,500.00	0.00	2,500.00	0.00
1-5-9030-4010	Contracts (OCWA)	128,719.00	123,588.81	123,365.00	121,303.20	123,803.00	118,325.81
1-5-9030-4012	Service Provided By Township	0.00	0.00	0.00	0.00	2,000.00	0.00
1-5-9030-7112	P.I.L.	11,743.00	11,183.97	12,000.00	11,423.63	5,951.00	5,777.73
1-5-9030-7150	Major Maintenance - OCWA Recomr	80,000.00	0.00	0.00	0.00	0.00	0.00
1-5-9030-7810	Professional Fees	2,000.00	0.00	2,000.00	0.00	2,000.00	0.00
1-5-9030-8000	Capital - Emma St PS Rehabilitation	0.00	0.00	0.00	71,301.89	80,815.00	37,143.38
1-5-9030-8003	Capital - OCWA Recommendations	0.00	62,070.99	67,000.00	74,593.13	94,000.00	70,028.66
1-5-9030-9000	Transfer to Reserves- Chesterville S	35,436.00	112,064.00	112,064.00	68,080.40	37,582.00	40,122.97
1-5-9030-9001	T/T Res - Chest Sewer Capital	0.00	0.00	0.00	21,784.41	0.00	105,962.31
1-5-9030-9004	Tr. to Res. - Capital Sewer Levy	30,000.00	6,560.00	6,560.00	1,179.88	9,675.00	10,618.93
1-5-9030-9005	Transfer to Public Works Vehicles	15,000.00	0.00	0.00	0.00	0.00	0.00
	Expenditures Total	391,698.00	370,543.99	393,789.00	432,660.70	425,626.00	447,890.74
	GENERAL FUND Total	0.00	68,706.96	0.00	0.00	0.00	0.00



Account Code	Account Name	2021 1ST DRAFT	2020 ACTUAL VALUES	2020 AMENDED BUDGET	2019 ACTUAL VALUES	2019 AMENDED BUDGET	2018 ACTUAL VALUES
		0.00	68,706.96	0.00	0.00	0.00	0.00

Recommended Major Maintenance & Capital

The Ontario Clean Water Agency has identified the following major maintenance and capital projects for your review and approval.

CHESTERVILLE WATER MAJOR MAINTENANCE	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	CR	H&SR	R/M	LR	I	SPI	Client Approved	Rationale and Comments for Project
Chlorination Systems	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000								Preventive maintenance
Electrical/Instrumentation Upgrades	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								Use as required
Buildings and Grounds Maintenance	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								Use as required
Distribution Maintenance	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000								Preventive maintenance
Reservoir Chamber - Clean & Inspect					\$5,000					\$5,000								Preventive maintenance
Water Tower Clean and Inspect				\$8,000														Preventive maintenance
Water Tower Upgrade Engineering & Tender	\$35,000																	Estimated engineering cost
Water Tower Upgrade (as per report)		\$1,237,700																As per 2019 inspection report
Generator Maintenance	\$2,000	\$2,000	\$2,000	\$2,000	\$5,000	\$2,000	\$2,000	\$2,000	\$2,000	\$5,000								Preventive maintenance
HVAC Systems		\$4,000																Preventive maintenance
Well 5 maintenance suggestions as per report	\$40,000																	Preventive maintenance
Operating Authority Audit	\$1,000	\$2,000	\$1,000	\$1,000	\$2,000	\$1,000	\$1,000	\$2,000	\$1,000	\$1,000								Regulatory
Repair infiltration in pit at Tower		\$12,000																Preventive maintenance
Camera/Clean Screen Well #6					\$15,000					\$15,000								Detailed report for well maintenance program
Repair or abandon test wells around well # 5&6	\$10,000																	Pipe at or below ground level
Rebuild Flow Control Valve	\$3,000																	Preventive maintenance
Total Estimate	\$148,000	\$1,314,700	\$60,000	\$68,000	\$84,000	\$60,000	\$60,000	\$61,000	\$60,000	\$83,000								
CHESTERVILLE WATER CAPITAL	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	CR	H&SR	R/M	LR	I	SPI	Client Approved	Rationale and Comments for Project
Valve Flow Control at Reservoir		\$5,000																Anticipated life cycle
Highlift pump #1 at Reservoir	\$15,000																	Switching to submersible type with VFD
Highlift pump #3 at Reservoir		\$10,000																Switching to submersible type with VFD
Pump, motor at well #5	\$10,000																	Casing very corroded, recommended by IWS
Pump & motor at Well #6										\$25,000								Anticipated life cycle
VFD's	\$5,000				\$5,000					\$5,000								Anticipated life cycle
Chemical Pumps			\$3,000					\$5,000										Anticipated life cycle
Chlorine analyzer				\$8,000		\$8,000			\$8,000									Anticipated life cycle
Magnetic Flow Meter at Reservoir			\$15,000															Anticipated life cycle
Magnetic Flow Meter Well #5		\$8,000																Anticipated life cycle
Heating Units (electric)							\$2,000											Anticipated life cycle
Eyewash station for Reservoir	\$3,000																	Required due to chlorine storage
Total Estimate	\$33,000	\$23,000	\$18,000	\$8,000	\$5,000	\$8,000	\$2,000	\$5,000	\$8,000	\$30,000								
CHESTERVILLE SEWAGE MAJOR MAINTENANCE	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	CR	H&SR	R/M	LR	I	SPI	Client Approved	Rationale and Comments for Project
Buildings and Grounds Maintenance	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								Use as required
Collection System (flushing, sealing, upgrading, camera, etc.)	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000								Preventive maintenance
Electrical / Instrumentation	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								Use as required
Fill hole at lagoon (from old Nestle building)	\$10,000																	As material becomes available
Sludge Removal Lagoons						\$35,000												Improve quality and increase volume
Monitor test wells at Lagoon	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000								MOECC
Disconnect & block old piping used by Nestle lagoon cells	\$10,000																	Abandon piping from old sludge cell
Manhole upgrades	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								As required when streets get rehabed or paved.
Repair West Lagoon cell effluent chamber			\$25,000															Preventive maintenance
Asphalt at Water St. SPS & Lori Lane SPS			\$30,000															Grounds maintenance
Total Estimate	\$80,000	\$60,000	\$115,000	\$60,000	\$60,000	\$95,000	\$60,000	\$60,000	\$60,000	\$60,000								
CHESTERVILLE SEWAGE CAPITAL	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	CR	H&SR	R/M	LR	I	SPI	Client Approved	Rationale and Comments for Project
Pump #1 SPS - Lori Lane			\$30,000					\$15,000										Anticipated life cycle
Pump #1 SPS - Water St.																		Anticipated life cycle
Pump #2 SPS - Water St.		\$30,000																Anticipated life cycle
Pump #3 SPS - Water St.									\$35,000									Anticipated life cycle
Pump #4 SPS - Water St.										\$35,000								Anticipated life cycle
VFD's					\$10,000													Anticipated life cycle
Chemical Pumps			\$5,000			\$5,000												Anticipated life cycle
Total Estimate	\$0	\$30,000	\$35,000	\$0	\$10,000	\$5,000	\$0	\$15,000	\$35,000	\$35,000								

Recommended Major Maintenance & Capital

The Ontario Clean Water Agency has identified the following major maintenance and capital projects for your review and approval.

WINCHESTER WATER MAJOR MAINTENANCE	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	CR	H&SR	R/M	LR	I	SPI	Client Approved	Rationale and Comments for Project
Distribution Maintenance	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000								Preventive maintenance
Chlorination Systems	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000								Preventive maintenance
Electrical & Instrumentation Upgrades	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								Use as required
Heat Trace at Water Tower		\$1,500																Preventive maintenance
Operating Authority Audit	\$1,000	\$1,500	\$1,000	\$1,000	\$1,500	\$1,000	\$1,000	\$1,500	\$1,000	\$1,000								Regulatory
Outpost Panels Wells 6 and 7		\$10,000																Preventive maintenance
Camera/Inspection Well #5						\$15,000												Detailed report for well maintenance program
Camera/Inspection Well #6				\$15,000														Detailed report for well maintenance program
Camera/Inspection Well #7A	\$15,000																	Detailed report for well maintenance program
Camera/Inspection Well #7B	\$15,000																	Detailed report for well maintenance program
Camera/Inspection Well #7C										\$15,000								Detailed report for well maintenance program
Buildings and Grounds Maintenance	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								Use as required
Clean and Inspect Reservoir				\$5,000					\$5,000									Preventive maintenance
Generator Maintenance	\$3,000	\$3,000	\$3,000	\$3,000	\$5,000	\$3,000	\$3,000	\$3,000	\$3,000	\$5,000								Preventive maintenance
Upgrade Roof at Well #5	\$12,000																	Preventive maintenance
Water Tower Upgrade Engineering & Tender				\$50,000														Estimated engineering cost
Water Tower Interior Coating (as per report)					\$546,000													As per 2020 inspection report
Total Estimate	\$133,000	\$103,000	\$91,000	\$161,000	\$639,500	\$106,000	\$91,000	\$91,500	\$96,000	\$108,000								
WINCHESTER WATER CAPITAL	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	CR	H&SR	R/M	LR	I	SPI	Client Approved	Rationale and Comments for Project
Pump & motor Well #5						\$15,000												Anticipated life cycle
Pump & motor Well #6				\$15,000														Anticipated life cycle
Pump & motor at Well #7A	\$15,000																	Anticipated life cycle
Pump & motor at Well #7B	\$15,000																	Anticipated life cycle
Pump Highlift at reservoir						\$12,000												Anticipated life cycle
VFD's							\$5,000											Anticipated life cycle
Chemical Pumps		\$5,000							\$5,000									Anticipated life cycle
Analyzers			\$10,000							\$10,000								Anticipated life cycle
Well #6 Flow Meter and piping upgrade with insulation																		Anticipated life cycle
Heating Units (electric)		\$2,000						\$2,000										Anticipated life cycle
Magnetic Flow Meter well #7			\$10,000															Anticipated life cycle
Purchase Flow Control Valve	\$5,000																	To be installed at Lactalis Requested by Khurram
Check Valve at Well #7	\$3,000																	Anticipated life cycle
Total Estimate	\$38,000	\$7,000	\$20,000	\$15,000	\$0	\$27,000	\$5,000	\$2,000	\$5,000	\$10,000								
WINCHESTER SEWAGE MAJOR MAINTENANCE	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	CR	H&SR	R/M	LR	I	SPI	Client Approved	Rationale and Comments for Project
Buildings and Grounds	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								Preventive maintenance
Collection System (flushing, sealing, upgrading, camera)	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000								Preventive maintenance
Rebuild Pump & Replace discharge piping at Bailey SPS	\$24,500																	Preventive maintenance (brought forward from 2020)
Electrical / Instrumentation	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								Preventive maintenance
Manhole Upgrades	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000								Preventive maintenance
Generators	\$3,000	\$4,000	\$4,000	\$4,000	\$4,000	\$16,000	\$4,000	\$4,000	\$4,000	\$16,000								Preventive maintenance
Lagoon Process (appurtenances, valve chambers)			\$5,000		\$5,000		\$5,000		\$5,000									Preventive maintenance
Sludge Removal			\$20,000															Preventive maintenance
Windmill Kits at Lagoon	\$5,000		\$1,000		\$1,000		\$1,000		\$1,000									Preventive maintenance
Total Estimate	\$102,500	\$74,000	\$100,000	\$74,000	\$723,550	\$250,052	\$185,054	\$173,556	\$190,058	\$218,060								
WINCHESTER SEWAGE CAPITAL	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	CR	H&SR	R/M	LR	I	SPI	Client Approved	Rationale and Comments for Project
Pump #1 at Main St. SPS			\$45,000															Anticipated life cycle
Pump #2 at Main St. SPS										\$45,000								Anticipated life cycle
Pump at Main St. West SPS									\$20,000									Anticipated life cycle
Pump at St. Lawrence St. SPS	\$15,000																	Anticipated life cycle
Pump at Ottawa St. SPS	\$33,000							\$33,000										Anticipated life cycle
Engineering services for Generator at Main St. SPS West																		Anticipated life cycle
Purchase Natural Gas Generator for Main St. SPS West		\$70,000																Anticipated life cycle
Pump at Lagoon			\$50,000						\$50,000									Anticipated life cycle
Blower at Lagoon								\$50,000										Anticipated life cycle
Lagoon Discharge Gate	\$10,000			\$10,000			\$10,000											Anticipated life cycle
VFD's			\$5,000		\$5,000													Anticipated life cycle
Chemical Pump			\$5,000		\$5,000													Anticipated life cycle
Multiranger with Transducer	\$5,500																	Anticipated life cycle
Heating Units							\$10,000											Anticipated life cycle
Sump Pump - Replace (Lagoon)	\$800																	Anticipated life cycle
Sump Pump - Ottawa St. SPS		\$1,000								\$1,000								Anticipated life cycle
Total Estimate	\$64,300	\$71,000	\$105,000	\$10,000	\$0	\$10,000	\$20,000	\$83,000	\$70,000	\$46,000								

Total Capital Estimate	\$598,800	\$1,682,700	\$544,000	\$396,000	\$1,522,050	\$561,052	\$423,054	\$491,056	\$524,058	\$590,060								
-------------------------------	------------------	--------------------	------------------	------------------	--------------------	------------------	------------------	------------------	------------------	------------------	--	--	--	--	--	--	--	--

Legend:
 CR = Compliance Risk H&SR = Health & Safety Risk R/M = Repair/Maintenance LR = Lifecycle Replacement I = Improvement SPI = Spare Parts Inventory
 High priority recommended to be completed in upcoming year
 Medium priority recommended to be completed in 1 to 3 years
 Low priority recommended to be completed in years 4 to 5

2021-2030 Recommended Capital Presented by: Stephane Barbarie, Senior Operations Manager
 2021-2030 Recommended Capital by: Tony Kelly

**TOWNSHIP OF NORTH DUNDAS
2021 BUDGET**

CAPITAL JUSTIFICATION

DEPARTMENT: Public Works - Water & Wastewater	PROJECT NAME: Class Environmental Assessment - Water Capacity
---	---

DESCRIPTION OF PROJECT
 J. L. Richard is undertaking class environmental assessment for the water capacity expansion. Phase 1 study report was presented to the Council in late 2020. The funding is required to complete the Class EA Study. It is anticipated that the project will be completed by mid 2021, followed by initiation of detailed design.

<p>COST OF PROJECT:</p> <p>Acct #: _____</p> <p>Vehicle/Equipment Purchase _____</p> <p>Materials/Supplies _____</p> <p>Subcontracts _____</p> <p>Labour _____</p> <p>Other (Please specify) \$ 250,000.00 _____</p> <p>Total Cost of Project \$ 250,000.00</p>	<p>FINANCING:</p> <p>Reserves \$ 250,000.00 Which Reserve Name: Reserves - Water - ND 1-4-9000-9000/1-4-9000-9010 Acct #: 1-3-2000-8035</p> <p>Mun. Rd. & Bridge Reserves _____</p> <p>User Fees - Current Year _____</p> <p>Future Years Commitment (Please specify) _____ _____</p> <p>Total Financing for Project \$ 250,000.00</p>
---	--

NB: These two totals must equal.

General Ledger Account Number	1-5-9000-8000
Unfinanced Capital Outlay for future years	_____

**TOWNSHIP OF NORTH DUNDAS
2021 BUDGET**

CAPITAL JUSTIFICATION

DEPARTMENT: Public Works - Water & Wastewater	PROJECT NAME: OCWA Building
---	---------------------------------------

DESCRIPTION OF PROJECT
 Roof at OCWA office building in Chesterville is leaking. Temporary fixes by OCWA staff were completed in 2020, but full replacement is required in 2021.

<p>COST OF PROJECT:</p> <p>Acct #: _____</p> <p>Vehicle/Equipment Purchase _____</p> <p>Materials/Supplies _____</p> <p>Subcontracts _____</p> <p>Labour _____</p> <p>Other (Please specify) \$ 50,000.00 _____</p> <p>Total Cost of Project \$ 50,000.00</p>	<p>FINANCING:</p> <p>Reserves _____</p> <p>Which Reserve _____</p> <p>Name: _____</p> <p>Acct #: _____</p> <p>Mun. Rd. & Bridge Reserves _____</p> <p>User Fees - Current Year \$ 50,000.00</p> <p>Future Years Commitment (Please specify) _____</p> <p>_____</p> <p>Total Financing for Project \$ 50,000.00</p>
---	---

NB: These two totals must equal.

General Ledger Account Number	_____
Unfinanced Capital Outlay for future years	_____

TOWNSHIP OF NORTH DUNDAS
2021 BUDGET

CAPITAL JUSTIFICATION

DEPARTMENT: Public Works - Water & Wastewater	PROJECT NAME: Sewage Meter Replacement
---	--

DESCRIPTION OF PROJECT
 Install sewage meters, if required at various locations. New meter and connection system is also required to streamline the process with Lactalis to discharge intermittent but clean over flows to Township sewers. The meter will assist Township to charge based on actual sewer discharge versus making assumptions.

COST OF PROJECT:		FINANCING:	
Acct #:			
Vehicle/Equipment Purchase		Reserves	
Materials/Supplies	\$ 50,000.00	Which Reserve	
Subcontracts		Name:	
Labour		Acct #:	
Other (Please specify)		Mun. Rd. & Bridge Reserves	
		User Fees - Current Year	\$ 50,000.00
		Future Years Commitment (Please specify)	
Total Cost of Project	\$ 50,000.00	Total Financing for Project	\$ 50,000.00

NB: These two totals must equal.

General Ledger Account Number	_____
Unfinanced Capital Outlay for future years	_____

TOWNSHIP OF NORTH DUNDAS
2021 BUDGET

CAPITAL JUSTIFICATION

DEPARTMENT: Public Works - Water & Wastewater	PROJECT NAME: Water Meter Replacement
---	---

DESCRIPTION OF PROJECT
 Every year Township of North Dundas replace old water meters with new ones. In 2021, the plan is to install new water meters to remaining locations in Winchester to align with new water meter reading system. This will avoid the need to walk to buildings to read the meter.

COST OF PROJECT:		FINANCING:	
Acct #:			
Vehicle/Equipment Purchase		Reserves	
Materials/Supplies	\$ 48,000.00	Which Reserve	
Subcontracts		Name:	
Labour		Acct #:	
Other (Please specify)		Mun. Rd. & Bridge Reserves	
		User Fees - Current Year	\$ 48,000.00
		Future Years Commitment (Please specify)	
Total Cost of Project	\$ 48,000.00	Total Financing for Project	\$ 48,000.00

NB: These two totals must equal.

General Ledger Account Number	1-5-9000-8001
Unfinanced Capital Outlay for future years	

TOWNSHIP OF NORTH DUNDAS
2021 BUDGET

CAPITAL JUSTIFICATION

DEPARTMENT: Public Works - Water & Wastewater	PROJECT NAME: Water Source
---	--------------------------------------

DESCRIPTION OF PROJECT
 Initiate detailed design for additional water source / capacity expansion based on the recommendations of Class Environmental Assessment Study. Additional funding will be required in 2022 to complete the detailed design and prepare the tender package. It is anticipated to initiate construction in 2023.

COST OF PROJECT:		FINANCING:	
Acct #:		Reserves	\$ 100,000.00
Vehicle/Equipment Purchase		Which Reserve	
		Name:	Reserves - Water - ND
Materials/Supplies			1-4-9000-9000/1-4-9000-9010
		Acct #:	1-3-2000-8035
Subcontracts		Mun. Rd. & Bridge Reserves	
Labour		Taxation - Current Yr.	
Other (Please specify)	\$ 100,000.00	Future Years Commitment (Please specify)	
Total Cost of Project	\$ 100,000.00	Total Financing for Project	\$ 100,000.00

NB: These two totals must equal.

General Ledger Account Number	1-5-9000-8007
Unfinanced Capital Outlay for future years	

**TOWNSHIP OF NORTH DUNDAS
2021 BUDGET**

CAPITAL JUSTIFICATION

DEPARTMENT: Public Works - Water & Wastewater	PROJECT NAME: Watermain Loop
---	--

DESCRIPTION OF PROJECT
Field investigation and initiation of detailed design for 300mm watermain loop between Main Street and Fred Street, through Wellings of Winchester development, as per J. L. Richards servicing study.

COST OF PROJECT:	FINANCING:
Acct #: 	Reserves Which Reserve
Vehicle/Equipment Purchase 	Name:
Materials/Supplies 	Acct #:
Subcontracts 	Mun. Rd. & Bridge Reserves
Labour 	User Fees - Current Year \$ 50,000.00
Other (Please specify) \$ 50,000.00	Future Years Commitment (Please specify)
	
	
Total Cost of Project \$ 50,000.00	Total Financing for Project \$ 50,000.00

NB: These two totals must equal.

General Ledger Account Number	1-5-9000-8006
Unfinanced Capital Outlay for future years	<hr/> <hr/> <hr/>

TOWNSHIP OF NORTH DUNDAS
2021 BUDGET

CAPITAL JUSTIFICATION

DEPARTMENT: Public Works - Water & Wastewater	PROJECT NAME: Winchester Lagoon Expansion
---	---

DESCRIPTION OF PROJECT
 Initiate Detailed Design for Winchester Lagoon expansion. J. L. Richard completed Class Environmental Assessment in 2019 for Winchester Sewage Treatment System upgrades. The Study identified the need to install baffles in cell # 4, new transfer pipe to improve blending in cell#4 and installation of new specialized treatment system to address amonia, downstream of the post-aeration cell with new discharge windows. The construction cost is anticipated to be around \$7 to \$10M.

COST OF PROJECT:		FINANCING:	
Acct #:		Reserves	\$ 43,517.00
Vehicle/Equipment Purchase		Which Reserve	
		Name:	Reserves - Wastewater
Materials/Supplies		Acct #:	
Subcontracts		Mun. Rd. & Bridge Reserves	
Labour		User Fees - Current Year	\$ 56,483.00
Other (Please specify)	\$ 100,000.00	Future Years Commitment (Please specify)	
Total Cost of Project	\$ 100,000.00	Total Financing for Project	\$ 100,000.00

NB: These two totals must equal.

General Ledger Account Number	1-5-9000-8000
Unfinanced Capital Outlay for future years	



KEY INFORMATION REPORT CAO

February 23, 2021

SUBJECT: Capital Charge - Additional Information

1) Hydro Reserve Fund

At the January 20th Council meeting, Council discussed the potential use of the Hydro Reserve Fund as part of the funding for the estimated \$5,100,000 drinking water system expansion required to accommodate growth in 0 to 3 years. This would result in a reduction in the associated water and sewer capital charge required from development. It was agreed that additional information, including the amount of the Hydro Reserve Fund and the resolution that was passed regarding use of the Fund, would be provided to Council at a future meeting for consideration when establishing a new Capital Charge.

The current balance in the Hydro Reserve Fund is \$2,185, 931.13.

The 2002 resolution that was passed by Council regarding the establishment and use of the Fund is attached.

Money from the Hydro Reserve Fund was previously used to help fund the Chesterville-Winchester water transmission main (\$1,170,574.65) and the Winchester Main Street sanitary sewer extension (\$643,494.22).

2) Water and Sewer Reserve Funds – Option 6

Council established a water and sewer capital charges in 2014, to collect for growth related costs and expansion of the water and sewer systems. We currently have approximately \$274,500 in our water reserve fund and \$595,500 in our sewer reserve fund.

These reserve funds could be used to help fund the \$5,100,000 in capital costs required to accommodate growth in 0 to 3 years as indicated in the report from the Director of Public Works.

Estimated Capital Costs	\$5,100,000
Reserve Funds	<u>(\$870,000)</u>
Unfinanced costs to be recovered	\$4,230,000
# of units of capacity	350
Capital Charge per unit	\$12,085.71

I recommend that the Water and Sewer Reserve Funds be used instead of the Hydro Reserve Fund. The Hydro Reserve Fund would then be available to assist with the approximately \$40M capital costs required to accommodate growth beyond 3 years.

3) Other Consideration:

In recent years, water and sewer expansion projects have rarely been eligible for government funding programs. Infrastructure to accommodate growth has often been ineligible. When this lack of funding has been communicated to Ministry staff or MPs, the reply has been that there is an expectation that developers should pay for growth related costs. The question that has been repeatedly asked by Provincial representatives is whether municipalities have water and sewer development or capital charges and if so, whether they are set at an adequate rate. Ensuring that our water and sewer capital charges are fair and appropriate, may strengthen our case for future funding applications, if government funding programs become available.

Attachment: March 2002 Resolution

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS
 Water & Sewer/Hydro Ad Hoc Committee

GAO Capital Charge - Additional Information

MOVED BY: Gail Parker

Date: March 22, 2002

SECONDED BY: Roger Cole

RESOLUTION NO. (13)

See attached

DIVISION	FOR	AGAINST
<u>V E</u>		

CARRIED DEFEATED AMENDED BY

SIGNATURE: PRESIDING OFFICER


DECLARATION CONFLICT OF INTEREST

- (a) DISCLOSED HIS (THEIR) HER INTEREST(S).
- (b) VACATED HIS (THEIR) HER SEAT.
- (c) ABSTAINED FROM DISCUSSION AND DID NOT VOTE ON THIS QUESTION

Clerk _____

That the sale of the Winchester Hydro System and the Chesterville Hydro system to Hydro One at a price of 3.9 million dollars be dispersed as follows:

- 1 - The principal from the sale to be invested as authorized by Council for a period of not less than six years
- 2 - The interest attained from the above investment to be divided between Winchester (Ward 3) and Chesterville (Ward 4) for a fixed period of six years;

The income per above to be used to help pay the remaining water and sewer debts within the villages outstanding at the date of this motion and through public consultation the surplus used to fund special projects within the wards

3. The split for the above interest to be calculated based on the ratio of Hydro customers at the time of sale. This calculation represents a split of 59.5% for Winchester (Ward 3) and 40.5% for Chesterville (Ward 4) based on the following:

- A - Total Customers - 1770
- B - Winchester Customers - 1054
- C - Chesterville Customers - 716

- 4) At the completion of six years, the principal to be placed in a North Dundas Water and Sewer Fund to meet future needs within the entire township
- 5) That future councils of the Township of North Dundas respect the integrity of this motion without change



KEY INFORMATION REPORT

Clerk

February 23, 2021

SUBJECT: Virtual Conference Remuneration

BACKGROUND:

By-law 2019-16, establishes the remuneration for Council, Township Staff and Appointed Members. Section 5 states:

“all members of Council shall be permitted to attend two conferences (three days in succession) per year and shall be paid \$1200.00 per convention to cover all expenses to attend the convention including travel, meals and hotel. Council will be paid \$150.00 per day to a maximum of 3 days (\$450.00) for attending the conference. The municipality shall pay the registration fee directly to the conference organization for all members of Council”.

Covid-19 has greatly changed the in-person conference experience. Organizations have shifted to virtual conference packages. Currently, our by-law does not speak to virtual attendance

DISCUSSION:

Does Council wish to include a provision for virtual attendance to conferences in our by-law and if so at what rate?

Does Council wish to change the \$1200 per conference for expenses, to a per day rate because some in person conferences are only two days, or for a three-day conference, members may choose not to attend the full conference?

Virtual meetings and conferences require robust internet service at your residence. The Township could compensate Council members if an upgrade to your current home service is or has been required. Currently, this expense would be fundable under the COVID funding provided by the Province. Does Council wish to allow such expenses to be claimed by Council members?

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

BY-LAW No. 2021-17

Being a By-law of the Corporation of the Township of North Dundas to adopt, confirm and ratify matters dealt with by resolution.

WHEREAS the *Municipal Act, 2001*, as amended, provides that the powers of the Corporation of the Township of North Dundas, shall be exercised by By-law.

AND WHEREAS in many cases, action which is taken or authorized to be taken by the Township of North Dundas does not lend itself to the passage of an individual By-law;

NOW THEREFORE the Council of the Township of North Dundas enacts as follows:

- 1.0** That the actions of the Township of North Dundas at the Special Meeting held on February, 23, 2021 in respect of each motion, resolution and other action taken by the Township of North Dundas at its meeting are, except where the prior approval of the Local Planning Appeal Tribunal or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
- 2.0** That where no individual By-law has been or is passed with respect to the taking of any action authorized in or by the above-mentioned minutes or with respect to the exercise of any powers by the Township of North Dundas in the above-mentioned minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein and thereby or required for the exercise of any powers therein by the Township of North Dundas.
- 3.0** That the Mayor and Members of Council of the Township of North Dundas are hereby authorized and directed to do all things necessary to give effect to the said action of the Township of North Dundas to obtain approvals where required and except as otherwise provided, the Mayor, or in the absence of the Mayor the alternate Head of Council, and the Municipal Clerk, or in the absence of the Municipal Clerk, the Deputy Clerk, are hereby directed to execute all documents necessary on behalf of the Township of North Dundas.

READ and passed in Open Council, signed and sealed this 23rd day of February, 2021.

MAYOR

CLERK