



## MUNICIPALITY OF MORRIS-TURNBERRY

### COUNCIL AGENDA

Tuesday, February 6<sup>th</sup>, 2024, 7:30 pm

The Council of the Municipality of Morris-Turnberry will meet in Council Chambers in regular session on the 6<sup>th</sup> day of February 2024, at 7:30 pm.

#### 1.0 **CALL TO ORDER**

Disclosure of recording equipment.

#### 2.0 **ADOPTION OF AGENDA**

*Moved by ~  
Seconded by ~*

*THAT the Council of the Municipality of Morris-Turnberry hereby adopts the agenda for the meeting of February 6<sup>th</sup>, 2024, as circulated.*

~

#### 3.0 **DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST**

#### 4.0 **MINUTES**

*Moved by ~  
Seconded by ~*

*THAT the Council of the Municipality of Morris-Turnberry hereby adopts the January 16<sup>th</sup>, 2024, Council Meeting Minutes as amended.*

~

#### 5.0 **ACCOUNTS**

*Moved by ~  
Seconded by ~*

*THAT the Council of the Municipality of Morris-Turnberry hereby approves for payment the February 6<sup>th</sup> accounts in the amount of \$ 411,950.36.*

~

#### 6.0 **PUBLIC MEETINGS AND DEPUTATIONS**

##### 6.1 MEETING TO CONSIDER ENGINEER'S REPORT – GRANT MUNICIPAL DRAIN

##### 6.1.1 Engineer's Report

A Notice of Request for Drain Construction was received January 10, 2023, for a new branch of the Grant Municipal Drain at the South Half of Lot 30, Concession 4, former Morris Ward.

Notice of the meeting to consider the engineer's report was issued to landowners on January 23<sup>rd</sup>, 2024.

Project Engineer Stephen Brickman will attend to present the Engineer's report to Council and those in attendance.

6.1.2 Questions and Comments

- Council
- Landowners in attendance

6.1.3 Consideration of Provisional By-Law

*Moved by ~  
Seconded by ~*

*THAT leave be given to introduce By-Law # 9-2024, being a by-law to provisionally adopt the engineer's report for Branch 'B' of the Grant Municipal Drain 2024, and that it now be read a first and second time this 6<sup>th</sup> day of February 2024.*

~

6.1.4 Date of Court of Revision and instruction to Tender.

*Moved by ~  
Seconded by ~*

*THAT the Court of Revision for Branch 'B' of the Grant Municipal Drain 2024 be set for March 5<sup>th</sup>, 2024 at 7:30 pm and the project be tendered with results to be presented on March 19<sup>th</sup>, 2023, pending no appeals.*

~

6.1.5 Appointment of Members to the Court of Revision

*Moved by ~  
Seconded by ~*

*THAT the members of the Court of Revision for Branch 'B' of the Grant Municipal Drain 2024 shall be:*

- 1 – Alvin McLellan, Deputy Mayor, Municipality of Huron east
- 2 –
- 3 –

~

**7.0 STAFF REPORTS**

None.

**8.0 BUSINESS**

8.1 TENDER RESULTS – 24-111 MAINTENANCE GRAVEL

A report has been prepared by Director of Public Works Mike Alcock in this regard.

*Moved by ~  
Seconded by ~*

*That the Council of the Municipality of Morris-Turnberry accepts the quotation of Joe Kerr Ltd. for RFQ MT 24-111 – Granular "M" Supply and Place in the South Half of the Geographic Township of Morris, in the amount of \$ 469,300.00 (excluding HST) and authorizes the Mayor and CAO/Clerk to execute the tender and all other required documents.*

~

8.2 TENDER RESULTS – 24-113 DUST CONTROL 2024

A report has been prepared by Director of Public Works Mike Alcock in this regard.

*Moved by ~  
Seconded by ~*

*That the Council of the Municipality of Morris-Turnberry accepts the tender of Pollard Distribution Inc. for a 1 Year Dust Control Contract for \$189,472.50 (excluding HST) based on estimated quantities and unit prices and authorizes the Mayor and CAO/Clerk to execute the tender and all other required documents.*

~

8.3 GIBBONS LINE CORRECTION

A report has been prepared in this regard by CAO/Clerk Trevor Hallam.

*Moved by ~  
Seconded by ~*

*THAT leave be given to introduce By-Law 6-2024, being a by-law to establish certain lands as a public highway, and that it now be read severally a first, second, and third time, and finally passed this 6<sup>th</sup> day of February 2024.*

~

8.4 INTERIM LEVY 2024

A report has been prepared in this regard by Tax Collector Kelly Tiffin.

*Moved by ~  
Seconded by ~*

*THAT leave be given to introduce By-Law 8-2024, being a by-law to provide for interim tax levies for the year 2024 for the Municipality of Morris-Turnberry, and that it now be read severally a first, second, and third time, and finally passed this 6<sup>th</sup> day of February 2024.*

~

8.5 Correspondence to Minister of Long-Term Care

A report has been prepared in this regard by CAO/Clerk Trevor Hallam.

*Moved by ~  
Seconded by ~*

*THAT the Council of the Municipality of Morris-Turnberry hereby directs staff to issue correspondence to the Minister of Long-Term Care regarding the Braemar Retirement Centre's license, as presented.*

~

8.6 Turnberry Conservation Area Memorial Gate Repairs

A report has been prepared in this regard by CAO/Clerk Trevor Hallam.

*Moved by ~  
Seconded by ~*

*THAT the Council of the Municipality of Morris-Turnberry hereby directs staff to solicit quotes for repairs to the Turnberry Conservation Area Memorial Gate, and to seek permission from the MVCA to conduct the repairs.*

~

## 9.0 **COUNCIL REPORTS**

Kevin Freiburger

Jamie McCallum

Sharen Zinn

Jodi Snell

Jamie Heffer

## 10.0 **CORRESPONDENCE, MINUTES, ITEMS FOR INFORMATION**

- 10.1 Economic Development Department Update – December 2023
- 10.2 Request for Support – AORS – Fanshawe College Municipal Operators Course
- 10.3 Minutes – SVCA Meeting – November 30, 2024
- 10.4 Board Meeting Highlights – AMDSB – January 30, 2024
- 10.5 Resolution – Review Conservation Fee Changes – Municipality of South Bruce
- 10.6 Resolution – License Plate Renewal Revenue – Municipality of Tweed
- 10.7 Spring Tax Mailing Newsletter
- 10.8 Yard Waste Collection Notice
- 10.9 Draft Budget and Work Plan – MVCA - 2024
- 10.10 Outstanding Action Items

## 11.0 **NEW BUSINESS**

None.

## 12.0 **BY-LAWS AND AGREEMENTS**

### 12.1 BIVAL MUNICIPAL DRAIN FINAL BY-LAW

Work has been completed on the BiVal Municipal Drain, and all associated costs have been accounted for. By-Law 7-2024 provides for the levying of assessments as provided by the engineer.

*Moved by ~  
Seconded by ~*

*THAT leave be given to introduce By-Law 7-2024, being a by-law to amend by-law 22-2023 of the Municipality of Morris-Turnberry based on actual costs incurred for constructing the BiVal Municipal Drain 2023, and that it now be read severally a first, second, and third time, and finally passed this 6<sup>th</sup> day of February 2024.*

~

## 13.0 **CLOSED SESSION**

### 13.1 Enter closed session.

*Moved by ~  
Seconded by ~*

*THAT the Council of the Municipality of Morris-Turnberry enter a closed session at \_\_\_ p.m., with the CAO/Clerk and Director of Public Works remaining in attendance, for the purpose of discussing confidential matters pursuant to the following sections of the Municipal Act:*

- a) Section 239 (2) (c) regarding a proposed disposition of land.*
- b) Section 239 (2) (e) regarding litigation or proposed litigation.*
- c) Section 239 (2) (K) regarding negotiations to be carried on by the Municipality.*

~

13.2 Return to open session.

*Moved by ~  
Seconded by ~*

*THAT the Council of the Municipality of Morris-Turnberry rise from a closed session at \_\_\_\_ p.m.*

~

13.3 Report and Action from Closed Session.

**14.0 CONFIRMING BY-LAW**

*Moved by ~  
Seconded by ~*

*THAT leave be given to introduce By-Law 10-2024, being a by-law to confirm the proceedings of the Municipality of Morris-Turnberry meeting of Council held on February 6<sup>th</sup>, 2024, and that it now be read severally a first, second, and third time, and finally passed this 6<sup>th</sup> day of February 2024.*

~

**15.0 ADJOURNMENT**

*Moved by ~  
Seconded by ~*

*THAT the Council of the Municipality of Morris-Turnberry does now adjourn at \_\_\_\_ pm.*

~

**NEXT MEETINGS:**

Regular Meeting of Council – Tuesday, February 20<sup>th</sup>, 2024, 7:30 pm  
Regular Meeting of Council – Tuesday, March 5<sup>th</sup>, 2024, 7:30 pm



## MUNICIPALITY OF MORRIS-TURNBERRY

### COUNCIL MINUTES

Tuesday, January 16<sup>th</sup>, 2024, 7:30 pm

The Council of the Municipality of Morris-Turnberry met in Council Chambers in regular session on the 16<sup>th</sup> day of January 2024, at 7:30 pm.

#### **Council in Attendance**

Mayor Jamie Heffer  
Deputy Mayor Kevin Freiburger  
Councillor Sharen Zinn  
Councillor Jodi Snell  
Councillor Jamie McCallum

#### **Staff in Attendance**

Trevor Hallam                      CAO/Clerk  
Mike Alcock                        Director of Public Works

#### **Others in Attendance**

Scott Stephenson                The Citizen

#### **1.0 CALL TO ORDER**

Mayor Heffer called the meeting to order at 7:30 pm.

Mayor Heffer noted that Scott Stephenson would be recording the meeting for the purpose of writing articles.

#### **2.0 ADOPTION OF AGENDA**

*Motion 5-2024*

*Moved by Sharen Zinn  
Seconded by Jodi Snell*

*THAT the Council of the Municipality of Morris-Turnberry hereby adopts the agenda for the meeting of January 16<sup>th</sup>, 2024, as circulated.*

*Carried.*

#### **3.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST**

None.

#### **4.0 MINUTES**

*Motion 6-2024*

*Moved by Jodi Snell  
Seconded by Kevin Freiburger*

*THAT the Council of the Municipality of Morris-Turnberry hereby adopts the December 19<sup>th</sup>, 2023, and January 9<sup>th</sup>, 2024, Council Meeting Minutes as amended.*

*Carried.*

**5.0 ACCOUNTS**

*Motion 7-2024*

*Moved by Kevin Freiburger  
Seconded by Sharen Zinn*

*THAT the Council of the Municipality of Morris-Turnberry hereby approves for payment the January 16<sup>th</sup> accounts in the amount of \$ \$381,930.84.*

*Carried.*

**6.0 PUBLIC MEETINGS AND DEPUTATIONS**

None.

**7.0 STAFF REPORTS**

**7.1 CLERK**

**7.1.1 Municipal Building Designated Substance Surveys**

A report was presented in this regard by CAO/Clerk Trevor Hallam for the information of Council.

**7.1.2 Lowertown Sewage Impact Assessment Interim Report**

A report was presented in this regard by Mr. Hallam for the information of Council.

**7.1.3 Planning Update – Q3 and Q4 2023**

A report prepared by Deputy Clerk Kim Johnston in this regard was presented by Mr. Hallam for the information of Council.

**7.1.4 Use of Delegated Authority 2023**

A report was presented in this regard by Mr. Hallam for the information of Council.

**7.2 PUBLIC WORKS**

**7.2.1 Operations Report**

A report was presented by Director of Public Works Mike Alcock providing an update on Public Works activities for the information of Council.

**8.0 BUSINESS**

**8.1 EARLY TENDER APPROVAL**

A report was presented by Director of Public Works Mike Alcock in this regard.

Councillor Zinn expressed reservations regarding the purchase of the shoulder spreader and requested more time to make a decision regarding its purchase. There was a consensus of Council that the potential purchase would be discussed when the next draft of the budget is considered.

*Motion 8-2024*

*Moved by Jodi Snell  
Seconded by Jamie McCallum*

*THAT the Council of the Municipality of Morris-Turnberry hereby gives approval to the Director of Public Works to commence the tender process for maintenance gravel, dust control, roadside mowing, surface treatment, and repairs to structure M070.*

*Carried.*

## 8.2 WINGHAM GOLF AND CURLING CLUB FISCAL PARTNERSHIP AGREEMENT

A report was presented in this regard by CAO/Clerk Trevor Hallam.

*Motion 9-2024*

*Moved by Jamie McCallum  
Seconded by Sharen Zinn*

*THAT leave be given to introduce By-Law 3-2024, being a by-law to authorize the Mayor and Clerk to execute and affix the Corporate Seal to an agreement between the Municipality of Morris-Turnberry and the Wingham Golf and Curling Club establishing a fiscal partnership for the administration of the Leland and Thora Vance Fund recreation grant, and that it now be read severally a first, second, and third time, and finally passed this 16<sup>th</sup> day of January 2024.*

*Carried.*

## 9.0 **COUNCIL REPORTS**

Kevin Freiburger

None.

Jamie McCallum

January 15<sup>th</sup> attended a meeting of the Belmore Arena Board. Noted that the equipment needed for the arena is a Brine Header, and that the Board believes they have the funds for its purchase.

Sharen Zinn

Attended a meeting of the Community Safety and Wellbeing Oversight Committee.

Jodi Snell

None.

Jamie Heffer

None.

## 10.0 **CORRESPONDENCE, MINUTES, ITEMS FOR INFORMATION**

- 10.1 Media Release – Erik Downing Appointment – SVCA
- 10.2 Correspondence – SVCA – Letter to Ministry re fee structure
- 10.3 Inspection Report – Belgrave Water System
- 10.4 Monthly Report – Belgrave Water System – November 2023
- 10.5 Monthly Report – Belgrave Water System – December 2023
- 10.6 Financial Indicator Review – 2023
- 10.7 Municipal Financial Profile – 2023
- 10.8 Remuneration and Expense Statement – SVCA Appointed Member 2023
- 10.9 Minutes – Community Safety and Well Being Plan Oversight Committee – November 28, 2023
- 10.10 Minutes – Coalition for Huron Injury Prevention – December 13, 2023
- 10.11 Minutes – Bluevale Community Committee – December 6, 2023
- 10.12 Outstanding Action Items

## 11.0 **NEW BUSINESS**

None.



## 12.0 **BY-LAWS AND AGREEMENTS**

### 12.1 THOMPSON LAMONT DEYELL MUNICIPAL DRAIN FINAL BY-LAW

Work has been completed on the Thompson Lamont Deyell Municipal Drain, and all associated costs have been accounted for. By-Law 2-2024 provides for the levying of assessments as provided by the engineer.

*Motion 10-2024*

*Moved by Sharen Zinn  
Seconded by Jamie McCallum*

*THAT leave be given to introduce By-Law 2-2024, being a by- to amend by-law 48-2020 of the Municipality of Morris-Turnberry based on actual costs incurred for improving the Thompson Lamont Deyell Municipal Drain 2020, and that it now be read severally a first, second, and third time, and finally passed this 16<sup>th</sup> day of January 2024.*

*Carried.*

### 12.2 BORROWING BY-LAW 2024

A report was presented by Mr. Hallam in this regard.

*Motion 11-2024*

*Moved by Sharen Zinn  
Seconded by Jamie McCallum*

*THAT leave be given to introduce By-Law # 04-2024, being a by-law authorizing the borrowing of money to meet current expenditures of the council of the Municipality of Morris-Turnberry, and that it now be read severally a first, second, and third time, and finally passed this 16<sup>th</sup> day of January 2024.*

*Carried.*

## 13.0 **CLOSED SESSION**

### 13.1 Enter closed session.

*Motion 12-2024*

*Moved by Jodi Snell  
Seconded by Jamie McCallum*

*THAT the Council of the Municipality of Morris-Turnberry enter a closed session at 7:50 p.m., with the CAO/Clerk and Director of Public Works remaining in attendance, for the purpose of discussing confidential matters pursuant to the following sections of the Municipal Act:*

- a) Section 239 (2) (c) regarding a proposed disposition of land.*

*Carried.*

### 13.2 Return to open session.

*Motion 13-2024*

*Moved by Jamie McCallum  
Seconded by Jamie McCallum*

*THAT the Council of the Municipality of Morris-Turnberry rise from a closed session at 8:26 p.m.*

*Carried.*

13.3 Report and Action from Closed Session.

Council received and considered a request to purchase unopened road allowances.

14.0 **CONFIRMING BY-LAW**

*Motion 14-2024*

*Moved by Sharen Zinn  
Seconded by Jamie McCallum*

*THAT leave be given to introduce By-Law 5-2024, being a by-law to confirm the proceedings of the Municipality of Morris-Turnberry meeting of Council held on January 16<sup>th</sup>, 2024, and that it now be read severally a first, second, and third time, and finally passed this 16<sup>th</sup> day of January 2024.*

*Carried.*

15.0 **ADJOURNMENT**

*Motion 15-2024*

*Moved by Kevin Freiburger  
Seconded by Jamie McCallum*

*THAT the Council of the Municipality of Morris-Turnberry does now adjourn at 8:26 pm.*

*Carried.*

NEXT MEETINGS:

Regular Meeting of Council – Tuesday, February 6<sup>th</sup>, 2024, 7:30 pm  
Regular Meeting of Council – Tuesday, February 20<sup>th</sup>, 2024, 7:30 pm

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Mayor, Jamie Heffer

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Clerk, Trevor Hallam

**Municipality of Morris-Turnberry  
Account List for**

February 6 2024 - 2023 Payables

**General**

BM Ross & Associates	Subdivision Design Review	158.20
Wingham Legion	Remembrance Day Wreath	80.00
Green's Meat Market	Christmas Gift Boxes	2,000.00
Minister of Finance	Policing - December	39,411.00
Municipality of Central Huron	Dog Catcher - August to December 2023	323.16
Township of North Huron	September to December 2023 Fire Calls	16,972.31
Township of North Huron	Balance of 2023 Fire Levy & Capital Costs	163,586.88
Minister of Finance	2023 EHT Reconciliation	125.17

**General Total** 222,656.72

**Building Department**

**Building Total** -

**Property Standards**

**Property Standards Total** -

**Drainage**

Doug Vincent	Blyth Creek Municipal Drain	265.00
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**Drainage Total** 265.00

**Parks & Cemeteries**

**Parks & Cemeteries Total** -

**Belgrave Water**

Township of North Huron	Humphrey Well Expenses	1,010.15
Veolia Water	December Operations	5,535.66

**Water Total** 6,545.81

**Landfill**

RJ Burnside & Associates	Morris Landfill	3,547.42
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**Landfill Total** 3,547.42

**Roads**

BM Ross & Associates Limited	Salem Road Bridge (T100)	3,834.32
CIBC VISA	Safety Clothing	451.98

**Roads Total** 4,286.30

**Account Total** 237,301.25

**Approved By Council:**

February 6 2024 - 2023 Payables

\_\_\_\_\_  
Mayor - Jamie Heffer

\_\_\_\_\_  
Treasurer- Sean Brophy

**Municipality of Morris-Turnberry  
Account List for**

February 6 2024

**General**

Bell Canada	Morris Office	460.98	
Bell Canada	Emergency Lines	113.26	
Bell Mobility	Cell Phones	25.07	
Telizon	Long Distance Phone	2.60	
Tuckersmith Communications	Office Internet & Security	180.80	
Enbridge	Morris Office	271.24	
Orkin Canada	Pest Control	115.27	
Sepoy Wiring	Streetlight Repair	230.51	
Huron Clean	Office Cleaning	391.84	
CIBC VISA	Good Roads Conference x2	1,954.90	
	Coffee Supplies	39.73	
	Online Council Meetings	24.28	
	OMTRA 2024 Membership	282.50	
	AMCTO 2024 Membership	508.50	
	Donation in Memory	126.50	
	AMCTO Courses x2	811.34	
	Planning Expenses	41.33	3,789.08
Huron Manufacturing Association	2024 Membership		200.00
DataFix	VoterView		1,638.50
Saugeen Conservation	2024 Levy		4,359.00
Saugeen Conservation	2024 Water Quality Program		191.00
Bluevale Community Committee	January Hall Rentals		350.00
Assoc of Mun Managers, Clerks & Treasurers	Training		2,389.95
Josh Bruton	Coyote Bounty		200.00
Property Owner	Return Preauthorized Payment		671.00
WSIB	WSIB - January		1,835.54
Minister of Finance	EHT - January		1,209.83

**Payroll**

January 17 2024	Payroll	26,202.03	
	Expenses	99.75	
January 31 2024	Payroll	23,370.16	
	Expenses	235.47	

**General Total** 68,532.88

**Building Department**

Bell Mobility	Cell Phone	25.07	
Leslie Motors	Truck Repair	163.96	
Canadian Farm Builders Assoc	2024 Membership	76.44	
WSIB	WSIB - January	420.20	
Minister of Finance	EHT - January	252.12	

**Payroll**

January 17 2024	Payroll	5,860.49	
	Expenses	-	
January 31 2024	Payroll	5,203.28	
	Expenses	678.00	

**Building Total** 12,679.56

**Property Standards**

**Property Standards Total** -

**Drainage**

Hydro One	Hopper Pump	354.72	
Headway Engineering	Masson Municipal Drian	4,735.17	
Ryan Construction Ltd.	Thompson Lamont Deyell Municipal Drain	640.07	

**Drainage Total** 5,729.96

**Parks & Cemeteries**

**Parks & Cemeteries Total** -

**Belgrave Water**

Bell Canada	Belgrave Water	154.97	
Allstream	Belgrave Water	141.70	
Rogers	Belgrave Water	90.39	

**Water Total** 387.06

**Landfill**

Bell Mobility	Cell Phone	8.91	
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**Landfill Total** 8.91

**Roads**

Bell Canada	Morris Shop	460.98	
Bell Canada	Turnberry Shop	113.26	
Bell Mobility	Cell Phones	59.05	
Enbridge	Morris Shop	542.48	
Enbridge	Turnberry Shop	706.55	
HuronTel	Turnberry Shop Internet	66.56	
Comco Fasteners Inc.	Shop Supplies	463.55	
Hodgins Building Centre	Shop Supplies	27.22	
CIBC VISA	Training Course Registrations x3	3,762.90	
	Good Roads Conference Registration	977.45	
	Roads Training	<u>169.59</u>	4,909.94
AGO	Safety Clothing		695.31
Brandt London	Parts for 13-03 Grader		586.76
White's Wearparts Ltd.	Parts for 13-03 Grader		196.80
Robert's Farm Equipment	Parts for 15-10 Backhoe		138.76
Huron Tractor	Parts for 13-03 Grader		440.11
Joe Kerr Ltd.	Repair for 16-05 Tandem		140.44
Neil's Repair Service	Brakes & Maintenance on 18-18 Pickup		1,571.42
Jade Equipment	Parts for 06-04 Grader		705.61
Municipality of Morris-Turnberry	Thompson Lamont Deyell MD		1,037.00
Blackburn Media Inc.	Radio Tower Rental		1,017.00
WSIB	WSIB - January		2,531.98
Minister of Finance	EHT - January		1,519.19

**Payroll**

January 17 2024	Payroll	37,539.15	
	Expenses	30.00	
January 31 2024	Payroll	31,811.62	
	Expenses	-	

**Roads Total** 87,310.74

**Account Total** 174,649.11

**Approved By Council:**

February 6 2024

\_\_\_\_\_  
Mayor - Jamie Heffer

\_\_\_\_\_  
Treasurer- Sean Brophy

To:

In accordance with section 42 of the *Drainage Act*, you as an owner of land affected by the proposed drainage works for the

**GRANT MUNICIPAL DRAIN**

(Name of drain)

are requested to attend a council meeting to consider the final report filed with the **Municipality**

of **MORRIS-TURNBERRY**

for this drainage works.

The meeting will take place:

Date (yyyy/mm/dd)

2024/02/06

Time

7:30 pm

Location

41342 Morris Road

If the share of the project cost assessed to your property is more than \$100, a copy of the report is included with this notice.

Name of Clerk (Last Name, First Name )

Hallam, Trevor

Name of Municipality

Municipality of Morris-Turnberry

Signature of Clerk



Date (yyyy/mm/dd)

2024 / 01 / 23

**Failure to attend meeting:** If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by *the Drainage Act*.

**Activities at the meeting to consider the report:**

- Usually the engineer will present a summary of the report to council
- For drains initiated by petition:
  - Petitioners will be given an opportunity to withdraw their name from the petition
  - Other owners that benefit from the drain will be given an opportunity to add their name to the petition
- Council must decide whether or not to proceed with the project by provisionally adopting the engineer's report by by-law; they also have the option to refer the report back to the engineer for modifications.
- All property owners affected by the drain will have an opportunity to influence council's decision
- There is no right to appeal assessments or other aspects of the engineer's report at this meeting; these appeal rights will be made available later in the procedure. *Drainage Act, R.S.O. 1990, c. D.17, s. 47 - 54.*

**Petitioners:** After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act, R.S.O. 1990, c. D. 17 s. 43.*



# Grant Municipal Drain 2024

January 12, 2024

Prepared for:



Headway Engineering  
23-500 Fairway Road South  
Suite 308  
Kitchener, Ontario N2C 1X3  
226 243 6614  
[www.headwayeng.ca](http://www.headwayeng.ca)

Kitchener, Ontario  
January 12, 2024

To the Mayor and Members of Council:

**Re: Branch 'B' of the Grant Municipal Drain 2024**  
**Municipality of Morris-Turnberry**  
**Our Reference No. MT-002**

Headway Engineering is pleased to provide its report for **Branch 'B' of the Grant Municipal Drain 2024** in the Municipality of Morris-Turnberry (Morris Ward).

The preparation of this report was authorized by a resolution of the Council of the Municipality of Morris-Turnberry on February 7, 2023, per Section 4 of the Drainage Act. A second petition was filed with the Municipality of Huron East. That petition was accepted by the Council of the Municipality of Huron East on June 20, 2023, and forwarded to the Municipality of Morris-Turnberry to be included as part of the ongoing Grant Municipal Drain project.

The primary objective of this report is to establish a new Municipal Drain designed to today's standards of drainage for an area which is currently not serviced by a municipal drain.

The report recommends the construction of a new Branch of the Grant Municipal Drain and improvements to the upper reach of the Main Open portion of the Grant Drain.

A summary of the assessments for this project are as follows:

Municipal Lands	\$82,002
Privately Owned Non-Agricultural	\$1,243
Privately Owned Agricultural – Grantable	\$343,755
<b>Total Estimated Assessments</b>	<b>\$427,000</b>

Yours truly,

Stephen Brickman, P.Eng.  
Project Engineer and Manager



Adam Hall  
Project Coordinator  
**HEADWAY ENGINEERING**  
SB/







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## SCHEDULES

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SCHEDULE D – ASSESSMENT FOR FUTURE MAINTENANCE

## SPECIFICATIONS FOR THE CONSTRUCTION OF MUNICIPAL DRAINAGE WORKS

## **1.0 INTRODUCTION AND LOCATION**

The Council of the Municipality of Morris-Turnberry has appointed Headway Engineering to investigate a petition for a new municipal drainage works. The project services parts of Lots 29 and 30 in Concession 4, in the Municipality of Morris-Turnberry, Morris Ward, and parts of the following lots in the Municipality of Huron East, Grey Ward:

- Lots 1 to 3 in Concession 6
- Lots 1 to 4 in Concession 7
- Lots 1 to 3 in Concession 8

The drainage area for the proposed drain comprises of approximately 260.57 hectares, and land uses within the watershed include agricultural, bush lands, roads, and some residential.

The attached Plans, Profiles and Details; Drawing Numbers 1 to 3, show and describe in detail the location and extent of the work to be completed and the lands which are affected.

## **2.0 PROJECT AUTHORIZATION**

Authority to prepare this report was obtained by a resolution of the Council of the Municipality of Morris-Turnberry at its February 7, 2023, meeting to appoint Headway Engineering to prepare an Engineer's Report under Section 4 of the Drainage Act. A second petition was received by the Municipality of Huron East. This second petition was accepted by the Council of the Municipality of Huron East at its Council Meeting held on June 20, 2023, and forwarded to the Municipality of Morris-Turnberry to be included as part of the ongoing Grant Municipal Drain project.

The areas requiring drainage are parts of Lot 30, Concession 4 in the Municipality of Morris-Turnberry (Morris Ward), and parts of Lot 3, Concession 6 in the Municipality of Huron East (Grey Ward). The critical area requiring drainage controlling the upper limit of work is Part of Lot 3, Concession 6, in the Municipality of Huron East. The petitions are valid in accordance with Section 4(1)(a) of the Drainage Act.

## **3.0 DRAINAGE HISTORY**

### **3.1 Grant Drain (1912)**

The Grant Municipal Drain was originally constructed under the authority of a report prepared in 1912. The report provided for the installation of the Main Drain and Branch 'A' and improvements to the open portion of the Grant Drain.

### **3.2 Grant Drain (1955)**

A second report, written by James A. Howes O.L.S, dated January 28, 1955, authorized the construction of the Main Closed and deepening of the Main Open. The Main Closed consists of approximately 1,222 metres of tile with sizes ranging from 350mm to 375mm in diameter paralleling the existing Main Closed.



### 3.3 Grant Municipal Drain (2015)

Dietrich Engineering Limited prepared a report dated March 2, 2015. This report provided for the installation of two closed tile systems and improvements to the open ditch. The Main Closed consists of approximately 1,544 metres of 450mm to 750mm diameter tile. The report also called for the installation of approximately 248 metres of 450mm to 525mm tile which is known as Branch 'A'. The existing 1912 and 1955 Grant Municipal Drains were abandoned under this report, presumably only for the segments parallel to the work provided for in 2015.

## 4.0 PUBLIC MEETINGS AND ENGAGEMENTS

### 4.1 On-Site Meeting

In accordance with Section 9(1) of the Drainage Act, an on-site meeting was held on March 28, 2023. Persons in attendance were:

Stephen Brickman, P.Eng.	Headway Engineering
Adam Hall	Headway Engineering
Kirk Livingston	Municipality of Morris-Turnberry, Drainage Superintendent
Mike Alcock	Morris-Turnberry, Director of Public Works
Amanda Brown	Huron County

Landowners included:

Jeff Cardiff	Elizabeth Cardiff	Scott Cardiff
Blake Cardiff	Bill Van Nes	

A preliminary plan showing the watershed was distributed in advance. The information provided was based on previous engineering reports, and data made available to the public by the Province of Ontario.

During the meeting, it was clear that there was interest in extending the proposed municipal drain upstream, however, the original petition did not authorize works upstream of Brussels Line. The meeting included discussion on the steps required to authorize upstream works by filing an additional petition with the Municipality of Huron East.

### 4.2 Public Information Meeting

A Public Information Meeting was held on October 5, 2023. Persons in attendance were:

Stephen Brickman, P.Eng.	Headway Engineering
Adam Hall	Headway Engineering
Kirk Livingston	Municipality of Morris-Turnberry, Drainage Superintendent
Mike Alcock	Morris-Turnberry, Director of Public Works

Landowners included:

Jeff Cardiff	Ross McCall	Bill Van Nes
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The information provided included details on the proposed construction of a new municipal tile drainage system on an alignment similar to the existing private tile drain.

This meeting provided a review of the design of the proposed drainage system, the estimated costs of the project, and the proposed assessments, among other information.

All meeting materials were posted online following the meeting, and all parties invited to attend the meeting were provided with access instructions to the meeting materials.



## **5.0 FINDINGS**

Based on the information collected during field investigations, surveys, public engagements, and review of documentation, the following summarizes Headway Engineering's findings:

### 5.1 Watershed Condition (Hydrology):

- The watershed was established through the analysis of tile drainage maps, previous engineers' reports for surrounding systems, field investigations, surveys, and data analysis of the Southwestern Ontario Orthophotographic Project (SWOOP). The drainage area comprises of approximately 260.57 hectares.
- Land uses within the watershed are as follows:
  - Agricultural: 241.7 hectares (93%)
  - Bush: 8.79 hectares (3%)
  - Roads: 6.93 hectares (3%)
  - Residential: 3.15 hectares (1%)
- Much of the watershed is systematically tiled. It is anticipated that improved farm tiling could take place following the construction of the Municipal Drain.
- The Ontario Ministry of Agriculture, Food and Rural Affairs' Agricultural Information Atlas describes the soil types within the watershed and along the route of the drain as loam.

### 5.2 Existing Drainage System:

- The existing drainage system consists of a 200mm diameter pipe and is not of sufficient capacity to drain the surrounding, and upstream lands within the watershed at today's standard of drainage.
- The precise age of the existing system is not known.
- The existing drainage system is private.

### 5.3 Outlet:

- The outlet for the private system is the Grant Drain (Main Open).
- The Grant Drain (Main Open) is not of sufficient depth to adequately drain the upstream lands at today's standards of drainage.

### 5.4 Other noted findings:

- Surface waters on the St. Brigids Dairy Ltd. property (Roll No. 6-001) and the Elizabeth Cardiff property (Roll No. 6-003) causes frequent crop damage and decreased workability.
- Blowouts are occurring along the alignment of the existing private drain downstream of Brussels Line.
- Additional systematic tiling within the watershed is likely.
- Lands and roads within the watershed of Branch 'B' do not currently have a secure legal outlet within the context of the Drainage Act.



- Landowners have noted that shale type soil material may be shallow in and around the working area.

#### 5.5 Environmental Requirements:

- The Maitland Valley Conservation Authority (MVCA) has indicated that a permit to alter a watercourse is required.

## 6.0 DESIGN CONSIDERATIONS

The proposed drainage system is sized using the Drainage Coefficient method contained in the OMAFRA Publication 29 - 'Drainage Guide for Ontario'. The Drainage Coefficient describes a depth of water to be conveyed by the drainage works per a 24-hour period and is expressed in millimeters per 24 hours. The drainage coefficient design standard used for the works proposed in this report is 38mm per 24-hour period.

The drain is to be installed along the existing alignment of the private tile drain.

Pipe materials were selected based on location and intended land uses adjacent to the drainage system.

Surface water inlets have been placed purposefully to receive surface flow and allow for subsurface tile connections. Likewise, the elevation of the pipe system is designed to provide for subsurface tile connections at, and between surface water inlets.

## 7.0 ENVIRONMENTAL CONSIDERATIONS AND PERMITTING

### 7.1 Department of Fisheries and Oceans (DFO)

The work proposed under this report primarily consists of the new construction of a closed drainage system. However, there are in-water works proposed in the open portion of the Grant Drain, and likewise Headway Engineering submitted a Request for Review by DFO on November 22, 2023.

### 7.2 Ministry of Natural Resources and Forestry (MNRF)

Headway Engineering completed a review of the Natural Heritage Information Centre mapping for Species At Risk in Ontario. Provincial Species at Risk requiring special consideration were not identified in the working area.

### 7.3 Maitland Valley Conservation Authority (MVCA)

The MVCA has been included on the circulation list for this report and has been invited to all public engagements. Headway Engineering has forwarded design discussions and drawings to the MVCA on November 22, 2023.

The MVCA has indicated that a permit to alter a watercourse is required.

## 8.0 RECOMMENDATIONS

Headway Engineering recommends the following:



1. A new municipal drainage system be installed from the outlet into the Main Open on the Lacy Ellen Land Inc. property (Roll No. 4-072) and extending upstream to the east side of the St. Brigids Dairy Ltd. property (Roll No. 6-001).
2. The proposed drainage system includes the installation of approximately 1,329 metres of 450mm to 750mm diameter pipes ranging in material from HPDE and concrete tile to smooth wall steel casing. This system is designed to convey flows at a design standard of 38mm per 24-hour period.
3. The proposed tile drain alignment shall be approximately parallel to the existing private drainage system.
4. The existing private drainage system shall be destroyed.
5. This new drainage system shall be known as the **Branch 'B' of the Grant Municipal Drain 2024**.
6. Approximately 933 metres on the open portion of the Grant Municipal Drain shall be cleaned out.
7. Headway Engineering also recommends that the watersheds of the surrounding municipal drains be updated when those drainage systems are revisited in the future.

## **9.0 SUMMARY OF PROPOSED WORKS**

The proposed work consists of:

1. The installation of approximately 1,299 metres of 450mm to 750mm diameter concrete field tile and HDPE pipe.
2. The installation of 30 metres of 600mm diameter smooth wall steel casing under County Road 12.
3. The installation of five concrete catch basins and one junction box.
4. The construction of one energy dissipating plunge pool.
5. A cleanout of approximately 933 metres of open ditch.

## **10.0 WORKING AREA AND ACCESS**

Access to the working area shall be designated by the Landowners.

The working area shall be an average width of 25 metres for construction purposes for the closed portion and an average width of 12 metres for the open portion. The working area for maintenance purposes shall be an average width of 10 metres along the alignment of the proposed closed drains, and an average width of 10 metres along the working side of the open portion.

## **11.0 SCHEDULES**

Four schedules are attached and form part of this report.

### **11.1 Schedule A – Schedule of Allowances**

In accordance with Sections 29 and 30 of the Drainage Act, allowances are provided to Landowners for Right-of-Way and Damages to Lands and Crops. Schedule A contains a table of the applicable allowances to Landowners.



**11.2 Schedule B – Schedule of Estimated Construction Costs**

An itemized cost estimate of the proposed construction work is included in detail in Schedule B.

**11.3 Schedule C – Schedule of Assessment for Construction**

Schedule C provides details of the distribution of the total estimated costs of the construction of the municipal drain.

**11.4 Schedule D – Schedule of Assessment for Maintenance**

Schedule D provides details of the distribution of future maintenance costs for the municipal drain. Maintenance assessments are expressed as a percentage of the total maintenance. Lands located upstream of the maintenance shall be determined by the Drainage Superintendent and assessed according to this schedule.

**12.0 ALLOWANCES**

In accordance with Sections 29 and 30 of the Drainage Act, Allowances payable to Landowners are described below.

**12.1 Allowances for Right-of-Way (Section 29)**

The Right-of-Way allowance compensates the lands for the right to enter onto the land at various times for the purpose of inspecting the drainage system and conducting maintenance activities. The land value used for the Right-of-Way calculation is adjusted to account for the continued use of the land after construction.

The values used for calculating allowances for Right-of-Way are as follows:

Land Use and Location Description	Land Value	Adjustment Factor for Drainage Act Right-of-Way	Adjusted Land Value for Drainage Act Right-of-Way Allowance
Agricultural Land Use Working Width over Closed Drain	\$60,000/Ha	25%	\$15,000/Ha

**12.2 Allowances for Damages to Lands and Crops (Section 30)**

Allowances for Damages to Lands and Crops under Section 30 of the Drainage Act, were primarily calculated to compensate landowners for crop losses, and land damages due to the construction and operation of the drain, including access to the working area.

It is anticipated that the working area will experience a complete crop loss in the year of construction, and a reduction in crop productivity for the following two years.

Area values used for calculating allowances for Damages are \$6,000/Ha.

Allowances payable to Landowners are shown in Schedule A.

**Total Allowances, under Sections 29 and 30 of the Drainage Act are \$46,210.**



Allowances will be deducted from the total assessments in accordance with Section 62(3) of the Drainage Act.

### **13.0 ESTIMATED CONSTRUCTION COSTS**

Headway Engineering has made an estimate of the cost of the proposed construction work. A detailed description of the construction costs can be found in Schedule B of this report.

Part A – Main Open	\$ 45,100
Part B – Branch 'B'	\$ 209,700
Part C – Provisional Items	\$ 29,750
<b>Total Estimated Construction Costs</b>	<b>\$ 284,550</b>

### **14.0 SUMMARY OF ESTIMATED PROJECT COSTS**

The total estimated project costs are as follows:

Allowances under Sections 29 and 30 of the Drainage Act (Refer to Schedule A)	\$ 46,210
Total Estimated Construction Costs (Refer to Schedule B)	\$ 284,550
Utility Locates & Test Holes	\$ 1,500
Public engagements, survey, design and drafting, preparation of preliminary cost estimates and assessments, preparation of final drainage report, consideration of report	\$ 47,500
Environmental Agency Consultations and Approvals, including permit fees	\$ 1,000
Tendering and inspection of construction, as-recorded drawing preparation	\$ 21,200
Contingencies, Interest and net H.S.T.	\$ 25,040
<b>TOTAL ESTIMATED PROJECT COSTS</b>	
<b>BRANCH 'B' OF THE GRANT MUNICIPAL DRAIN 2024</b>	<b>\$ 427,000</b>

**The estimated cost of the work in the Municipality of Morris-Turnberry is \$239,470, and the estimated cost of the work in the Municipality of Huron East is \$187,530.**

The above costs are estimates only. The final costs of construction, engineering and administration cannot be determined until the project is completed.

The above cost estimate does not include costs associated with defending the drainage report should appeals be filed with the Court of Revision, Drainage Tribunal and/or Drainage Referee. Should additional costs be incurred, unless otherwise directed, the additional costs would be distributed in a pro-rata fashion over the assessments contained in Schedule C and as may be varied under the Drainage Act.





## 15.0 ASSESSMENT

Headway Engineering assesses the cost of this work against the Lands and Roads as shown in Schedule C - Assessment for Construction.

Assessments were determined using the principles included in the 'Drainage Assessment Revisited' paper prepared by E.P. Dries and H.H. Todgham. These principles of assessment are recognized to be fair and equitable for determining cost distributions among those affected.

### 15.1 Benefit (Section 22)

Benefit assessment is applied to those properties receiving a benefit as defined in Section 1 of the Drainage Act which is extracted below:

*Benefit means the advantages to any lands, roads, buildings or other structures from the construction, improvement, repair, or maintenance of a drainage works such as will result in a higher market value or increased crop production or improved appearance or better control of surface or sub-surface water, or any other advantages relating to the betterment of lands, roads, buildings or other structures.*

Typically, properties which have direct, or near direct access to the proposed drain receive Benefit as defined above.

### 15.2 Outlet Liability (Section 23)

Outlet Liability is distributed to all properties within the watershed area on an adjusted area basis. The areas are adjusted to accurately reflect equivalent run-off rates relative to other lands and roads within the watershed. Due to development, roads have been assessed higher Outlet Liability rates relative to agricultural lands.

### 15.3 Special Assessment (Section 26)

Special Assessments apply to public utilities and roads which directly cause increased costs to the construction of a drainage works due to the existence and operation of the public utility or road.

Construction costs, which are required solely because of the existence of County Road 12 (Brussels Line) are fully assessed to the road authority having jurisdiction over the road. The Special Assessment is calculated based on the actual costs of the road crossing, plus an allowance for administration as described below.

Road Name	Construction Costs	Plus Administration Costs	Less Equivalent Drain Costs (Fixed)	Plus Interest, and Net HST	Special Assessment
County Road 12	\$52,900	\$13,700	\$2,820	\$2,540	\$66,320

Whether or not Huron County elects to do the work on their property, County Road 12, they shall be assessed the actual increased costs of the work due to the construction and operation of the road as a Special Assessment.



## **16.0 GRANT ELIGIBILITY**

The Province provides grants towards assessments to eligible properties for drainage improvements which meet specified criteria. The provision of these grants for activities under the Drainage Act is called the Agriculture Drainage Infrastructure Program (ADIP).

A grant may be available for assessments to privately owned parcels of land which are used for agricultural purposes and eligible for the Farm Property Class Tax rate. Section 88 of the Drainage Act directs the Municipality to make application for this grant upon certification of completion. The Municipality will then deduct the grant from the assessments.

## **17.0 MAINTENANCE**

After completion, the portions of Branch 'B' residing within the Municipality of Huron East shall be maintained by the Municipality of Huron East and the portions of Branch 'B' residing in the Municipality of Morris-Turnberry shall be maintained by the Municipality of Morris-Turnberry.

Maintenance of Branch 'B' will be at the expense of all the lands and roads assessed in accordance with the attached Schedule D – Assessment for Maintenance, and in the same relative proportions until such time as the assessment is changed under the Drainage Act, except for the portions of the drainage works on municipal right-of-ways. These portions shall be maintained at the expense of the road authority having jurisdiction over the road.

The upper reach of the Grant Drain (Main Open) shall be maintained to the specifications included in this report, but at the expense of the Lands and Roads in accordance with the current by-laws until such time as the assessment is changed under the Drainage Act.



## **Schedule A**

## **Allowances**

## Schedule of Allowances

### Branch 'B' of the Grant Municipal Drain 2024

Main Open	Property Details				Drainage Act Allowances		
	Part			Roll	Right of Way	Damages	
	Lot	Concession	Landowner	Number	(Sec. 29)	(Sec. 30)	Total Allowances
	29	4	Wayne Wheeler	4-070-00	\$ -	\$ 100.00	\$ 100.00
	29	4	Leisa McCall Land Inc.	4-071-00	\$ -	\$ 5,700.00	\$ 5,700.00
	30	4	Lacey Ellen Land Inc.	4-072-00	\$ -	\$ 930.00	\$ 930.00
	<b>Total Allowances</b>						
	<b>Main Open</b>				\$ -	\$ 6,730.00	\$ 6,730.00

Branch 'B'	Property Details				Drainage Act Allowances		
	Part			Roll	Right of Way	Damages	
	Lot	Concession	Landowner	Number	(Sec. 29)	(Sec. 30)	Total Allowances
	30	4	Lacey Ellen Land Inc.	4-072-00	\$ 5,970.00	\$ 5,970.00	\$ 11,940.00
	1	6	St. Brigids Dairy Ltd.	6-001-00	\$ 11,180.00	\$ 11,180.00	\$ 22,360.00
	3	6	Elizabeth Cardiff	6-003-00	\$ -	\$ 500.00	\$ 500.00
	1	7	Calvin Semple	7-001-00	\$ 2,340.00	\$ 2,340.00	\$ 4,680.00
	<b>Total Allowances</b>						
	<b>Branch 'B'</b>				\$ 19,490.00	\$ 19,990.00	\$ 39,480.00

Drainage Act Allowances			
	Right of Way	Damages	
	(Sec. 29)	(Sec. 30)	Total Allowances
<b>Total Allowances</b>	\$ 19,490.00	\$ 26,720.00	\$ 46,210.00



## **Schedule B**

### **Estimated Construction Costs**

## Schedule of Estimated Construction Costs

We have made an estimate of the cost of the proposed work which is outlined in detail as follows:

### Part A - Main Open

Description	Estimated Quantity	\$/Unit	Total
1) Clearing, brushing and mulching	l.s.		\$ 6,500.00
2) Construct quarry stone rip-rap lined plunge pool	l.s.		\$ 8,548.00
3) Open ditch excavation	934 m	\$ 20.00	\$ 18,680.00
4) Levelling of excavated material	934 m	\$ 8.00	\$ 7,472.00
5) Hand seeding of disturbed side slopes	2600 m2	\$ 1.50	<u>\$ 3,900.00</u>

### Total Estimated Construction Costs

#### Part A - Main Open

\$ 45,100.00

### Part B - Branch 'B'

Description	Estimated Quantity	\$/Unit	Total
1) Supply 750mm diameter HDPE Pipe (CSA B182.8) outlet pipe complete with rodent grate	6 m	\$ 140.00	\$ 840.00
Installation of 750mm diameter outlet pipe	l.s.		\$ 2,042.00
2) Supply 750mm diameter concrete field tile	395 m	\$ 100.00	\$ 39,500.00
Installation (Sta. 0+006 to Sta. 0+401)			
Note: Top soil stripping width: 8m	395 m	\$ 50.00	\$ 19,750.00
3) Supply 525mm diameter concrete field tile	469 m	\$ 50.00	\$ 23,450.00
Installation (Sta. 0+431 to Sta. 0+900)	469 m	\$ 42.00	\$ 19,698.00

Description	Estimated Quantity	\$/Unit	Total
4) Supply 450mm diameter concrete field tile	429 m	\$ 40.00	\$ 17,160.00
Installation (Sta. 0+900 to Sta. 1+329)	429 m	\$ 40.00	\$ 17,160.00
5) Supply and install 900mm X 1200mm concrete catch basin at Sta. 1+329	1 ea.	\$ 4,000.00	\$ 4,000.00
6) Supply and install 900mm X 1200mm inline concrete catch basin at Sta. 0+586	1 ea.	\$ 4,000.00	\$ 4,000.00
7) Supply and install 600mm x 600mm concrete catch basin offset 71m north of Sta. 0+431 including connection into Branch 'B' with 300mm diameter HDPE pipe (CSA B182.8) with split coupler joining systems	I.s.		\$ 9,200.00
<b>Sub-Total - Work on Lands</b>			<b>\$ 156,800.00</b>
8) Work to be done on the County of Huron Road Allowance, Brussels Line (Sta. 0+401 to Sta. 0+431)			
a) Supply 600mm O.D. smooth wall steel casing, 9.56mm wall thickness	30 m	\$ 600.00	\$ 18,000.00
Installation of 600mm O.D. smooth wall steel casing by the Boring Method (Sta. 0+401 to Sta. 0+431)	30 m	\$ 800.00	\$ 24,000.00
b) Supply and install 600mm X 600mm concrete catch basin offset 6m North of Sta. 0+401, including connection to the Main Drain with 200mm diameter HDPE pipe (CSA B182.8)	I.s.		\$ 3,000.00
c) Supply and install 900mm X 1200mm concrete junction box at Sta. 0+401.	1 ea.		\$ 2,500.00
d) Supply and install 900mm X 1200mm inline concrete catch basin at Sta. 0+431	1 ea.	\$ 4,000.00	\$ 4,000.00

Description	Estimated Quantity	\$/Unit	Total
e) Supply & install 525mm diameter HDPE 30 deg bend at Sta 0+432	1 ea.	\$ 600.00	\$ 600.00
f) Supply & install 750mm diameter HDPE 30 deg bend at Sta 0+400	1 ea.	\$ 800.00	<u>\$ 800.00</u>
<b>Sub-Total - Work on Brussels Line</b>			<u><b>\$ 52,900.00</b></u>
<b>Total Estimated Construction Costs</b>			
<b>Part B - Branch 'B'</b>			<u><b>\$ 209,700.00</b></u>

### Part C - Provisional Items

A Provisional Item is an item that may or may not be required as a part of the Contract. The decision as to whether a Provisional Item will form part of the Contract will be at the discretion of the engineer at time of construction. Payment for Provisional Items will only be made for work authorized in writing by the Engineer. Payment for work performed under a Provisional Item shall be based on the Unit Price bid in the Scope of Work below.

- 1) Additional costs associated with installation of tile drain on 19mm diameter crushed clear stone bedding. This includes the supply and placement of all stone, and additional labour and equipment required for installation in accordance with the Typical Pipe Installation on wrapped Stone Bedding Detail.

Description	Estimated Quantity	\$/Unit	Total
450mm diameter pipe	50 m	\$ 65.00	\$ 3,250.00
525mm diameter pipe	50 m	\$ 70.00	\$ 3,500.00
750mm diameter pipe	50 m	\$ 70.00	\$ 3,500.00

- 2) Additional costs associated with installation of tile drain on 19mm diameter crushed clear stone bedding. This includes the supply and placement of all stone, and additional labour and equipment required for installation in accordance with the Typical Pipe Installation on Stone Bedding Detail (un-wrapped bedding).



Description	Estimated Quantity	\$/Unit	Total
450mm diameter pipe	125 m	\$ 30.00	\$ 3,750.00
525mm diameter pipe	150 m	\$ 45.00	\$ 6,750.00
750mm diameter pipe	60 m	\$ 45.00	\$ 2,700.00

3) Wheel machine lift outs due to stony conditions 6 ea. \$ 400.00 \$ 2,400.00

4) Tile connections:

Description	Estimated Quantity*	\$/Unit	Total
100mm diameter	25 m	\$ 90.00	\$ 2,250.00
150mm diameter	10 m	\$ 100.00	\$ 1,000.00
200mm diameter	5 m	\$ 130.00	\$ 650.00

\*The Contractor shall be paid for the actual quantity of tile connections at the above fixed unit prices.

**Total Estimated Construction Costs**

**Part C - Provisional Items** **\$ 29,750.00**

**Summary of Estimated Construction Costs**

Part A - Main Open \$ 45,100.00  
Part B - Branch 'B' \$ 209,700.00  
Part C - Provisional Items \$ 29,750.00

**Total Estimated Construction Costs** **\$ 284,550.00**

Total Estimated Materials \$ 98,950.00  
Total Estimated Labour and Equipment \$ 185,600.00

**Total Estimated Construction Costs**

**Branch 'B' of the Grant Municipal Drain 2024** **\$ 284,550.00**



## **Schedule C**

### **Assessment for Construction**

**Schedule of Assessment for Construction  
Branch 'B' of the Grant Municipal Drain 2024**

	Property Details				Drainage Act Instruments of Assessment				For Information			
	Part Lot	Concession	Landowner	Roll Number	Approx. Ha. Affected	Benefit (Sec. 22)	Outlet Liability (Sec. 23)	Special Assessment (Sec. 26)	Total Assessment	Less Gov't Grant	Less Allowances	Net Estimated Expense
<b>Main Open</b>	<b>Municipality of Morris-Turnberry (Morris Ward)</b>											
	29	4	Wayne Wheeler	4-070-00		\$ -	\$ -		\$ -	\$ -	\$ 100.00	-\$ (100.00)
	29	4	Leisa McCall Land Inc.	4-071-00	15.38	\$ 11,262.00	\$ 2,583.00		\$ 13,845.00	\$ 4,615.00	\$ 5,700.00	\$ 3,530.00
	30	4	McCall Farms Ltd.	4-034-00	0.79	\$ -	\$ 416.00		\$ 416.00	\$ 139.00	\$ -	\$ 277.00
	30	4	Lacey Ellen Land Inc.	4-072-00	16.22	\$ 1,728.00	\$ 3,322.00		\$ 5,050.00	\$ 1,683.00	\$ 930.00	\$ 2,437.00
	<b>Total Assessments on Lands</b>					\$ 12,990.00	\$ 6,321.00	\$ -	\$ 19,311.00	\$ 6,437.00	\$ 6,730.00	\$ 6,244.00
	County Road 12		Huron County		4.53	\$ -	\$ 2,319.00		\$ 2,319.00			\$ 2,319.00
	<b>Total Assessments on Roads</b>					\$ -	\$ 2,319.00	\$ -	\$ 2,319.00	\$ -	\$ -	\$ 2,319.00
	<b>Total Assessments</b>											
	<b>Municipality of Morris-Turnberry (Morris Ward)</b>					\$ 12,990.00	\$ 8,640.00	\$ -	\$ 21,630.00	\$ 6,437.00	\$ 6,730.00	\$ 8,563.00
	<b>Municipality of Huron East (Grey Ward)</b>											
	1	6	Paul & Kathy Nichol	6-001-01	0.62	\$ -	\$ 254.00		\$ 254.00	*	\$ -	\$ 254.00
	1	6	St. Brigids Dairy Ltd.	6-001-00	40.06	\$ -	\$ 8,204.00		\$ 8,204.00	\$ 2,735.00	\$ -	\$ 5,469.00
	2	6	St. Brigids Dairy Ltd.	6-002-00	17.05	\$ -	\$ 3,754.00		\$ 3,754.00	\$ 1,251.00	\$ -	\$ 2,503.00
	3	6	Elizabeth Cardiff	6-003-00	19.58	\$ -	\$ 3,921.00		\$ 3,921.00	\$ 1,307.00	\$ -	\$ 2,614.00
	1	7	Calvin Semple	7-001-00	40.44	\$ -	\$ 8,282.00		\$ 8,282.00	\$ 2,761.00	\$ -	\$ 5,521.00
	2	7	Terpstra Farms Ltd.	7-002-00	40.97	\$ -	\$ 7,876.00		\$ 7,876.00	\$ 2,625.00	\$ -	\$ 5,251.00
	3	7	Cardiff Land & Cattle Ltd.	7-003-00	34.22	\$ -	\$ 5,991.00		\$ 5,991.00	\$ 1,997.00	\$ -	\$ 3,994.00
	4	7	Joseph Semple	7-004-00	6.17	\$ -	\$ 1,264.00		\$ 1,264.00	\$ 421.00	\$ -	\$ 843.00
	1	8	Terpstra Farms Ltd.	8-001-00	4.6	\$ -	\$ 891.00		\$ 891.00	\$ 297.00	\$ -	\$ 594.00
	1	8	Samantha Edgar	8-001-10	1.07	\$ -	\$ 131.00		\$ 131.00	*	\$ -	\$ 131.00
	2	8	Terpstra Farms Ltd.	8-002-00	13.32	\$ -	\$ 2,728.00		\$ 2,728.00	\$ 909.00	\$ -	\$ 1,819.00
	3	8	Cardiff Land & Cattle Ltd.	8-003-00	3.15	\$ -	\$ 645.00		\$ 645.00	\$ 215.00	\$ -	\$ 430.00
<b>Total Assessments on Lands</b>					\$ -	\$ 43,941.00	\$ -	\$ 43,941.00	\$ 14,518.00	\$ -	\$ 29,423.00	
Brandon Road		Huron East		2.4	\$ -	\$ 1,229.00		\$ 1,229.00			\$ 1,229.00	
<b>Total Assessments on Roads</b>					\$ -	\$ 1,229.00	\$ -	\$ 1,229.00	\$ -	\$ -	\$ 1,229.00	
<b>Total Assessments</b>												
<b>Municipality of Huron East (Grey Ward)</b>					\$ -	\$ 45,170.00	\$ -	\$ 45,170.00	\$ 14,518.00	\$ -	\$ 30,652.00	
<b>Total Assessments</b>												
<b>Main Open</b>					\$ 12,990.00	\$ 53,810.00	\$ -	\$ 66,800.00	\$ 20,955.00	\$ 6,730.00	\$ 39,215.00	

	Property Details					Drainage Act Instruments of Assessment				For Information		
	Part Lot	Concession	Landowner	Roll Number	Approx. Ha. Affected	Benefit (Sec. 22)	Outlet Liability (Sec. 23)	Special Assessment (Sec. 26)	Total Assessment	Less Gov't Grant	Less Allowances	Net Estimated Expense
<b>Branch 'B'</b>	<b>Municipality of Morris-Turnberry (Morris Ward)</b>											
	30	4	McCall Farms Ltd.	4-034-00	0.79	\$ -	\$ 682.00		\$ 682.00	\$ 227.00	\$ -	\$ 455.00
	30	4	Lacey Ellen Land Inc.	4-072-00	5.34	\$ 39,334.00	\$ 1,549.00		\$ 40,883.00	\$ 13,628.00	\$ 11,940.00	\$ 15,315.00
	<b>Total Assessments on Lands</b>					<b>\$ 39,334.00</b>	<b>\$ 2,231.00</b>	<b>\$ -</b>	<b>\$ 41,565.00</b>	<b>\$ 13,855.00</b>	<b>\$ 11,940.00</b>	<b>\$ 15,770.00</b>
	County Road 12		Huron County		2.42	\$ 6,612.00	\$ 5,522.00	\$ 66,320.00	\$ 78,454.00			\$ 78,454.00
	<b>Total Assessments on Roads</b>					<b>\$ 6,612.00</b>	<b>\$ 5,522.00</b>	<b>\$ 66,320.00</b>	<b>\$ 78,454.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 78,454.00</b>
	<b>Total Assessments</b>											
	<b>Municipality of Morris-Turnberry (Morris Ward)</b>					<b>\$ 45,946.00</b>	<b>\$ 7,753.00</b>	<b>\$ 66,320.00</b>	<b>\$ 120,019.00</b>	<b>\$ 13,855.00</b>	<b>\$ 11,940.00</b>	<b>\$ 94,224.00</b>
	<b>Municipality of Huron East (Grey Ward)</b>											
	1	6	Paul & Kathy Nichol	6-001-01	0.62	\$ -	\$ 858.00		\$ 858.00	*	\$ -	\$ 858.00
	1	6	St. Brigids Dairy Ltd.	6-001-00	40.06	\$ 87,756.00	\$ 39,225.00		\$ 126,981.00	\$ 42,327.00	\$ 22,360.00	\$ 62,294.00
	2	6	St. Brigids Dairy Ltd.	6-002-00	17.05	\$ -	\$ 12,683.00		\$ 12,683.00	\$ 4,228.00	\$ -	\$ 8,455.00
	3	6	Elizabeth Cardiff	6-003-00	19.58	\$ 18,855.00	\$ 41,012.00		\$ 59,867.00	\$ 19,956.00	\$ 500.00	\$ 39,411.00
	1	7	Calvin Semple	7-001-00	15.4	\$ 24,853.00	\$ 10,630.00		\$ 35,483.00	\$ 11,828.00	\$ 4,680.00	\$ 18,975.00
	2	7	Terpstra Farms Ltd.	7-002-00	4.89	\$ -	\$ 4,088.00		\$ 4,088.00	\$ 1,363.00	\$ -	\$ 2,725.00
3	7	Cardiff Land & Cattle Ltd.	7-003-00	1.03	\$ -	\$ 221.00		\$ 221.00	\$ 74.00	\$ -	\$ 147.00	
<b>Total Assessments on Lands</b>					<b>\$ 131,464.00</b>	<b>\$ 108,717.00</b>	<b>\$ -</b>	<b>\$ 240,181.00</b>	<b>\$ 79,776.00</b>	<b>\$ 27,540.00</b>	<b>\$ 132,865.00</b>	
<b>Total Assessments</b>												
<b>Municipality of Huron East (Grey Ward)</b>					<b>\$ 131,464.00</b>	<b>\$ 108,717.00</b>	<b>\$ -</b>	<b>\$ 240,181.00</b>	<b>\$ 79,776.00</b>	<b>\$ 27,540.00</b>	<b>\$ 132,865.00</b>	
<b>Total Assessments</b>												
<b>Branch 'B'</b>					<b>\$ 177,410.00</b>	<b>\$ 116,470.00</b>	<b>\$ 66,320.00</b>	<b>\$ 360,200.00</b>	<b>\$ 93,631.00</b>	<b>\$ 39,480.00</b>	<b>\$ 227,089.00</b>	

	Drainage Act Instruments of Assessment Summary				For Information		
	Benefit (Sec. 22)	Outlet Liability (Sec. 23)	Special Assessment (Sec. 26)	Total Assessment	Less Gov't Grant	Less Allowances	Net Estimated Expense
<b>Total Assessments</b>							
<b>Branch 'B' of the Grant Municipal Drain 2024</b>	<b>\$ 190,400.00</b>	<b>\$ 170,280.00</b>	<b>\$ 66,320.00</b>	<b>\$ 427,000.00</b>	<b>\$ 114,586.00</b>	<b>\$ 46,210.00</b>	<b>\$ 266,304.00</b>

- Notes:
- Benefit and Outlet Liability are assessed based on the estimated costs of a typical municipal drain design standard.
  - '\*' Denotes Lands not eligible for ADIP Grants.
  - The Special Assessment (Sec. 26) shall be a non-proratable assessment. All other assessments are proratable.
  - The Net Estimated Expense is the Total Assessment less gov't grants and allowances (if applicable).

**Schedule of Assessment for Construction  
Branch 'B' of the Grant Municipal Drain 2024**

Property Details						Summary of Assessment			For Information		
Part Lot	Concession	Landowner	Roll Number	Approx. Ha. Affected	Main Open	Branch 'B'	Total Assessment	Less Gov't Grant	Less Allowances	Net Estimated Expense	
<b>Municipality of Morris-Turnberry (Morris Ward)</b>											
29	4	Wayne Wheeler	4-070-00		\$ -	\$ -	\$ -	\$ -	\$ 100.00	-\$ (100.00)	
29	4	Leisa McCall Land Inc.	4-071-00	15.38	\$ 13,845.00	\$ -	\$ 13,845.00	\$ 4,615.00	\$ 5,700.00	\$ 3,530.00	
30	4	McCall Farms Ltd.	4-034-00	0.79	\$ 416.00	\$ 682.00	\$ 1,098.00	\$ 366.00	\$ -	\$ 732.00	
30	4	Lacey Ellen Land Inc.	4-072-00	16.22	\$ 5,050.00	\$ 40,883.00	\$ 45,933.00	\$ 15,311.00	\$ 12,870.00	\$ 17,752.00	
<b>Total Assessments on Lands</b>						<b>\$ 19,311.00</b>	<b>\$ 41,565.00</b>	<b>\$ 60,876.00</b>	<b>\$ 20,292.00</b>	<b>\$ 18,670.00</b>	<b>\$ 21,914.00</b>
County Road 12				Huron County	4.53	\$ 2,319.00	\$ 78,454.00	\$ 80,773.00		\$ 80,773.00	
<b>Total Assessments on Roads</b>						<b>\$ 2,319.00</b>	<b>\$ 78,454.00</b>	<b>\$ 80,773.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,773.00</b>
<b>Total Assessments</b>											
<b>Municipality of Morris-Turnberry (Morris Ward)</b>						<b>\$ 21,630.00</b>	<b>\$ 120,019.00</b>	<b>\$ 141,649.00</b>	<b>\$ 20,292.00</b>	<b>\$ 18,670.00</b>	<b>\$ 102,687.00</b>
<b>Municipality of Huron East (Grey Ward)</b>											
1	6	Paul & Kathy Nichol	6-001-01	0.62	\$ 254.00	\$ 858.00	\$ 1,112.00	*	\$ -	\$ 1,112.00	
1	6	St. Brigids Dairy Ltd.	6-001-00	40.06	\$ 8,204.00	\$ 126,981.00	\$ 135,185.00	\$ 45,062.00	\$ 22,360.00	\$ 67,763.00	
2	6	St. Brigids Dairy Ltd.	6-002-00	17.05	\$ 3,754.00	\$ 12,683.00	\$ 16,437.00	\$ 5,479.00	\$ -	\$ 10,958.00	
3	6	Elizabeth Cardiff	6-003-00	19.58	\$ 3,921.00	\$ 59,867.00	\$ 63,788.00	\$ 21,263.00	\$ 500.00	\$ 42,025.00	
1	7	Calvin Semple	7-001-00	40.44	\$ 8,282.00	\$ 35,483.00	\$ 43,765.00	\$ 14,588.00	\$ 4,680.00	\$ 24,497.00	
2	7	Terpstra Farms Ltd.	7-002-00	40.97	\$ 7,876.00	\$ 4,088.00	\$ 11,964.00	\$ 3,988.00	\$ -	\$ 7,976.00	
3	7	Cardiff Land & Cattle Ltd.	7-003-00	34.22	\$ 5,991.00	\$ 221.00	\$ 6,212.00	\$ 2,071.00	\$ -	\$ 4,141.00	
4	7	Joseph Semple	7-004-00	6.17	\$ 1,264.00	\$ -	\$ 1,264.00	\$ 421.00	\$ -	\$ 843.00	
1	8	Terpstra Farms Ltd.	8-001-00	4.60	\$ 891.00	\$ -	\$ 891.00	\$ 297.00	\$ -	\$ 594.00	
1	8	Samantha Edgar	8-001-10	1.07	\$ 131.00	\$ -	\$ 131.00	*	\$ -	\$ 131.00	
2	8	Terpstra Farms Ltd.	8-002-00	13.32	\$ 2,728.00	\$ -	\$ 2,728.00	\$ 909.00	\$ -	\$ 1,819.00	
3	8	Cardiff Land & Cattle Ltd.	8-003-00	3.15	\$ 645.00	\$ -	\$ 645.00	\$ 215.00	\$ -	\$ 430.00	
<b>Total Assessments on Lands</b>						<b>\$ 43,941.00</b>	<b>\$ 240,181.00</b>	<b>\$ 284,122.00</b>	<b>\$ 94,293.00</b>	<b>\$ 27,540.00</b>	<b>\$ 162,289.00</b>
Brandon Road				Huron East	2.40	\$ 1,229.00	\$ -	\$ 1,229.00		\$ 1,229.00	
<b>Total Assessments on Roads</b>						<b>\$ 1,229.00</b>	<b>\$ -</b>	<b>\$ 1,229.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,229.00</b>
<b>Total Assessments</b>											
<b>Municipality of Huron East (Grey Ward)</b>						<b>\$ 45,170.00</b>	<b>\$ 240,181.00</b>	<b>\$ 285,351.00</b>	<b>\$ 94,293.00</b>	<b>\$ 27,540.00</b>	<b>\$ 163,518.00</b>
<b>Total Assessments</b>											
<b>Branch 'B' of the Grant Municipal Drain 2024</b>						<b>\$ 66,800.00</b>	<b>\$ 360,200.00</b>	<b>\$ 427,000.00</b>	<b>\$ 114,585.00</b>	<b>\$ 46,210.00</b>	<b>\$ 266,205.00</b>

Notes: 1 '\*' Denotes Lands not eligible for ADIP Grants.  
2 The Net Estimated Expense is the Total Assessment less gov't grants and allowances (if applicable).



## **Schedule D**

### **Assessment for Future Maintenance**

## Schedule of Assessment for Future Maintenance Branch 'B' of the Grant Municipal Drain 2024

	Property Details						
	Part Lot	Concession	Landowner	Roll Number	Approx. Ha. Affected	Total Maintenance Assessment	
<b>Branch 'B'</b>	<b>Municipality of Morris-Turnberry (Morris Ward)</b>						
	30	4	McCall Farms Ltd.	4-034-00	0.79	1.81%	
	30	4	Lacey Ellen Land Inc.	4-072-00	5.34	4.77%	
	<b>Total Assessments on Lands</b>					<b>6.59%</b>	
	County Road 12			Huron County		2.42	5.41%
	<b>Total Assessments on Roads</b>					<b>5.41%</b>	
	<b>Total Assessments</b>						
	<b>Municipality of Morris-Turnberry (Morris Ward)</b>					<b>11.99%</b>	
	<b>Municipality of Huron East (Grey Ward)</b>						
	1	6	Paul & Kathy Nichol	6-001-01	0.62	*	1.11%
	1	6	St. Brigids Dairy Ltd.	6-001-00	40.06		35.80%
	2	6	St. Brigids Dairy Ltd.	6-002-00	17.05		16.38%
	3	6	Elizabeth Cardiff	6-003-00	19.58		17.11%
	1	7	Calvin Semple	7-001-00	15.4		13.76%
	2	7	Terpstra Farms Ltd.	7-002-00	4.89		3.76%
	3	7	Cardiff Land & Cattle Ltd.	7-003-00	1.03		0.09%
<b>Total Assessments on Lands</b>					<b>88.01%</b>		
<b>Total Assessments</b>							
<b>Municipality of Huron East (Grey Ward)</b>					<b>88.01%</b>		
<b>Total Assessments</b>							
<b>Branch 'B'</b>					<b>100.00%</b>		

- Notes:
1. '\*' Denotes Lands not eligible for ADIP grants.
  2. All maintenance activities on road right-of-ways shall be completed at the expense of the road authority having jurisdiction over the road.
  3. Lands located upstream of the maintenance shall be determined by the Drainage Superintendent.



## **Specifications for the Construction of Municipal Drainage Works**

- DIVISION A – General Conditions
- DIVISION B – Specifications for Open Ditches
- DIVISION C – Specifications for Tile Drains
- DIVISION E – Specifications for Drainage  
Crossings by the Boring Method
- DIVISION H – Special Provisions





**DIVISION A**

**General Conditions**





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## **DIVISION A – GENERAL CONDITIONS**

### **A.1. Scope**

The work to be done under this contract consists of supplying all labour, equipment and materials to construct the drainage work as outlined in the Scope of Work, Drawings, General Conditions and other Specifications.

### **A.2. Tenders**

Tenders are to be submitted on a lump sum basis for the complete works or a portion thereof, as instructed by the Municipality. The Scope of Work must be completed and submitted with the Form of Tender and Agreement. A certified cheque is required as Tender Security, payable to the Treasurer of the Municipality.

All certified cheques, except that of the bidder to whom the work is awarded will be returned within ten (10) days after the tender closing. The certified cheque of the bidder to whom the work is awarded will be retained as Contract Security and returned when the Municipality receives a Completion Certificate for the work.

A certified cheque is not required if the Contractor provides an alternate form of Contract Security such as a Performance Bond for 100% of the amount of the Tender or other satisfactory security, if required/permitted by the Municipality. A Performance Bond may also be required to insure maintenance of the work for a period of one (1) year after the date of the Completion Certificate.

### **A.3. Examinations of Site, Drawings, and Specifications**

The Tenderer must examine the premises and site to compare them with the Drawings and Specifications in order to satisfy himself of the existing conditions and extent of the work to be done before submission of his Tender. No allowance shall subsequently be made on behalf of the Contractor by reason of any error on his part. Any estimates of quantities shown or indicated on the Drawings, or elsewhere are provided for the convenience of the Tenderer. Any use made of these quantities by the Tenderer in calculating his Tender shall be done at his own risk. The Tenderer for his own protection should check these quantities for accuracy.

The standard specifications (Divisions B through G) shall be considered complementary and where a project is controlled under one of the Divisions, the remaining Divisions will apply for miscellaneous works.

In case of any inconsistency or conflict between the Drawings and Specifications, the following order of precedence shall apply:

- Direction of the Engineer
- Special Provisions (Division H)
- Scope of Work
- Contract Drawings
- Standard Specifications (Divisions B through G)
- General Conditions (Division A)



#### **A.4. Payment**

Progress payments equal to 87±% of the value of work completed and materials incorporated in the work will be made to the Contractor monthly. An additional ten per cent (10±%) will be paid 45 days after the final acceptance by the Engineer, and three per cent (3±%) of the Contract price may be reserved by the Municipality as a maintenance holdback for a one (1) year period from the date of the Completion Certificate. A greater percentage of the Contract price may be reserved by the Municipality for the same one (1) year period if in the opinion of the Engineer, particular conditions of the Contract requires such greater holdback.

After the completion of the work, any part of this reserve may be used to correct defects developed within that time from faulty workmanship and materials, provided that notice shall first be given to the Contractor and that he may promptly make good such defects.

#### **A.5. Contractor's Liability Insurance**

Prior to commencement of any work, the Contractor shall file with the Municipality evidence of compliance with all Municipality insurance requirements (Liability Insurance, WSIB, etc.) for no less than the minimum amounts as stated in the Purchasing Procedures of the Municipality. All insurance coverage shall remain in force for the entire contract period including the warranty period which expires one year after the date of the Completion Certificate.

The following are to be named as co-insured:

- Successful Contractor
- Sub-Contractor
- Municipality
- Headway Engineering

#### **A.6. Losses Due to Acts of Nature, Etc.**

All damage, loss, expense and delay incurred or experienced by the Contractor in the performance of the work, by reason of unanticipated difficulties, bad weather, strikes, acts of nature, or other mischances shall be borne by the Contractor and shall not be the subject of a claim for additional compensation.

#### **A.7. Commencement and Completion of Work**

The work must commence as specified in the Form of Tender and Agreement. If conditions are unsuitable due to poor weather, the Contractor may be required, at the discretion of the Engineer to postpone or halt work until conditions become acceptable and shall not be subject of a claim for additional compensation.

The Contractor shall give the Engineer a minimum of 48 hours notice before commencement of work. The Contractor shall then arrange a meeting to be held on the site with Contractor, Engineer, and affected Landowners to review in detail the construction scheduling and other details of the work.

If the Contractor leaves the job site for a period of time after initiation of work, he shall give the Engineer and the Municipality a minimum of 24 hours notice prior to returning to the project. If any work is commenced without notice to the Engineer, the Contractor shall be fully responsible for all such work undertaken prior to such notification.



The work must proceed in such a manner as to ensure its completion at the earliest possible date and within the time limit set out in the Form of Tender and Agreement.

### **A.8. Working Area and Access**

Where any part of the drain is on a road allowance, the road allowance shall be the working area. For all other areas, the working area available to the Contractor to construct the drain is specified in the Special Provisions (Division H).

Should the specified widths become inadequate due to unusual conditions, the Contractor shall notify the Engineer immediately. Where the Contractor exceeds the specified working widths without authorization, he shall be held responsible for the costs of all additional damages.

If access off an adjacent road allowance is not possible, each Landowner on whose property the drainage works is to be constructed, shall designate access to and from the working area. The Contractor shall not enter any other lands without permission of the Landowner and he shall compensate the Landowner for damage caused by such entry.

### **A.9. Sub-Contractors**

The Contractor shall not sublet the whole or part of this Contract without the approval of the Engineer.

### **A.10. Permits, Notices, Laws and Rules**

The Contractor shall obtain and pay for all necessary permits or licenses required for the execution of the work (but this shall not include MTO encroachment permits, County Road permits permanent easement or rights of servitude). The Contractor shall give all necessary notices and pay for all fees required by law and comply with all laws, ordinances, rules and regulations relating to the work and to the preservation of the public's health and safety.

### **A.11. Railways, Highways, and Utilities**

A minimum of 72 hours' notice to the Railway or Highways, exclusive of Saturdays, Sundays, and Statutory Holidays, is required by the Contractor prior to any work activities on or affecting the applicable property. In the case of affected Utilities, a minimum of 48 hours' notice to the utility owner is required.

### **A.12. Errors and Unusual Conditions**

The Contractor shall notify the Engineer immediately of any error or unusual conditions which may be found. Any attempt by the Contractor to correct the error on his own shall be done at his own risk. Any additional cost incurred by the Contractor to remedy the wrong decision on his part shall be borne by the Contractor. The Engineer shall make the alterations necessary to correct errors or to adjust for unusual conditions during which time it will be the Contractor's responsibility to keep his men and equipment gainfully employed elsewhere on the project.

The Contract amount shall be adjusted in accordance with a fair evaluation of the work added or deleted.

### **A.13. Alterations and Additions**

The Engineer shall have the power to make alterations in the work shown or described in the Drawings and Specifications and the Contractor shall proceed to make such changes without causing delay. In



every such case, the price agreed to be paid for the work under the Contract shall be increased or decreased as the case may require according to a fair and reasonable evaluation of the work added or deleted. The valuation shall be determined as a result of negotiations between the Contractor and the Engineer, but in all cases the Engineer shall maintain the final responsibility for the decision. Such alterations and variations shall in no way render the Contract void. No claims for a variation or alteration in the increased or decreased price shall be valid unless done in pursuance of an order from the Engineer and notice of such claims made in writing before commencement of such work. In no such case shall the Contractor commence work which he considers to be extra before receiving the Engineer's approval.

#### **A.14. Supervision**

The Contractor shall give the work his constant supervision and shall keep a competent foreman in charge at the site.

#### **A.15. Field Meetings**

At the discretion of the Engineer, a field meeting with the Contractor or his representative, the Engineer and with those others that the Engineer deems to be affected, shall be held at the location and time specified by the Engineer.

#### **A.16. Periodic and Final Inspections**

Periodic inspections by the Engineer will be made during the performance of the work. If ordered by the Engineer, the Contractor shall expose the drain as needed to facilitate inspection by the Engineer.

Final inspection by the Engineer will be made within twenty (20) days after he has received notice from the Contractor that the work is complete.

#### **A.17. Acceptance By the Municipality**

Before any work shall be accepted by the Municipality, the Contractor shall correct all deficiencies identified by the Engineer and the Contractor shall leave the site neat and presentable.

#### **A.18. Warranty**

The Contractor shall repair and make good any damages or faults in the drain that may appear within one (1) year after its completion (as dated on the Completion Certificate) as the result of the imperfect or defective work done or materials furnished if certified by the Engineer as being due to one or both of these causes; but nothing herein contained shall be construed as in any way restricting or limiting the liability of the Contractor under the laws of the Country, Province or Locality in which the work is being done. Neither the Completion Certificate nor any payment there under, nor any provision in the Contract Documents shall relieve the Contractor from his responsibility.

#### **A.19. Termination of Contract By The Municipality**

If the Contractor should be adjudged bankrupt, or if he should make a general assignment for the benefit of his creditors, or if a receiver should be appointed on account of his insolvency, or if he should refuse or fail to supply enough properly skilled workmen or proper materials after having received seven (7) days notice in writing from the Engineer to supply additional workmen or materials to commence or complete the works, or if he should fail to make prompt payment to Sub-Contractors, or for material, or labour, or persistently disregards laws, ordinances, or the instruction of the Engineer,





or otherwise be guilty of a substantial violation of the provisions of the Contract, then the Municipality, upon the certificate of the Engineer that sufficient cause exists to justify such action, may without prejudice to any other right or remedy, by giving the Contractor written notice, terminate the employment of the Contractor and take possession of the premises, and of all materials, tools and appliances thereon, and may finish the work by whatever method the Engineer may deem expedient but without delay or expense. In such a case, the Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the Contract price will exceed the expense of finishing the work including compensation to the Engineer for his additional services and including the other damages of every name and nature, such excess shall be paid by the Contractor. If such expense will exceed such unpaid balance, the Contractor shall pay the difference to the Municipality. The expense incurred by the Municipality, as herein provided, shall be certified by the Engineer.

If the Contract is terminated by the Municipality due to the Contractor's failure to properly commence the works, the Contractor shall forfeit the certified cheque bid deposit and furthermore shall pay to the Municipality an amount to cover the increased costs, if any, associated with a new Tender for the Contract being terminated.

If any unpaid balance and the certified cheque do not match the monies owed by the Contractor upon termination of the Contract, the Municipality may also charge such expense against any money which may thereafter be due to the Contractor from the Municipality.

## **A.20. Tests**

The cost for the testing of materials supplied to the job by the Contractor shall be borne by the Contractor. The Engineer reserves the right to subject any lengths of any tile or pipe to a competent testing laboratory to ensure the adequacy of the tile or pipe. If any tile supplied by the Contractor is determined to be inadequate to meet the applicable A.S.T.M. standards, the Contractor shall bear full responsibility to remove and/or replace all such inadequate tile in the Contract with tile capable of meeting the A.S.T.M. Standards.

## **A.21. Pollution**

The Contractor shall keep their equipment in good repair. The Contractor shall refuel or repair equipment away from open water.

If polluted material from construction materials or equipment is caused to flow into the drain, the Contractor shall immediately notify the Ministry of the Environment, and proceed with the Ministry's protocols in place to address the situation.

## **A.22. Species and Risk**

If a Contractor encounters a known Species at Risk as designated by the MNR or DFO, the Contractor shall notify the Engineer immediately and follow the Ministry's guidelines to deal with the species.

## **A.23. Road Crossings**

This specification applies to all road crossings (Municipality, County, Regional, or Highway) where no specific detail is provided on the drawings or in the standard specifications. This specification in no way limits the Road Authority's regulations governing the construction of drains on their Road Allowance.

### **A.23.1. Road Occupancy Permit**



Where applicable, the Contractor must submit an application for a road occupancy permit to the Road Authority and allow a minimum of five (5) working days for its review and issuance.

### **A.23.2. Road Closure Request and Construction Notification**

The Contractor shall submit written notification of construction and request for road closure (if applicable) to the Road Authority and the Engineer for review and approval a minimum of five (5) working days prior to proceeding with any work on the road allowance. The Contractor shall be responsible for notifying all applicable emergency services, schools, etc. of the road closure or construction taking place.

### **A.23.3. Traffic Control**

The Contractor shall supply flagmen, and warning signs and ensure that detour routes are adequately signed in accordance with no less than the minimum standards as set out in the Ontario Traffic Manual's Book 7.

### **A.23.4. Weather**

No construction shall take place during inclement weather or periods of poor visibility.

### **A.23.5. Equipment**

No construction material and/or equipment is to be left within three (3) metres of the travelled portion of the road overnight or during periods of inclement weather.

If not stated on the drawings, the road crossing shall be constructed by open cut method. Backfill from the top of the cover material over the subsurface pipe or culvert to the under side of the road base shall be Granular "B". The backfill shall be placed in lifts not exceeding 300mm in thickness and each lift shall be thoroughly compacted to 98% Standard Proctor. Granular "B" road base for County Roads and Highways shall be placed to a 450mm thickness and Granular "A" shall be placed to a thickness of 200mm. Granular road base materials shall be thoroughly compacted to 100% Standard Proctor.

Where the road surface is paved, the Contractor shall be responsible for placing HL-8 Hot Mix Asphalt patch at a thickness of 50mm or of the same thickness as the existing pavement structure. The asphalt patch shall be flush with the existing roadway on each side and without overlap.

Excavated material from the trench beyond 1.25 metres from the travelled portion or beyond the outside edge of the gravel shoulder may be used as backfill in the trench in the case of covered drains. The material shall be compacted in lifts not exceeding 300mm.

## **A.24. Laneways**

All pipes crossing laneways shall be backfilled with material that is clean, free of foreign material or frozen particles and readily tamped or compacted in place unless otherwise specified. Laneway culverts on open ditch projects shall be backfilled with material that is not easily erodible. All backfill material shall be thoroughly compacted as directed by the Engineer.

Culverts shall be bedded with a minimum of 300mm of granular material. Granular material shall be placed simultaneously on each side of the culvert in lifts not exceeding 150mm in thickness and compacted to 95% Standard Proctor Density. Culverts shall be installed a minimum of 10% of the



culvert diameter below design grade with a minimum of 450mm of cover over the pipe unless otherwise noted on the Drawings.

The backfill over culverts and subsurface pipes at all existing laneways that have granular surfaces on open ditch and closed drainage projects shall be surfaced with a minimum of 300mm of Granular “B” material and 150mm of Granular “A” material. All backfill shall be thoroughly compacted as directed by the Engineer. All granular material shall be placed to the full width of the travelled portion.

Any settling of backfilled material shall be repaired by or at the expense of the Contractor during the warranty period of the project and as soon as required.

### **A.25. Fences**

No earth is to be placed against fences and all fences removed by the Contractor shall be replaced by him in as good a condition as found. Where practical the Contractor shall take down existing fences in good condition at the nearest anchor post and roll it back rather than cutting the fence and attempting to patch it. The replacement of the fences shall be done to the satisfaction of the Engineer. Any fences found in such poor condition where the fence is not salvageable, shall be noted and verified with the Engineer prior to commencement of work.

Fences damaged beyond repair by the Contractor’s negligence shall be replaced with new materials, similar to those materials of the existing fence, at the Contractor’s expense. The replacement of the fences shall be done to the satisfaction of the Landowner and the Engineer.

Any fences paralleling an open ditch that are not line fences that hinder the proper working of the excavating machinery, shall be removed and rebuilt by the Landowner at his own expense.

The Contractor shall not leave fences open when he is not at work in the immediate vicinity.

### **A.26. Livestock**

The Contractor shall provide each landowner with 48 hours notice prior to removing any fences along fields which could possibly contain livestock. Thereafter, the Landowner shall be responsible to keep all livestock clear of the construction areas until further notified. The Contractor shall be held responsible for loss or injury to livestock or damage caused by livestock where the Contractor failed to notify the Landowner, or through negligence or carelessness on the part of the Contractor.

### **A.27. Standing Crops**

The Contractor shall be responsible for damages to standing crops which are ready to be harvested or salvaged along the course of the drain and access routes if the Contractor has failed to notify the Landowners 48 hours prior to commencement of the work on that portion of the drain.

### **A.28. Surplus Gravel**

If as a result of any work, gravel or crushed stone is required and not all the gravel or crushed stone is used, the Contractor shall haul away such surplus material.

### **A.29. Iron Bars**

The Contractor is responsible for the cost of an Ontario Land Surveyor to replace any iron bars that are altered or destroyed during the course of the construction.

### **A.30. Rip-Rap**



Rip-rap shall be quarry stone rip-rap material and shall be the sizes specified in the Special Provisions. Broken concrete shall not be used as rip-rap unless otherwise specified.

### **A.31. Clearing, Grubbing and Brushing**

This specification applies to all brushing where no specific detail is provided on the drawings or in the Special Provisions.

The Contractor shall clear, brush and stump trees from within the working area that interfere with the installation of the drainage system.

All trees, limbs and brush less than 150mm in diameter shall be mulched. Trees greater than 150mm in diameter shall be cut and neatly stacked in piles designated by the Landowners.

### **A.32. Restoration of Lawns**

This specification applies to all lawn restoration where no specific detail is provided on the drawings or in the Special Provisions and no allowance for damages has been provided under Section 30 of the Drainage Act RSO 1990 to the affected property.

The Contractor shall supply “high quality grass seed” and the seed shall be broadcast by means of an approved mechanical spreader. All areas on which seed is to be placed shall be loose at the time of broadcast to a depth of 25mm. Seed and fertilizer shall be spread in accordance with the supplier’s recommendations unless otherwise directed by the Engineer. Thereafter it will be the responsibility of the Landowner to maintain the area in a manner so as to promote growth

**END OF DIVISION**



**DIVISION B**

**Specifications for Open Drains**





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## DIVISION B – SPECIFICATIONS FOR OPEN DRAINS

### B.1. Alignment

The drain shall be constructed in a straight line and shall follow the course of the present drain or water run unless noted on the drawings. Where there are unnecessary bends or irregularities on the existing course of the drain, the Contractor shall contact the Engineer before commencing work to verify the manner in which such irregularities or bends may be removed from the drain. All curves shall be made with a minimum radius of fifteen (15) metres from the centre line of the drain.

### B.2. Profile

The Profile Drawing shows the depth of cuts from the top of the bank to the final invert of the ditch in metres and decimals of a metre, and also the approximate depth of excavated material from the bottom of the existing ditch to the final invert of the ditch. These cuts are established for the convenience of the Contractor; however, bench marks (established along the course of the drain) will govern the final elevation of the drain. The location and elevation of the bench marks are given on the Profile Drawing. Accurate grade control must be maintained by the Contractor during ditch excavation.

### B.3. Excavation

The bottom width and the side slopes of the ditch shall be those shown on the drawings. If the channel cross-section is not specified it shall be a one metre bottom width with 1.5(h):1(v) side slopes. At locations along the drain where the cross section dimensions change, there shall be a transitional length of not less than 10:1 (five metre length to 0.5 metre width differential). Where the width of the bottom of the existing ditch is sufficient to construct the design width, then construction shall proceed without disturbing the existing banks.

Where existing side slopes become unstable, the Contractor shall immediately notify the Engineer. Alternative methods of construction and/or methods of protection will then be determined prior to continuing work.

Where an existing drain is being relocated or where a new drain is being constructed, the Contractor shall strip the topsoil for the full width of the drain, including the location of the spoil pile. Upon completion of levelling, the topsoil shall be spread to an even depth across the full width of the spoil.

An approved hydraulic excavator shall be used to carry out the excavation of the open ditch unless otherwise directed by the Engineer.

### B.4. Excavated Material

Excavated material shall be placed on the low side of the drain or opposite trees and fences. The Contractor shall contact all Landowners before proceeding with the work to verify the location to place and level the excavated material.

No excavated material shall be placed in tributary drains, depressions, or low areas which direct water behind the spoil bank. The excavated material shall be placed and levelled to a maximum depth of 200 mm, unless instructed otherwise and commence a minimum of one (1) metre from the top of the bank. The edge of the spoil bank away from the ditch shall be feathered down to the existing ground; the edge of the spoil bank nearest the ditch shall have a maximum slope of 2(h):1(v). The material shall be levelled such that it may be cultivated with ordinary farm equipment without causing undue



hardship to the farm machinery and farm personnel. No excavated material shall cover any logs, brush, etc. of any kind.

Any stones or boulders which exceed 300mm in diameter shall be removed and disposed of in a location specified by the Landowner.

Where it is necessary to straighten any unnecessary bends or irregularities in the alignment of the ditch or to relocate any portion or all of an existing ditch, the excavated material from the new cut shall be used for backfilling the original ditch. Regardless of the distance between the new ditch and the old ditch, no extra compensation will be allowed for this work and must be included in the Contractor's lump sum price for the open work.

### **B.5. Excavation at Existing Bridge and Culvert Sites**

The Contractor shall excavate the drain to the full specified depth under all bridges and to the full width of the structure. Temporary bridges may be carefully removed and left on the bank of the drain but shall be replaced by the Contractor when the excavation is complete. Permanent bridges must, if at all possible, be left intact. All necessary care and precautions shall be taken to protect the structure. The Contractor shall notify the Landowner if excavation will expose the footings or otherwise compromise the structural integrity of the structure.

The Contractor shall clean through all pipe culverts to the grade and width specified on the profile.

### **B.6. Pipe Culverts**

All pipe culverts shall be installed in accordance with the standard detail drawings. If couplers are required, five corrugation couplers shall be used for up to and including 1200mm diameter pipes and 10 corrugation couplers for greater than 1200mm diameter pipes.

When an existing crossing is being replaced, the Contractor may backfill the new culvert with the existing native material that is free of large rocks and stones. The Contractor is responsible for any damage to a culvert pipe that is a result of rocks or stones in the backfill.

### **B.7. Rip-Rap Protection For Culverts**

Quarry stone rip-rap shall be used as end treatment for new culverts and placed on geotextile filter material (Mirafi 160N or approved equal). The rip-rap shall be adequately keyed in along the bottom of the slope, and shall extend to the top of the pipe or as directed on the drawings. The maximum slope for rip-rap shall be 1(h):1(v) or as directed by the Engineer.

The Contractor shall be responsible for any defects or damages that may develop in the rip-rap or the earth behind the rip-rap that the Engineer deems to have been fully or partially caused by faulty workmanship or materials.

### **B.8. Clearing, Grubbing and Mulching**

Prior to excavation, all trees, scrub, fallen timber and debris shall be removed from the side slopes of the ditch and for such a distance on the working side so as to eliminate any interference with the construction of the drain or the spreading of the spoil. The side slopes shall be neatly cut and cleared flush with the slope whether or not they are affected directly by the excavation. With the exception of large stumps causing damage to the drain, the side slopes shall not be grubbed. All other cleared areas shall be grubbed and the stumps put into piles for disposal by the Landowner.



All trees or limbs 150mm or larger, that is necessary to remove, shall be cut, trimmed and neatly stacked in the working width for the use or disposal by the Landowner. Brush and limbs less than 150mm in diameter shall be mulched. Clearing, grubbing and mulching shall be carried out as a separate operation from the excavation of the ditch, and shall not be completed simultaneously at the same location.

### **B.9. Tributary Tile Outlets**

All tile outlets in existing ditches shall be marked by the Landowner prior to excavation. The Contractor shall guard against damaging the outlets of tributary drains. Any tile drain outlets that were marked or noted on the drawings and are subsequently damaged by the Contractor shall be repaired by the Contractor at his expense. The Landowner shall be responsible for repairs to damaged tile outlets that were not marked.

### **B.10. Seeding**

The side slopes where disturbed shall be seeded using an approved grass seed mixture. The grass seed shall be applied the same day as the excavation of the open ditch.

Grass seed shall be fresh, clean and new crop seed, meeting the requirements of the MTO and composed of the following varieties mixed in the proportion by weight as follows:

- 55% Creeping Red Fescue
- 40% Perennial Rye Grass
- 5% White Clover

Grass seed shall be applied at the rate of 100 kg/ha.

### **B.11. Hydro Seeding**

The areas specified in the contract document shall be hydro seeded and mulched upon completion of construction in accordance with O.P.S.S. 572.

### **B.12. Hand Seeding**

Placement of the seed shall be of means of an approved mechanical spreader.

### **B.13. Completion**

At the time of completion and final inspection, all work in the Contract shall have the full dimensions and cross-sections specified without any allowance for caving of banks or sediment in the ditch bottom.

**END OF DIVISION**





**DIVISION C**

**Specifications for Tile Drains**





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## DIVISION C – SPECIFICATIONS FOR TILE DRAINS

### C.1. Pipe Materials

#### Concrete Tile

Concrete drain tile shall conform to the requirements of the most recent A.S.T.M. specification for Heavy-Duty Extra Quality drain tile. All tile with diameters less than 600mm shall have a pipe strength of 1500D. All tile with diameters 600mm or larger shall have a pipe strength of 2000D.

All tile furnished shall be subject to the approval of the Engineer. All rejected tile are to be immediately removed from the site.

#### High Density Polyethylene (HDPE) Pipe

All HDPE pipe shall be dual-wall corrugated drainage pipe with a smooth inner wall. HDPE pipe shall have a minimum stiffness of 320 kPa at 5% deflection.

Unless otherwise noted, all sealed HDPE pipe shall have a water tight gasketed bell and spigot joining system meeting the minimum requirements of CSA B182.8. Perforated HDPE pipe shall have a soil tight joining system, and shall be enveloped in non-woven geotextile filter sock.

### C.2. Alignment

The Contractor shall contact the Engineer to establish the course of the drain. Where an existing drain is to be removed and replaced by the new drain, or where the new drain is to be installed parallel to an existing drain, the Contractor shall locate the existing drain (including repairing damaged tile caused by locating) at intervals along the course of the drain. The costs of locating shall be included in the tender price.

The drain shall run in as straight a line as possible throughout its length, except that at intersections of other watercourses or at sharp corners, it shall run on a curve of at least 15 metres radius. The new tile drain shall be constructed at an offset from and parallel with any ditch or defined watercourse in order that fresh backfill in the trench will not be eroded by the flow of surface water.

The Contractor shall exercise care not to disturb any existing tile drain or drains which parallel the course of the new drain, particularly where the new and existing tile act together to provide the necessary capacity. Where any such existing drain is disturbed or damaged, the Contractor shall perform the necessary repair at his expense.

### C.3. Profile

Benchmarks have been established along the course of the drain which are to govern the elevations of the drain. The location and elevations of the benchmarks are shown on the drawings. Tile is to be installed to the elevation and grade shown on the profiles. Accurate grade control must be maintained by the Contractor at all times.

When installing a drain towards a fixed point such as a bore pipe, the Contractor shall uncover the pipe and confirm the elevation a sufficient distance away from the pipe in order to allow for any necessary minor grade adjustments to be made.



## **C.4. Excavation**

### **Wheel machine**

Unless otherwise specified, all trenching shall be carried out with a wheel machine approved by the Engineer. The wheel machine shall shape the bottom of the trench to conform to the outside diameter of the pipe. The minimum trench width shall be equal to the outside diameter of the pipe plus 100mm on each side of the pipe, unless otherwise specified. The maximum trench width shall be equal to the outside diameter of the pipe plus 300mm on each side of the pipe, unless otherwise specified.

### **Scalping**

Where the depths of cuts in isolated areas along the course of the drain as shown on the profile exceed the capability of the Contractor's wheel machine, he shall lower the surface grade in order that the wheel machine may trench to the correct depth. Topsoil is to be stripped over a sufficient width that no subsoil will be deposited on top of the topsoil. Subsoil will then be removed to the required depth and piled separately. Upon completion, the topsoil will then be replaced to an even depth over the disturbed area. The cost for this work shall be included in his tender price.

### **Excavator**

Where the use of an excavator is used in-lieu of a wheel machine, the topsoil shall be stripped and replaced in accordance with Item C.4.2. All tile shall be installed on 19mm clear crushed stone bedding placed to a minimum depth of 150mm which has been shaped to conform to the bottom of the pipe. The Contractor shall include the costs of this work in his tender price.

## **C.5. Installation**

### **Concrete Tile**

The tile is to be laid with close joints and in regular grade and alignment in accordance with the drawings. The tiles are to be bevelled, if necessary to ensure close joints. The inside of the tile is to be kept clear when laid. The sides of the tile are to be supported by partial filling of the trench (blinding) prior to inspection by the Engineer. No tile shall be backfilled until inspected by the Engineer unless otherwise permitted by the Engineer. The tile shall be backfilled such that a sufficient mound of backfill is placed over the trench to ensure that no depression remains after settling occurs in the backfill.

Where a tile connects to a catch basin or similar structure, the Contractor shall include in his tender price for the supply and placement of compacted Granular 'A' bedding or 19mm clear crushed stone under areas backfilled from the underside of the pipe to undisturbed soil. Where a tile drain passes through a bore pit, the Contractor shall include in his tender price for the supply and placement of compacted Granular 'A' bedding or 19mm clear crushed stone from the underside of the pipe down to undisturbed soil with the limits of the bore pit.

The Contractor shall supply and wrap all concrete tile joints with Mirafi 160N geotextile filter material as part of this contract. The width of the filter material should be:

- 300mm wide for tile sizes 150mm diameter to 350mm diameter.
- 400mm wide for tile sizes 400mm diameter to 750mm diameter.
- 500mm wide for tile sizes larger than 750mm diameter.

The filter material shall completely cover the tile joint and shall have a minimum overlap of 300mm. The type of filter material shall be.



### HDPE Pipe

HDPE pipe shall be installed using compacted Granular 'A' bedding or 19mm clear crushed stone bedding from 150mm below the pipe to 300mm above the pipe. All granular material shall be compacted using a suitable mechanical vibratory compactor. Granular bedding and backfill shall be placed in lifts not exceeding 300mm and compacted to at least 95% Standard Proctor Maximum Dry Density (SPMDD).

Where a pipe connects to a catch basin or similar structure, the Contractor shall include in his tender price for the supply and placement of compacted Granular 'A' bedding or 19mm clear crushed stone under areas backfilled from the underside of the pipe to undisturbed soil. Where a pipe passes through a bore pit, the Contractor shall include in his tender price for the supply and placement of compacted Granular 'A' bedding or 19mm clear crushed stone from the underside of the pipe down to undisturbed soil with the limits of the bore pit.

As determined by the Engineer, unsuitable backfill material must be hauled off-site by the Contractor and Granular "B" shall be used as replacement backfill material.

### C.6. Trench Crossings

The Contractor shall not cross the backfilled trench with any construction equipment or vehicles, except by one designated crossing location on each property. The Contractor shall ensure that the bedding and backfill material at this designated crossing location is properly placed and compacted so as to adequately support the equipment and vehicles that may cross the trench. The Contractor may undertake any other approved work to ensure the integrity of the tile at the crossing location. The Contractor shall ensure that no equipment or vehicles travel along the length of the trench. The Contractor shall be responsible for any damage to the new tile caused by the construction of the drain.

### C.7. Outlet Protection

A tile drain outlet into a ditch shall be either HDPE pipe or corrugated steel pipe and shall include a hinged grate for rodent protection. The maximum spacing between bars on the rodent grate shall be 40mm. All corrugated steel outlet pipes shall be bevelled at the end to generally conform to the slope of the ditch bank.

Quarry stone rock rip-rap protection and geotextile filter material (Mirafi 160N), shall be installed around the outlet pipe and extended downstream a minimum distance of three metres, unless otherwise specified. The protection shall extend to the top of the backfilled trench and below the pipe to 300 mm under the streambed. The protection shall also extend 600mm into undisturbed soil on either side of the backfilled trench. In some locations, rip-rap may be required on the bank opposite the outlet.

Where the outlet occurs at the upper end of an open ditch, the rip-rap protection will extend all around the end of the ditch and to a point 800mm downstream on either side. Where heavy overflow is likely to occur, sufficient additional rip-rap and filter material shall be placed as directed by the Engineer to prevent the water cutting around the protection.

### C.8. Catch Basins and Junction Boxes

Unless otherwise noted, catch basins shall be in accordance with OPSD 705.010 and 705.030. The catch basin grate shall be a "Birdcage" type substantial steel grate, removable for cleaning and shall be inset into a recess provided around the top of the structure. The grate shall be fastened to the catch basin with bolts into the concrete. Spacing of bars on grates for use on 600mmX600mm



structures shall be 65mm centre to centre. Spacing of bars on grates for use on structures larger than 600mmX600mm shall be 90mm.

All catch basins shall be backfilled with compacted Granular 'A' or 19mm clear crushed stone placed to a minimum width of 300mm on all sides. If settling occurs after construction, the Contractor shall supply and place sufficient granular material to maintain the backfill level flush with adjacent ground. The riser sections of the catch basin shall be wrapped with filter cloth.

Quarry stone rip-rap protection shall be placed around all catch basins and shall extend a minimum distance of one (1) metre away from the outer edge of each side of the catch basin, and shall be placed so that the finished surface of the rip-rap is flush with the existing ground.

If there are no existing drains to be connected to the catch basin at the top end of the drain, a plugged tile shall be placed in the upstream wall with the same elevations as the outlet tile.

Junction boxes shall have a minimum cover over the lid of 450mm.

The Contractor shall include in his tender price for the construction of a berm behind all ditch inlet structures. The berm shall be constructed of compacted clay keyed 300mm into undisturbed soil. The top of the spill way of the earth berm shall be the same elevation as the high wall of the ditch inlet catch basin. The earth berm shall be covered with 100mm depth of topsoil and seeded with an approved green seed mixture. The Contractor shall also include for regrading, shaping and seeding of road ditches for a maximum of 15 metres each way from all catch basins.

The Contractor shall clean all catch basin sumps after completion of the drain installation. Catch basin markers shall be placed beside each catch basin.

### **C.9. Tributary Drains**

Any tributary tile encountered in the course of the drain is to be carefully taken up by the Contractor and placed clear of the excavated earth. If the tributary drains encountered are clean or reasonably clean, they shall be connected into the new drain in accordance with the typical tile drain connection detail. Tributary tile drain connections into the new drain shall be made using high density polyethylene agricultural drain tubing installed on and backfilled with 19mm clear crushed stone. All tile drain connections into the new drain shall be either a cored hole with an insert coupler or a manufactured tee.

Where the existing drains are full of sediment, the decision to connect the tributary drain to the new drain shall be left to the Engineer. The Contractor shall be paid for each tributary drain connection as outlined in the Form of Tender and Agreement.

The Contractor shall be responsible for all tributary tile connections for a period of one year from the date of the Completion Certificate. After construction, any missed tile connections required to be made into the new drain shall be paid at the same rate as defined in the Form of Tender and Agreement. The Contractor will have the option to make any subsequent tile connections or have the Municipality make the required connections and have the cost of which deducted from the holdback.

Where an open ditch is being replaced by a new tile drain, existing tile outlets entering the ditch from the side opposite the new drain shall be extended to the new drain.

Where the Contractor is required to connect an existing tile which is not encountered in the course of the drain, the cost of such work shall constitute an extra to the contract.



### **C.10. Clearing, Grubbing and Mulching**

The Contractor shall clear, brush and stump trees from within the working area.

All trees or limbs 150mm or larger, that is necessary to remove, shall be cut, trimmed and neatly stacked in the working width for the use or disposal by the Landowner. Brush and limbs less than 150mm in diameter shall be mulched.

Clearing, grubbing and mulching shall be carried out as a separate operation from installing the drain, and shall not be completed simultaneously at the same location.

### **C.11. Roads and Laneway Sub-Surface Crossings**

All roads and laneway crossings may be made with an open cut. The Contractor may use original ground as backfill to within 600mm of finished grade only if adequate compaction and if the use of the original ground backfill has been approved beforehand by the Engineer.

### **C.12. Filling In Existing Ditches**

The Contractor shall backfill the ditch sufficiently for traversing by farm equipment. If sufficient material is available on-site to fill in the existing ditch, the topsoil shall be stripped and the subsoil shall be bulldozed into the ditch and the topsoil shall then be spread over the backfilled waterway. The Contractor shall ensure sufficient compaction of the backfill and if required, repair excess settlement up to the end of the warranty period.

### **C.13. Construction of Grassed Waterways**

Where the Contractor is required to construct a grassed waterway, the existing waterway shall be filled in, regraded, shaped and a seed bed prepared prior to applying the grass seed. The grass seed shall be fresh, clean and new crop seed, meeting the requirements of the MTO.

- 55% Creeping Red Fescue
- 15% Perennial Rye Grass
- 27% Kentucky Bluegrass
- 3% White Clover

Grass seed shall be applied at the rate of 100 kg/ha.

### **C.14. Unstable Soil**

The Contractor shall immediately contact the Engineer if unstable soil is encountered. The Engineer shall, after consultation with the Contractor, determine the action necessary and a price for additions or deletions shall be agreed upon prior to further drain installation.

### **C.15. Rocks**

The Contractor shall immediately contact the Engineer if boulders of sufficient size and number are encountered such that the Contractor cannot continue trenching with a wheel machine. The Engineer shall determine the action necessary and a price for additions or deletions shall be agreed upon prior to further drain installation.



If only scattered large stone or boulders are removed on any project, the Contractor shall either excavate a hole to bury same adjacent to the drain, or he shall haul the stones or boulders to a location designated by the Landowner.

**C.16. Broken or Damaged Tile**

The Contractor shall remove and dispose of all broken (existing or new), damaged or excess tile off site.

**C.17. Recommended Practice For Construction of Sub-Surface Drainage Systems**

Drainage Guide for Ontario, Ministry of Agriculture, Food and Rural Affairs, Publication 29 and its amendments, dealing with the construction of Subsurface Drainage Systems, shall be the guide to all methods and materials to be used in the construction of tile drains except where superseded by other Specifications of the Contract.

**END OF DIVISION**



**DIVISION E**

**Specifications for Boring Method**







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## DIVISION E – SPECIFICATION FOR DRAINAGE CROSSING BY BORING METHOD

### E.1. GENERAL REQUIREMENTS

When a drainage crossing of a Roadway, Railway, etc. is to be carried out by the Boring Method, the following Specifications for this work shall apply. The Authority having jurisdiction over the lands involved with the crossing will supply no labour, equipment or materials for the construction of the crossing unless otherwise specified.

The Contractor shall be fully responsible for availing himself of, and satisfying any further Specifications that may apply to borings affecting the Authority having jurisdiction over the lands involved with the crossing.

### E.2. NOTIFICATION

The Contractor shall give the Authority responsible for the lands being crossed at least five (5) days notice before he commences any work on the crossing.

### E.3. PIPE

The pipe or casing used in the crossing shall be smooth wall welded steel pipe with a minimum wall thickness as specified on the Plan and Profile. All pipe shall be new and manufactured from weldable steel having a minimum yield strength of 241 MPa. Pipe ends shall be bevel edged in the intrude to an angle of thirty (30) degrees for butt weld splicing. The name or trademark of the manufacturer and the heat number shall be clearly marked in the inside of the section of the pipe.

The pipe shall be of sufficient length so that during placement, no part of any excavation shall be closer than three (3) metres to the edge of a pavement and the slope of the excavation from the edge of shoulder, or other point as specified to the invert of the pipe shall be no less than one (1) metre vertical to one (1) metre horizontal (1:1) [See item E.5 “Auger Pit”].

### E.4. INSTALLATION

The pipe or casing shall be placed by means of continuous flight augering inside the casing and simultaneous jacking to advance the casing immediately behind the tip of the auger. Complete augering of a tunnel slightly larger than the pipe and placing the entire length by pulling or jacking after completion of the tunnel will not be acceptable unless the method to be adopted is approved in advance by both the Engineer and the Authority responsible for the lands being crossed.

### E.5. AUGER PIT

The pit excavated to accommodate the boring machine shall be so constructed so that the top edge of the pit shall not be closer than three (3) metres to the edge of the pavement. The slope of the pit from the top edge at the shoulder to the bottom of the pit shall not be steeper than one (1) metre vertical to one (1) metre horizontal (1:1). Shoring, sheeting, etc. shall be in accordance with the applicable and most recent Provincial Statutes.

The pit shall be left open for an absolute minimum of time, and if at all possible work shall be so scheduled so that excavation, placement of pipe and backfilling take place in one (1) working day. If



this is not possible, every effort should be made to schedule the work so that the pit is not left open for more than one (1) day before and one (1) day after the boring operation.

## **E.6. CONSTRUCTION**

During excavation, every effort should be made to place the top 300 mm of spoil (topsoil) in a separate pile for replacement on top on completion of the backfill operation. If this is not possible or practical, the Contractor shall import and place a minimum of 150 mm of good quality topsoil over the excavated and backfilled area. The finished work shall be left in a clean and orderly condition flush or slightly higher than the adjacent ground so that after settlement, it will conform to the surrounding ground. Excess earth (if any) shall be disposed of as directed by the Engineer and no additional payment will be allotted for such work.

The Contractor shall at his expense supply, erect and maintain suitable and adequate barricades, flashing lights, warning signs and/or flagmen to the satisfaction of the Engineer to adequately warn and protect the motoring public.

Any areas disturbed within the Right-of-Way of a County Road or King's Highway during construction, shall be covered with a minimum of 75 mm of topsoil, fertilized and seeded with an approved grass seed mixture.

## **E.7. ACCEPTANCE**

All work undertaken by the Contractor shall be to the satisfaction of the Engineer.

**END OF DIVISION**



**SPECIAL PROVISIONS**

**Branch 'B' of the Grant Municipal  
Drain 2024**





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<b>4.0</b>	<b>CLEARING BRUSHING AND MULCHING</b> .....	<b>1</b>
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Special Provisions means special directions containing requirements particular to the work not adequately provided for by the standard or supplemental specifications. Special provisions shall take precedence and govern over any standard or supplemental specification.

## **1.0 GENERAL**

The Contractor shall notify the Landowner, the Drainage Superintendent, and the Engineer 48 hours prior to construction.

The Contractor shall arrange a pre-construction meeting and shall invite the Engineer, Drainage Superintendent, and the Landowners on whose property work will take place.

The Contractor shall verify the location of the new drainage system with the Engineer and Landowner prior to construction.

The Contractor shall check and verify all dimensions and elevations and report any discrepancies to the Engineer prior to proceeding with the work.

The Contractor must maintain access to all driveways along the route of the drain as well as always maintain access for all emergency vehicles during the construction.

The Contractor shall be responsible for settlement within the warranty period.

## **2.0 UTILITIES**

All utilities shall be located and uncovered in the affected areas by the Contractor prior to construction.

The locations and elevations of all utilities shown on the drawings are approximate locations. Actual locations and elevations of all utilities must be verified by the Contractor prior to construction.

The Contractor shall arrange to have a representative of the utility owner on site during construction if it is a requirement by the utility owner.

## **3.0 WORKING AREA AND ACCESS**

Access to the working area shall be designated by the Landowner.

### **3.1 Closed Portion**

The average working width for construction purposes shall be 25 metres along the alignment of the proposed drain.

### **3.2 Open Portion**

The average working width for construction purposes shall be 12 metres along the working side of the ditch.



#### **4.0 CLEARING BRUSHING AND MULCHING**

The Contractor shall clear, brush and mulch trees from within the working area that interfere with the construction of the drainage system. The Contractor shall not clear all trees within the working area unless the full working width in a specific section is required for the installation of the drain and unless the Engineer has authorized the full clearing of the trees.

All trees, limbs, and brush less than 150mm in diameter shall be mulched/chipped. Clearing and brushing shall be done prior to the construction of the drain. Trees and branches greater than 150mm in diameter shall be cut into lengths no greater than four metres and placed in nearby stacks designated by the Landowner. Trees removed from road right-of-ways shall be mulched or disposed of offsite by the Contractor.

#### **5.0 OPEN DITCH EXCAVATION**

An approved hydraulic excavator shall be used to carry out the excavation of the open ditch. The open ditch shall have a 900mm bottom width and shall be parabolic in shape. The side slopes shall be a 1.5H:1V or flatter.

#### **6.0 EXCAVATED MATERIAL**

The excavated material from the ditch cleanout shall be spread on the working side of the ditch to a maximum depth of 200mm.

#### **7.0 PIPE AND INSTALLATION**

##### **7.1 Concrete Field Tile**

An approved wheel trencher shall be used to install the concrete field tile whenever possible.

All concrete tile shall be Heavy-Duty Extra Quality Concrete Drain Tile 2000D.

Where the drain is to be installed by means of an approved wheel trencher, the Contractor shall strip the topsoil for the specified width centred on the proposed drain. Where there is no specified width for stripping topsoil, the Contractor shall strip the topsoil for a minimum of four metres, centred on the trench.

Where the drain is to be installed by means of an approved hydraulic excavator (due to poor soil conditions), the Contractor shall strip the topsoil for a width equal to the top width of the trench, or the specified width, whichever is greater. The Contractor shall stockpile the topsoil and later spread it over the backfilled trench. The Contractor shall ensure that the topsoiled trench is left in a condition such that the landowner can perform final restoration using nothing more than farm equipment. The Contractor will not attempt to place frozen topsoil over the backfilled trench.

Concrete field tile installed by means of a wheel machine shall be backfilled using suitable native material. The backfill shall not be compacted but a sufficient mound shall be left over the trench by the Contractor to allow for settlement flush with adjacent lands.

Concrete field tile installed by means of an approved hydraulic excavator shall be installed using 19mm crushed stone bedding from a minimum of 150mm below the pipe to the springline of the pipe. Suitable native material shall be used as backfill from the springline to the underside of the topsoil.



The Contractor shall supply and wrap all concrete joints with geotextile filter material. The width of the filter material shall be:

- 400mm wide with 400mm overlap for tile sizes 400mm diameter and larger.

The filter material shall completely cover the tile joint.

The Contractor shall be responsible for all trench settlement within the warranty period.

### 7.2 High Density Polyethylene Pipe (HDPE)

All HDPE pipe shall be CSA B182.8.

All HDPE pipe shall be installed using 19mm crushed stone bedding (or approved equivalent) from a minimum of 150mm below the pipe to 150mm above the pipe. Suitable native material shall be used as backfill from 150mm above the pipe to the underside of the topsoil.

The Contractor shall be responsible for all trench settlement within the warranty period.

### 7.3 Poor Soil Conditions

The Contractor shall submit a unit price for installation of the pipe per the detail on wrapped crushed stone bedding as a provisional item. The provisional amount for installation on wrapped crushed stone bedding shall include the supply and installation of all additional labour, equipment and materials required for the installation of the pipe by this method.

If poor soil conditions are encountered, the Contractor shall install the pipe in accordance with the detail for wrapped crushed stone bedding and shall be entitled to the provisional tender amount, in addition to the tendered standard installation price. The Contractor shall be paid for the actual lengths installed in this condition.

## 8.0 TOPSOIL STRIPPING AND FINE GRADING

The Contractor shall strip the topsoil along the alignment of the tile drain in accordance with the following table:

Station Range	Stripping Width
0+000 to 0+401	8 metres
0+431 to 1+329	4 metres

The Contractor shall stockpile the topsoil and later spread it over the backfilled trench. The Contractor shall ensure that the topsoiled trench is left in a condition that the Landowner can perform final restoration using nothing more than farm equipment.

## 9.0 SEEDING

The Contractor shall supply and spread an approved seed mixture (OPS 804 – Standard Roadside Mix) over the disturbed areas near the outlet, and at the road right-of-way.

All seed shall be applied using the manufacturer's application recommendations.



## 10.0 OUTLET STRUCTURE (PLUNGE POOL)

The Contractor shall construct a plunge pool at the outlet of the pipe system. The plunge pool shall be lined with quarry stone rip-rap protection 300mm to 450mm in diameter, and placed 450mm deep. The rip-rap shall be placed on an approved geotextile filter material.

The plunge pool shall be constructed in accordance with the Plunge Pool Detail included in the drawing set.

## 11.0 EXISTING DRAINS/TILE CONNECTIONS

The Contractor shall locate the existing drains prior to the installation of the new drainage systems. The Contractor shall destroy the private drainage system along which the proposed municipal drainage system will be constructed.

The Contractor shall make all tributary tile drain connections.

The Contractor shall be responsible for all tile connections for a period of one year after the issuance of the completion certificate. Tile connections required to be made within this warranty period shall be made at the expense of the Contractor. After construction, the Contractor will be given the option to make any subsequent tile connections or have the Municipality make said connections and have the costs of which deducted from the holdback.

The Contractor shall supply all necessary materials to compete the connections of the existing drains to the new drain. The type of materials used to make the tributary drain connections shall be verified with the engineer.

All existing drains cut off during the installation of the new drainage system that will be connected to the new drainage system shall be flagged or marked by the Contractor prior to the connection being made.

## 12.0 CATCH BASINS AND JUNCTION BOXES

All catch basins shall be precast concrete catch basins and shall have a 300mm sump.

All catch basin grates shall be fastened to the new catch basin and shall be hot dipped galvanized bird cage grates. Catch basin marker signs shall be erected at all catch basins.

All existing catch basins that are to be removed shall be disposed of off-site by the Contractor.

The catch basin grate elevations shall be set to the satisfaction of the Engineer. Lifts shall be placed by the Contractor on all catch basins if necessary to achieve the desired elevation when field setting the structures.

All catch basins shall be installed using 19mm crushed stone bedding from 150mm below the structure to 150mm above the top of the highest pipe entering or exiting the structure. Structures within the road allowances shall have 300mm minimum of Granular 'B' backfill around all sides up to the underside of the topsoil layer. Structures on private property shall be backfilled using approved native material up to the underside of the topsoil layer. All backfill material shall be placed and thoroughly compacted evenly around each structure in lifts not exceeding 300mm to minimize settlement around the structures. The Contractor shall be responsible for all settlement around catch basins. Should the area around the catch basin settle after construction, the Contractor shall be



responsible for providing additional rip-rap required so that the top of the rip-rap is flush with the surrounding ground.

The Contractor shall place quarry stone rip-rap material around all sides of the catch basins and shall be placed on geotextile filter material in accordance with the attached set of drawing plans.

All holes for catch basin pipe connections to be cored by the manufacturer. All pipes entering or exiting a catch basin or shall be installed such that the face of the pipe is flush with the inside wall of the structure.

The Contractor shall be responsible to repair or reapply mortar for all mortared connections into any catch basin for a period of one year after the completion certificate has been issued.

### **13.0 ROAD WORKS/CROSSING**

The Contractor shall be responsible to arrange all traffic control signals, signs and devices that are required for safe and proper traffic management during the installation of the drainage system. The Contractor shall contact the Municipality of Bluewater and Huron County for specific local procedures, guidelines, and timelines. Traffic control shall meet the standards of Book 7 of the Ontario Traffic Manual.

The Contractor shall notify the Engineer and local road authority having jurisdiction over the road a minimum of 48 hours prior to the scheduled road crossing.

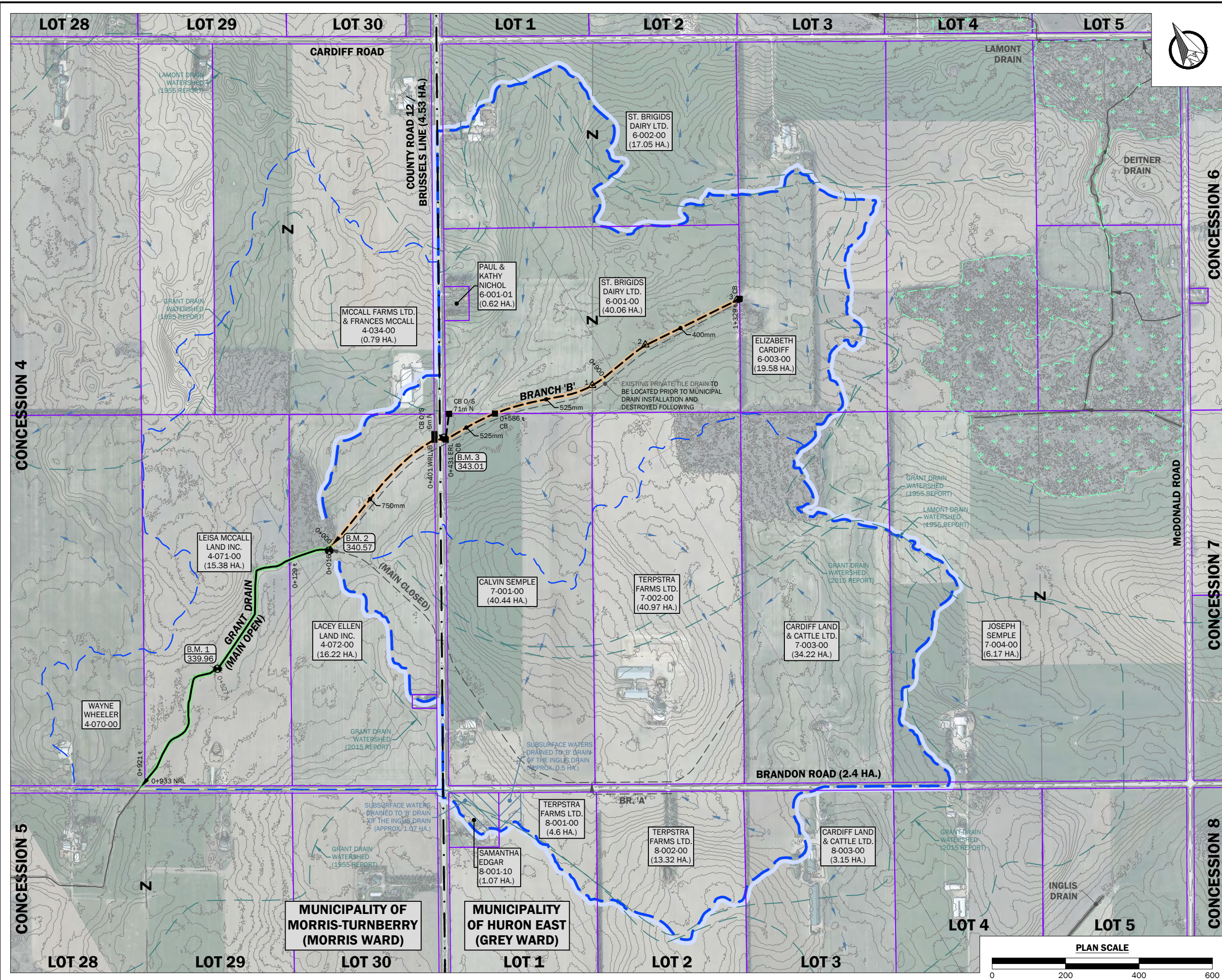
The Contractor shall grade the road ditches to the new catch basins. Any disturbed area within the Municipal Right-of-Way during construction shall be topsoiled and seeded with an approved grass seed mixture.

### **14.0 RIP-RAP**

All stone rip-rap material shall be quarry stone 150mm to 300mm diameter and placed to a depth of 450mm, unless otherwise noted. All rip-rap material shall be placed on geo-textile filter material.

### **15.0 EROSION AND SEDIMENT CONTROL**

The Contractor shall provide adequate erosion and sediment control for the duration of the construction including monitoring and maintenance of the control measures put in place. The Contractor shall inspect the erosion and sediment control measures regularly, and specifically before predicted rainfall events, and after rainfall events.



**NOTES:**

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**BENCHMARK DESCRIPTIONS**

**BENCHMARK No. 1** ELEV.=339.96  
TOP CENTRE UPSTREAM END OF 1200mmØ CSP CULVERT AT STA. 0+523 (MAIN)

**BENCHMARK No. 2** ELEV.=340.57  
TOP CENTRE OF 750mmØ HDPE OUTLET PIPE 4m EAST OF STA. 0+016 (MAIN)

**BENCHMARK No. 3** ELEV.=343.01  
TOP CENTRE UPSTREAM END OF 1200mmØ SURFACE CULVERT 6m NORTH OF STA. 0+426 (BRANCH 'B')

**LEGEND**

- LOT/CONCESSION LINE
- PROPERTY LINE
- TOWNSHIP BOUNDARY
- MAJOR WATERSHED BOUNDARY
- MINOR WATERSHED BOUNDARY
- WETLAND LIMIT
- TESTHOLE
- BENCHMARK LOCATION
- BENCHMARK No.
- BENCHMARK ELEVATION
- LANDOWNER NAME(S)
- ASSESSMENT ROLL No. (ABBREVIATED)
- AREA WITHIN WATERSHED

**EXISTING FEATURES:**

- DRAIN NAME** (with arrow) OPEN DRAIN WITH CROSSING AND FLOW DIRECTION
- DRAIN NAME** (with arrow and CB) CLOSED DRAIN WITH CATCH BASIN, MANHOLE AND FLOW DIRECTION
- OVERLAND FLOW PATH

**PROPOSED FEATURES:**

- DRAIN NAME** (with arrow) OPEN DRAIN WITH CROSSING AND FLOW DIRECTION
- DRAIN NAME** (with arrow and CB) CLOSED DRAIN WITH CATCH BASIN, MANHOLE AND FLOW DIRECTION

	3	REPORT SUBMISSION	24-01-12
	2	INFORMATION MEETING	23-10-05
	1	ON-SITE MEETING	23-03-28
No.	REVISION	DATE (YY-MM-DD)	



DRAWN BY: R.U.	DESIGNED BY: A.H.	CHECKED BY: S.B.
DATE: 2024-01-12	REFERENCE No. MT-002	DRAWING No. 1 OF 3



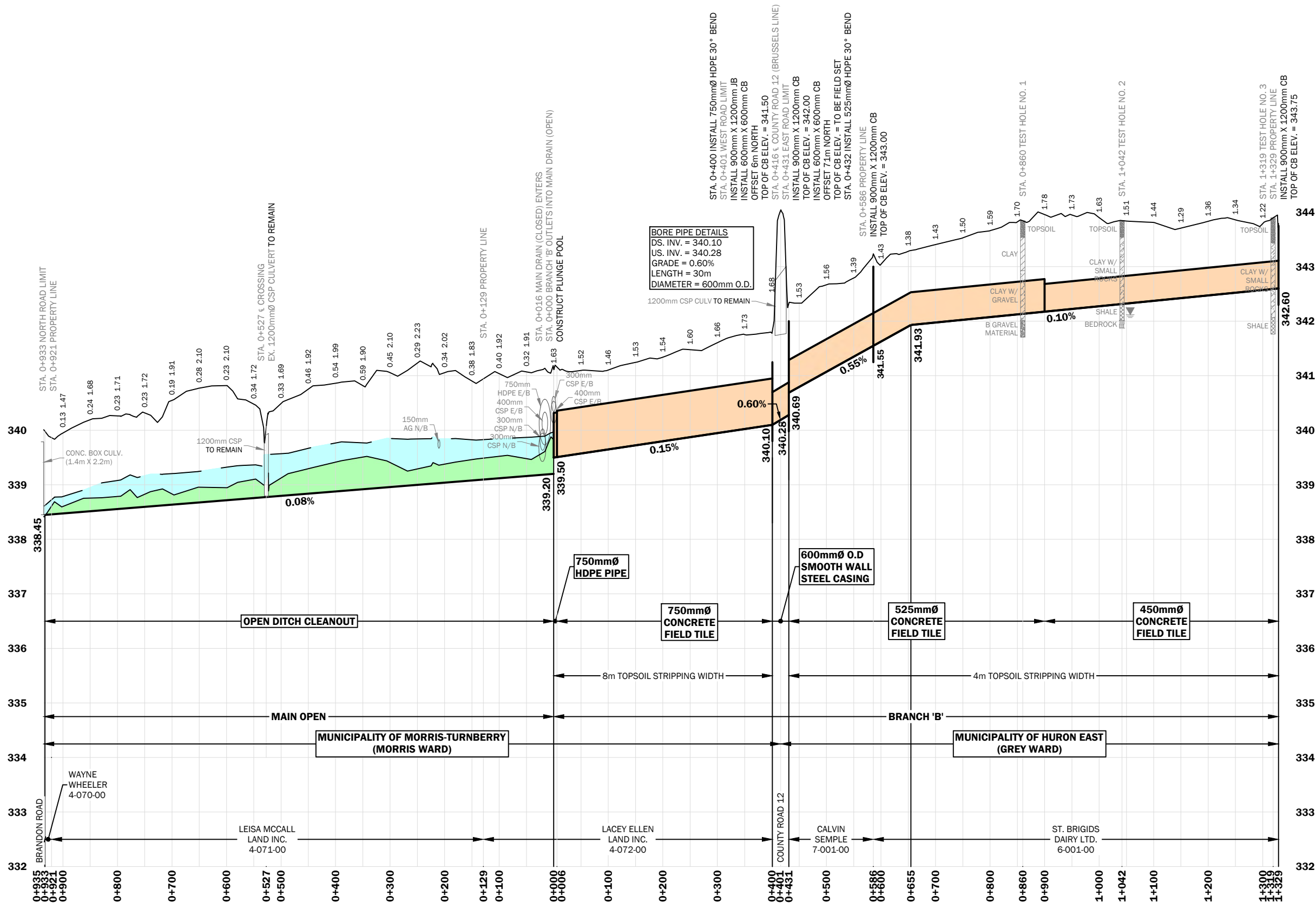


NOTES:

- 1. EXISTING PRIVATE TILE DRAIN TO BE LOCATED PRIOR TO MUNICIPAL DRAIN INSTALLATION AND DESTROYED FOLLOWING.

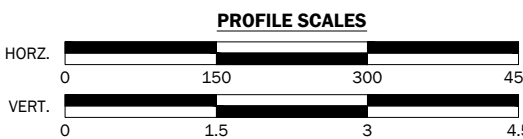
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**BORE PIPE DETAILS**  
 DS. INV. = 340.10  
 US. INV. = 340.28  
 GRADE = 0.60%  
 LENGTH = 30m  
 DIAMETER = 600mm O.D.

**OPEN DITCH CLEANOUT**  
 BOTTOM WIDTH  
 0.9m (PARABOLIC)  
 SIDE SLOPES  
 1.5:1



**SCHEDULE OF PIPE MATERIALS**

MATERIAL	DIAMETER (mm)	STATION RANGE	LENGTH (m)
1. HIGH DENSITY POLYETHYLENE OUTLET PIPE	750	0+000 - 0+006	6
2. CONCRETE FIELD TILE	750	0+006 - 0+401	395
3. SMOOTH WALL STEEL CASING	600 O.D.	0+401 - 0+431	30
4. CONCRETE FIELD TILE	525	0+431 - 0+900	469
5. CONCRETE FIELD TILE	400	0+900 - 1+329	429



No.	REVISION	DATE (YY-MM-DD)
3	REPORT SUBMISSION	24-01-12
2	INFORMATION MEETING	23-10-05
1	ON-SITE MEETING	23-03-28



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DATE: 2024-01-12	REFERENCE No. MT-002	DRAWING No. 2 OF 3

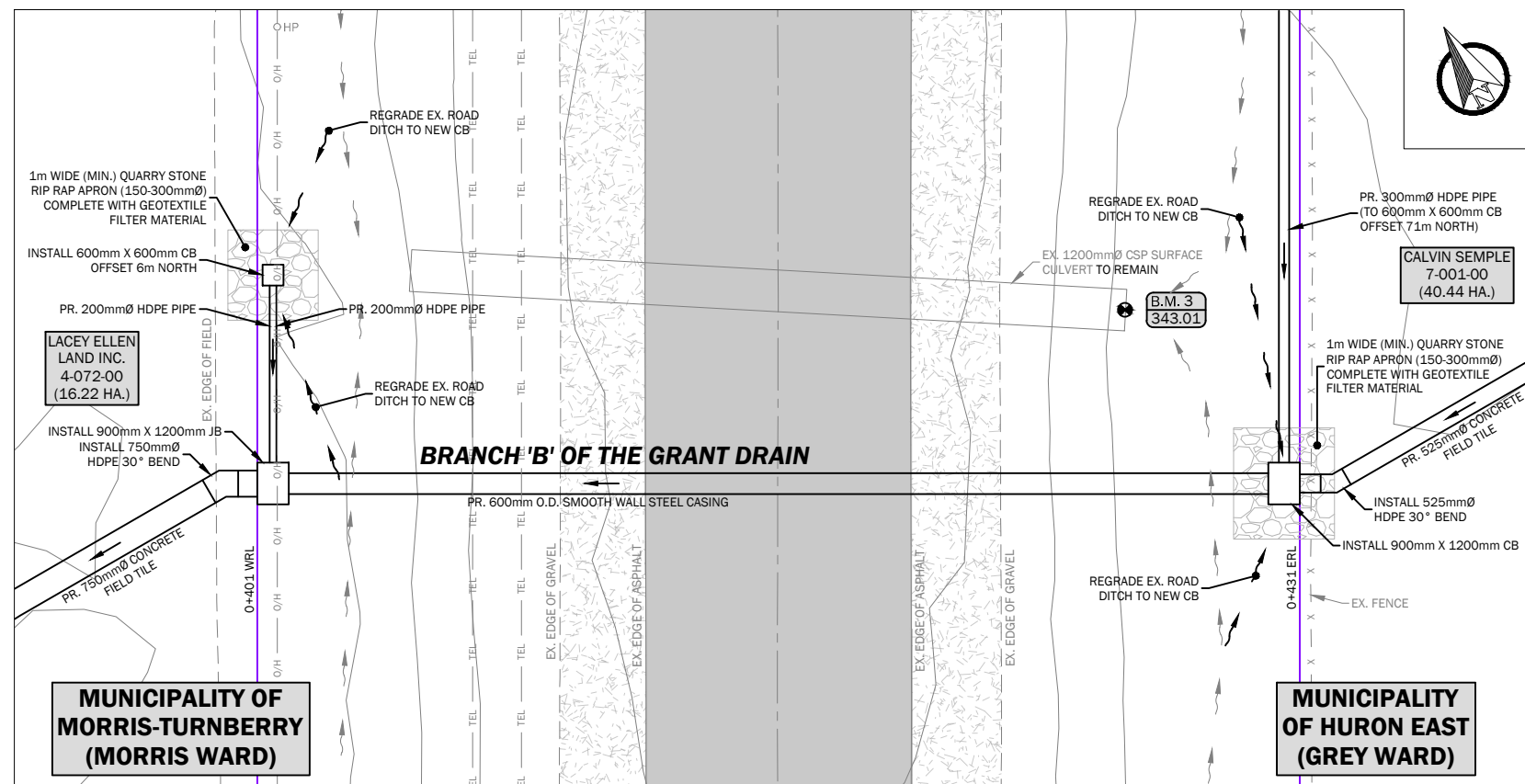


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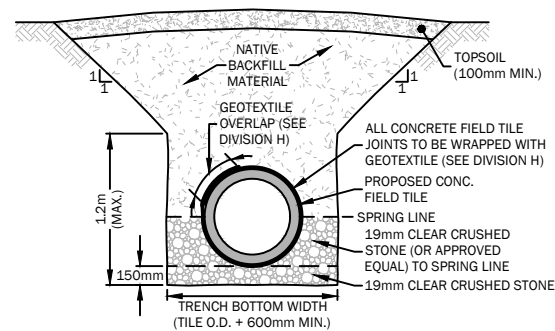
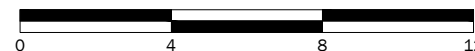
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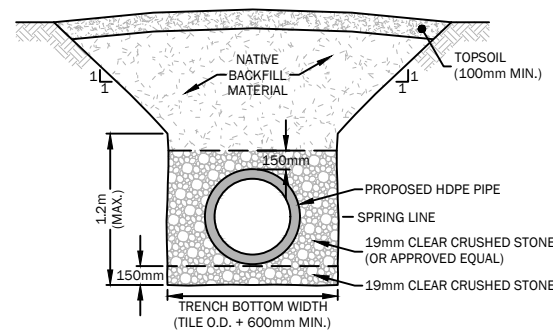
COUNTY ROAD 12 (BRUSSELS LINE) CROSSING DETAIL

PLAN SCALE



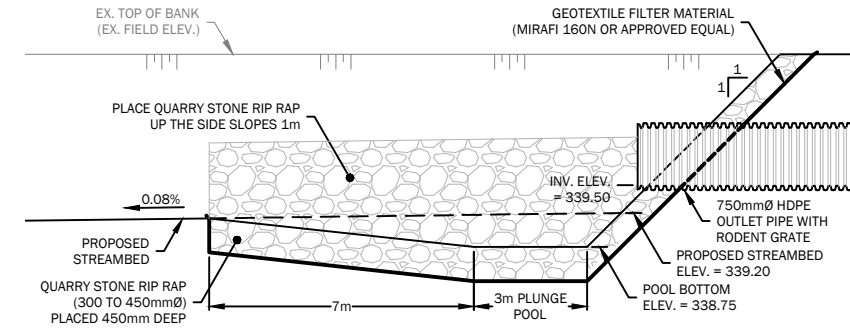
TYPICAL CONCRETE TILE INSTALLATION ON STONE BEDDING DETAIL

N.T.S.



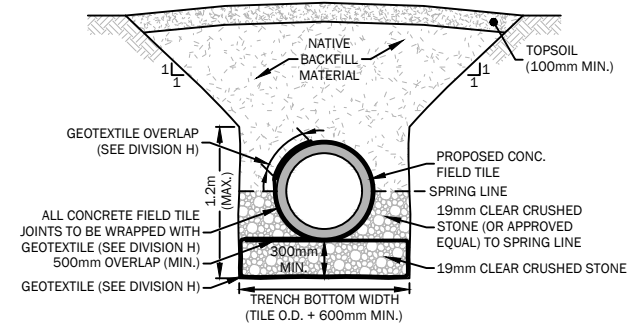
TYPICAL HDPE PIPE INSTALLATION ON STONE BEDDING DETAIL

N.T.S.



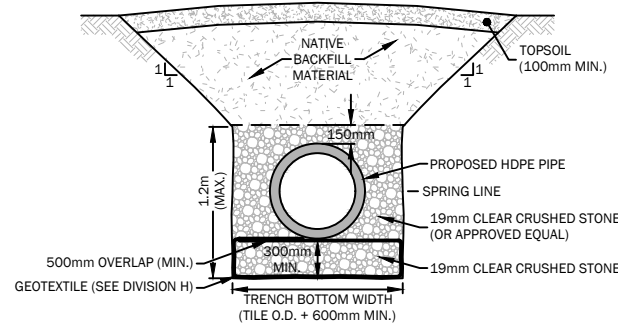
PLUNGE POOL DETAIL

N.T.S.



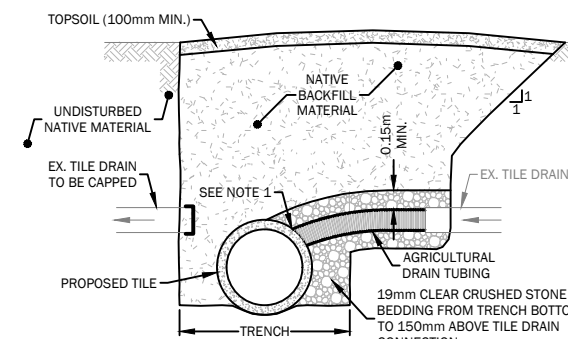
TYPICAL CONCRETE TILE INSTALLATION ON WRAPPED STONE BEDDING DETAIL (PROVISIONAL ITEM)

N.T.S.



TYPICAL HDPE PIPE INSTALLATION ON WRAPPED STONE BEDDING DETAIL (PROVISIONAL ITEM)

N.T.S.



- NOTE:
- ALL TILE CONNECTIONS TO BE EITHER A CORED HOLE WITH AN INSERT COUPLER, OR A MANUFACTURED TEE.
  - CLEAR CRUSHED STONE BEDDING NOT REQUIRED IF DUAL WALL H.D.P.E. PIPE IS USED FOR THE CONNECTION.

TYPICAL TILE CONNECTION DETAIL

N.T.S.

LEGEND

- TEL TELEPHONE CABLE
- O/H OVERHEAD HYDRO LINE
- OHP HYDRO POLE
- BENCHMARK LOCATION
- B.M. 1 123.45 BENCHMARK No.
- 123.45 BENCHMARK ELEVATION
- JOHN & JANE SMITH LANDOWNER NAME(S)
- 12-345 ASSESSMENT ROLL No. (ABBREVIATED)
- (12.3 Ha.) AREA WITHIN WATERSHED



No.	REVISION	DATE (YY-MM-DD)
3	REPORT SUBMISSION	24-01-12
2	INFORMATION MEETING	23-10-05
1	ON-SITE MEETING	23-03-28



DRAWN BY:	DESIGNED BY:	CHECKED BY:
R.U.	A.H.	S.B.
DATE:	REFERENCE No.	DRAWING No.
2024-01-12	MT-002	3 OF 3





**CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY**

**BY-LAW NO. 9-2024**

---

Being a by-law to provide for drainage works in the Municipality of Morris-Turnberry in the County of Huron.

---

**WHEREAS** the Council of the Municipality of Morris-Turnberry, in the County of Huron has procured a report under section 4 of the *Drainage Act, R.S.O. 1990* for the construction of a branch of the Grant Municipal Drain;

**AND WHEREAS** the report dated January 12<sup>th</sup>, 2024, has been authored by Headway Engineering, 23-500 Fairway Road South, Suite 308, Kitchener, Ontario, and said report is attached hereto and forms part of this by-law.

**AND WHEREAS** the estimated total cost of constructing the drainage works is \$ 427,000.00.

**AND WHEREAS** the Council of the Municipality of Morris-Turnberry is of the opinion that the drainage of the area is desirable;

**NOW THEREFORE**, the Council of the Corporation of the Municipality pursuant to the Drainage Act enacts as follows:

**1. Authorization**

The attached report is adopted. The drainage works are authorized and shall be completed as specified in the report.

**2. Borrowing**

The Corporation of the Municipality of Morris-Turnberry may borrow on the credit of the Corporation the amount of \$ 427,000.00 being the amount necessary for the construction of the Drainage Works.

This project will be debentured.

**3. Debentures**

The corporation may issue debentures for the amount borrowed less the total amount of:

- a. grants received under Section 85 of the Act;
- b. commuted payments made in respect of lands and roads assessed within the municipality;
- c. money paid under subsection 61 (3) of the Act; and
- d. money assessed in and payable by another municipality,

**4. Payment**

Such debenture(s) shall be made payable within three (3) years from the date of the debenture(s) and shall bear interest at a rate not higher than 2% more than the municipal lending rates as posted by Infrastructure Ontario on the date of sale of such debenture(s).

- a. All assessments of \$1,000.00 or less are payable in the first year in which the assessment is imposed.
- b. All assessments under \$10.00 shall be added to the municipal tax roll to be collected in the same manner and at the same time as other taxes collected.

**5. Citation**

This By-law comes into force on the final passing thereof and may be cited as the “Grant Municipal Drain Branch ‘B’ 2024 By-law.”

**Read a FIRST and SECOND time and PROVISIONALLY ADOPTED this 6<sup>th</sup> day of February 2024.**

\_\_\_\_\_  
Mayor, Jamie Heffer

\_\_\_\_\_  
Clerk, Trevor Hallam

**Read a THIRD time and FINALLY PASSED this 2<sup>nd</sup> day of April, 2024.**

\_\_\_\_\_  
Mayor, Jamie Heffer

\_\_\_\_\_  
Clerk, Trevor Hallam

# MUNICIPALITY OF MORRIS-TURNBERRY

## REPORT TO COUNCIL

**TO:** Mayor and Council

**PREPARED BY:** Mike Alcock, Director of Public Works

**DATE:** February 1<sup>st</sup>, 2024

**SUBJECT:** RFQ MT 24-111 – Granular “M” Supply and Place - Maintenance Gravel

---

### **RECOMMENDATION**

That the Council of the Municipality of Morris-Turnberry accept the quotation of:

Joe Kerr Ltd. for RFQ MT 24-111 – Granular “M” Supply and Place in the South Half of the Geographic Township of Turnberry and the North half or the Geographic Township of Morris, in the amount of \$469,300.00 (excluding HST).

and authorize the Mayor and CAO Clerk to execute the tender and all other required documents.

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### **EXECUTIVE SUMMARY:**

The Council of the Municipality of Morris-Turnberry authorized proceeding to tender for Maintenance Gravel, which is included in the proposed 2024 Public Works Budget, prior to budget approval. The draft 2024 Public Works budget includes \$490,000 for Maintenance Gravel.

The tender closed at 12:00 PM on February 1<sup>st</sup>, 2024 at the Municipality of Morris-Turnberry office. Five Contractors picked up tenders and 2 submitted a tender for the RFQ MT 24-111.

The Contractor is able to meet all of the required specifications.

### **COMMENTS:**

Maintenance gravel is applied to loose top roads every second year in the quantities required to maintain the road surface.

The volatility of fuel prices has led to drastic price increases in industries relying heavily on fuel. Last year Morris-Turnberry Public Works added a fuel escalator / de-escalator to the gravel tenders. This process removes the risk from the contractor of increased fuel prices. Conversely if fuel prices go down, the unit price of the work also goes down. In 2023 the price of fuel decreased from the time of tender to the time of the work was being completed. This led to savings of \$13,600 without causing harm to the contractor. The contractor bids as if they are doing the work at today's fuel prices without risk of higher prices later. Also, it virtually eliminates the risk of the contractor requesting more money from the Municipality later.

RFQ MT 24-111 applies to 36,100 tonnes of gravel that will be applied to loose top roads in the South half of the Geographic Township of Turnberry and the north half of the Geographic Township of Morris.

# MUNICIPALITY OF MORRIS-TURNBERRY REPORT TO COUNCIL

The following table summarizes the tender prices received February 1<sup>st</sup>, 2024 for RFQ MT 24-111:

	<b>Contractor</b>	<b>Tender Price</b>	<b>Unit Price per tonne</b>	<b>Total Over Low Bid</b>	<b>% over (under) 2024 low bid</b>
1.	Joe Kerr Ltd.	\$469,300	\$13.00	\$0.00	
2.	Johnston Bros. Bothwell Ltd.	516,895	\$14.32 (avg)	\$47,595	10.2%
	2023 Gravel Tender Price		\$12.10		(6.9%)
	2022 Gravel Tender Price		\$11.25		(13.5%)

## **Price Excluding HST**

Joe Kerr Ltd. has successfully Supplied and placed maintenance gravel on the Municipality of Morris-Turnberry roads in the past.

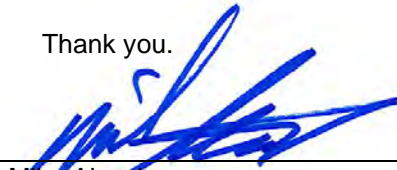
In 2022 when the same area of the Municipality received maintenance gravel, the cost was \$11.25 per tonne (excluding HST). This represents a 13.5% increase in the price of gravel over 2 years and a 6.9% increase over 2023.

The proposed pits for supplying gravel is the Thornton Pit Lot 2, Con. 10 Howick and the Campbell Pit Lot 7, Con 2 Morris.

## **Budget:**

The Municipality of Morris-Turnberry included \$490,000 for Maintenance Gravel Resurfacing in the proposed 2023 Public Works budget. The budget impact for the supply and delivery of Maintenance Gravel is estimated to be \$477,559.68 (including 1.76% HST) based on estimated quantities.

Thank you.



---

Mike Alcock  
Director of Public Works

# MUNICIPALITY OF MORRIS-TURNBERRY

## REPORT TO COUNCIL

TO: Mayor and Council  
PREPARED BY: Mike Alcock, Director of Public Works  
DATE: February 1<sup>st</sup>, 2024  
SUBJECT: MT 24 – 113 1yr Dust Control Contract

---

### **RECOMMENDATION**

That the Council of the Municipality of Morris-Turnberry accept the tender of:

Pollard Distribution Inc. for a 1 Year Dust Control Contract for \$189,472.50 (excluding HST) based on estimated quantities and unit prices.

and authorize the Mayor and CAO Clerk to execute the tender and all other required documents.

---

### **EXECUTIVE SUMMARY**

Historically Morris-Turnberry has only specified 35% Calcium Chloride as an option for Dust Control on their roads. Due to the substantial increase in price of 35% Calcium Chloride Public works began researching other viable dust control options. A trial of 20% Calcium Chloride Equivalent was conducted on some roads in Morris-Turnberry in 2022 and that product was used on all loose top roads in 2023. The volume of the less concentrated product is increased to provide for the same amount of chemical being applied to the road. The results of the 2022 trial and from our 2023 dust control program are that there was no discernable difference in efficacy between the 2 products.

In 2024 Public Works prepared the tender in the same way as in 2023 which permits products with different concentrations of chemicals to be bid as equivalent in such a way that it provided equity by changing the units in the tender from liters to flake tonne equivalent.

On January 16<sup>th</sup>, 2024 the Council of the Municipality of Morris-Turnberry authorized proceeding to tender for Dust Control prior to budget approval.

The tender closed at 12:00 pm on February 1<sup>st</sup>, 2024 at the Municipality of Morris-Turnberry office. Three Contractors picked up tenders and three submitted tenders for the Dust Control Contract.

All Contractors are able to meet the required specification.

### **COMMENTS:**

Dust Control is a regular maintenance activity and improves aesthetics and safety of loose top roads and reduces other road maintenance activities.

Dust Control is completed in the late spring on loose top roads in Morris-Turnberry. Roads receiving maintenance gravel are treated following the application of gravel at a higher rate than roads not receiving gravel. Providing Dust Control on loose top roads improves the quality of life of adjacent residents, helps prevent reduced crop yields and reduced pollination, reduces loss of road surface material, reduces frequency of grading by reducing potholes and rutting and increases road visibility and road safety.

# MUNICIPALITY OF MORRIS-TURNBERRY REPORT TO COUNCIL

The following table summarizes the tender prices received February 1<sup>ST</sup>, 2024 for Dust Control:

	<b>Contractor</b>	<b>Dust Control Price for 2023</b>	<b>Over Low Bid</b>	<b>Flake Tonne Equivalent</b>	<b>Price per liter of 35% CaCl2 Equivalent</b>
1.	Pollard Distribution Inc.	\$189,472.50	\$0.00	\$421.05	\$0.2597
2.	552976 Ontario Ltd.	\$224,550.00	\$35,077.50	\$499.00	\$0.3078
3.	Da-Lee Dust Control	\$230,602.50	\$41,130.00	\$512.45	\$0.3161
	2023 Draft Budget Amount	\$200,000.00	\$10,527.50	\$444.44	\$0.2741


**Price Excluding HST**

Pollard Distribution Inc. has successfully completed Dust Control application for Morris-Turnberry in 2023.

**Budget:**

The Municipality of Morris-Turnberry included \$200,000 for Dust Control in the Draft 2024 Public Works budget. The budget impact for Dust Control is expected to be \$192,807.22 (including 1.76% HST).

Thank you.




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Mike Alcock  
Director of Public Works

# MUNICIPALITY OF MORRIS-TURNBERRY

## REPORT TO COUNCIL

**TO:** Mayor and Council  
**PREPARED BY:** Trevor Hallam, CAO/Clerk  
**DATE:** February 6<sup>th</sup> 2024  
**SUBJECT:** Gibbons Line Road Deviation Correction

---

### **RECOMMENDATION**

That Council pass by-law 6-2024, being a by-law to establish certain lands as a public highway.

### **BACKGROUND**

In January of 2023, staff were contacted by a landowner offering to sell the Municipality a portion of property to correct the encroachment of Gibbons Line on private property. On February 21<sup>st</sup> Council discussed options for the correction and provided direction to proceed.

Staff negotiated the terms of the agreement for purchase and commissioned the required survey to establish the transferable parcel.

The survey was completed, registered, and the transaction was finalized in December of 2023.

### **COMMENTS**

The final step in the process is for Council to pass a by-law establishing the newly acquired parcel as a public highway. The power to do so is established by 31(2) of the *Municipal Act*, which states that "land may only become a highway by virtue of a by-law establishing the highway and not by the activities of the municipality or any other person in relation to the land, including the spending of public money."

If Council passes the by-law to establish the newly acquired parcel as a public highway, staff will complete the process by registering the by-law on title for the parcel.

Once opened as a highway, the new section will be continuous with the rest of Gibbons Line with no encroachments on private property, and the provisions of by-law 81-2019 will apply, establishing it as a "No Winter Maintenance" road between November 15<sup>th</sup> and March 31<sup>st</sup> of any year.

### **BUDGET IMPACT**

In the 2023 budget, Council allocated \$100,000.00 for the correction of the road encroachment. The estimate was high due to numerous unknowns in the project and based on recent experience with a similar issue. In 2023 the costs for the project totaled \$25,542.50. The only costs expected in 2024 are those associated with the registration of by-law 6-2024, which are estimated to be less than \$1000.00.

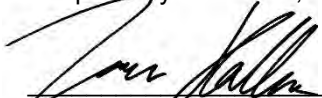
### **ATTACHMENTS**

1. By-Law 6-2024

### **OTHERS CONSULTED**

Mike Alcock, Director of Public Works

Respectfully submitted,



Trevor Hallam,  
CAO/Clerk



**CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY**

**BY-LAW NO. 6-2024**

---

Being a by-law to establish certain lands as a public highway.

---

**WHEREAS** Section 10(3) of the *Municipal Act, 2001 S.O. 2001 C. 25* as amended, states that a lower-tier municipality may pass by-laws respecting Highways;

**AND WHEREAS** Section 31(2) of the *Municipal Act, 2001 S.O. 2001 C. 25* as amended, provides that land may become a highway by virtue of a by-law establishing the highway and not by the activities of the municipality in relation to that land, including the spending of public money;

**AND WHEREAS** the Council of the Corporation of the Municipality of Morris-Turnberry has purchased land for the purpose of establishing a highway where a travelled road known as Gibbons Line has been constructed adjacent to a road allowance;

**NOW THEREFORE**, the Council of the Corporation of the Municipality enacts as follows:

1. That lands described in Schedule "A", attached hereto and forming part of this by-law, are hereby established as a highway.
2. That the highway established by-this by-law shall be called Gibbons Line and considered a continuation of the highway of that name that extends in a southerly direction from the lands described in Schedule "A"
3. That this by-law shall come into effect on the date of registration at appropriate Land Registry Office.

**Read a FIRST and SECOND time this 6<sup>th</sup> day of February 2024**

**Read a THIRD time and FINALLY PASSED this 6<sup>th</sup> day of February 2024**

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Mayor, Jamie Heffer

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Clerk, Trevor Hallam



SCHEDULE "A"

Description of lands to be established as a highway:

PT LT 17 CON B TURNBERRY BEING PTS 1, 2 & 3 ON PL 22R7310 AND PT 3 ON PL 22R1174; SUBJECT TO AN EASEMENT OVER PART 1, PLAN 22R-4975 AS IN HC11220; MUNICIPALITY OF MORRIS-TURNBERRY

PIN 41051-0433 (LT)

# MUNICIPALITY OF MORRIS-TURNBERRY

## REPORT TO COUNCIL

**TO:** Mayor and Council  
**PREPARED BY:** Kelly Tiffin, Tax Collector  
**DATE:** February 6, 2024  
**SUBJECT:** 2024 Interim Billing

---

### **RECOMMENDATION**

That council pass By-Law No. 8-2024 being the Interim Billing processed at 50% of the 2023 Final Tax Billing.

### **BACKGROUND**

Section 317 (1) (3) of the Municipal Act, 2001, S.O. 2001 c.25, Interim Levy, local municipality. The amount levied on a property shall not exceed the prescribed percentage or 50 percent if no percentage is prescribed, of the total amount of taxes for municipal and school purposes levied on the property for the previous year.

2024 Billing Estimate @ 50% of 2023                      \$4,317,624.45

2024 Interim Estimate Billed @ 50 %                      \$4,309,511.00

The 2023 Interim Billing will be processed at 50% to remain under the billing estimate for 2024.

### **COMMENTS**

The Interim Billing does not include any Special Rate Areas or Local Improvements. Dog tag fees will be transferred from Accounts Receivable and will display on the "Past Due/Credit" line of the tax bill but does not represent an amount in arrears and does not carry penalty.

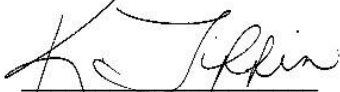
### **ATTACHMENTS**

By-Law No. 08-2024 Interim tax levies for the year 2024.

### **OTHERS CONSULTED**

Trevor Hallam, CAO/Clerk

Respectfully submitted,



Kelly Tiffin,  
Tax Collector



## CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

### BY-LAW NO. 8-2024

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Being a by-law to provide for interim tax levies for the year 2024 for the Municipality of Morris-Turnberry.

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**WHEREAS** section 342 (1) (a) of the Municipal Act, S.O. 2001, c.25, provides that a local municipality may pass by-laws providing for the payment of taxes in one amount or by instalments and the date or dates in the year for which the taxes are imposed on which the taxes or instalments are due;

**AND WHEREAS** Section 317 (3) (1) of the Municipal Act provides that the amount levied on a property shall not exceed the prescribed percentage or 50 per cent if no percentage is prescribed, of the total amount of taxes for municipal and school purposes levied on the property for the previous year;

**AND WHEREAS** it is deemed appropriate to provide for such interim levy on the assessment of property in the Municipality of Morris-Turnberry;

**NOW THEREFORE**, the Council of the Corporation of the Municipality of Morris-Turnberry enacts as follows:

1. The amounts levied shall be 50% of the total taxes for municipal and school purposes levied in the year 2023;
2. For the purposes of calculating the total amount of taxes for the year 2024 under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of 2023 because assessment was added to the collector's roll during 2023, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year;
3. The provisions of this by-law apply in the event that assessment is added for the year 2024 to the collector's roll after the date this by-law is passed, and an interim levy shall be imposed and collected;
4. All taxes levied under this by-law shall be payable into the hands of the Collector in accordance with the provisions of this by-law;
5. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the installment dates set out below. The penalty shall be one and one-quarter percent (1.25%) of the amount in default on the first day of default and on the first day of each calendar month during which the default continues, but not after the end of 2024;
6. The interim tax levy imposed by this by-law shall be paid in two instalments, due on the following dates:
  - 6.1 One-half (1/2) thereof on the 28<sup>th</sup> day of March, 2024;
  - 6.2 One-half (1/2) thereof on the 27<sup>th</sup> day of June, 2024;
7. The Collector may mail or cause to be mailed to the address of the residence or place of business of each person taxed under this by-law, a notice specifying the amount of taxes payable;

8. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered in the Collector's roll under section 340 (2) of the Municipal Act;
9. The subsequent levy for the year 2024 to be made under the Municipal Act shall be reduced by the amount raised by the levy imposed by this by-law;
10. The Collector shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under section 5 of this by-law in respect of non-payment or late payment of any taxes or any installment of taxes;
11. All taxes shall be paid in person at the office of the Municipality of Morris-Turnberry, or through financial institutions to the credit of the Municipality of Morris-Turnberry;
12. Nothing in this by-law shall prevent the Collector from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes;
13. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail;
14. This by-law shall come into force and take effect on the day of the final passing thereof.

**Read a FIRST and SECOND time this 6<sup>th</sup> day of February 2024.**

**Read a THIRD time and FINALLY PASSED this 6<sup>th</sup> day of February 2024.**

---

Mayor, Jamie Heffer

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Clerk, Trevor Hallam

# MUNICIPALITY OF MORRIS-TURNBERRY

## REPORT TO COUNCIL

**TO:** Mayor and Council  
**PREPARED BY:** Trevor Hallam, CAO/Clerk  
**DATE:** February 6, 2024  
**SUBJECT:** Correspondence to Minister of Long-Term Care

---

### **RECOMMENDATION**

That Council direct staff to issue correspondence to the Honourable Stan Cho, Minister of Long-Term Care regarding Braemar Retirement Centre's licence.

### **BACKGROUND**

On August 25<sup>th</sup>, 2023, Mayor Heffer and I met with Braemar Retirement Centre owner/administrator Archie MacGowan, North Huron CAO Dwayne Evans, North Huron Reeve Paul Heffer, Minister Lisa Thompson and the Minister's Constituency Assistant Sarah Baird to discuss the future of Braemar and its ability to continue to operate in our community past June of 2025, when its operating license is set to expire.

### **COMMENTS**

During the meeting, the uncertainty about the extension of the operating license was identified by Mr. MacGowan as the primary issue affecting Braemar's ability to continue to operate past 2025.

Mr. MacGowan expressed frustration at the lack of response from the Ministry of Long-Term Care to his inquiries about whether the license would be renewed or not. In addition to the obvious operational issues for staff and residents that the loss of the license would pose, Braemar is currently undergoing extensive renovations and retrofits to meet new Ministry requirements for long-term care facilities, at great expense. The uncertainty around the license calls into question whether the great expense associated with the retrofits are warranted.

Mayor Heffer and I have maintained correspondence with Mr. MacGowan since the meeting, and to date no response has been issued by the Ministry regarding the license. At the request of Mayor Heffer, a letter to the Minister of Long-Term Care has been drafted for Council's approval.

I recommend also sending a copy to Hon. Lisa Thompson, and Mr. MacGowan.

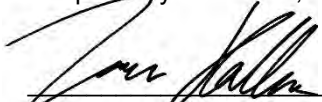
### **ATTACHMENTS**

1. Draft correspondence to the Minister of Long-Term Care

### **OTHERS CONSULTED**

Jamie Heffer, Mayor

Respectfully submitted,



Trevor Hallam,  
CAO/Clerk

# MUNICIPALITY OF MORRIS-TURNBERRY

P.O. Box 310, 41342 Morris Road, Brussels, Ontario N0G 1H0  
Tel: 519-887-6137 Fax: 519-887-6424 Email: mail@morristorynberry.ca



February 6, 2024

Hon. Stan Cho  
Minister of Long-Term Care  
6th Floor  
400 University Ave.  
Toronto, ON M5G 1S5

Via email: Stan.Cho@pc.ola.org

Dear Minister Cho,

I write to you today on behalf of the Council of the Municipality of Morris-Turnberry to express deep concern regarding an issue of great importance to the residents of our communities.

Ours is a small, rural municipality, and like others of our size we are fortunate to have within our borders a family owned and operated 69 bed long term care facility. Braemar Retirement Centre has been serving residents in our area for over 30 years, providing exceptional, person-centered, evidence-based care and services allowing residents to age gracefully within their own community.

It is our understanding that changes to the regulations that apply to such facilities are coming into effect, requiring facilities such as this to complete extensive retrofits to their ageing buildings to meet the new requirements. These small, family run businesses have limited resources to take on such extensive and expensive retrofits but are willing to do so because they care so deeply about the work that they do and want to continue to serve the community as they have for so many years.

It is difficult, however, to for a business of any kind to make significant investment in its facilities without a guarantee that it will be able to continue to operate. It is our understanding that the license for operation for Braemar is set to expire in June of 2024. Despite innumerable inquiries and their extensive advocacy for the continuation of their operations, it is our understanding that the Ministry of Long-Term Care has yet to confirm whether or not an extension will be granted.

This government has made clear its commitment to fix long-term care and address sector waitlists by building more than 30,000 net new long-term care beds in Ontario by 2028 and upgrading more than 28,000 older beds to modern design standards. While the construction of new, large-scale facilities may be helpful in achieving that goal, maintaining these small homes as an integral part of our senior's care system is equally important. The loss of 69 beds in a small community such as ours would not only have a devastating impact locally, it is also in conflict with this government's stated goal.

The Council of the Municipality of Morris-Turnberry respectfully requests that the Ministry of Long-Term Care make its intentions know regarding the renewal of Braemar Retirement Center's license, so the owners, staff, residents, and their families can make plans for their future with confidence.

Sincerely,

Jamie Heffer  
Mayor, Municipality of Morris-Turnberry  
On Behalf of the Council of the Municipality of Morris Turnberry

CC: Hon. Lisa Thompson, Minister of Agriculture, Food and Rural Affairs  
Archie MacGowan, Owner/Administrator, Braemar Retirement Centre

# MUNICIPALITY OF MORRIS-TURNBERRY REPORT TO COUNCIL

**TO:** Mayor and Council

**PREPARED BY:** Trevor Hallam, CAO/Clerk

**DATE:** February 6, 2023

**SUBJECT:** Turnberry Conservation Area Memorial Gate Repairs

---

## **RECOMMENDATION**

That Council consider the request received from Ron Tervit for repairs to the Turnberry Conservation Area (Turnberry Agricultural Park) memorial entrance gates;

And further that if Council wishes to consider proceeding the repairs, staff be directed to get quotes for the work in accordance with the Morris-Turnberry Procurement Policy, and secure permission from the Maitland Valley Conservation Authority to perform the required work.

## **COMMENTS**

On February 2<sup>nd</sup> Mayor Heffer received an email from Ron Tervit requesting that Council consider making repairs to the Turnberry Conservation Authority gates, erected in the memory of veterans from Turnberry who have served in the Canadian Forces. (email attached)

The Turnberry Conservation Area, formerly the Turnberry Agricultural Park, was home to the Turnberry Agricultural society, and was later purchased by the Maitland Valley Conservation Authority. According to the Turnberry history book, "In 1928 two Turnberry Councillors, JJ Wright and R Grain, along with the Agricultural Society and the WI formed the committee to see memorial gates built at the park..... The gates were built for \$500 and later and additional \$100 added lights to the plans" The history book also states that the gates were refurbished when the MVCA purchased the property in 1976.

On February 2<sup>nd</sup> I spoke with Phil Beard, General Manager of the MVCA, who agreed to discuss the potential of conducting repairs internally and provide a response when available.

Staff request direction from Council on whether or not to initiate the process of getting quotes for the repairs for consideration at a future meeting.



*\*Photo from A Harvest of Memories Volume II: A History of Turnberry, pg 600*

## **ATTACHMENTS**

1. Email Correspondence – Ron Tervit

## **OTHERS CONSULTED**

Phil Beard, General Manager, MVCA

Respectfully submitted,

Trevor Hallam,  
CAO/Clerk

## Fallen Heroes Entrance Gate

Ron tervit <[REDACTED]>

Fri 2024-02-02 8:19 AM

To: Jamie Heffer <iheffer@morristorynberrv.ca>; pheffer@northhuron.ca <pheffer@northhuron.ca>

Cc: Les Tervit [REDACTED]

**This is the first email you've received from this external sender.**

Do not click links or open attachments unless it is an email you expected to receive.

Good morning gentlemen, I hope this email finds you both busy but healthy. I am reaching out to you both regarding the entrance gate to the soccer field in Lower Wingham. The pillars are in some dire need of stone repair before becoming any worse. I was told too that whoever has been looking after the grounds have removed the fallen stones and they have been unfortunately discarded rather than set aside for re-using.. I was wondering if you and your councils would consider covering the costs of repairs for the entrance way at your next meeting. As the grounds are situated in Morris-Turnberry, I believe it to be fair if both municipalities consider this as it was erected in Honour of the " FALLEN HEROES " of the surrounding area where many relatives still reside today and where North Huron does a terrific job of raising the Remembrance Day Banners for display in the month of November. This was a brainstorm by two dedicated veterans ( Casey Casemore and George Tervit ), and in total respect of ALL the veterans such as your Mom and Dad, it would be a shame to see it deteriorate anymore. I have approached Al MacDonald for a quote but yet to receive it, but if he does get it to me before your meeting, I will forward it to you both. Hopefully councillors take serious consideration into this matter in total honour of the HEROES that returned from the war and all those that did not .

Feel free to contact me at [REDACTED] anytime if you need more information,

Regards, Ron Tervit

Sent from [Outlook](#)



# Corporation of the County of Huron

**To: Chair and Members of the Economic Development Board**

**From: Vicki Lass, Director**

**Date: 01/11/2024**

**Subject: Economic Development Departmental Update, December 2023**

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## Recommendation

### Recommended motion

**That:**

The Chair and Members of the Economic Development Board receives the report by Vicki Lass, Economic Development Director, dated January 11, 2024, titled Economic Development Department December 2023 Update, as presented for information.

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## Background

### Huron County Economic Development December 2023 Departmental Update

The following is an update of major projects and initiatives led by the Huron County Economic Development department over the past month.

In 2024, we will also be using this report to celebrate excellence in Huron County. Good news stories will include businesses and individuals in the County and will not be limited to Economic Development Department's clients.



# Huron County Economic Development Department

## Mission Statement

Offering support and leadership to enhance the economy and quality of place in Huron County.

## Vision Statement

A diverse, thriving, and sustainable economy and rural community.



## Upcoming Dates

*Council Priorities: Youth Engagement/Economic Readiness/Agriculture*

### **Learn to Curl Event for Newcomers to Canada**

Exeter Curling Club – February 24, 1:00-4:00pm

All skill levels are welcome to attend, there will be volunteers available to help. More details will be available soon.

### **February 29, 2024 – “Webinar: Entitlement vs. Fairness in Farm Transition”**

[Click here](#) to learn more or to register!

**For community events check the County Event Calendars | [Huron County Community Events](#) and [Ontario’s West Coast Events Calendar](#).**

Thank you to local partners who provide us with the list of activities in their municipalities.

We encourage you to share with your municipalities and ratepayers that the community events calendar is live and a great resource for sharing and finding information.

# Celebrating Excellence in the County of Huron

*Council Priorities: Agriculture, Economic Readiness and Youth*



Congratulations to former Economic Development Board member James Eddington on **Eddington's of Exeter** being named on the Open Table List Of 100 Top Restaurants in Canada.

**Eat Local Huron** was recognized at the Royal Winter Fair by Minister Lisa Thompson for Agri-Food Promotional Excellence, in the Excellence in Agriculture Program. Congratulations to Eat Local Huron and their continued efforts to promote and provide access to the bounty of Huron County.



**Justin Hoffman** is the Recipient of the Huron County Scholarship Award 2023

Justin is a Specialist High School Major attending South Huron District Secondary School - who is pursuing a career as a small engine mechanic. Pictured with Larry Livingston, Chair of HMA Board of Directors. Meet all 10 scholarship recipients at this [link](#)

# Sector Support: Workforce Development

*Council Priorities: Workforce Attraction*

## Employer Information Session:

*Council Priorities: Workforce Attraction*

It's never been more important to be an Employer of Choice; it improves worker quality of life and productivity.

On January 18th, Huron County Economic Development and the United Way Perth-Huron co-organized an event for employers, entrepreneurs, senior management, and HR representatives from industry-leading organizations and small businesses across Huron-Perth. This panel and roundtable discussion was all about 'decent work', and what it means to be an Employer of Choice. Panelists discussed what 'decent work' means to them, and how they're implementing it in their organizations.

Topics explored included:

- how technology has enabled decent work practices
- how COVID-19 has impacted decent work
- how organizations are adjusting to a changing labour force
- supporting diverse workplaces and overcoming related barriers
- how pathways for advancement are promoted
- how decent work practices have beneficially impacted recruitment and retention efforts, and
- what aspirations these organizations have for the future of decent work.

Panelists included:

- Carolynne Champagne, Human Resources Manager at Compass Minerals
- Iqbal and Tahseen Shaukat, Owners of the Maple Leaf Motel and winners of the Spirit of Success Employer of Choice Award
- Kimberly Richardson, Human Resources Manager at Woodcock Brothers Transportation Group
- Representative from GRIT Engineering

This event was co-organized to share successful work practices, highlight perspectives and challenges, and equip participants with strategies to become Employers of Choice.

Approximately 35 people participated in the event at the Royal Canadian Legion Branch 156 in Seaforth.

# Become an Employer of Choice

UPCOMING EMPLOYER ROUNDTABLE  
ON IMPLEMENTING DECENT WORK



United Way  
Perth-Huron



Social Research &  
Planning Council



## Business Services

### Huron Business Centre

The Huron Business Centre received confirmation of our continued partnership with the Ministry of Economic Development, Job Creation and Trade (MEDJCT) with a one-year extension of our current contract from April 1, 2024 to March 31, 2025 at the current budgeted Provincial allocation of \$136,900 per year.

The 54 Small Business Enterprise Centres (SBECS) are an important partnership for MEDJCT as these centres are the champions and key supports for entrepreneurs and small businesses across Ontario.

The Huron Business Centre team focuses on continuous improvement of our services to the local business community. We have made modifications to our intake process to better support individuals exploring entrepreneurship.

We are seeing increased demand to support entrepreneurs looking to exit their business. We have developed a high-level toolkit to as a resource for local entrepreneurs as we guide them through the process.

## Starter Company Plus

*Council Priorities: Economic Readiness | Youth Engagement*

The County of Huron congratulates successful Starter Company Plus program grant recipients! Administered by [Huron County Economic Development](#). The most recent intake of the Starter Company Plus program saw 17 local businesses successfully complete the program and 8 local businesses obtained grant funding, totaling \$24,500.

[Click here](#) to learn more!



Pictured left to right:

- Joleen Krebs – Old Railway Popcorn Company, Clinton (Central Huron)
- Jamie and Mark Scrimgeour – Mister Pristine, Londesborough (Central Huron)
- Edda Boettcher – Capella Meadows, Brussels (Huron East)
- Huron County Warden Glen McNeil
- Jess Bickell – Gifts to Britain, Exeter (South Huron)
- Elevations By Lindsay – Lindsay Skinn, Goderich (Goderich)
- Justin Brunner – Decisolve, Brucefield (Bluewater)

Missing from picture:

- MacDonald Laplante – Great Lakes Property Management, Goderich (ACW)
- Craig Wark – Suncoast Canvas, Goderich (ACW)

### **Starter Company Plus & the Economic Development Board Networking Event**

Starter Company Plus (SCP) Grads presented their business elevator pitch at the Huron County Economic Development Board meeting on December 7. This was followed by a networking session with the Board where grant recipients expressed their appreciation for the SCP program.

Many noted the value of the great business coaching staff, the business training, and the opportunity to network with other local entrepreneurs. The event featured locally grown popcorn and locally produced cheese provided by grant recipients.



**Council Report Topic:** Departmental Update

**Department:** Economic Development

**Date:** January 2024

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## Business Coaching

*Council Priorities: Economic Readiness / Youth Engagement*

During December, there has been a continued priority on supporting the wrap-up of the Starter Company Plus (SCP) program.

There were had 15 one-on-one consultations with business clients, including:

- 5 Starter Company Plus client consultations.
- 5 existing business consultations.
- 5 exploring entrepreneurship / new start-up consultations.

The Huron Business Centre received 58 new inquiries in December.

## Digital Main Street

*Council Priorities: Economic Readiness / Youth Engagement*

### Digital Transformation Grant

The Digital Transformation Grant 4.0 has reopened for a limited time!

The Digital Main Street Digital Transformation Grant (DTG) provides brick-and-mortar small business owners with a \$2,500 grant to help businesses strategically adopt technology and meet their digital goals.

The grant can be utilized for various services like hiring a consultant/agency/person for digital marketing, creating a new website (or enhancing an existing one), buying new software, enrolling in digital training courses, and even purchasing hardware up to \$1,000.

The NEW deadline to apply is January 31, 2024! With limited funds available, be sure to apply early.

To apply, small businesses must:

1. Register online and take a digital assessment at:  
<https://digitalmainstreet.ca/ontariogrants/>
2. If already registered, log into their account at:  
<https://digitalmainstreet.ca/account/login/>
3. Complete the eligibility form, take the online training (approximately 2.5 hours in length), and develop a Digital Transformation Plan.
4. Apply for the \$2,500 grant.

Any business that previously received the Digital Transformation Grant prior to June 21, 2022, is eligible to receive another \$2,500 grant to enhance their use of digital technologies.

Please Note: All applicants approved will have until March 31, 2024, to spend their grant funds and file their final report/receipts.



Should a business need assistance, they can reach out to the Huron County Digital Service Squad at [smallbusiness@huroncounty.ca](mailto:smallbusiness@huroncounty.ca).

### **“How to Efficiently Plan Your Content for Social Media” Workshop:**

A free in-person workshop, "How to Efficiently Plan Your Content for Social Media," was held on January 11 from 9-12pm at the Holmesville Community Centre in partnership with Digital Main Street. There were over 55 people registered for the session.

In this session, attendees learned how to create and repurpose content in a way that is efficient and effective, and how to share it across different social media channels in a way that will help them reach their target audience. This workshop is designed to help small business owners make the most of their social media efforts and increase their online presence and engagement.

## **Farm Succession/Transition Planning**

*Council Priorities: Economic Readiness / Agriculture / Youth Engagement*

### **Webinar: Entitlement vs. Fairness in Farm Transition**

On February 29 from 1:30 – 2:30 pm, Huron County Economic Development is hosting a follow up webinar with Elaine Froese, Canada’s Farm Whisperer, called “Entitlement vs. Fairness in Farm Transition.”

Entitlement is defined as a person’s belief they are inherently deserving of privileges or special treatment. Dr. Moira Somers, a financial psychologist says “money is personal.” Few dynamics are harder to manage on the family farm than an entitled sibling who sees increasing land values and misinterprets land value as cash in the bank.

This 1-hour webinar with Elaine Froese creates mindset shifts to learn how to respectfully, yet assertively, attack the issue and not the people. Conflict communication tools to navigate harmful and hurtful assumptions, and develop a path forward to create more trust, empathy and understanding. Develop a buyout business plan that works to communicate the long-term vision of the farm and expose inequity of siblings who do not contribute to the success of the farm business.

This webinar helps folks to re-write money scripts and shift unsupported entitlement to a willingness to navigate reasonable and unreasonable transition expectations. One of the key questions is “What does money mean to you ?” and “What is enough ?” Learning “wish fulfillment language” such as “I wish I could...but the reality is...” is helpful.





Throughout the webinar, Elaine will answer questions sent in anonymously via text or in the Zoom group chat. Following the presentation there will also be a Q&A period with Elaine.

Tickets to this Zoom event are \$25 each and can be purchased at <https://farmtransitionwebinar.eventbrite.ca>.

For more information about the Farm Succession Planning Project, please [click here](#).



**Huron County's Life on the Coast Podcast:**

We have recently launched a podcast called "Huron County's Life on the Coast." The first series on the podcast will focus on the topic of farm succession planning and will touch on why it's a critical priority, what happens if farms don't have succession plans in place, and we get the perspective from the founders, in-laws, and the next generation.

Visit [huroncounty.ca/life-on-the-coast/](http://huroncounty.ca/life-on-the-coast/) to learn more! Episodes 1-3 are available now; stay tuned for the next 4 episodes!

# Immigration Partnership

*Council Priorities: Welcoming and Inclusive Communities*

## Newcomer holiday celebration

*Council Priorities: Welcoming and Inclusive Communities*

Thirty-one newcomers to Canada who have settled in Huron County gathered in December to celebrate the holidays to share a potluck meal and play games. The event was supported by Knox Presbyterian Church, facilitated by the Huron County Immigration Partnership, with local volunteers organizing activities for both adults and children.



## Volunteer transition

*Council Priorities: Welcoming and Inclusive Communities*

The Huron County Immigration Partnership is working with the Huron Newcomer Support Association to transition volunteers to support transportation and short-term housing arrangements for newcomers to Canada who settle in Huron County. As the Huron Newcomer Support Association sets up its structures and processes, the Immigration Partnership will assist the organization with recruiting and screening volunteers.

The Immigration Partnership will continue to seek and manage volunteer to support activities that build welcoming communities, such as the Conversation Circle volunteers or Multicultural Festival event volunteers.

## Conversation Circles

*Council Priorities: Welcoming and Inclusive Communities*

The Huron County Immigration Partnership and the Huron County Library have partnered together to host English Conversation Circles at the Exeter and Goderich branches. The Conversation Circles are a great opportunity to practice speaking and listening to English. Volunteers will be available to help people learning English to build confidence, assist in expanding your vocabulary, and guide you in creating new connections.

In Goderich, the Conversation Circles started on January 8, 2024 at the Goderich library branch. They take place every Monday from 6:30 pm - 8:00 pm. In Exeter, the Conversation Circles started on January 17, 2024 and will take place every Wednesday from 6:30 pm - 7:45 pm.

## Responding to the IRCC Call for Proposals

*Council Priorities: Welcoming and Inclusive Communities*

The Immigration Partnership is responding to a five-year funding opportunity from Immigration, Refugees and Citizenship Canada to continue their work from 2025-2030. The funding would continue to support two staff positions, along with coordination activities, community engagement, research and capacity building work.

**Stay current on all departmental activities by following us online!**

Huron County Economic Development [Facebook](#), [Instagram](#)

Huron County Immigration Partnership [Facebook](#), [Instagram](#)

Ontario's West Coast [Facebook](#), [Instagram](#)



**AORS**  
PROMOTING **KNOWLEDGE**. PURSUING **EXCELLENCE**

January 8, 2024

Dear Head of Council, Deputy Head of Council and Councillors,

Your local Public Works department provides invaluable services within your community. Without the dedicated public works employees that you are fortunate to have, many basic functions in your community would not be able to happen. Without maintained roads, your emergency services (police, fire, and ambulance) would not be able to respond to calls, school buses could not run to get children to school, and your residents would not be able to leave to work, school, appointments, children's extra-curriculars and any other activity important to them. Additionally, as you work with the provincial government to tackle the housing crisis, your communities require more core infrastructure to handle the growth. For the health and safety of our communities it is important we keep our Public Works department staff complement full, and well trained.

Public Works departments across the province have already begun to feel the impacts of labour shortages, and as we will begin to see many retirements across the province, the shortage will become even more exasperated. From a recent survey that AORS completed with public works departments from across Ontario, we know that 91.5% of respondents will be hiring entry level positions in the next three to five years. However, we are already seeing the start of the labour shortage. From our survey, we found that 70% of respondents already reported getting less than five applications for entry level positions when posted, and the top three challenges municipalities are currently facing is a lack of applicants, applicants that do apply not meeting the required qualifications and municipalities having to compete with private sector positions.

Over the last year, AORS has been dedicating much of our advocacy to encouraging youth to consider careers in public works through career fairs, local government presentations to students, developing printed resources for guidance counsellors and much more. AORS has also been working closely with Fanshawe College Corporate Training Solutions to develop a Municipal Operator Course that would train potential municipal equipment operators to come to your municipality with the basic knowledge they need to begin maintaining your core infrastructure. This would be the first course of its kind that would attract potential students from across the Province of Ontario. To fund this endeavor, AORS has applied for a Skills Development Fund through the Province's Ministry of Labour, Training, Immigration and Skilled Trades. We are reaching out to you for your support in our application and your advocacy to the province on why having more – and qualified – applicants to our public works departments are so imperative.

We would ask that you consider passing the following motion:

*WHEREAS, municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;*

*AND WHEREAS, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as*

*emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen;*

*AND WHEREAS, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease;*

*AND WHEREAS, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.*

*THEREFORE IT BE RESOLVED, that (INSERT MUNICIPALITY NAME) supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;*

*AND THAT, (INSERT MUNICIPALITY NAME) calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;*

*AND THAT, a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccini, (INSERT MUNICIPALITY'S NAME)'s Member of Provincial Parliament (INSERT LOCAL MPP NAME) and the Association of Ontario Road Supervisors.*

We appreciate your on-going support and should you have any questions or concerns, please do not hesitate to contact AORS for all things municipal public works!

Best regards,



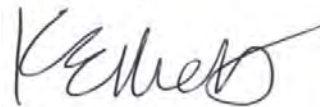
John Maheu  
AORS Executive Director



Dennis O'Neil  
AORS Member Services Coordinator



Christie Little  
AORS Training and Programming Coordinator



Kelly Elliott  
AORS Marketing and Communications  
Specialist



## Saugeen Valley Conservation Authority

### Minutes – Board of Directors Meeting

Date: Thursday November 30, 2023, 1:00 p.m.

Location: Administration Office, Formosa, ON

Chair: Barbara Dobreen

Members present: Paul Allen, Larry Allison, Kevin Eccles, Bud Halpin, Tom Hutchinson, Steve McCabe (virtual), Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner (virtual), Jennifer Prenger, Bill Stewart, Peter Whitten

Members absent: Greg McLean

Others present: Rajan Puri, Delegate

Staff present: Matt Armstrong, Erik Downing, Nancy Griffin, Janice Hagan, Donna Lacey, Elise MacLeod, Laura Molson, Ashley Richards

#### **1. Land Acknowledgement**

The Land Acknowledgement was read by Sue Paterson

*We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudensaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nations, Métis, and Inuit peoples.*

The agenda for the Authority was amended to include Stewardship Business Case report (Item 7.5) and Category 2 agreements (Item 8.2)

#### **2. Adoption of Agenda**

##### **Motion #G23-103**

Moved by Steve McCabe

Seconded by Moiken Penner

THAT the agenda for the Saugeen Valley Conservation Authority meeting, November 30, 2023, be adopted as amended.

**Carried**

#### **3. Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest relative to any item on the agenda.

#### 4. Adoption of Minutes

##### 4.1 Authority meeting – October 19, 2023

###### Motion #G23-104

Moved by Bill Stewart

Seconded by Sue Paterson

THAT the minutes of the Saugeen Valley Conservation Authority meeting, October 19, 2023, be adopted as presented.

**Carried**

#### 5. Section 28 Hearing

##### Motion #G23-105

Moved by Paul Allen

Seconded by Tom Hutchinson

THAT this meeting of the Saugeen Valley Conservation Authority is convened as a Hearing under Section 28 (7) of the Conservation Authorities Act, R.S.O. 1990, Chapter C.27 and amendments thereto, to consider an application for a permit under the Authority's Development, Interference with Wetlands and Alterations to Shorelines and Watercourses published by the province of Ontario as Ontario Regulation 169/06, as amended.

**Carried**

Chair Dobreen convened the Hearing with opening remarks, identifying the applicant and the nature of the application. The procedures were noted along with the requirements of the *Canada Evidence Act*. The Board did not require staff or the applicant to testify under oath. Erik Downing, Acting General Manager/Secretary-Treasurer (GM/S-T) introduced Darren Kenny, Regulations Coordinator (Acting), and Rajan Puri, applicant.

Darren Kenny presented the staff report to the Authority and gave evidence as to why the SVCA policies did not allow for the applicant to build the house as requested in the application. The property is located in a one-zone floodplain of the Pine River with depths under Regulatory Storm conditions of 0.2 – 0.4 meters. The applicant proposes the construction of a fill pad to raise the footprint of the house above the regulatory flood elevation by approximately 0.25 metres; however, staff are concerned that this may result in creating an island surrounded by floodplain. In the event of an emergency, vehicles may not be able to proceed through flood waters, essentially causing persons to potentially be trapped on the property inciting a potential liability to the Board in permitting beyond the SVCA and provincial policies. Staff recommend that the application be denied as the square footage and footprint of the proposed residence significantly exceeds that of the existing structure and therefore the proposal does not comply with the policies under Section 4.7.1-2 of the SVCA's Environmental Planning and Regulations Policies Manual (2018).

Darren spoke to the policy requirements for the reconstruction or relocation of a building that has not been damaged or destroyed by flooding. The applicant does not meet the third requirement as the proposed size of the building exceeds the original habitable floor area and the original footprint of the previous structure, enlarging the footprint by 1,080 ft<sup>2</sup> and the total

square footage of the building by 2,330 ft<sup>2</sup>. The fill pad is acceptable in as it will not negatively impact floodplain elevations on neighbouring properties.

Rajan Puri requested approval from the Authority to create a pad on the property that would be above the floodplain to allow the construction of a four-season home with reduced risk of flooding. He told the Board that when he first started the project, the guidelines received were based on the proximity to the Pine River. He noted that there is a drainage channel along the south end of the property which should direct any overflow away from the neighbouring properties and into Lake Huron, as well as a parking lot on the north side creating a separation from the neighbouring property. Mr. Puri informed the Hearing Board that a report provided by Tatham Engineering indicated any increase in peripheral water levels is negligible (less than 1cm increase) and should not pose an increased risk to neighbouring properties.

The Directors requested further information about the floodplain mapping. Darren clarified that the original SVCA floodplain mapping did not show Mr. Puri's property in the floodplain, but an updated mapping assessment confirms that the entire property is in the floodplain. The criteria for determining floodplain have not changed, but a more recent updated assessment has been done. The Board asked about insurance coverage should the property be flooded, and Mr. Puri responded that he should be able to prove from engineering reports, and the hydraulic analysis that the issues have been mitigated appropriately.

The Board calculated that the new structure is approximately 810 ft<sup>2</sup> larger than the original footprint when combining both the house and the bunkie. Staff consider the bunkie to be an accessory structure and calculate the existing building to be 1,480 ft<sup>2</sup> and the proposal would increase the footprint by 1,080 ft<sup>2</sup>. Staff indicated that both the lower and upper levels determine total habitable space.

The basement is below grade, but Mr. Puri indicated it would be engineered to minimize any potential risk and the windows would be above the regulatory flood elevation. The building water table level may be shallow and will determine the height of the basement once digging commences.

There was no further questions and the Hearing Board moved to Closed Session for deliberation.

**Motion #G23-106**

Moved by Tom Hutchinson

Seconded by Bud Halpin

THAT the Hearing Board moves to Closed Session, In Camera for deliberation; and further

THAT Erik Downing, Matt Armstrong, Darren Kenny, and Janice Hagan remain in the meeting.

**Carried**

Matt Armstrong and Darren Kenny left the meeting before the start of deliberations.

**Motion #G23-107**

Moved by Bill Stewart

Seconded by Moiken Penner

THAT the Hearing Board adjourn the Closed Session and rise and report.

**Carried**



The Chair reported that the Authority deliberated the evidence provided during the open session and that no new information was disclosed during the closed session.

The Hearing Board resolved to approve Mr. Puri's application with conditions as the newly constructed structure is protected and would be safer than the existing building, and that life and property is adequately protected.

Tom Hutchinson was not in attendance for the full Hearing and therefore was not eligible to vote on the resolution.

**Motion #G23-108**

Moved by Larry Allison

Seconded by Kevin Eccles

THAT the Application to Alter a Regulated Area, seeking permission to demolish an existing 1,480 square foot one-story cottage and bunkie/shed, construct a new 3,812 square foot detached 2-story house with basement and attached garage on a fill pad, septic system installation with related excavation, filling, and grading at 34 Bell Drive, Part Lot 9, Plan 2A in the Township of Huron-Kinloss, is approved with the following specific conditions:

1. The Applicant shall hire a qualified geotechnical engineer to design the fill pad to withstand the hydrostatic and hydrodynamic forces from the Regulatory Storm to prevent erosion. A copy of the design shall be provided to SVCA staff for review and approval prior to construction; and
2. The Applicant shall hire a certified Ontario Land Surveyor or qualified engineer to complete an elevation survey to verify that the as-built grades and elevations proposed in the Application have been achieved.

**Amendment:**

Moved by Jennifer Prenger

Seconded by Paul Allen

That a third condition be included in the approval: "The lowest exterior opening elevation be at or above the regional flood level."

**Carried**

**Amended Motion:**

Moved by Larry Allison

Seconded by Kevin Eccles

THAT Application to Alter a Regulated Area, seeking permission to demolish an existing 1,480 square foot one-story cottage and bunkie/shed, construct a new 3,812 square foot detached 2-story house with basement and attached garage on a fill pad, septic system installation with related excavation, filling, and grading at 34 Bell Drive, Part Lot 9, Plan 2A in the Township of Huron-Kinloss, is approved with the following specific conditions:

1. The Applicant shall hire a qualified geotechnical engineer to design the fill pad to withstand the hydrostatic and hydrodynamic forces from the Regulatory Storm to prevent erosion. A copy of the design shall be provided to SVCA staff for review and approval prior to construction; and

2. The Applicant shall hire a certified Ontario Land Surveyor or qualified engineer to complete an elevation survey to verify that the as-built grades and elevations proposed in the Application have been achieved.

3. The lowest exterior opening elevation be at or above the regional flood level.

**Carried**

**Motion #G23-109**

Moved by Kevin Eccles

Seconded by Dave Myette

THAT the Hearing Board adjourn the Section 28 Hearing; and further

THAT the Board of Directors resume the regular Authority meeting.

**Carried**

**6. Presentation: Staff Recognition**

Nancy Griffin, Education Coordinator has retired after 34 years in the role. The Chair expressed her appreciation for Nancy’s dedication to conservation education in the SVCA watershed. Erik Downing thanked Nancy for her legacy and noted that she has touched the lives of over 365,000 children in her career.

**7. Reports for information**

**7.1 General Manager’s report**

There was no discussion.

**7.2 Finance report**

There was no discussion.

**7.3 Violation Statistics report**

There was no discussion.

**7.4 Program report**

There was no discussion.

**7.5 Stewardship Business case**

There was no discussion.

**7.6 Approved Committee minutes**

7.6.1 Agricultural Advisory Committee – June 6, 2023

7.6.2 Executive Committee – October 5, 2023

There was no discussion.

**7.7 Correspondence**

Correspondence from Corporation of the County of Prince Edward regarding support for the province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, storm water management systems, and certain water taking activities, was noted and filed.

**7.8 News report**

There was no discussion.

**8. Matters arising from the minutes**

**8.1 2024 Draft Budget Update**

**Motion #G23-110**

Moved by Steve McCabe

Seconded by Tom Hutchinson

THAT the apportionment amount of \$2,287,471 for Category 1 operating expenses and capital costs be approved in accordance with Ontario Regulation 401/22, Section 27(4) of the *Conservation Authorities Act*.

A recorded, weighted vote was taken for the 2024 budget with the following results:

<b>Municipality</b>	<b>Director</b>	<b>Vote</b>
Arran-Elderslie	Moiken Penner	Yea
Brockton	Greg McLean	Absent
Chatsworth	Peter Whitten	Yea
Grey-Highlands	Paul Allen	Yea
Hanover	Sue Paterson	Yea
Howick	Mike Niesen	Nay
Huron-Kinloss	Larry Allison	Nay
Kincardine	Jennifer Prenger	Yea
Kincardine	Bill Stewart	Yea
Minto	Steve McCabe	Yea
Morris-Turnberry	Mike Niesen	Nay
Saugeen Shores	Bud Halpin	Yea
Saugeen Shores	Dave Myette	Yea
South Bruce	Mike Niesen	Nay
Southgate	Barbara Dobreen	Yea
Wellington North	Steve McCabe	Yea
West Grey	Kevin Eccles	Nay
West Grey	Tom Hutchinson	Yea

The result of the vote was 81.5% of the weighted average of those present in favour. Therefore, **Motion #G23-110 was carried.**

**Motion #G23-111**

Moved by Bill Stewart

Seconded by Jennifer Prenger

THAT the Saugeen Valley Conservation Authority adopt the 2024 Budget in the amount of \$5,993,275 as approved in principle at the October 2023 meeting; and further

THAT the General Manager/Secretary-Treasurer is hereby authorized to notify the member municipalities of the cost apportioning amounts owing; and further

THAT cost apportioning payments shall be due from member municipalities in two equal

instalments on March 31 and June 30, 2024, and that late payments shall be subject to the Authority's standard late payment charge of 1.50% per month thereafter.

**Carried**

### **8.2 Category 2 agreements**

Ashley Richards reported that Category 2 agreements have been prepared for those affected municipalities that have indicated they want to proceed with structure maintenance agreements. Those municipalities who do not wish to proceed will be asked to sign a release form. After discussion the following motion carried:

#### **Motion #G23-112**

Moved by Paul Allen

Seconded by Jennifer Prenger

THAT the Board of Directors authorizes staff to proceed with the execution of Category 2 Agreements on behalf of the Authority.

**Carried**

### **8.3 Category 3 agreements**

Ashley Richards reported that all fifteen member municipalities have resolved to sign the Category 3 agreements enabling SVCA to further the conservation, restoration, development, and management of natural resources. After discussion the following motion carried:

#### **Motion #G23-113**

Moved by Jennifer Prenger

Seconded by Sue Paterson

THAT the SVCA Board of Directors authorizes staff to proceed with execution of all fifteen Category 3 Agreements pertaining to the Water Quality Program and associated communications, on behalf of the Authority.

**Carried**

### **8.4 Violation Approach Change Update**

At the October 19, 2023, SVCA Board Meeting, Amended Motion #G23-101 directed staff to outline the process by which a violation could be disputed by the accused where legal action is not being pursued by SVCA. Matt Armstrong presented the strategy for dealing with offenders in this situation.

#### **Motion #G23-114**

Moved by Tom Hutchinson

Seconded by Mike Niesen

THAT staff be directed to indicate to those accused of committing a violation where legal action will not be pursued, about the opportunity to dispute a violation to the SVCA General Manager/Secretary-Treasurer, and if not satisfied, to request a delegation to the Board of Directors.

**Carried**

**9. New business**

**9.1 2024 Fee Schedule**

**Motion #G23-115**

Moved by Steve McCabe

Seconded by Bill Stewart

THAT the Board approve the following fee schedules to take effect on January 1, 2024: -  
Schedule A – Environmental Planning and Permitting Services - Schedule C – Forestry Services -  
Schedule D – Corporate Services.

**Carried**

**9.2 2024 Meeting Schedule**

Staff introduced a Section 28 Hearing Schedule for 2024 to reserve times on the same day as the Authority meetings. A notification of cancellation will be sent out at least 2 weeks in advance if the date is not required for a Hearing.

**Motion #G23-116**

Moved by Sue Paterson

Seconded by Tom Hutchinson

THAT the 2024 SVCA Authority meeting and Section 28 Hearing schedules be adopted as presented.

**Carried**

**9.3 Permits Issued for Endorsement.**

**Motion #G23-117**

Moved by Larry Allison

Seconded by Moiken Penner

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (#23-263 to 23-287), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

**Carried**

**10. Closed Session**

**Motion #G23-118**

Moved by Steve McCabe

Seconded by Mike Niesen

THAT the Authority moves to Closed Session, In Camera to discuss matters relating to identifiable individual, and discuss contract negotiations by the Authority; and further

THAT Erik Downing, Laura Molson, Nicole Gibson, and Janice Hagan remain in the meeting as required.

**Carried**

**Motion #G23-122**

Moved by Dave Myette

Seconded by Bud Halpin

THAT the Authority adjourn from Closed Session, In-Camera, and rise and report.

**Carried**

Chair Dobreen reported that only the items pertaining to the reasons for the Closed Session were discussed. The following motion pertained to a Closed session discussion and carried in Open session:

**Motion #G23-123**

Moved by Bud Halpin

Seconded by Jennifer Prenger

WHEREAS Saugeen Valley Conservation Authority entered into a Service Level Agreement to complete years one and two of the NWMO's Environmental Media Baseline Monitoring (EMBP) Program (water quality and hydrology components) and were directed to negotiate a year 3 Scope of Work with NWMO;

BE IT RESOLVED THAT SVCA staff are directed to enter into a Service Level Agreement to complete Year 3 of the NWMO's Environmental Media Baseline Program (EMBP) (water quality and hydrology components) from 1st January 2024 to 31st December 2024; and further

THAT staff are directed to enter into a renewed scope of work for the NWMO EMBP Year 3, and further

THAT staff are authorized to staff would then be authorized to hire the necessary staff to carry out the work, as specified in the renewed scope of work, provided that no costs are borne by the Authority.

**Carried**

**11. Adjournment**

There being no further business, the meeting adjourned at 4:08 p.m. on the motion of Bill Stewart and Tom Hutchinson.

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Barbara Dobreen  
Chair

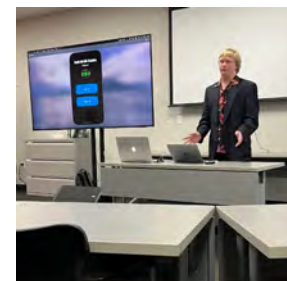
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Janice Hagan  
Recording Secretary

### Good News

#### Pathways Opportunities Across the District (Junk Drawer Races, Read Deal on Skilled Trades, and more!)

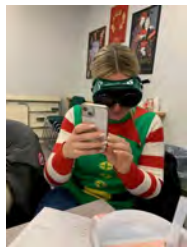
Superintendent Paul Langis shared that the Pathways Team has been busy over the last several weeks. From an event focused on the promotion of trades among women and girls called the Real Deal on Skilled Trades, to huge success at the elementary regional level Junk Drawer Races. Goderich District CI hosted a construction workshop, and the team showcased the Pathways Innovation Centre to the Perth Huron Builders' Association. He also shared that schools across the district are busy acknowledging local businesses that provide coop opportunities to secondary students, and 14 students have signed as apprentices during their first term coop placements. Finally, eight AMDSB students from four different secondary schools participated in the Apple Canada "Develop the Future Presentation Showcase" at the Hasenfratz Centre for Excellence in Guelph on January 18. These students showcased the skills they acquired through lessons and workshops on Swift programming, effective communication, and impactful pitching. Looking ahead to February, Langis announced an upcoming event titled "Trades and Tapas" designed for grade 9 and 10 students, along with a significant adult of their choice. This event aims to showcase the culinary and carpentry trades.



#### Vision Impairment Workshop for Staff

Superintendent Kathy Boyd was pleased to share that on December 18, Educational Consultants from the W. Ross Macdonald School's Vision Resource Services and Outreach Programs delivered a workshop for classroom and resource teachers who teach students with visual impairments. The workshop included information about the causes and types of vision impairments, offering educators a hands-on simulation

to better understand the experiences of those who are partially sighted in the classroom. These invaluable learning experiences are instrumental in fostering a more inclusive educational environment.



## Board Approves Revised Budget for 2023/2024

The Board of Trustees received and approved the 2023/2024 Revised Budget. The operating budget presented includes Operating Revenues and Transfers of Reserves of \$238,251,324 and Operating Expenses of the same. The capital budget approved includes Capital Spending of \$35,639,001. While the operating budget is compliant with the Ministry of Education's budget compliance rule, the total operating deficit for the 2023/2024 year is expected to be \$1,927,824. Please see the full report of the Finance Committee posted in the [Agenda Package](#) (page 8).

## Student Trustee Update

Student Trustee Alex Dolmage reported that the senators are wrapping up a social media campaign about managing stress during exams and tips for good study habits. Looking forward, they are actively preparing for the recruitment of senators for the upcoming academic year. They are interested in implementing a consistent approach to this recruitment so that students have an equitable opportunity to participate in the senate. Additionally, Student Trustee Nathan Bean indicated the senators are planning an e-waste collection initiative scheduled for the week leading up to Earth Day in April. The initiative involves promoting four drop-off bins at secondary schools across the district, inviting participation from students, staff, parents/caregivers, and the broader community.

## Senior Staff Updates

### Update on the Director's Work Plan

An update was provided on the [Director's Work Plan](#). Superintendent Kathy Boyd shared the work happening to create consistent Social Emotional Learning practices across the district. She highlighted the continual promotion of mental health and well-being through the acknowledgment of awareness days and the resources provided to schools (including lessons for classrooms, sample announcements, messaging for families, and social media posts). Superintendent Paul Langis discussed school plans that address a safe schools priority based on understanding the needs of that particular school.



Finally, Superintendent Jane Morris and Laura Marotta outlined their objective to enhance secondary students' access to diverse learning modes (e.g., face-to-face, online, and alternative education). The aim is to leverage students' interests and cultivate skills that empower them to make well-informed decisions about their future steps.

## Stratford and Area Boundary Review Project Update

Superintendent Cheri Carter reported the success of the open house held at Stratford District SS on January 29. Watson and Associates, along with AMDSB staff, addressed questions regarding the three proposed scenarios. Trustee Michael Bannerman remarked that the event was very well received and he was impressed by the community engagement that has occurred.

A full consultation report has been publicly released and a survey is seeking feedback on the proposed scenarios. The report and survey link are published on the [Stratford and Area Boundary Review Project page](#) and members of the public are asked to review the report and respond to the survey by February 15, 2024.

## Future Board Meetings

Regular Board Meetings are held in person unless otherwise noted. Agendas are posted on the [Board Meeting page](#) the day before the meeting. The public portion begins at 4:45 p.m.

- Tuesday, February 13, 2024: Committee of the Whole, Open Session at 4:45 p.m.
- Tuesday, February 27, 2024: Regular Board Meeting at 4:45 p.m. and Committee of the Whole, Closed Session immediately afterwards.

## Future Meetings/Events with Trustee Representation

- Parent Involvement Committee (PIC) – Wednesday, January 31, 2024 at 6:30 p.m. (online)
- School Calendar – Tuesday, February 6, 2024 at 3:00 p.m.
- Transportation Steering Committee (HPSTS) – Tuesday, February 6, 2024 at 3:30 p.m. (online)
- Special Education Advisory Committee – Wednesday, February 7, 2024 at 4:00 p.m.
- Supervised Alternative Learning (SAL) – Monday, February 26, 2024 at 3:00 p.m.
- Stratford Area Boundary Review Committee (SABRC) – Thursday, March 7, 2024 at 6:00 p.m. (online)
- Accessibility for Ontarians with Disabilities Act workgroup (AODA) – Wednesday, April 3, 2024 at 3:00 p.m. (online)



# Municipality of South Bruce

**MUNICIPAL OFFICE**

P.O. Box 540, 21 GORDON ST E. TEESWATER, ONTARIO N0G 2S0  
Phone (519) 392-6623x229 | Fax (519) 392-6266 | Email [vkennedy@southbruce.ca](mailto:vkennedy@southbruce.ca)

January 17, 2024

*Via Email*

Minister of Natural Resources and Forestry  
5<sup>th</sup> Floor, 99 Wellesley St.  
Toronto, ON M7A 1W3  
[Graydon.Smith@pc.ola.org](mailto:Graydon.Smith@pc.ola.org)

Lisa Thompson, Huron-Bruce MPP  
408 Queen Street, Box 426  
Blyth, ON N0M 1H0  
[lisa.thompsonco@pc.ola.org](mailto:lisa.thompsonco@pc.ola.org)

Dear Sir and Madams,

Re: Extension of Minister's Direction for Conservation Authorities Regarding Fee Changes Associated with Planning, Development and Permitting Fees

Please be advised that the Municipality of South Bruce Council met at their regular session of Council on January 9, 2024, at which time the following resolution was passed in response to correspondence received relating to the continued fee freeze:

**Motion M24-15**

**Moved by: Nigel Van Dyk**

**Seconded by: Ron Schnurr**

THAT Council instructs staff to write a letter to the Ministry of Natural Resources and Forestry opposing the directive mandating conservation authorities to not alter fees related to planning, development and permitting for the 2023 calendar year;

AND FURTHER THAT a copy of this letter be forwarded to the MPP.

**Carried**

The Municipality of South Bruce encourages the Ministry of Natural Resources and Forestry to reevaluate its recent directive directing conservation authorities not to change fees for programs and services associated with planning, development and permitting for the 2023 calendar year.

The unexpected announcement affects our local Authority's 2024 budget. The budget had already been approved at the time of the announcement, resulting in time lost to review and potentially revise their 2024 budget.

Additionally, the freeze impacts the financial planning and operation capabilities of Conservation Authorities across Ontario. The impact of rising costs has affected all sectors and it is important for Conservation Authorities to be able to achieve an appropriate level of costs recovery through their fees.

The Municipality of South Bruce is hopeful the Ministry will reconsider their directive.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vivian Kennedy', with a stylized flourish at the end.

Vivian Kennedy  
Deputy Clerk  
Municipality of South Bruce

Municipality of Tweed Council Meeting  
Council Meeting



Resolution No.

3

Title: Councillor J. Flieler

Date: Tuesday, January 9, 2024

---

Moved by J. Flieler

Seconded by P. Valiquette

WHEREAS the decision to eliminate licence plate renewal fees was made with the intention of easing the financial burden on hardworking Ontario Residents;  
AND WHEREAS while the elimination of renewal fees has provided relief to residents, it has simultaneously deprived our Ontario infrastructure of vital funding, exacerbating the pressing issues we face;  
AND WHEREAS the burden placed on our four hundred and forty-four Ontario municipalities is escalating, pushing them further into debt as they struggle to address critical infrastructure needs without the necessary financial support;  
AND WHEREAS the elimination of these fees has resulted in the removal of over six billion dollars over six years, funds urgently needed for our failing Ontario infrastructure;  
AND WHEREAS the burden on all four hundred and forty-four Ontario municipalities is pushing them further into debt;  
AND WHEREAS reinstating licence plate renewal stickers (fees) and distributing the collected monies to all Ontario municipalities would significantly benefit the urgently required infrastructure upgrades and replacements;  
AND WHEREAS redistributed licence plate renewal sticker fees divided equally among all four hundred and forty-four Municipalities would total \$2,252,252.25 every year for each Municipality;  
NOW THEREFORE BE IT RESOLVED THAT we request that the Licence Plate Renewal system be reinstated to allocate these six billion lost infrastructure dollars where they rightfully belong;  
AND FURTHER, we propose that all monies collected through the reinstated Licence Plate Renewal system be used in the best interests of all Ontarian's for infrastructure improvements, ensuring long-term prosperity and safety of our communities;  
AND FURTHER, we trust that the Provincial Government will carefully consider this proposal and take the necessary steps to address the critical infrastructure needs that our Municipality currently faces.

**Carried**

## Municipal Office Hours

Monday – Friday  
8:30am to 4:30pm  
Saturday and Sunday Closed

**Follow us on Facebook – Municipality of  
Morris-Turnberry – look for our Municipal  
logo!**

## Address Changes

Property owners may contact the Municipal office to change their mailing addresses. They should also update the address with The Municipal Assessment Corporation (MPAC) online at [www.mpac.ca/en/MakingChangesUpdates](http://www.mpac.ca/en/MakingChangesUpdates)

## Dog Tags

Lifetime dog tags are available. The dog tag you receive(d) is a lifetime tag and will not need to be replaced unless it is lost or damaged. If you have a dog on your property that needs to be registered, please call 519-887-6137 ext. 230 or email [mail@morristorynberry.ca](mailto:mail@morristorynberry.ca)  
Dog tag fees are added to your interim tax bill each year and will display on the “Past Due/Credit” line. It does not, however, represent an amount in arrears and does not carry penalty.

## Waste Collection

Spring Yard Waste Collection will be on Monday April 22<sup>nd</sup> and Tuesday May 21<sup>st</sup>. Please see our website or Facebook page for more information.

## E-mailing Tax Bills

E-mailing of tax bills is now available. Please contact the Tax Department for details.

## 2024 Interim Taxes

Please be advised that the first installment of the interim tax bills will be due on the last Thursday in MARCH and JUNE

**THURSDAY March 28<sup>th</sup>**

**THURSDAY June 27<sup>th</sup>**

## Tax Payments

Payments can be made at most banks, telephone/internet banking, e-transfer ([payments@morristorynberry.ca](mailto:payments@morristorynberry.ca)) or in person at the Municipal Office by cash, cheque, or debit.

**There is a drop box at the front entrance of the Municipal Office for your convenience.**

*Contact the Municipal Office to set up pre-authorized monthly and installment payments. Penalty of 1.25% will be added on the 1<sup>st</sup> day of default and the 1<sup>st</sup> day of each month thereafter.*

## Farmland Assessment

It is the responsibility of any ratepayer who owns farmland to ensure that such lands are taxed at the reduced farmland tax rate. FT is the farmland code. Check your coding on your property tax bill and assessment notice. For further information call the Municipal office or Agricorp – 1-888-247-4999



# MUNICIPALITY OF MORRIS-TURNBERRY

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41342 Morris Road, PO Box 310,  
BRUSSELS, ON N0G 1H0  
519-887-6137  
[mail@morristorynberry.ca](mailto:mail@morristorynberry.ca)  
[www.morristorynberry.ca](http://www.morristorynberry.ca)

---

## **Council Members**

**Mayor** – Jamie Heffer  
519-335-3635  
[jheffer@morristorynberry.ca](mailto:jheffer@morristorynberry.ca)

**Deputy Mayor** – Kevin Freiburger  
519-357-4281  
[kfreiburger@morristorynberry.ca](mailto:kfreiburger@morristorynberry.ca)

**Councillors:**  
Jamie McCallum  
519-357-5642  
[jmccallum@morristorynberry.ca](mailto:jmccallum@morristorynberry.ca)

Jodi Snell  
519-492-1907  
[jisnell@morristorynberry.ca](mailto:jisnell@morristorynberry.ca)

Sharen Zinn  
519-357-6704  
[szinn@morristorynberry.ca](mailto:szinn@morristorynberry.ca)

## **Building Department**

This year in March the Ministry of Municipal Affairs and Housing will be releasing a new Ontario Building Code. Approximately 2,400 changes are proposed including administrative and policy changes. These new changes will affect all types of buildings and structures including on-site septic systems. The changes will be made in March 2024 with full implementation by March 2025. Our department will attempt to provide more insight on actual changes as we learn more.

## **Drainage Department**

If you are considering petitioning for a new municipal drain or branch to an existing drain, please allow approximately 1 – 2 years for the process to take place. Improvements to an existing drain require a similar process as a new drain but sometimes can be completed in the one-year time frame pending contractor availability.

A requests for maintenance to an existing drain is the most efficient method to enhance an existing drain under the engineers report already in place. This would typically involve brushing, drain cleanout and removal of beaver dams and other obstructions. Approvals from the Conservation Authority are typically received in a few days, however approval from Department of Fisheries and Oceans takes longer, (3 – 6 months). Please allow sufficient time for your type of request when planning drainage matters.

## **Landfill**

The Municipal landfill site is located at 85047 Clyde Line. Opening hours are:  
Wednesdays 10:00am – 3:00pm  
Saturdays 9:00am – 5:00pm

### **The following items are accepted free of charge at the landfill, when sorted into the appropriate location:**

- Yard waste and wood without nails
- Recyclables – including Blue Box overflow
- Scrap Metal of all types
- E-Waste – most electronic devices
- Tires – in limited quantities
- Non-contaminated soil (proof may be required)
- All types of batteries
- Disposable and refillable propane cylinders

*Ask the landfill attendant for proper locations.*

## **Public Works**

The Municipality of Morris-Turnberry requires Entrance Permits for the creation of, or any modification to, an entrance. The only exception is placing crushed maintenance gravel. Contact the Public Works Department for permits and details.

## **By-law Enforcement**

If you choose to report a By-law complaint, please call 519-887-6137 ext. 222 or email [mail@morristurnberry.ca](mailto:mail@morristurnberry.ca). The complete Request for Service and Complaint form can be found in the Applications section of the Municipal website.

## **Snow Removal**

During the winter months please wait until after the plow has passed your house to put your Curbside wheelie bins out. If you must put them out before the plow has passed, please place them at the end of your driveway behind the front edge of the snow bank.

The above will allow our plow operators to do a better and safer job, which is in everyone's best interests.

- Do not deposit snow on the roadway.
- Do not park where your vehicle interferes with snow removal.

Never leave or abandon anything within the right-of-way (usually 33' of the center of the road) that could be damaged by or cause damage to a snow plow or other vehicles.

## **After Hours Public Works Emergency Only**

If you require the assistance of the Public Works Department outside regular office hours, please call the after hours line at 519-357-8437.

## **After Hours Water Emergency**

In case of a Water Emergency on the Belgrave Water System, please call Veolia Water at 519-525-0043.



# MUNICIPALITY OF MORRIS-TURNBERRY

## 2024 SPRING YARD WASTE COLLECTION

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The Municipality will be picking up leaves, grass clippings and yard waste in the Morris-Turnberry **URBAN** areas on the following dates:



Monday April 22, 2024, and  
Tuesday May 21, 2024



**Areas included:** Belgrave, Belmore, Bluevale, Fringe of Brussels, Junctionville, Lower Wingham, North Wingham, Turnberry Estates, Walton

Leaves, grass clippings and yard waste may also be delivered to the Morris-Turnberry Landfill Site at 85047 Clyde Line, any Wednesday or Saturday.

Materials **MUST** be placed at the curb in Biodegradable Bags.

**Paper Organic Yard Waste bags** can be purchased at Stainton's Home Hardware, Hodgins Building Centre in Wingham, Midwest Co-operative in Belgrave, McDonald Home Hardware in Brussels, and Watson's Home Hardware in Blyth or at a retailer of your choice.

**The bags must be placed at the curb by 7 a.m. for collection.**

The Bags will be picked up by a different truck than the regular garbage.

**Plastic bags are not acceptable for yard waste and will NOT be picked up.**

The Municipality encourages grass clippings to be left on your lawn providing valuable moisture and nutrients to your lawn.

Residents should not include tree branches, which are greater than 4" in diameter and 5 feet long. Use strong twine to bundle tree or shrub branches.

**Yard waste DOES NOT include sod, soil, lumber, tree stumps or stones and must be free of metal, food wastes and garbage.**

**The Municipality will NOT pick up loose branches!**



Any questions please contact the Municipal office at 519-887-6137



January 16, 2024

Municipality of Morris-Turnberry

Attention: Mayor Heffer and Council

Dear Mayor Heffer and Council

Re: 2024 Draft Work Plan and Budget

MVCA's 2024 draft work plan and budget has been developed based upon the services and programs included in the agreement that has been approved by all 15 of our member municipalities. This agreement allows MVCA to have the stability it needs to plan its activities until 2026. In 2024 all conservation authorities must prepare the following plans and strategies. These documents must be submitted to the Ministry of Natural Resources and Forestry by December 31, 2024:

1. Watershed Resource Management Strategy.
2. Conservation Areas Strategy
3. Conservation Lands Inventory
4. Flood & Erosion Asset Management Plan.
5. Ice Management Plan

The preparation of these plans and strategies will take a significant amount of time and funding to complete.

The attached newsletter provides additional information on MVCA's 2024 priorities.

A copy of Maitland Conservation's draft budget and cost apportionment is attached to this letter. The draft 2024 budget includes a cost apportionment increase of \$175,000. This increase is driven by cost-of-living increase, the phase in of the 2023-2027 salary grid, cost to increase capacity to improve stewardship extension and watershed health assessment services.

MVCA's Members will be finalizing the 2024 work plan and budget on Wednesday, March 20, 2024. If your municipality would like to submit any comments on the draft work plan and or budget, please submit your comments to us by March 7, 2024.

In closing, I would like to thank you for your support in 2023 and we look forward to working with your municipality in 2024.

A handwritten signature in blue ink that reads "Matt Duncan".

Matt Duncan  
Chair



# 2023 Highlights



## FLOOD & EROSION SAFETY SERVICES

- Monitoring of weather and gauge data 24 / 7. Molesworth and Harriston rain gauge stations relocated.
- Draft North Perth floodplain mapping completed.
- Updated Shoreline Hazard Mapping now available.
- Coastal Resiliency Project - connecting with shoreline communities to explore nature-based approaches to improve resiliency in a changing climate.
- Responded to high numbers of development inquiries and drain reviews - 55 Drainage Act reviews, 203 general inquiries, 120 development and alterations permissions, 83 planning reviews with comments.

## CONSERVATION AREAS SERVICES

- Galbraith - lease agreement finalized with the Town of North Perth.
- Wawanosh Valley - demolition of barn and shed structures. Nine bat houses installed and monitored. Invasive species removal work.
- Lucknow Waterworks - decking on bridge replaced with support from the Township of Huron-Kinloss.
- Naftel's Creek - boardwalk and trail improvements.
- Falls Reserve - accessible washrooms and showers added.
- Brussels - severance of Logan Mill site completed.
- Over 2,000 seedlings planted at Conservation Areas.



Naftel's Creek Conservation Area

## DRINKING WATER SOURCE PROTECTION

- Updated Source Protection Plans submitted to the province for approval
- Review of changes to Lucknow wellhead protection area.
- Planning staff inclusion of DWSP in application reviews.
- Communications support for the implementation of Source Protection Plans.
- Water Wise events held at the shoreline as well as in Goderich, Monkton and Dublin. Focus on providing DWSP information and facilitating sampling of private well water. Held in conjunction with local Lions clubs.



DWSP Water Wise event, 2023

## WATERSHED STEWARDSHIP SERVICES

- 173 new Huron Clean Water Projects approved and six new Wellington Rural Water Quality projects approved in 2023.
- Six cover crop workshops held over the summer and three peer-to-peer stewardship workshops.
- Facilitated the planting of over 26,500 trees, 47 planting projects completed and inspected.
- Two wetland creation projects undertaken with support from the landowners and agency partners. Two dam removal projects completed, one along Naftel's Creek and one near Dungannon.
- Rural landowner and shoreline stewardship workshops held.



## WATERSHED HEALTH ASSESSMENT

- Draft Forest Health Study report completed, peer review of the report also completed.
- Forest bird assessment undertaken by staff, along with 10 community volunteers and Birds Canada.
- Forest pollinator assessment and spring wildflower survey completed.
- Extensive water sampling done through the Provincial Water Quality Monitoring Network, Provincial Groundwater Monitoring Network and Pesticide Project. On-going water quality data management work.
- Preliminary surveying of watercourses done to prepare for upcoming Aquatic Health Assessment project.
- Watershed Monitoring story map added to website.

## CORPORATE SERVICES

- Tours and information sessions provided for Maitland Conservation Members, municipal councillors and area MPPs.
- Draft 3-year work plan and budget developed and reviewed by Members in October.
- MOUs for Maitland Conservation services and programs now in place for all member municipalities.



2023 Maitland Conservation Members

Back row (left to right) - Alvin McClellan (Municipality of Huron East), Sharen Zinn (Municipality of Morris-Turnberry), Myles Murdock (Town of Goderich), Andrew Fournier (Township of Perth East, Municipality of West Perth), Matt Duncan (Municipality of North Perth), Evan Hickey (Township of Ashfield-Colborne-Wawanosh)

Front row (left to right) - Ed McGugan (Township of Huron-Kinloss, Municipality of South Bruce), Alison Lobb (Municipality of Central Huron), Anita van Hittersum (Township of North Huron)

Missing from photo - Ed Podniewicz (Township of Mapleton, Town of Minto, Township of Wellington North), Megan Gibson (Township of Howick)

## Questions?

Contact your Maitland Conservation Member. Contact information is posted on our website at [mvca.on.ca](http://mvca.on.ca) or email us at [maitland@mvca.on.ca](mailto:maitland@mvca.on.ca).



# 2024 WORK PLAN PRIORITIES

MAITLAND CONSERVATION • JANUARY 2024

**Vision:**  
Working for a  
Healthy  
Environment

**Mission:**  
To protect and  
enhance water,  
forests and soils



## BACKGROUND

Maitland Conservation is jointly governed by its member municipalities.

Conservation Authorities are established by the provincial government at the request of municipalities. The activities of Maitland Conservation are driven by municipalities, landowners and community partners.

We are committed to providing effective community-based conservation services in a cost efficient manner.

## KEY 2024 PRIORITIES

1. Ensure Conservation Areas are safe for visitors and showcase best management practices.  
Undertake a Conservation Areas Strategy and Land Use Inventory.
2. Keep soil and nutrients on the land and out of watercourses.
3. Reduce the risk of loss of life and community damage from flooding and erosion.
4. Complete a Watershed Strategy under the updated Conservation Authorities Act.
5. Develop a stable financial base for services and infrastructure.





## 1. FLOOD & EROSION SAFETY SERVICES

*Helping municipalities reduce the risk to life and property in areas prone to flooding and erosion.*

*Conserving features and functions of the river system and Lake Huron shoreline.*

- Planning and implementing the replacement of radio telemetry equipment is a priority for the flood monitoring network in 2024.
- Finalize the Floodplain Mapping Update for the Listowel Ward in North Perth.



Repairs to precipitation gauge

Meet the provincial requirements for changes set out in the Conservation Authorities Act by December 31, 2024, including:

- Develop an ice management plan for areas prone to ice jamming.
- Develop an asset management plan for flood and erosion control structures (Goderich Bluffs, McGuffin Gully, Listowel Conduit).
- Develop a drought monitoring plan.
- Develop an outreach and education plan related to natural hazards.



## Land Use Planning Support & CA Development, Interference & Alteration Regulations

*To ensure that development does not increase risk for flooding or erosion and protects the river and shoreline.*

Coastal Resiliency Project followup:

- Sediment restoration strategy for Goderich Harbour
- Assist shoreline municipalities to:
  1. Develop future development policies for the Lake Huron shoreline.
  2. Develop policies and procedures for dealing with the relocation of shoreline development from eroding bluffs.

## 2. DRINKING WATER SOURCE PROTECTION - 2024

- Governance: Maitland Source Protection Authority meetings; renewal of agreement with ABCA; approval of budget for program.
- Implementation/Technical Support: review of planning and development applications located within municipal well head and intake protection areas; amendments to Maitland Source Protection Plan to incorporate changes in wellhead protection area around wells in Century Heights subdivision located in the Township of Ashfield-Colborne-Wawanosh, and in Lucknow. Issue confirmation notices for new wells planned in Harriston and Palmerston.
- Communications: promotion of drinking water source protection program to the public.



## 3. CONSERVATION AREAS

Maitland Conservation owns 28 properties encompassing 1,862 hectares. Key priorities include:

- showcasing best management practices on conservation lands,
- ensuring properties are safe for public use,
- dealing with aging and surplus infrastructure.

Conservation Areas Strategy and Land Use Inventory: mandatory requirement of the Conservation Authorities Act to be completed by December 31, 2024. Strategy will include:

- The objectives, programs and services offered on lands owned by Maitland Conservation including policies for land acquisition and dispositions.
- Stakeholder and public consultation during the development of the strategy.
- Land use inventory of all parcels owned by Maitland Conservation.



### Conservation Areas Infrastructure and Asset Management Plan

Development of this plan will guide asset management including future financial needs.



### Administrative Office Renovations and Repairs

Washroom and front entrance door renovations to improve accessibility. Radon mitigation and improved air filtration.



### Invasive Species Control

Buckthorn and phragmites removal and control will continue in 2024.



### Falls Reserve Conservation Area Improvements

Renovations to the gatehouse will improve accessibility. Roadway and parking lot replacement at the park entrance will get underway in 2024.

#### 4. WATERSHED STEWARDSHIP SERVICES

Maitland Conservation is working with municipalities, landowners and partners to keep soil and nutrients on the land and out of watercourses. Priority for restoration of natural areas along watercourses as well as on floodplains, river valleys and wetlands. Promote practices that improve soil health.

- Natural Areas Restoration: provide technical and financial support to landowners to plant buffers along watercourses, restore wetlands, plant windbreaks and establish natural areas on marginal farmland.
- Promote the use of cover crops to keep soil covered during the winter months.
- Tree and shrub order program for landowners and municipalities.
- Delivery and administration of County Stewardship Programs: Huron Clean Water Project, Wellington Rural Water Quality Program and assistance with Perth County Stewardship Program.
- Healthy Lake Huron: delivery of stewardship services on behalf of OMAFRA and MECP to improve Lake Huron nearshore water quality.
- Middle Maitland Restoration Project: targeted stewardship efforts to restore natural areas along the Middle Maitland River and its tributaries upstream of Wingham.



#### 5. WATERSHED HEALTH ASSESSMENT & MONITORING

On-going assessment and monitoring identifies how the health of forests and streams are changing and pinpoints problems and opportunities.

- Surface and Groundwater Monitoring - continue field work to collect water samples for the provincial surface and groundwater monitoring program. This is a mandatory service.
- Forest Health Improvement - working with landowners and practitioners to identify strategies for improving forest health.
- Aquatic Assessment Project evaluating the health of local streams and rivers gets underway in 2024.



## 6. CORPORATE SERVICES

- **Watershed Strategy:** The preparation of a Watershed Strategy is a mandatory requirement and must be submitted to the Ministry of Natural Resources and Forestry by December 31, 2024. Corporate Services will lead the design and public consultation component of the strategy.
- **Healthy Lake Huron Terms of Reference:** Encourage MECP and OMAFRA to expand the terms of reference to include improving the health of watersheds, people, and wildlife.
- **First Nations and Metis Relationship Building:** Continue to explore interest in developing a working relationship with First Nations and Metis.
- **2025-2027 Work Plan and Budget Forecast:** Update Maitland Conservation's three-year forecast.



Falls Reserve Conservation Area, photo by Tom Samworth



Naftel's Creek Conservation Area, photo by Jesse Paul

### Comments or Questions?

If you have questions please contact your Maitland Conservation Member.

If your municipality would like to submit comments on the work plan or budget, please submit them to us by March 7, 2024. Comments may be sent to:

Phil Beard, General Manager - Secretary Treasurer  
pbeard@mvca.on.ca

### Connect With Us

[w] [mvca.on.ca](http://mvca.on.ca)

[e] [maitland@mvca.on.ca](mailto:maitland@mvca.on.ca)

[t] 519-335-3557



[maitlandconservation](https://www.facebook.com/maitlandconservation)



[@maitlandvalley](https://twitter.com/maitlandvalley)

**Operating Budget Summary - Maitland Valley Conservation Authority**

**Table 1**

<b>ITEM</b>	<b>Revenue</b>	<b>Levy Funds</b>	<b>Deferred Revenue</b>	<b>Reserve Funds</b>	<b>Expense</b>	<b>NET Surplus/ Deficit</b>
<b>Corporate Services</b>						
Administration	77,349	294,296			371,645	
Financial Management		114,256			114,256	
Governance		16,600			16,600	
Services Areas Support		57,450			57,450	
Communications, IT, GIS	2,000	230,824			232,824	
<b>Total</b>	<b>79,349</b>	<b>713,426</b>			<b>792,775</b>	
<b>Flood Safety Services</b>						
Flood Control Structures		3,026			3,026	
Erosion Control Structures		1,600			1,600	
Flood Forecasting and Warning	36,424	260,710			297,134	
Hazard Prevention		24,507			24,507	
Natural Hazard Information		68,935			68,935	
Regulations	90,000	223,059			313,059	
<b>Total</b>	<b>126,424</b>	<b>581,837</b>			<b>708,261</b>	
<b>Watershed Stewardship Services</b>						
Watershed Monitoring and Reporting	2,000	140,832			142,832	
Extension Services		171,573			171,573	
Forestry Services	142,200			29,584	171,784	
<b>Total</b>	<b>144,200</b>	<b>312,405</b>		<b>29,584</b>	<b>486,189</b>	
<b>Conservation Areas Management Services</b>						
Management/Development/Operations	10,250	297,513			307,763	
Motor Pool	47,414				25,570	21,844
<b>Total</b>	<b>57,664</b>	<b>297,513</b>			<b>333,333</b>	<b>21,844</b>
<b>Campgrounds</b>						
Falls Reserve Conservation Area	658,100				644,847	13,253
Wawanosh Park Conservation Area	20,532				19,938	594
<b>Total</b>	<b>678,632</b>				<b>664,785</b>	<b>13,847</b>
<b>Drinking Water Source Protection Implementation</b>						
Source Water Protection	22,950				22,950	
<b>Total</b>	<b>22,950</b>				<b>22,950</b>	
<b>Net Operating Budgets</b>	<b>1,109,219</b>	<b>1,905,181</b>		<b>29,584</b>	<b>3,008,293</b>	<b>35,691</b>



**Project Budget Summary - Maitland Valley Conservation Authority**

**Table 2**

<b>ITEM</b>	<b>Revenue</b>	<b>Levy Funds</b>	<b>Special Levy Funds</b>	<b>Deferred Revenue</b>	<b>Working Capital Reserves</b>	<b>Forest Management Reserves</b>	<b>Motor Pool Reserves</b>	<b>Expense</b>	<b>Net Surplus / Deficit</b>
<b>Corporate Services Projects</b>									
Administration Centre		74,800			59,200			134,000	
GIS/IT Management/Communications		25,200			30,800			56,000	
<b>Total</b>		<b>100,000</b>			<b>90,000</b>			<b>190,000</b>	
<b>Flood and Erosion Safety Services Projects</b>									
Flood Forecasting Monitoring Network		20,000						20,000	
North Perth Shoreline Mapping Update (FHIMP)	113,000							113,000	
<b>Total</b>	<b>113,000</b>	<b>20,000</b>						<b>133,000</b>	
<b>Watershed Stewardship Services Projects</b>									
Watershed Health Assessment Project	64,200			11,975	14,492			90,667	
Carbon Footprint Initiative				3,262				3,262	
Garvey Glenn Coordination	85,000			39,930				53,004	71,926
Middle Maitland Headwaters Restoration	5,000			50,000				50,050	4,950
Huron Clean Water	504,055							504,055	
Watershed Stewardship Projects				4,786				4,786	
Nature Based Climate Solutions	97,998							90,000	7,998
OMAFRA COA	8,000			8,000				8,000	8,000
ECCC Stream Restoration and Natural Hazards Outreach &	10,000							10,000	
<b>Total</b>	<b>774,253</b>			<b>117,953</b>	<b>14,492</b>			<b>813,824</b>	<b>92,874</b>
<b>Conservation Area Projects</b>									
Forestry Management	6,000					15,000		21,000	
Vehicles/Equipment Replacement	13,000						57,000	70,000	
Carbon Sequestration Planting							500	500	
Conservation Area Projects	2,500				10,400			10,400	2,500
<b>Total</b>	<b>21,500</b>				<b>10,400</b>	<b>15,000</b>	<b>57,500</b>	<b>101,900</b>	<b>2,500</b>
<b>Net Project Budgets</b>	<b>908,753</b>	<b>120,000</b>		<b>117,953</b>	<b>114,892</b>	<b>15,000</b>	<b>57,500</b>	<b>1,238,724</b>	<b>95,374</b>

<b>2024 Draft Cost Apportionment Schedule Increase Amount: \$175,000 Municipality</b>	<b>% of Municipality In Watershed</b>	<b>2023 CVA (modified) in Watershed \$</b>	<b>Municipal Population in CA jurisdiction</b>	<b>CVA Based Apportionment Percentage</b>	<b>2023 Approved General Levy</b>	<b>2024 Draft General Levy</b>	<b>\$ Increase from Prior Year</b>	<b>2024 Draft Total Levy</b>
Ashfield-Colborne-Wawanosh Twp.	100	\$1,338,594,680	4,620	12.4257	\$ 231,534	\$ 251,643	\$ 20,109	\$ 251,643
Central Huron Municipality	76	\$1,025,418,790	4,710	9.5186	\$ 178,147	\$ 192,769	\$ 14,622	\$ 192,769
Goderich Town	100	\$1,145,982,784	6,245	10.6378	\$ 198,931	\$ 215,435	\$ 16,504	\$ 215,435
Howick Twp.	92	\$476,723,985	2,672	4.4253	\$ 82,896	\$ 89,620	\$ 6,724	\$ 89,620
Huron East Municipality	72	\$1,124,550,003	5,760	10.4388	\$ 194,807	\$ 211,405	\$ 16,598	\$ 211,405
Huron-Kinloss Twp.	43	\$647,570,164	2,511	6.0112	\$ 111,827	\$ 121,738	\$ 9,911	\$ 121,738
Mapleton Twp.	5	\$96,841,174	385	0.8989	\$ 16,689	\$ 18,204	\$ 1,515	\$ 18,204
Minto Town	64	\$748,757,259	4,155	6.9505	\$ 129,241	\$ 140,760	\$ 11,519	\$ 140,760
Morris/Turnberry Municipality	95	\$560,702,290	2,741	5.2048	\$ 97,207	\$ 105,407	\$ 8,200	\$ 105,407
North Huron Twp.	100	\$603,628,746	3,935	5.6033	\$ 104,361	\$ 113,477	\$ 9,116	\$ 113,477
North Perth Municipality	98	\$2,447,981,384	10,828	22.7238	\$ 410,187	\$ 460,196	\$ 50,009	\$ 460,196
Perth East Twp.	9	\$189,777,262	857	1.7616	\$ 33,177	\$ 35,676	\$ 2,499	\$ 35,676
South Bruce Municipality	1	\$20,804,299	71	0.1931	\$ 1,309	\$ 3,912	\$ 2,604	\$ 3,912
Wellington North	16	\$294,847,208	1,472	2.7370	\$ 51,124	\$ 55,429	\$ 4,305	\$ 55,429
West Perth Municipality	3	\$50,586,083	225	0.4696	\$ 8,744	\$ 9,510	\$ 766	\$ 9,510
<b>Total</b>		\$10,772,766,111	51187	100.0000	\$ 1,850,181	\$ 2,025,181	\$ 175,000	\$ 2,025,181

**Outstanding Action Items  
Open Session**

February 6

Meeting Date	Action Item	Action By	Current Status	Last Action Date	Next Step
October 17, 2023	Tender for Site Plan Conformity Work	CAO	Tender documents being drafted by engineer	January 15, followed up with engineer	Tender results will be presented to Council for award when available.
January 9, 2024	Grant and Donation Policy Review	CAO	Policy under review by staff		Report to Council with recommended updates to Policy
January 9, 2024	Second Draft of 2024 Budget	Treasurer	Collecting required budget information from neighbouring municipalities.		Present second draft of 2024 Budget to Council, anticipated March 5.
January 16, 2024	Maintenance Gravel Tender	Director of Public Works	Tender results presented to Council Feb 6		Award tender
January 16, 2024	Dust control Tender	Director of Public Works	Tender results presented to Council Feb 6		Award tender
January 16, 2024	Roadside Mowing Tender	Director of Public Works	Tender documents being drafted		Issue tender documents
January 16, 2024	Surface Treatment Tender	Director of Public Works	Tender documents being drafted		Issue tender documents
January 16, 2024	Structure M070 Repairs Tender	Director of Public Works	Tender documents being drafted		Issue tender documents



**CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY**

**BY-LAW NO. 7-2024**

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Being a by-law to amend by-law 22-2023 of the Municipality of Morris-Turnberry based on actual costs incurred for constructing the BiVal Municipal Drain 2023.

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**WHEREAS** By-law No. 22-2023, enacted the 6<sup>th</sup> day of June 2023 provided for the construction of the BiVal Municipal Drain based on the estimates contained in a drainage report dated March 3<sup>rd</sup>, 2023 as submitted by Dietrich Engineering Limited;

**AND WHEREAS** the Drainage Works were completed as per the Engineer's report and the total actual costs incurred were 30% less than the Engineers estimate of \$ 246,700.00, being \$ 171,971.15;

**NOW THEREFORE**, the Council of the Municipality of Morris-Turnberry pursuant to the Drainage Act, 1990 and amendments thereto, ENACTS as follows:

1. That the assessment attached here to as Schedule 'A' and forming part of this by-law be the final assessment schedule for the BiVal Municipal Drain;
2. That the assessment listed in the net column shall be levied and assessed against the appropriate lands;
3. This by-law shall come into force on the day it is passed.

**Read a FIRST and SECOND time this 6<sup>th</sup> day of February 2024**

**Read a THIRD time and FINALLY PASSED this 6<sup>th</sup> day of February 2024**

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Mayor, Jamie Heffer

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Clerk, Trevor Hallam



ACTUAL ASSESSMENT								
Lot or Part	Con.	Landowner	Roll No.	Total Estimated Assessment	Total Actual Assessment	Less 1/3 Gov't Grant	Less Allowances	Net Assessment
<u>Morris Ward</u>								
24	9	S. Huether	9-052	\$4,287.00	\$4,191.21	\$1,397.07	\$300.00	\$2,494.14
25	9	R. & N. Stevenson	9-053	\$23,319.00	\$22,797.93	\$7,599.31	\$600.00	\$14,598.62
24 & 25	10	M. & J. Shortreed	10-017	\$79,939.00	\$78,152.73	\$26,050.91	\$22,220.00	\$29,881.82
<b>Special Assessment</b>								
<b>Pt. 24 &amp; 25</b>		<b>Province of Ontario</b>		<b>\$39,425.00</b>	<b>\$28,680.60</b>			<b>\$28,680.60</b>
* Pt. 24 & 25	10	Province of Ontario	10-998	\$7,111.00	\$6,952.10			\$6,952.10
Total Assessment on Lands				\$154,081.00	\$140,774.57	\$35,047.29	\$23,120.00	\$82,607.28
McCall Line		Municipality of Morris-Turnberry		\$5,489.00	\$5,366.35			\$5,366.35
<b>Special Assessment</b>								
<b>Walton Road</b>		<b>Municipality of Morris-Turnberry</b>		<b>\$76,400.00</b>	<b>\$15,340.00</b>			<b>\$15,340.00</b>
Walton Road		Municipality of Morris-Turnberry		\$10,730.00	\$10,490.23			\$10,490.23
Total Assessment on Roads				\$92,619.00	\$31,196.58			\$31,196.58
<b>Total Assessment on Lands and Roads</b>								
<b>BiVal Municipal Drain 2023</b>				<b>\$246,700.00</b>	<b>\$171,971.15</b>	<b>\$35,047.29</b>	<b>\$23,120.00</b>	<b>\$113,803.86</b>

NOTES:

- \* Denotes lands not eligible for ADIP grants.
- The NET ASSESSMENT is the total assessment less a one-third (1/3) Provincial grant, and allowances, if applicable.
- The NET ASSESSMENT is provided for information purposes only.



**CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY**

**BY-LAW NO. 10-2024**

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Being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Morris-Turnberry, for its meeting held on February 6, 2024.

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**WHEREAS** Section 9 of the *Municipal Act 2001, S.O. 2001, c. 25* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS** Section 5 (3) of the *Municipal Act 2001, S.O. 2001, c. 25* provides that a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** it is deemed expedient that the proceedings of the Council of the Corporation of the Municipality of Morris-Turnberry for the February 6<sup>th</sup>, 2024, meeting be confirmed and adopted by By-law;

**NOW THEREFORE**, the Council of the Corporation of the Municipality of Morris-Turnberry enacts as follows:

1. The action of the Council of the Corporation of the Municipality of Morris-Turnberry at its meeting held the 6<sup>th</sup> day of February 2024, in respect of each recommendation contained in the Minutes and each motion and resolution passed and other action taken by the Council of the Corporation of the Municipality of Morris-Turnberry at the meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law; and
2. The Mayor and proper officials of the Corporation of the Municipality of Morris-Turnberry hereby authorize and direct all things necessary to give effect to the action of the Council to the Corporation of the Municipality of Morris-Turnberry referred to in the preceding section thereof;
3. The Mayor and CAO/Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation.

**Read a FIRST and SECOND time this 6<sup>th</sup> day of February 2024**

**Read a THIRD time and FINALLY PASSED this 6<sup>th</sup> day of February 2024**

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Mayor, Jamie Heffer

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Clerk, Trevor Hallam