



MUNICIPALITY OF MORRIS-TURNBERRY

COUNCIL AGENDA

Tuesday, March 7th, 2023, 7:30 pm

The Council of the Municipality of Morris-Turnberry will meet in Council Chambers in regular session on the 7th day of March 2023, 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 March 7th, 2023, 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 February 21st, 2023, Council Meeting Minutes as written.

~

5.0 ACCOUNTS

*Moved by ~
Seconded by ~*

THAT the Council of the Municipality of Morris-Turnberry hereby approves for payment the March 7th accounts in the amount of \$497,364.96.

~

6.0 PUBLIC MEETINGS AND DEPUTATIONS

6.1 ZONING BY-LAW AMENDMENT PUBLIC MEETING

6.1.1 Application MTu Z01-2023 Vandeven Holdings Inc. (Patterson Planning Consultants Inc.) Plan 410, Part Park Lot 37 (182 Royal Road)

*Moved by ~
Seconded by ~*

THAT the Council of the Municipality of Morris-Turnberry hereby Adjourns their regular meeting of Council and opens a Public Meeting to consider Zoning By-Law Amendment MTu Z01-2023.

~

PUBLIC MEETING – ZONING BY-LAW AMENDMENT

6.1.1.1 Call to Order

6.1.1.2 Declaration of Pecuniary Interest

6.1.1.3 Requirement

This Public Meeting is being held under the Planning Act, which requires that Council hold at least one public meeting and that proper notice be given.

6.1.1.4 MTu Z01-2023 Vandeven Holdings Inc.

We have provided Council with a report prepared by Huron County Planner, Meghan Tydd-Hrynyk regarding the Zoning By-Law Amendment application submitted by agent Scott Patterson (Patterson Planning Consultants Inc.) on behalf of Vandeven Holdings Inc. Three reports regarding the three corresponding undisputed severance applications have also been included for context and information only.

6.1.1.5 Purpose

The purpose of the proposed zoning by-law amendment is to change the zoning of the subject lands from “D” – Development to “VR1-Special” – Village Residential – Low Density – Special and “NE2” – Natural Environment – Limited Protection. The lands are designated "Residential" as illustrated on Schedule 'B' Land Use Plan of the Municipality of Morris-Turnberry Official Plan. The proposed zoning would implement the Official Plan intent for these lands. The rezoning to VR1-Special would facilitate the creation of 6 new residential lots that would be developed for single detached dwellings recognizing the deficiency in lot size. A portion of lot 1 will be rezoned to NE2 to recognize the natural hazard feature.

Three (3) concurrent Consent Applications to create the lots have been submitted as well as an application to seek Consent for a servicing easement across abutting lands (drainage). Various supporting studies have also been submitted to support the development proposal.

6.1.1.6 Application Process

An application was submitted by Mr. Patterson and was considered complete on January 24th 2023.

Notice of the Public Meeting was mailed by the municipality to all property owners within 120m of the property on January 31st, 2023, and notice was posted on the subject property.

6.1.1.7 Comments

1. Huron County Planner
2. Council's Questions and/or Comments
3. Applicant/Agent
4. Others

6.1.1.8 Recommendation of the Huron County Planner

It is recommended that zoning by-law amendment application Z01-2023 be **approved**.

6.1.1.9 Close public meeting

Moved by ~
Seconded by ~

THAT the Council of the Municipality of Morris-Turnberry hereby closes the Public Meeting to consider Zoning By-Law Amendment MTu Z01-2023 and reconvenes its regular meeting of Council.

~

6.1.2 Consideration of Zoning By-Law Amendment MTu Z01-2023

6.1.2.1 Motion pursuant to 34(17) of the *Planning Act* – No further notice required

*Moved by ~
Seconded by ~*

WHEREAS Council of the Corporation of the Municipality of Morris-Turnberry has held a Public Meeting pursuant to Section 34(12) of the Planning Act, RSO 1990 with respect to a proposed amendment to the Morris-Turnberry zoning by-law through application MTuZ01-2023;

AND WHEREAS certain changes have been made to the proposed by-law after the holding of the public meeting;

NOW, THEREFORE, the Council of the Corporation of the Municipality of Morris-Turnberry hereby resolves that, pursuant to Section 34(17) of the Planning Act, RSO 1990, no further notice is to be given in respect of the proposed by-law.

~

6.1.2.2 By-Law 16-2003

*Moved by ~
Seconded by ~*

THAT leave be given to introduce By-Law # 16-2023, being a by-law to amend by-law 45-2014 of the Municipality of Morris-Turnberry in accordance with application MTu Z01-2023, and that it now be read severally a first, second, and third time, and finally passed this 7th day March 2023.

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6.2 COMMITTEE OF ADJUSTMENT

Application MV02/23 - McNichol Farms Inc. (Mike McNichol)
North Part Concession 9, Lot 13, Morris (41247 Moncrieff Road)

*Moved by ~
Seconded by ~*

THAT The Council of the Municipality of Morris-Turnberry hereby adjourns their Council Meeting and the Committee of Adjustment hereby opens a meeting to review application for Minor Variance MV02-2023, submitted by Mike McNichol for McNichol Farms Inc.

~

COMMITTEE OF ADJUSTMENT MEETING

6.2.1 Call to Order

6.2.2 Declaration of Pecuniary Interest

6.2.3 Purpose

The application proposes to reduce the MDS setback of 559 m to 455 m to the neighbouring barn to the south-west of the subject property.

6.2.4 Application Process

An application for a Minor Variance was submitted by Mike McNichol and considered complete on February 22nd, 2023.

Notice of a Public Meeting was mailed by the municipality to all property owners within 60m of the property on February 22nd, 2023, and notice was posted on the subject property.

A report has been prepared by Huron County Planner Meghan Tydd-Hrynyk regarding this application.

6.2.5 Comments

1. Planner's Report
2. Council's Questions and/or Comments
3. Applicant and/or Agent
4. Others

6.2.6 Recommendation

It is recommended that application MV02-2023 be approved with the following conditions:

1. The structure be located within the footprint shown on the sketch that accompanied the application;
2. The variance approval is valid for a period of 18 months from the date of Council's decision.

6.2.7 Committee of Adjustment Decision

*Moved by ~
Seconded by ~*

THAT The Committee of Adjustment of the Municipality of Morris-Turnberry, considering the variance to be minor, to maintain the appropriate development of the lands, and to maintain the general intent of the Morris-Turnberry Zoning By-law 45-2014 and the Morris-Turnberry Official Plan, hereby approves application for minor variance MV02-2023, submitted by submitted by Mike McNichol for McNichol Farms Inc., subject to the following conditions:

1. *The. structure be located within the footprint contained on the sketch that accompanied the application;*
2. *The variance approval is valid for a period of 18 months from the date of Council's decision.*

~

6.2.8 Close Committee of Adjustment

*Moved by ~
Seconded by ~*

THAT The Committee of Adjustment hereby adjourns their meeting.

~

6.3 MEETING TO CONSIDER ENGINEER'S REPORT – SCHWARTZENTRUBER MUNICIPAL DRAIN

6.3.1 Engineer's Report

A Notice of Request for Drain Improvement was received May 20, 2022, for a new closed tile drain to be installed to replace the existing closed undersized drain at North Part Lot 2 and 3, Concession 3, Morris Ward. An on-site meeting was held on August 23, 2022.

Notice of the meeting to consider the engineer's report was issued to landowners on February 22nd, 2023.

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

6.3.2 Questions and Comments

- Council
- Landowners in attendance

6.3.3 Consideration of Provisional By-Law

*Moved by ~
Seconded by ~*

THAT leave be given to introduce By-Law # 17-2023, being a by-law to provisionally adopt the engineer's report for the Schwartzentruber Municipal Drain 2023, and that it now be read a first and second time this 7th day of March 2023.

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6.3.4 Date of Court of Revision and instruction to Tender.

*Moved by ~
Seconded by ~*

THAT the Court of Revision for the Schwartzentruber Municipal Drain 2023 be set for April 11th, 2023 at 7:30 pm and the project be tendered with results to be presented on May 2nd, 2023, pending no appeals.

~

6.3.5 Appointment of Members to the Court of Revision

*Moved by ~
Seconded by ~*

THAT the members of the Court of Revision for the Schwartzentruber Municipal Drain 2023 shall be:

- 1 –
- 2 –
- 3 –

~

7.0 **STAFF REPORTS**

7.1 PUBLIC WORKS

7.1.1 Operations Report

A report has been prepared by Director of Public Works Mike Alcock to provide an update on Public Works operations and activities.

8.0 **BUSINESS**

8.1 TENDER RESULTS – 23-111 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 23-111 – Granular “M” Supply and Place in the North Half of the Geographic Township of Turnberry, in the amount of \$85,910.00 (excluding HST) and authorizes the Mayor and CAO/Clerk to execute the tender and all other required documents.

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8.2 TENDER RESULTS – 23-112 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 23-112 – Granular “M” Supply and Place, in the South half of the Geographic Township of Morris, in the amount of \$ 338,195.00 (excluding HST) and authorizes the Mayor and CAO/Clerk to execute the tender and all other required documents.

~

8.3 TENDER RESULTS – M060 MONCRIEF ROAD BRIDGE

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 accept the tender of AJN Builder Inc. for Contract No. BR902b repairs to structure M060 on Moncrief Road estimated value of \$126,257.50 (based on estimated quantities and excluding HST) and authorize the Mayor and Clerk to execute the tender and all other required documents:

AND FURTHER THAT any budget surplus be transferred to the roads reserve for future projects after completion of this project.

~

8.4 TENDER RESULTS – 23-113 DUST CONTROL 2023

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.

~

8.5 2023 BUDGET UPDATE

A presentation has been prepared by Treasurer Sean Brophy in this regard for the information of Council.

8.6 INVESTMENT OPTIONS

A presentation has been prepared by Treasurer Sean Brophy in this regard.

*Moved by ~
Seconded by ~*

THAT the Council of the Municipality of Morris-Turnberry hereby directs staff to contact One Investment to request recommendations regarding investment options;

AND FURTHER THAT staff are directed to develop a draft investment policy to establish investment objectives and guidelines for staff and fund managers to follow;

AND FURTHER THAT staff report back to Council once all requested information has been gathered.

~

8.7 BELGRAVE WATER ANNUAL REPORT AND SUMMARY

The Belgrave Well Supply 2022 Operation and Maintenance Annual Report as well as an Annual Summary have been prepared by Veolia Water and are presented here for the information of Council.

*Moved by ~
Seconded by ~*

THAT the Council of the Municipality of Morris-Turnberry adopts the Belgrave Well Supply 2022 Operation and Maintenance Annual Report, as prepared by Veolia Water.

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9.0 **COUNCIL REPORTS**

Kevin Freiburger

Jamie McCallum

Sharen Zinn

Jodi Snell

Jamie Heffer

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

10.1 Minutes – SVCA Annual Meeting – January 15, 2023

10.2 Board Highlights – AMDSB – February 28, 2023

10.3 Resolution – Accuracy of Permanent List of Electors – Ashfield-Colborne-Wawanosh

10.4 Outstanding Action Items

11.0 **NEW BUSINESS**

None.

12.0 **BY-LAWS AND AGREEMENTS**

12.1 DEMOLITION AGREEMENT - SHORTREED

At the February 21st meeting of Council, staff were directed to return a by-law to enter into a demolition agreement with the owner of 42204 Blyth Road. By-law 18-2023 is included here for consideration.

*Moved by ~
Seconded by ~*

THAT leave be given to introduce By-Law # 18-2023, being a by-law to authorize an agreement for the demolition of a residence within the Municipality of Morris-Turnberry, and that it now be read severally a first, second, and third time, and finally passed this 7th day of March 2023.

~

12.2 DEMOLITION AGREEMENT – VAN CAMP

At the February 21st meeting of Council, staff were directed to return a by-law to enter into a demolition agreement with the owner of 40924 Morris Road. By-law 19-2023 is included here for consideration.

*Moved by ~
Seconded by ~*

THAT leave be given to introduce By-Law # 19-2023, being a by-law to authorize an agreement for the demolition of a residence within the Municipality of Morris-Turnberry, and that it now be read severally a first, second, and third time, and finally passed this 7th day of March 2023.

~

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 remaining in attendance, for the purpose of discussing confidential matters pursuant to the following sections of the Municipal Act:

- 1. 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 # 20-2023, being a by-law to confirm the proceedings of the Municipality of Morris-Turnberry meeting of Council held on March 7th, 2023, and that it now be read severally a first, second, and third time, and finally passed this 7th day of March 2023.

~

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, March 21st, 2023, 7:30 pm
Regular Meeting of Council – Tuesday, April 11th, 2023, 7:30 pm



MUNICIPALITY OF MORRIS-TURNBERRY

COUNCIL MINUTES

Tuesday, February 21st, 2023, 7:30 pm

The Council of the Municipality of Morris-Turnberry met electronically in regular session on the 21st day of February 2023, at 7:30 pm.

Council in Attendance

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

Staff in Attendance

Trevor Hallam CAO/Clerk

Others in Attendance

Scott Stephenson The Citizen
Mike Wilson Wingham Advance Times

1.0 CALL TO ORDER

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

Mayor Heffer noted that Mike Wilson and Scott Stephenson disclosed the use of recording equipment for the purpose of writing articles to the Clerk in advance of the meeting.

2.0 ADOPTION OF AGENDA

Motion 36-2023

*Moved by Kevin Freiburger
Seconded by Jamie McCallum*

*THAT the Council of the Municipality of Morris-Turnberry hereby
adopts the agenda for the meeting of February 21st, 2023, as
circulated.*

Carried.

3.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST

None disclosed.

4.0 MINUTES

Motion 37-2023

*Moved by Sharen Zinn
Seconded by Jodi Snell*

*THAT the Council of the Municipality of Morris-Turnberry hereby
adopts the February 7th, 2023, Council Meeting Minutes as
written.*

Carried.

5.0 **ACCOUNTS**

Motion 38-2023

*Moved by Kevin Freiburger
Seconded by Jodi Snell*

THAT the Council of the Municipality of Morris-Turnberry hereby approves for payment the February 21st accounts in the amount of \$193,929.54.

Carried.

6.0 **PUBLIC MEETINGS AND DEPUTATIONS**

None.

7.0 **STAFF REPORTS**

7.1 TREASURER

7.1.1 2022 Council and Board Remuneration

Mr. Hallam presented a report prepared by Treasurer Sean Brophy in this regard for the information of Council.

8.0 **BUSINESS**

8.1 NOTICE OF MOTION – COUNCILLOR MCCALLUM

A report prepared by CAO/Clerk Trevor Hallam in this regard was provided to Council.

Councillor McCallum spoke regarding his proposed motion. He noted there are Legions in Blyth, Brussels and Wingham, a large number of veterans from Morris-Turnberry, and that it would be appropriate to recognize our veterans as a sign of respect.

Discussion followed regarding the choice of a name and the implications of an honorary naming, and the need for a more focused and detailed resolution which will require some work by staff. Councillor McCallum was supportive of bringing the resolution back to another meeting of Council once some work had been done to develop it further.

8.2 HCFA FORUM REPRESENTATIVES

An invitation was received from the Huron County Federation of Agriculture for two representatives of Council to attend the MP/MPP Local Politician Forum on March 31st. Council discussed appointing two representatives.

Motion 39-2023

*Moved by Jamie McCallum
Seconded by Jodi Snell*

THAT the Council of the Municipality of Morris-Turnberry hereby appoints Mayor Heffer and Deputy Mayor Freiburger to attend the Huron County Federation of Agriculture MP/MPP Local Politician Forum as representatives of the Municipality.

Carried.

8.3 PICKUP TRUCK PURCHASE

Mr. Hallam presented a report he prepared jointly with Director of Public Works Mike Alcock in this regard.

Motion 40-2023

*Moved by Jamie McCallum
Seconded by Sharen Zinn*

THAT the Council of the Municipality of Morris-Turnberry hereby authorizes single source procurement to acquire a new 2022 F150 Crew Cab Pickup Truck from Leslie Motors in Wingham for a net cost of \$51,163 (excluding HST) and authorize the Director of Public Works to execute the required documents to complete the transaction

Carried.

8.4 DEMOLITION AGREEMENTS

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

Council discussed whether delegation of the authority to execute such agreements to staff would be appropriate and there was a consensus to continue to have the agreements authorized by Council, with the potential of discussing delegation again in the future.

Motion 41-2023

*Moved by Kevin Freiburger
Seconded by Jodi Snell*

THAT the Council of the Municipality of Morris-Turnberry hereby directs staff to return by-laws authorizing the execution of demolition agreements for 40924 Morris Road and 42204 Blyth road.

Carried.

8.5 NWMO EDUCATION GRANT CONTINUATION

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

There was a consensus of Council that further efforts should be made to make the availability of the grant funds more widely known, with staff returning a report to provide an update on what has been done to publicize the opportunity.

Motion 42-2023

*Moved by Jamie McCallum
Seconded by Kevin Freiburger*

THAT leave be given to introduce by-law 10-2023, being a by-law to execute a funding agreement between the Municipality of Morris-Turnberry and the Nuclear Waste Management Organization for the Early Investment in Education and Skills program, and that it now be read severally a first, second, and third time, and finally passed this 21st day of February 2023.

Carried.

9.0 **COUNCIL REPORTS**

Kevin Freiburger

February 15th attended the Annual General Meeting of the MVCA.
February 21st attended a meeting with South Bruce, North Huron and the NWMO regarding the DGR site selection process.

Jamie McCallum

No report.

Sharen Zinn

February 8th attended Board member orientation with the MVCA.
February 15th attended the Annual General Meeting of the MVCA.

Jodi Snell

February 8th attended a meeting of the Coalition for Huron Injury Prevention.
February 15th attended the Annual General Meeting of the MVCA.

Jamie Heffer

February 21st attended a meeting with South Bruce, North Huron and the NWMO regarding the DGR site selection process.

10.0 CORRESPONDENCE, MINUTES, ITEMS FOR INFORMATION

- 10.1 Media Release – Coldest Night of the Year – Perth Huron United Way
- 10.2 Media Release – Student Job Fair – Huron County
- 10.3 Compliance Summary 2021 – Belgrave Water System
- 10.4 Monthly Report – Belgrave Water January 2023
- 10.5 Correspondence – Belmore Arena Funding – Randy Scott
- 10.6 Service Line Warranties Canada – New Council Information
- 10.7 Notice – Official Plan Amendment 11
- 10.8 Report for Information – Small-Scale On-Farm Business Tax Subclass – Huron County
- 10.9 Resolution – Cannabis Act – Huron County Council
- 10.10 Outstanding Action Items

11.0 NEW BUSINESS

None.

12.0 BY-LAWS AND AGREEMENTS

12.1 AMEND PROPERTY STANDARDS BY-LAW

At the February 7th meeting of Council, staff were directed to return a by-law to repeal and replace by-law 120-2017, the municipality's Building By-law. By-law 11-2023 was presented for consideration.

Motion 43-2023

*Moved by Kevin Freiburger
Seconded by Jamie McCallum*

THAT leave be given to introduce By-Law # 11-2023, being a by-law under the Ontario Building Code Act respecting construction, demolition, change of use permits, and inspections, and that it now be read severally a first, second, and third time, and finally passed this 21st day of February 2023.

Carried.

12.2 PRECONSULTATION BY-LAW

At the February 7th meeting of Council, staff were directed to return a by-law to require applicants to consult with the Municipality prior to submission of development applications. By-law 12-2023 was presented for consideration.

Motion 44-2023

*Moved by Jodi Snell
Seconded by Sharen Zinn*

THAT leave be given to introduce By-Law # 12-2023, being a by-law to require development applicants to consult with the Municipality prior to submission of development applications, and that it now be read severally a first, second, and third time, and finally passed this 21st day of February 2023.

Carried.

12.3 SITE PLAN CONTROL BY-LAW

At the February 7th meeting of Council, staff were directed to return a by-law to repeal and replace by-law 18-2020, the municipality's Site Plan Control by-law. By-law 13-2023 was presented for consideration.

Motion 45-2023

*Moved by Kevin Freiburger
Seconded by Jodi Snell*

THAT leave be given to introduce By-Law # 13-2023, being a by-law to designate a Site Plan Control Area pursuant to Section 41 of The Planning Act, and that it now be read severally a first, second, and third time, and finally passed this 21st day of February 2023.

Carried.

12.4 REPEAL GARDEN SUITE BY-LAWS

At the February 7th meeting of Council, staff were directed to return a by-law to repeal certain Temporary Use By-laws and by-laws authorizing Garden Suite agreements to transition eligible Garden Suites to Additional Residential Units. By-law 14-2023 was presented for consideration.

Motion 46-2023

*Moved by Jamie McCallum
Seconded by Jodi Snell*

THAT leave be given to introduce By-Law # 14-2023, being a by-law to repeal certain by-laws of the Municipality of Morris-Turnberry with respect to Garden Suites, and that it now be read severally a first, second, and third time, and finally passed this 21st day of February 2023.

Carried.

13.0 **CLOSED SESSION**

13.1 Enter closed session.

Motion 47-2023

*Moved by Jodi Snell
Seconded by Jamie McCallum*

THAT the Council of the Municipality of Morris-Turnberry enter a closed session at 8:20 p.m., with the CAO/Clerk remaining in attendance, for the purpose of discussing confidential matters pursuant to the following sections of the Municipal Act:

- 1. Section 239 (2) (c) regarding a proposed acquisition of land by the municipality;*
- 2. Section 239 (2) (e) regarding litigation before an administrative tribunal;*
- 3. Section 239 (2) (k) regarding negotiations to be carried on by the municipality*

Carried.

13.2 Return to open session.

Motion 48-2023

*Moved by Kevin Freiburger
Seconded by Jodi Snell*

THAT the Council of the Municipality of Morris-Turnberry rise from a closed session at 8:58 p.m.

Carried.

13.3 Report and Action from Closed Session.

Council discussed the potential acquisition of land to correct the construction of a road not on a road allowance, received an update on the progress of an appeal before the OLT, and discussed negotiations regarding cross border servicing.

14.0 **CONFIRMING BY-LAW**

Motion 49-2023

Moved by Sharen Zinn

Seconded by Jamie McCallum

THAT leave be given to introduce By-Law # 15-2023, being a by-law to confirm the proceedings of the Municipality of Morris-Turnberry meeting of Council held on February 21st, 2023, and that it now be read severally a first, second, and third time, and finally passed this 21st day of February 2023.

Carried.

15.0 **ADJOURNMENT**

Motion 50-2023

Moved by Sharen Zinn

Seconded by Jodi Snell

THAT the Council of the Municipality of Morris-Turnberry does now adjourn at 8:59 pm.

Carried.

NEXT MEETINGS:

Regular Meeting of Council – Tuesday, March 7th, 2023, 7:30 pm

Regular Meeting of Council – Tuesday, March 21st, 2023, 7:30 pm

Mayor, Jamie Heffer

Clerk, Trevor Hallam

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

March 7 2023

General

Bell Canada	Morris Office	454.87
Tuckersmith Communications	Morris Office Internet	146.90
Totally One	Cell Phone Update	731.73
Huron Clean	Office Cleaning	373.18
Pitney Bowes Leasing	Postage Machine Lease	191.20
Orkin Canada	Pest Control	106.73
PSD Citywide Inc	Asset Management Plan Development	6,511.63
PSD Citywide Inc	Asset Management Software Renewal	4,851.25
Sommers Motor-Generator Sales Ltd.	Generator Repair	4,565.20
Chad Cook Electric	Office Light Repair	440.70
Township of Howick	2023 Belmore CC Insurance	3,799.05
Minister of Finance	Policing - January	39,117.00

Payroll

March 1 2023	Payroll	23,512.59
	Expenses	81.74
Council Pay	Payroll - February 2023	4,728.39
	Rec General	511.76

90,123.92

Building Department

Municipality of Huron East	Building Dept Services	64.77
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Payroll

March 1 2023	Payroll	5,561.93
	Expenses	-

Building Total 5,626.70

Property Standards

Property Standards Total -

Drainage

Hydro One	Hopper Pump	231.66
Maitland Conservation	Blyth Creek, Wells and Lamont Municipal Drains	300.00
Headway Engineering	Schwartzentruber Municipal Drain	29,293.23

Drainage Total 29,824.89

Parks & Cemeteries

Parks & Cemeteries Total -

Belgrave Water

Hay Communications	Belgrave Water	11.30
Veolia Water Canada	January Operations	5,951.82

Water Total 5,963.12

Landfill

John McKercher Construction Ltd.	Morris Landfill	1,412.50
Joe Kerr Ltd.	Compactor Repair	4,284.18
Huron Tractor	Repair for 01-12 Tractor	146.90

Landfill Total 5,843.58

Roads

Bell Canada	Turnberry Shop	227.44
Enbridge	Turnberry Shop	1,204.33
HuronTel	Turnberry Shop Internet	66.56
Comco Fasteners Inc.	Shop Supplies	187.84
Schmidt's Power Equipment	Chainsaw Supplies	15.24
McGavin Farm Equipment	Parts for 06-04 & 13-03 Graders	156.42
Altruck International Truck Centres	Maintenance on 19-06 Tandem	979.37
Huron Tractor	Filters for 09-02, 13-03 & 17-01 Graders	1,164.78
Chad Cook Electric	Light Repair at Turnberry Shop	635.06
BM Ross & Associates	Walton Rd Culvert (M030)	1,304.59
BM Ross & Associates	Moncrieff Rd Bridge (M060)	4,528.14
Looby Construction Limited	Smuck Bridge (M230) Holdback	257,682.02
Leslie Motors Ltd.	Pickup Truck Purchase	57,814.19

Payroll

March 1 2023	Payroll	34,016.77
	Expenses	-

Roads Total 359,982.75

Account Total **497,364.96**

Approved By Council:

March 7 2023

Mayor - Jamie Heffer

Treasurer- Sean Brophy



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677 Toll Free: 1.888.524.8394 Ext. 3

www.huroncounty.ca

To: Municipality of Morris-Turnberry

From: Meghan Tydd-Hrynyk, Planner

Date: March 7, 2023

Re: Zoning By-law Amendment Z01-2023

Part Lot 6 & Part Lot 5, Concession B; Plan 410, Part Park Lot 38, Lowertown, Municipality of Morris-Turnberry

Owner/Applicant: Vandeven Holdings Inc. c/o Patterson Planning Consultants Inc.

RECOMMENDATION

It is recommended that the zoning by-law amendment application Z01-2023 be **approved pursuant to a motion under Section 34(17) of the Planning Act to recognize changes since the circulation of the application.**

PURPOSE AND EFFECT

The purpose of the proposed zoning by-law amendment is to change the zoning of the subject lands from "D" – Development to "VR1-Special" – Village Residential – Low Density – Special and "NE2" – Natural Environment – Limited Protection. The lands are designated "Residential" as illustrated on Schedule 'B' Land Use Plan of the Municipality of Morris-Turnberry Official Plan. The proposed zoning would implement the Official Plan intent for these lands. The rezoning to VR1-Special would facilitate the creation of 6 new residential lots that would be developed for single detached dwellings recognizing the deficiency in lot size. A portion of lot 1 will be rezoned to NE2 to recognize the natural hazard feature.

Three (3) concurrent Consent Applications to create the lots have been submitted as well as an application to seek Consent for a servicing easement across abutting lands (drainage).

Various supporting studies have also been submitted to support the development proposal.

AGENCY/PUBLIC COMMENTS

	Not Received	No Concerns	Comments
Municipal Staff		√	See Report for Details
Neighbours		√	See Report for Details

COMMENTS

The area subject to this rezoning application is an approximately 5.40 acres within the Municipality of Morris-Turnberry. The area is designated Settlement Area in the Morris-Turnberry Official Plan, and D - Urban (Development) in the Morris-Turnberry Zoning By-law. The rezoning is a condition of the consent applications C03-202, C04-2023 & C05-2023 to recognize the resulting parcels as Village Residential –Low Density – Special to recognize the proposed lot size. The area subject to rezoning is currently vacant land, as shown in Figure 1 below. A nitrate study was submitted as part of this application due to the proposed lot sizes and private servicing.

Figure 1. Subject Property (outlined in red)



Figure 2. Severed Lands

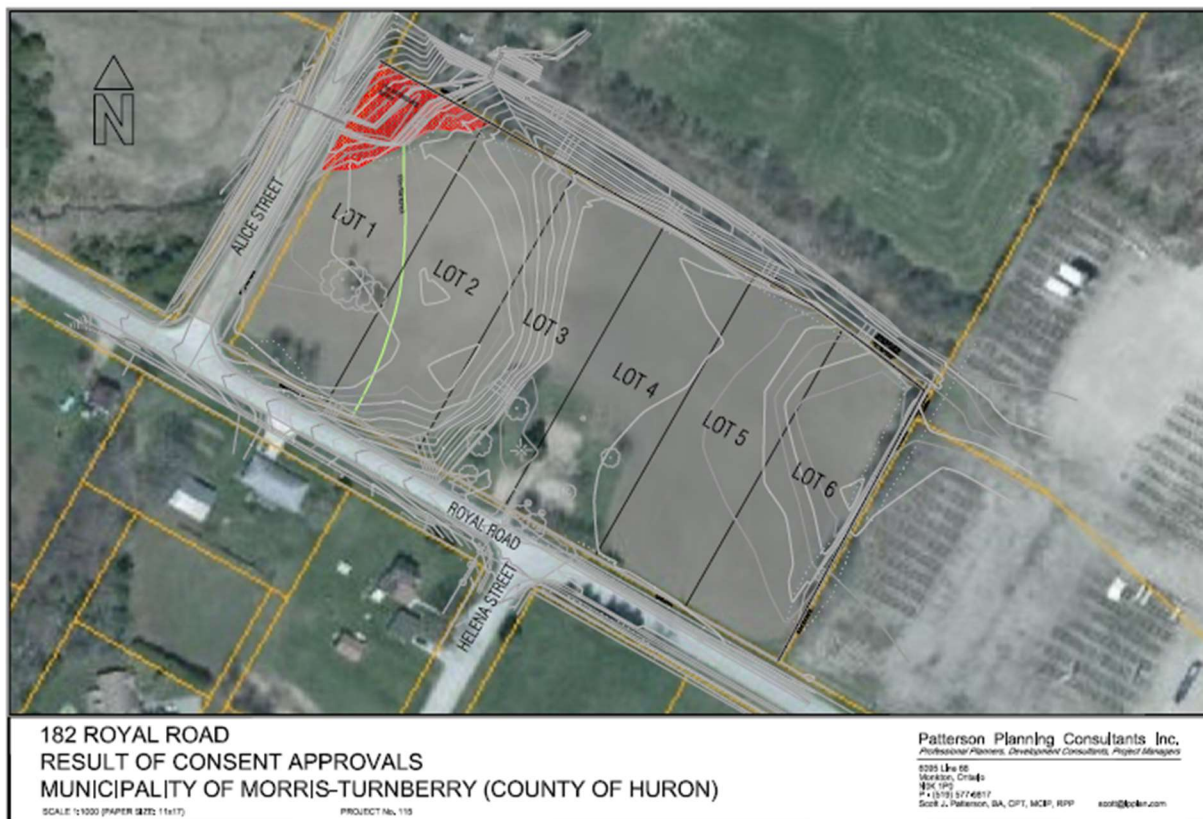
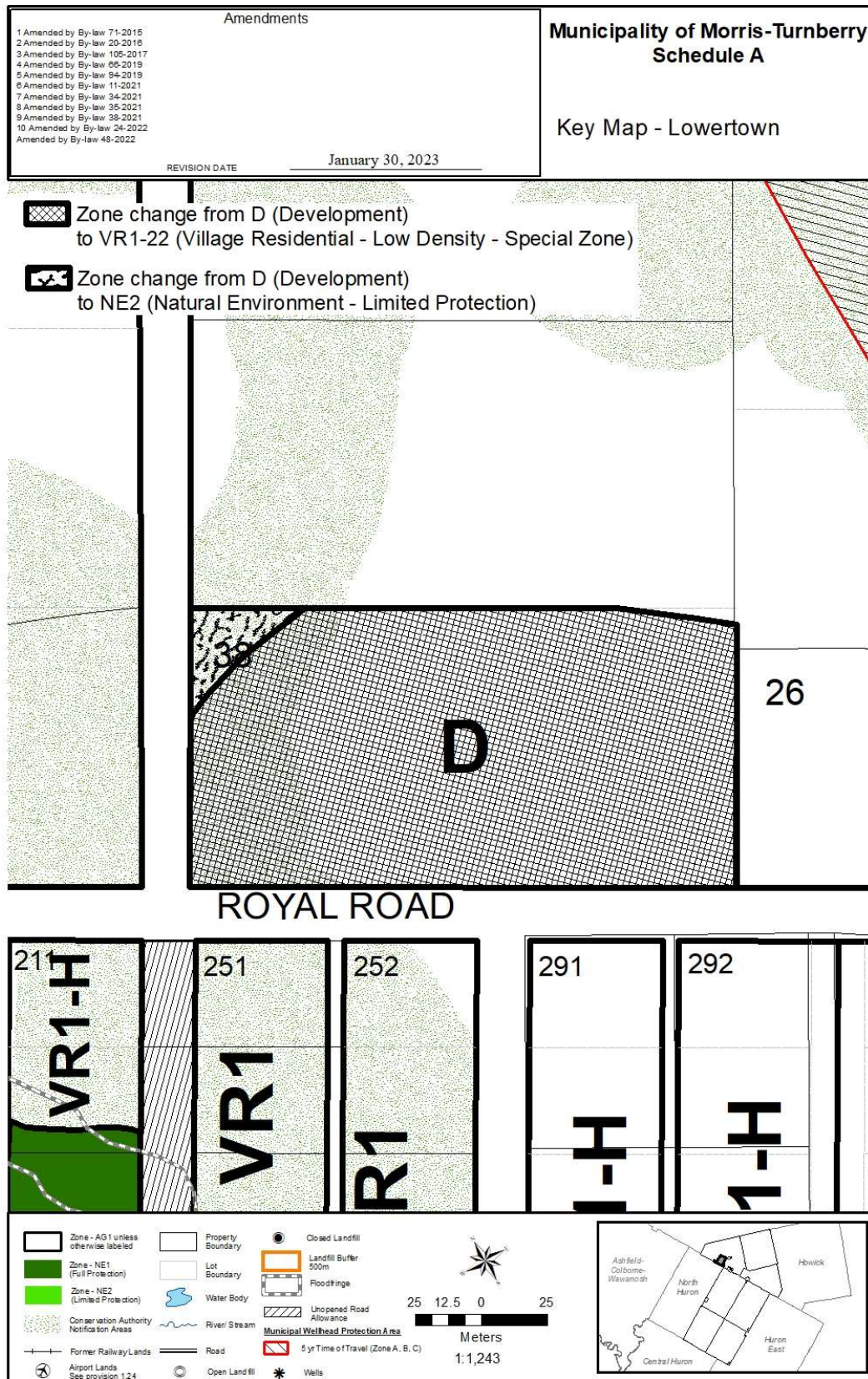


Figure 3. Proposed Area to be Rezoned



The *Provincial Policy Statement (PPS) 2020*, encourages development to take place within settlement areas, such as Lowertown. The subject lands are designated Settlement Area. New growth within settlement areas is to take place in areas that are adjacent to existing built-up areas that allow for the efficient use of land. This application will recognize six new parcels as Residential. The configuration of the new parcels (result of application C03, C04 and C05-2023) ensures that the new property is appropriately sized from a servicing perspective. A nitrate study was provided as part of the application to support the size of the new lots proposed to be created. As such, this application is consistent with the PPS 2020.

The Morris-Turnberry Official Plan (MT OP) is the guiding document for development within the Township. The plan sets out the vision, goals and policies to ensure that future development within the Township meets the specific needs of the community. The Morris-Turnberry Official Plan is approved in conformity with the policies of the Huron County Official Plan.

The MT OP contains policies for development within the Settlement Areas. Section 6.1.3 of the MT OP states that development in Tertiary Settlement Areas, such as Lowertown will be small-scale and limited to infilling and rounding out. Section 6.3 outlines the general policies for intensification. Section 6.3.2.1 states, in Tertiary Settlement areas, increased density and intensification will be based on the provision of adequate services.

The Morris-Turnberry Zoning Bylaw was updated in February 2023 which increased the minimum lot size in a VR1 zone. It is the intent that the minimum lot sizes for lot creation/lot intensification will be based on the minimum lot size or the recommended minimum of the Nitrate Study. The Nitrate study that was submitted with the complete application states *"the sewage impact of the proposed 6 lot, 2.18ha development is considered viable."*

Provided the above comments, this application conforms to the Huron County and Morris-Turnberry Official Plans.

Comments Received

One neighbour commented that they would like to ensure the Municipality does not need to upgrade the road due to the increased traffic.

Another neighbour wanted information on the drainage plan for the proposed severances.

Municipality staff would like a Development Agreement to be completed between the applicants and the Municipality for lot grading of each lot to be created as well as drainage reapportionment for the Cruikshank Municipal Drain.

Please note this report is prepared without the benefit of input from the public as may be obtained through the public meeting. Council should carefully consider any comments and/or concerns expressed at the public meeting prior to making their decision on this application.

CONCLUSION

Provided that no concerns are raised at the Public meeting, it is recommended that the zoning by-law amendment application Z01-2023 be **approved**.

Sincerely,

"original signed by"

Meghan Tydd-Hrynyk, Planner



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677 Toll Free: 1.888.524.8394 Ext. 3

www.huroncounty.ca

Consent Application Report – File C03-2023

Owner:	Vandeven Holdings Inc. c/o Patterson Planning Consultants Inc.	Date:	March 7, 2023
Property Description:	Part Lot 6 & Part Lot 5, Concession B; Plan 410, Part Park Lot 38, Lowertown, Municipality of Morris-Turnberry		

Recommendation: That provisional consent be:

- ☒ Recommended for approval with the attached conditions (& any additional Municipal Conditions)
- ☐ Recommended for deferral
- ☐ Recommended for denial (referred to Huron County Council for a decision)

Purpose:

- ☐ enlarge abutting lot
- ☒ create new lot
- ☐ surplus farm dwelling
- ☐ right-of-way / easement
- ☐ other:

Area Severed (Lot 2): 3,545.5 m ² +/- (0.88 ac)	Official Plan Designation: Settlement Area	Zoning: D – (Development – Urban)
Area Retained (Lot 1): 4,199.6 m ² +/- (1.04 ac)	Official Plan Designation: Settlement Area	Zoning: D – (Development – Urban)
Area Retained (Lots 3, 4, 5 & 6): 14,144 m ² +/- (3.50 ac)	Official Plan Designation: Settlement Area	Zoning: D – (Development – Urban)

Review: This application:

- ☒ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
- ☒ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
- ☒ Conforms with section 51(24) of the Planning Act;
- ☒ Conforms to the Huron County Official Plan;
- ☒ Conforms to the Morris-Turnberry Official Plan, Section 3.D.10;
- ☒ Complies with the Morris-Turnberry Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance).
- ☒ Has no unresolved objections/concerns raised (to date) from agencies or the public; and
- ☐ Recommended for approval by local Council.

(Applications that are unable to meet all of the foregoing criteria will be referred to Huron County Council for a decision)

Agency Comments:

	Not Received	No Objections	Comments
Neighbours		<input checked="" type="checkbox"/>	
Municipality Staff		<input checked="" type="checkbox"/>	See Report for Details

Figure 1: Subject Property (outlined in red)

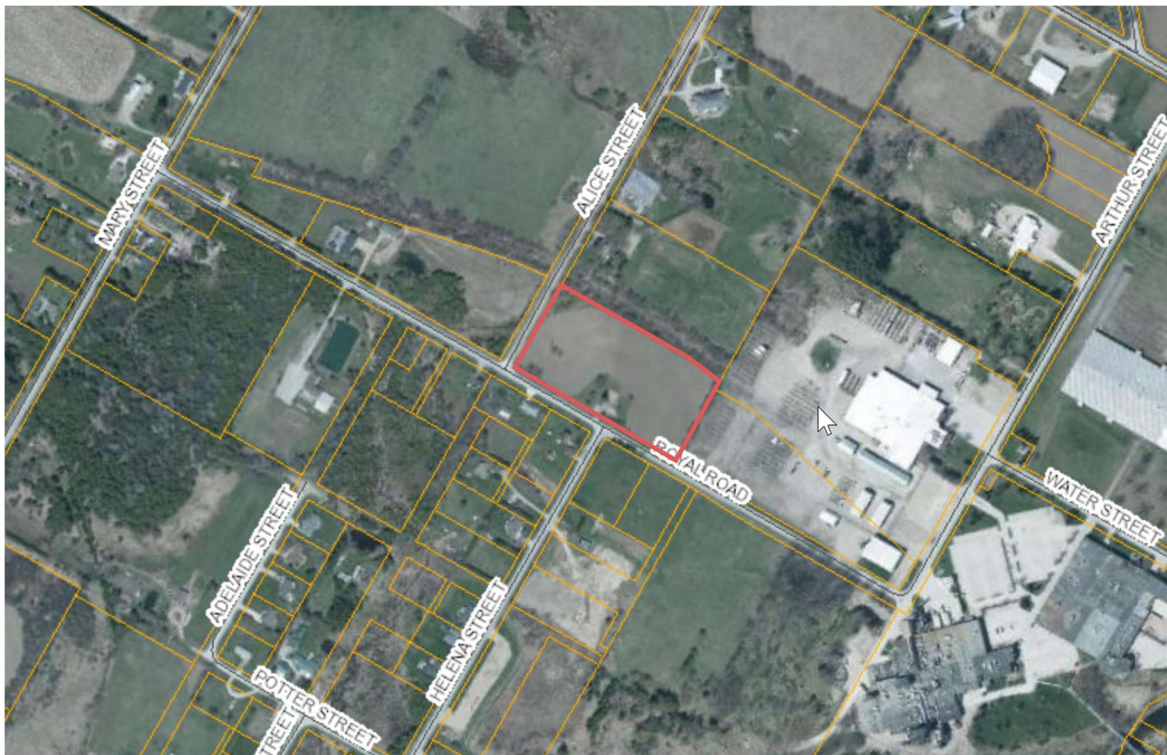
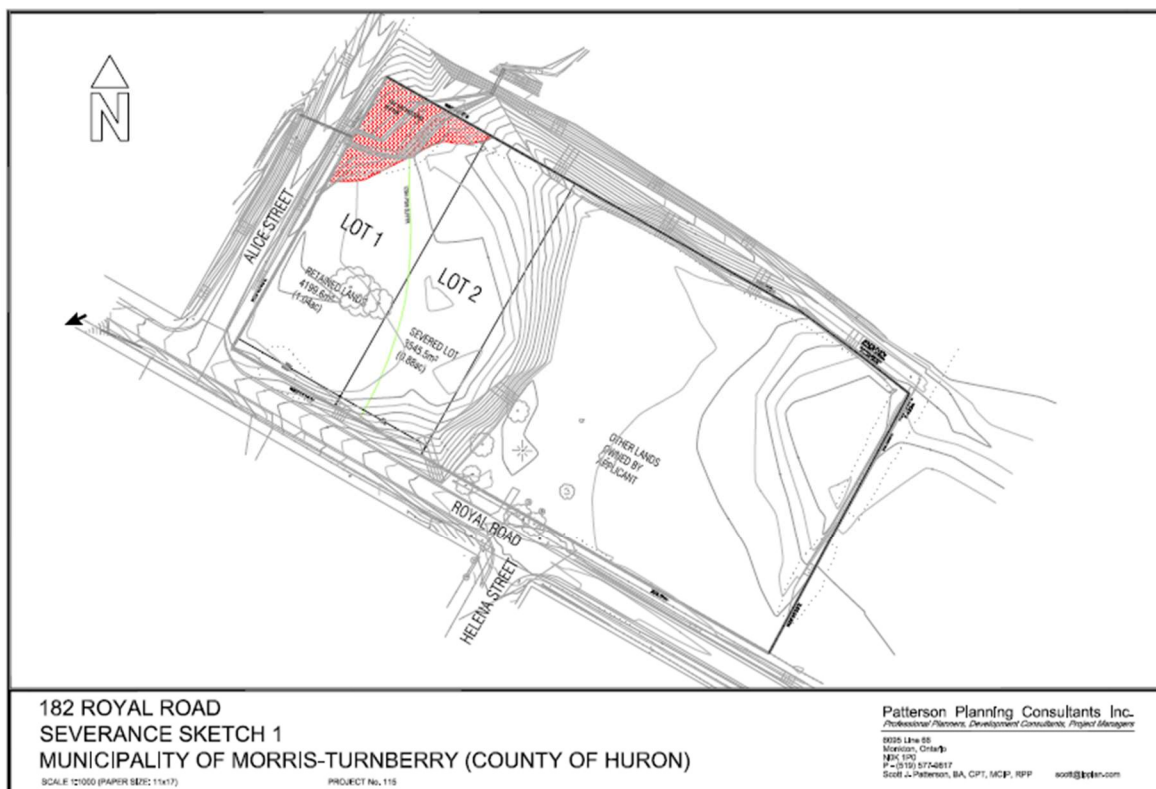


Figure 2: Subject Property (severed parcel – Lot 2, retained parcels – Lot 1 and Other Lands)



Purpose:

- This application proposes to sever 0.88 ac of vacant land within the Urban Boundary within the Settlement Area of Lowertown. A total of six (6) lots will be created with applications C03, C04 & C05 to facilitate development of single family residential homes. There is a concurrent Consent Application C06-2023 to create an easement for the purposes of drainage.
- The applicant submitted a Nitrate Study as part of their complete application package, prepared by Geoffrey Rether, B.Sc., P. Geo from Ian D. Wilson Associates Ltd. The nitrate study states *"the sewage impact of the proposed 6 lot, 2.18ha development is considered viable."*
- The applicant also submitted a Land Use Compatibility Study (Noise), prepared by HGC Engineering, to determine the impacts of the existing neighbouring industrial uses. The Royal Homes Head Office is located to the east of the site and are compared to the guidelines of the Ministry of the Environment, Conservation and Parks (MECP). *"The results indicate that the sound emissions of the Royal Homes facility are within or meet MECP guideline limits at the future residential receptors on the subject site."*
- The subject lands are designated Urban (Settlement Area) in the Morris-Turnberry Official Plan and zoned D - Urban (Development Zone) in the Morris-Turnberry Zoning By-law. A rezoning application has been submitted and will be heard concurrently.
- The *Provincial Policy Statement (PPS) 2020*, encourages development to take place within settlement areas. New growth within settlement areas is to take place in areas that are adjacent to existing built-up areas that allow for the efficient use of land. The lands are designated Settlement Area and this application does not preclude the retained lands from any future residential development. As such, this application is consistent with the PPS 2020.
- The Huron County Official Plan and Morris-Turnberry Official Plan (OP) contain policies to guide consents within Settlement Areas. The Morris-Turnberry OP supports the creation of new lots in settlement areas provided the intention of the new lots are for the purpose of facilitating future development. Since the applicant is not applying for a consent through a registered plan of subdivision, there are several criteria that should be met:
 - Consents will be granted in areas where there is no undue extension of services to be provided by the Municipality and where the subject land abuts an existing public road in good condition.
 - Consents shall be for the purpose of infilling in existing developed areas and the size of the created parcel(s) shall be a size that is appropriate for the proposed use and be in conformity with the Morris-Turnberry Zoning By-law.
 - Consents will not be granted for lands where road access from the adjacent parcel creates a traffic hazard.

Comments Received:

Morris-Turnberry Staff:

Public Works:

- Will require at a minimum an engineered lot grading and drainage plan. The need for a storm water management plan by Morris-Turnberry Public Works will be confirmed upon review of the completed engineered lot grading and drainage plan which will be peer reviewed at the expense of the developer.
- A 5m x 5m daylight triangle at the north east corner of the intersection of Royal Road and Alice Street shall be deeded to the Municipality of Morris-Turnberry. All costs including but not limited to legal, survey and registry costs related to the transfer shall be at the expense of the applicant.
- All improvements shown in the engineered Lot Grading and Drainage Plan within the municipal road allowance will need to be completed prior to the sale of any parcels.
- Entrance approval will be required from the Municipality for every lot in the proposed development.

Building Department:

- A drainage split / reapportionment agreement should be completed for all 6 lots that will be assessed into the Cruikshank Municipal drain
- That the resulting lots will be zoned VR1-special to recognize the lot area deficiency and that an ARU will not be permitted.
- that an engineered lot grading and drainage plan will be required for the entire proposed area of severance / lot creation. This will be required to be peer reviewed and registered on title.

Maitland Valley Conservation Authority:

- The subject property exists within the allowance of a provincially significant wetland and features an open watercourse.
- MVCA has no objection to severance applications C03-2023, C04-2023 and C05-2025. The application is in general conformance with Section 3.1, Natural Hazard Policies of the PPS, 2020.

Public Comments:

One neighbour commented that they would like to ensure the Municipality does not need to upgrade the road due to the increased traffic.

Recommended Conditions

Expiry Period

1. Conditions imposed must be met within two years of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within two years, the application shall be deemed to be refused. Provided the conditions are fulfilled within two years, the application is valid for three years from the date of notice of decision.

Municipal Requirements

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
3. 911 addressing for the subject lands be dealt with to the satisfaction of the Municipality and County.
4. Section 65(1) of the Drainage Act with respect to the Cruikshank Municipal Drain be addressed to the satisfaction of the Municipality.
5. The applicant must enter into a development agreement with the Municipality addressing issues arising from development of the lot such as but not limited to lot grading and drainage, stormwater management, lighting standards, provisions of services, privacy fencing or plantings as required and placement of driveway.
6. A 5m x 5m daylight triangle at the north east corner of the intersection of Royal Road and Alice Street shall be deeded to the Municipality of Morris-Turnberry.
7. If a new entrance for the parcels is required, that an access/entrance permit be obtained to the satisfaction of the Municipality.

Survey/Reference Plan

8. Provide to the satisfaction of the County and the Municipality:
 - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
 - b) a reference plan based on the approved survey.

Zoning

9. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Municipality.

Sincerely,

“original signed by”

Meghan Tydd-Hrynyk, Planner



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Consent Application Report – File C04-2023

Owner:	Vandeven Holdings Inc. c/o Patterson Planning Consultants Inc.	Date:	March 7, 2023
Property Description:	Part Lot 6 & Part Lot 5, Concession B; Plan 410, Part Park Lot 38, Lowertown, Municipality of Morris-Turnberry		

Recommendation: That provisional consent be:

- ☒ Recommended for approval with the attached conditions (& any additional Municipal Conditions)
- ☐ Recommended for deferral
- ☐ Recommended for denial (referred to Huron County Council for a decision)

Purpose:

- ☐ enlarge abutting lot
- ☒ create new lot
- ☐ surplus farm dwelling
- ☐ right-of-way / easement
- ☐ other:

Area Severed (Lot 4): 3,550.7 m ² +/- (0.88 ac)	Official Plan Designation: Settlement Area	Zoning: D – (Development – Urban)
Area Retained (Lot 3): 3548.1 m ² +/- (0.88 ac)	Official Plan Designation: Settlement Area	Zoning: D – (Development – Urban)
Area Retained (Lots 5 & 6): 7015.2 m ² +/- (1.73 ac)	Official Plan Designation: Settlement Area	Zoning: D – (Development – Urban)

Review: This application:

- ☒ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
- ☒ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
- ☒ Conforms with section 51(24) of the Planning Act;
- ☒ Conforms to the Huron County Official Plan;
- ☒ Conforms to the Morris-Turnberry Official Plan, Section 3.D.10;
- ☒ Complies with the Morris-Turnberry Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance).
- ☒ Has no unresolved objections/concerns raised (to date) from agencies or the public; and
- ☐ Recommended for approval by local Council.

(Applications that are unable to meet all of the foregoing criteria will be referred to Huron County Council for a decision)

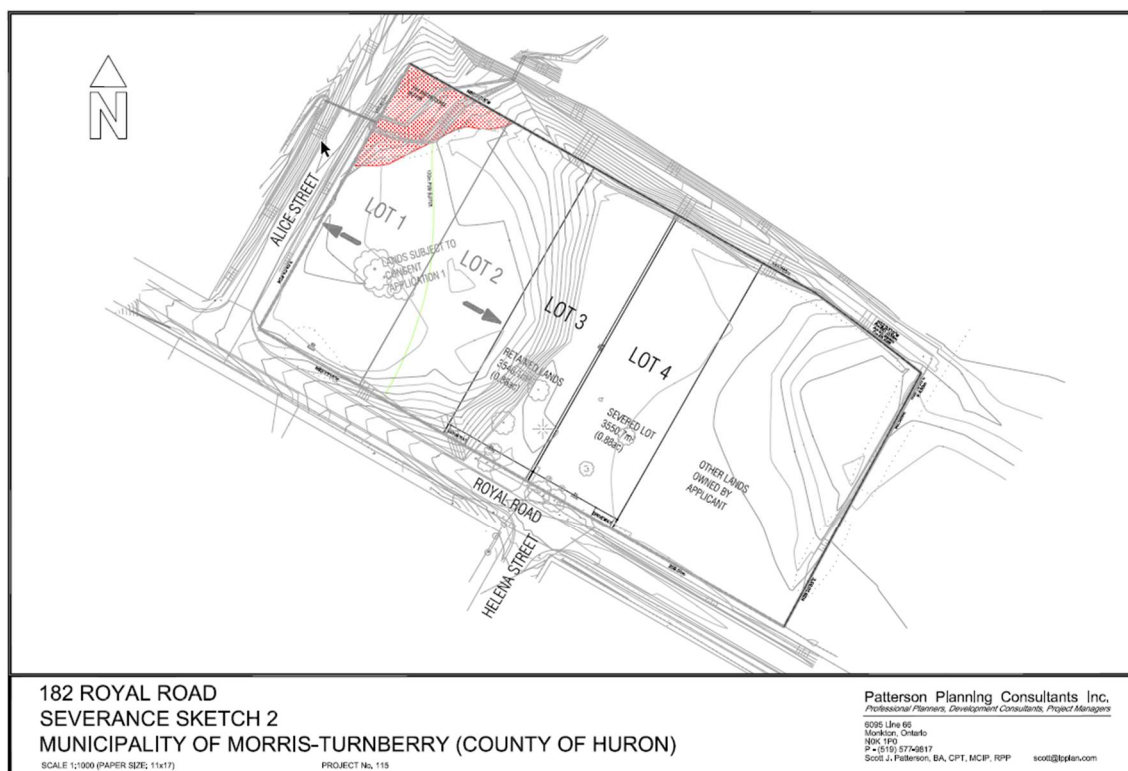
Agency Comments:

	Not Received	No Objections	Comments
Neighbours		<input checked="" type="checkbox"/>	
Municipality Staff		<input checked="" type="checkbox"/>	See Report for Details

Figure 1: Subject Property (outlined in red)



Figure 2: Subject Property (severed parcel – Lot 4, retained parcels – Lots 3 and Other Lands)



Purpose:

- This application proposes to sever 0.88 ac of vacant land within the Urban Boundary within the Settlement Area of Lowertown. A total of six (6) lots will be created with applications C03, C04 & C05 to facilitate development of single family residential homes. There is a concurrent Consent Application C06-2023 to create an easement for the purposes of drainage.
- The applicant submitted a Nitrate Study as part of their complete application package, prepared by Geoffrey Rether, B.Sc., P. Geo from Ian D. Wilson Associates Ltd. The nitrate study states *"the sewage impact of the proposed 6 lot, 2.18ha development is considered viable."*
- The applicant also submitted a Land Use Compatibility Study (Noise), prepared by HGC Engineering, to determine the impacts of the existing neighbouring industrial uses. The Royal Homes Head Office is located to the east of the site and are compared to the guidelines of the Ministry of the Environment, Conservation and Parks (MECP). *"The results indicate that the sound emissions of the Royal Homes facility are within or meet MECP guideline limits at the future residential receptors on the subject site."*
- The subject lands are designated Urban (Settlement Area) in the Morris-Turnberry Official Plan and zoned D - Urban (Development Zone) in the Morris-Turnberry Zoning By-law. A rezoning application has been submitted and will be heard concurrently.
- The *Provincial Policy Statement (PPS) 2020*, encourages development to take place within settlement areas. New growth within settlement areas is to take place in areas that are adjacent to existing built-up areas that allow for the efficient use of land. The lands are designated Settlement Area and this application does not preclude the retained lands from any future residential development. As such, this application is consistent with the PPS 2020.
- The Huron County Official Plan and Morris-Turnberry Official Plan (OP) contain policies to guide consents within Settlement Areas. The Morris-Turnberry OP supports the creation of new lots in settlement areas provided the intention of the new lots are for the purpose of facilitating future development. Since the applicant is not applying for a consent through a registered plan of subdivision, there are several criteria that should be met:
 - Consents will be granted in areas where there is no undue extension of services to be provided by the Municipality and where the subject land abuts an existing public road in good condition.
 - Consents shall be for the purpose of infilling in existing developed areas and the size of the created parcel(s) shall be a size that is appropriate for the proposed use and be in conformity with the Morris-Turnberry Zoning By-law.
 - Consents will not be granted for lands where road access from the adjacent parcel creates a traffic hazard.

Comments Received:

Morris-Turnberry Staff:

Public Works:

- Will require at a minimum an engineered lot grading and drainage plan. The need for a storm water management plan by Morris-Turnberry Public Works will be confirmed upon review of the completed engineered lot grading and drainage plan which will be peer reviewed at the expense of the developer.
- A 5m x 5m daylight triangle at the north east corner of the intersection of Royal Road and Alice Street shall be deeded to the Municipality of Morris-Turnberry. All costs including but not limited to legal, survey and registry costs related to the transfer shall be at the expense of the applicant.
- All improvements shown in the engineered Lot Grading and Drainage Plan within the municipal road allowance will need to be completed prior to the sale of any parcels.
- Entrance approval will be required from the Municipality for every lot in the proposed development.

Building Department:

- A drainage split / reapportionment agreement should be completed for all 6 lots that will be assessed into the Cruikshank Municipal drain
- That the resulting lots will be zoned VR1-special to recognize the lot area deficiency and that an ARU will not be permitted.
- that an engineered lot grading and drainage plan will be required for the entire proposed area of severance / lot creation. This will be required to be peer reviewed and registered on title.

Maitland Valley Conservation Authority:

- The subject property exists within the allowance of a provincially significant wetland and features an open watercourse.
- MVCA has no objection to severance applications C03-2023, C04-2023 and C05-2025. The application is in general conformance with Section 3.1, Natural Hazard Policies of the PPS, 2020.

Public Comments:

One neighbour commented that they would like to ensure the Municipality does not need to upgrade the road due to the increased traffic.

Recommended Conditions

Expiry Period

1. Conditions imposed must be met within two years of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within two years, the application shall be deemed to be refused. Provided the conditions are fulfilled within two years, the application is valid for three years from the date of notice of decision.

Municipal Requirements

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
3. 911 addressing for the subject lands be dealt with to the satisfaction of the Municipality and County.
4. Section 65(1) of the Drainage Act with respect to the Cruikshank Municipal Drain be addressed to the satisfaction of the Municipality.
5. The applicant must enter into a development agreement with the Municipality addressing issues arising from development of the lot such as but not limited to lot grading and drainage, stormwater management, lighting standards, provisions of services, privacy fencing or plantings as required and placement of driveway.
6. A 5m x 5m daylight triangle at the north east corner of the intersection of Royal Road and Alice Street shall be deeded to the Municipality of Morris-Turnberry.
7. If a new entrance for the parcels is required, that an access/entrance permit be obtained to the satisfaction of the Municipality.

Survey/Reference Plan

8. Provide to the satisfaction of the County and the Municipality:
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 - b) a reference plan based on the approved survey.

Zoning

9. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Municipality.

Sincerely,

“original signed by”

Meghan Tydd-Hrynyk, Planner



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Consent Application Report – File C05-2023

Owner:	Vandeven Holdings Inc. c/o Patterson Planning Consultants Inc.	Date:	March 7, 2023
Property Description:	Part Lot 6 & Part Lot 5, Concession B; Plan 410, Part Park Lot 38, Lowertown, Municipality of Morris-Turnberry		

Recommendation: That provisional consent be:

- ☒ Recommended for approval with the attached conditions (& any additional Municipal Conditions)
- ☐ Recommended for deferral
- ☐ Recommended for denial (referred to Huron County Council for a decision)

Purpose:

- ☐ enlarge abutting lot
- ☒ create new lot
- ☐ surplus farm dwelling
- ☐ right-of-way / easement
- ☐ other:

Area Severed (Lot 6): 3471.1 m ² +/- (0.86 ac)	Official Plan Designation: Settlement Area	Zoning: D – (Development – Urban)
Area Retained (Lot 3): 3544.1 m ² +/- (0.88 ac)	Official Plan Designation: Settlement Area	Zoning: D – (Development – Urban)

Review: This application:

- ☒ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
- ☒ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
- ☒ Conforms with section 51(24) of the Planning Act;
- ☒ Conforms to the Huron County Official Plan;
- ☒ Conforms to the Morris-Turnberry Official Plan, Section 3.D.10;
- ☒ Complies with the Morris-Turnberry Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance).
- ☒ Has no unresolved objections/concerns raised (to date) from agencies or the public; and
- ☐ Recommended for approval by local Council.

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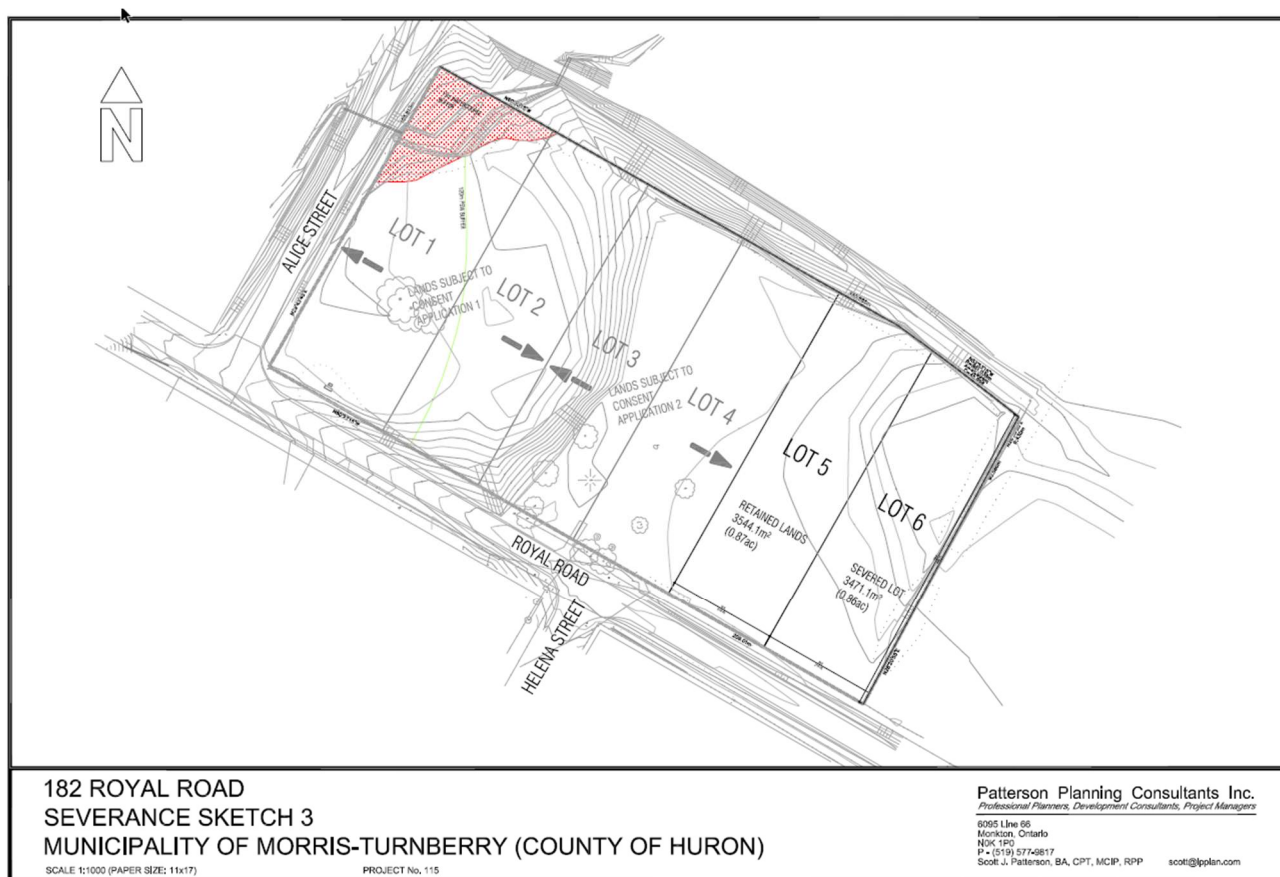
Agency Comments:

	Not Received	No Objections	Comments
Neighbours		<input checked="" type="checkbox"/>	
Municipality Staff		<input checked="" type="checkbox"/>	See Report for Details

Figure 1: Subject Property (outlined in red)



Figure 2: Subject Property (severed parcel – Lot 6, retained parcel – Lot 5)



Purpose:

- This application proposes to sever 0.86 ac of vacant land within the Urban Boundary within the Settlement Area of Lowertown. A total of six (6) lots will be created with applications C03, C04 & C05 to facilitate development of single family residential homes. There is a concurrent Consent Application C06-2023 to create an easement for the purposes of drainage.
- The applicant submitted a Nitrate Study as part of their complete application package, prepared by Geoffrey Rether, B.Sc., P. Geo from Ian D. Wilson Associates Ltd. The nitrate study states *"the sewage impact of the proposed 6 lot, 2.18ha development is considered viable."*
- The applicant also submitted a Land Use Compatibility Study (Noise), prepared by HGC Engineering, to determine the impacts of the existing neighbouring industrial uses. The Royal Homes Head Office is located to the east of the site and are compared to the guidelines of the Ministry of the Environment, Conservation and Parks (MECP). *"The results indicate that the sound emissions of the Royal Homes facility are within or meet MECP guideline limits at the future residential receptors on the subject site."*
- The subject lands are designated Urban (Settlement Area) in the Morris-Turnberry Official Plan and zoned D - Urban (Development Zone) in the Morris-Turnberry Zoning By-law. A rezoning application has been submitted and will be heard concurrently.
- The *Provincial Policy Statement (PPS) 2020*, encourages development to take place within settlement areas. New growth within settlement areas is to take place in areas that are adjacent to existing built-up areas that allow for the efficient use of land. The lands are designated Settlement Area and this application does not preclude the retained lands from any future residential development. As such, this application is consistent with the PPS 2020.
- The Huron County Official Plan and Morris-Turnberry Official Plan (OP) contain policies to guide consents within Settlement Areas. The Morris-Turnberry OP supports the creation of new lots in settlement areas provided the intention of the new lots are for the purpose of facilitating future development. Since the applicant is not applying for a consent through a registered plan of subdivision, there are several criteria that should be met:
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 - Consents shall be for the purpose of infilling in existing developed areas and the size of the created parcel(s) shall be a size that is appropriate for the proposed use and be in conformity with the Morris-Turnberry Zoning By-law.
 - Consents will not be granted for lands where road access from the adjacent parcel creates a traffic hazard.

Comments Received:

Morris-Turnberry Staff:

Public Works:

- Will require at a minimum an engineered lot grading and drainage plan. The need for a storm water management plan by Morris-Turnberry Public Works will be confirmed upon review of the completed engineered lot grading and drainage plan which will be peer reviewed at the expense of the developer.
- A 5m x 5m daylight triangle at the north east corner of the intersection of Royal Road and Alice Street shall be deeded to the Municipality of Morris-Turnberry. All costs including but not limited to legal, survey and registry costs related to the transfer shall be at the expense of the applicant.
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Building Department:

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Public Comments:

- One neighbour commented that they would like to ensure the Municipality does not need to upgrade the road due to the increased traffic.

Recommended Conditions

Expiry Period

1. Conditions imposed must be met within two years of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within two years, the application shall be deemed to be refused. Provided the conditions are fulfilled within two years, the application is valid for three years from the date of notice of decision.

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3. 911 addressing for the subject lands be dealt with to the satisfaction of the Municipality and County.
4. Section 65(1) of the Drainage Act with respect to the Cruikshank Municipal Drain be addressed to the satisfaction of the Municipality.
5. The applicant must enter into a development agreement with the Municipality addressing issues arising from development of the lot such as but not limited to lot grading and drainage, stormwater management, lighting standards, provisions of services, privacy fencing or plantings as required and placement of driveway.
6. A 5m x 5m daylight triangle at the north east corner of the intersection of Royal Road and Alice Street shall be deeded to the Municipality of Morris-Turnberry.
7. If a new entrance for the parcels is required, that an access/entrance permit be obtained to the satisfaction of the Municipality.

Survey/Reference Plan

8. Provide to the satisfaction of the County and the Municipality:
 - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
 - b) a reference plan based on the approved survey.

Zoning

9. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Municipality.

Sincerely,

“original signed by”

Meghan Tydd-Hrynyk, Planner



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677 Toll Free: 1.888.524.8394 Ext. 3

www.huroncounty.ca

Consent Application Report – File C06-2023

Owner:	Vandeven Holdings Inc. c/o Patterson Planning Consultants Inc.	Date:	March 7, 2023
Property Description:	Part Lot 6 & Part Lot 5, Concession B; Plan 410, Part Park Lot 38, Lowertown, Municipality of Morris-Turnberry		

Recommendation: That provisional consent be:

- ☒ Recommended for approval with the attached conditions (& any additional Municipal Conditions)
- ☐ Recommended for deferral
- ☐ Recommended for denial (referred to Huron County Council for a decision)

Purpose:

- ☐ enlarge abutting lot
- ☒ create new lot
- ☐ surplus farm dwelling
- ☐ right-of-way / easement
- ☐ other:

Area Severed: 2,498 m ² +/- (0.62 ac)	Official Plan Designation: Settlement Area	Zoning: VM1 – (Village Industrial)
Area Retained: 20,512.3 m ² +/- (5.07 ac)	Official Plan Designation: Settlement Area	Zoning: VM1 – (Village Industrial)

Review: This application:

- ☒ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
- ☒ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
- ☒ Conforms with section 51(24) of the Planning Act;
- ☒ Conforms to the Huron County Official Plan;
- ☒ Conforms to the Morris-Turnberry Official Plan, Section 3.D.10;
- ☒ Complies with the Morris-Turnberry Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance).
- ☒ Has no unresolved objections/concerns raised (to date) from agencies or the public; and
- ☐ Recommended for approval by local Council.

(Applications that are unable to meet all of the foregoing criteria will be referred to Huron County Council for a decision)

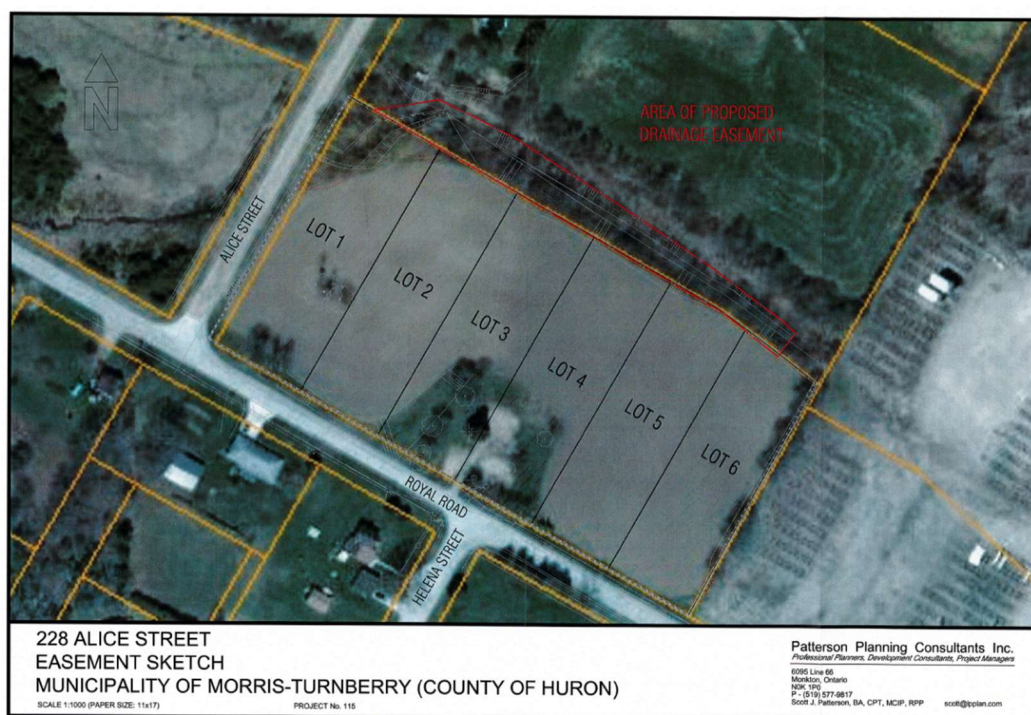
Agency Comments:

	Not Received	No Objections	Comments
Neighbours		<input checked="" type="checkbox"/>	
Municipality Staff		<input checked="" type="checkbox"/>	See Report for Details

Figure 1: Subject Property (outlined in red)



Figure 2: Subject Property (severed parcel – Outlined in red)



228 ALICE STREET
EASEMENT SKETCH
MUNICIPALITY OF MORRIS-TURNBERRY (COUNTY OF HURON)

SCALE 1:1000 (PAPER SIZE: 11x17)

PROJECT No. 115

Patterson Planning Consultants Inc.
Professional Planners, Development Consultants, Project Managers
6085 Line 66
Markham, Ontario
M3K 1K6
P: (905) 477-6817
Scott J. Patterson, BA, CPT, MCP, RPP
scott@plan.com

Purpose:

- This application proposes to sever 0.62 ac of vacant land within the Urban Boundary within the Settlement Area of Lowertown. The lands to be severed is to convey an easement for an existing drainage ditch in favour of the abutting lands known as 182 Royal Road for the purposes of a drainage outlet. There are three concurrent Consent Applications C03, 03 & 05-2023 to create six (6) residential units.
- The applicant submitted a Nitrate Study as part of their complete application package, prepared by Geoffrey Rether, B.Sc., P. Geo from Ian D. Wilson Associates Ltd. The nitrate study states *"the sewage impact of the proposed 6 lot, 2.18ha development is considered viable."*
- The applicant also submitted a Land Use Compatibility Study (Noise), prepared by HGC Engineering, to determine the impacts of the existing neighbouring industrial uses. The Royal Homes Head Office is located to the east of the site and are compared to the guidelines of the Ministry of the Environment, Conservation and Parks (MECP). *"The results indicate that the sound emissions of the Royal Homes facility are within or meet MECP guideline limits at the future residential receptors on the subject site."*
- The subject lands are designated Urban (Settlement Area) in the Morris-Turnberry Official Plan and zoned VM1 – Village Industrial in the Morris-Turnberry Zoning By-law.
- The *Provincial Policy Statement (PPS) 2020*, encourages development to take place within settlement areas. New growth within settlement areas is to take place in areas that are adjacent to existing built-up areas that allow for the efficient use of land. The lands are designated Settlement Area and this application does not preclude the retained lands from any future residential development. As such, this application is consistent with the PPS 2020.
- The Huron County Official Plan and Morris-Turnberry Official Plan (OP) contain policies to guide consents within Settlement Areas. The Morris-Turnberry OP supports the creation of new lots in settlement areas provided the intention of the new lots are for the purpose of facilitating future development. Since the applicant is not applying for a consent through a registered plan of subdivision, there are several criteria that should be met:
 - Consents will be granted in areas where there is no undue extension of services to be provided by the Municipality and where the subject land abuts an existing public road in good condition.
 - Consents shall be for the purpose of infilling in existing developed areas and the size of the created parcel(s) shall be a size that is appropriate for the proposed use and be in conformity with the Morris-Turnberry Zoning By-law.
 - Consents will not be granted for lands where road access from the adjacent parcel creates a traffic hazard.

Comments Received:

Maitland Valley Conservation Authority:

- The subject property features an open watercourse.
- MVCA has no objection to severance application C06-2023. The application is in general conformance with Section 3.1, Natural Hazard Policies of the PPS, 2020.

Neighbour Comment:

- A neighbour wanted information on the drainage plan for the proposed severance.

Recommended Conditions

Expiry Period

1. Conditions imposed must be met within two years of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within two years, the application shall be deemed to be refused. Provided the conditions are fulfilled within two years, the application is valid for three years from the date of notice of decision.

Municipal Requirements

2. All municipal requirements, financial or otherwise, be met to the satisfaction of the Municipality (for example: servicing connections, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures).
3. 911 addressing for the subject lands be dealt with to the satisfaction of the Municipality and County.
4. Section 65(1) of the Drainage Act with respect to the Cruikshank Municipal Drain be addressed to the satisfaction of the Municipality.

Survey/Reference Plan

5. Provide to the satisfaction of the County and the Municipality:
 - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
 - b) a reference plan based on the approved survey.

Zoning

6. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Municipality.

Sincerely,

“original signed by”

Meghan Tydd-Hrynyk, Planner



THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW NO. 16-2023

Being a by-law to amend by-law 45-2014 of the Municipality of Morris-Turnberry.

WHEREAS the Municipal Council of the Corporation of the Municipality of Morris-Turnberry considers it advisable to amend Morris-Turnberry Zoning By-law 45-2014, as amended, of the Corporation of the Municipality of Morris-Turnberry; and

NOW THEREFORE the Council of the Corporation of the Municipality of Morris-Turnberry ENACTS as follows:

1. This by-law shall apply to 182 Royal Road (Plan 410, Part Park Lot 38, Turnberry) in the Municipality of Morris-Turnberry and is comprised of Schedules 1-4.
2. By-law 45-2014 is hereby amended by changing the zoning from D (Development Zone) to VR1 – Special (Village Residential – Low Density – Special) and NE2 (Natural Environment – Limited Protection) for the lands as identified on the attached Schedule 3.
3. Section 15 of By-law 23-1984 is hereby amended by the addition of Section 14.7.22 as follows:
VR1-22:
Notwithstanding provisions to the contrary, in the areas zoned VR1-22, the minimum lot size is 3,363 square metres. All other provisions continue to apply.
4. Key Map – LowerTown, By-law 45-2014 is hereby amended as shown on the attached Schedule 3 of this by-law.
5. All other provisions of By-law 45-2014 shall apply.
6. This by-law shall come into force pursuant to Section 34(21) of the Planning Act, RSO 1990, as amended.

Read a FIRST and SECOND time this 7th day of March, 2023.

Read a THIRD time and FINALLY PASSED this 7th day of March, 2023.

Mayor, Jamie Heffer

Clerk, Trevor Hallam

SCHEDULE 1

CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY BY-LAW NO. 16 - 2023

By-law No 16 - 2023 has the following purpose and effect:

1. The purpose of the proposed zoning by-law amendment is to amend the zoning on 182 Royal Road (Plan 410, Part Park Lot 38) in the Municipality of Morris-Turnberry from “D” – Development to “VR1-Special” – Village Residential – Low Density – Special and “NE2” – Natural Environment – Limited Protection. The rezoning to VR1-Special would facilitate the creation of 6 new residential lots that would be developed for single detached dwellings recognizing the deficiency in lot size. A portion of lot 1 will be rezoned to NE2 to recognize the natural hazard feature.
2. This by-law amends the Municipality of Morris-Turnberry Zoning By-law 45-2014. All other zone provisions apply.
3. The location map and key map showing the location to which this by-law applies are found on the following pages and are entitled Schedule 2 and Schedule 3.

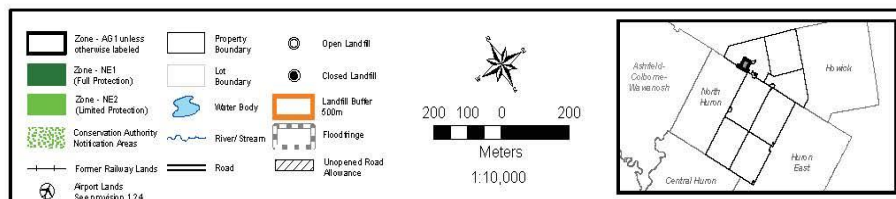
**THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW NO. 16 - 2023**

See Tumberry (West)

TOWNSHIP OF NORTH HURON

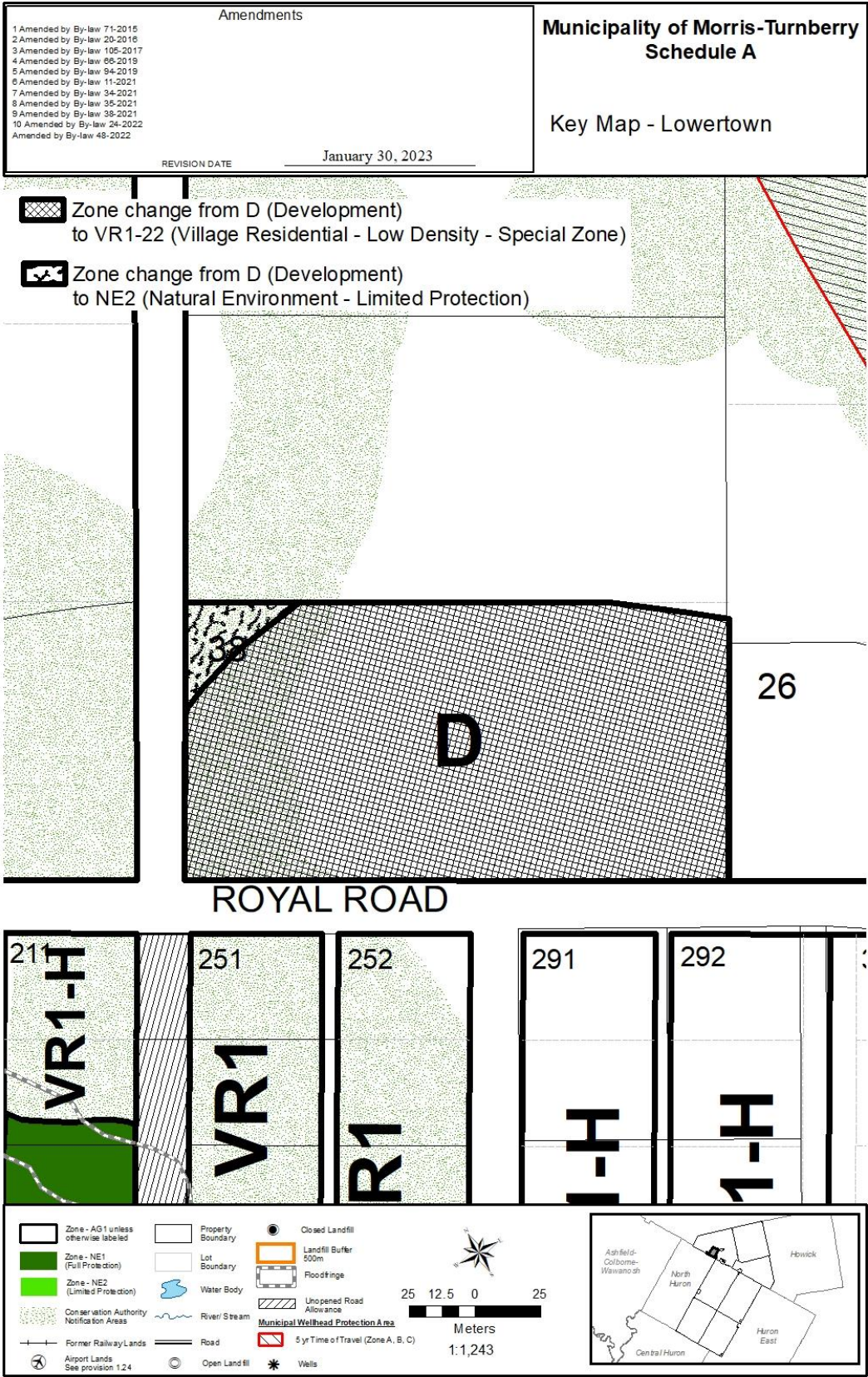
TOWNSHIP OF NORTH HURON

Location of Proposed Zoning Bylaw Amendment



SCHEDULE 3

THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW No. 16 - 2023



SCHEDULE 4

THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW No. 16 - 2023





PLANNING & DEVELOPMENT

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Toll Free: 1.888.524.8394 Ext. 3

www.huroncounty.ca

To: Mayor and Members of Council, Morris-Turnberry
From: Meghan Tydd-Hrynyk, Planner
Date: March 7th, 2023
Re: Minor Variance Application MV02/23 (McNichol Farms Inc. c/o Mike McNichol)
Property Address: 41247 Moncrieff Road

Recommendation

It is recommended that Application MV02/23 be approved with the following conditions:

1. The structure be located within the footprint contained on the sketch that accompanied the application;
2. The variance approval is valid for a period of 18 months from the date of Council's decision.

Proposed Variances

Proposed relief from the following Sections of By-law 45-2014:

Section 4.5, to reduce the Minimum Distance Separation setback for the reconstruction of a house from:

559m to 455m from an existing neighbouring barn to the proposed location of the new house.

Review

The property is designated Agriculture and Natural Environment on Schedule B of the Morris-Turnberry Official Plan. The property is zoned AG1 (General Agriculture) NE1 (Natural Environment – Full Protection Zone) and NE2 (Natural Environment – Limited Protection Zone) – Key Map Morris - South. The purpose of this application is to reduce the required setback to allow for the reconstruction of a house to the neighbouring barn to the southwest of the subject property.

Figure 1: Subject Parcel – Airphoto of property (outlined in orange) and existing barn

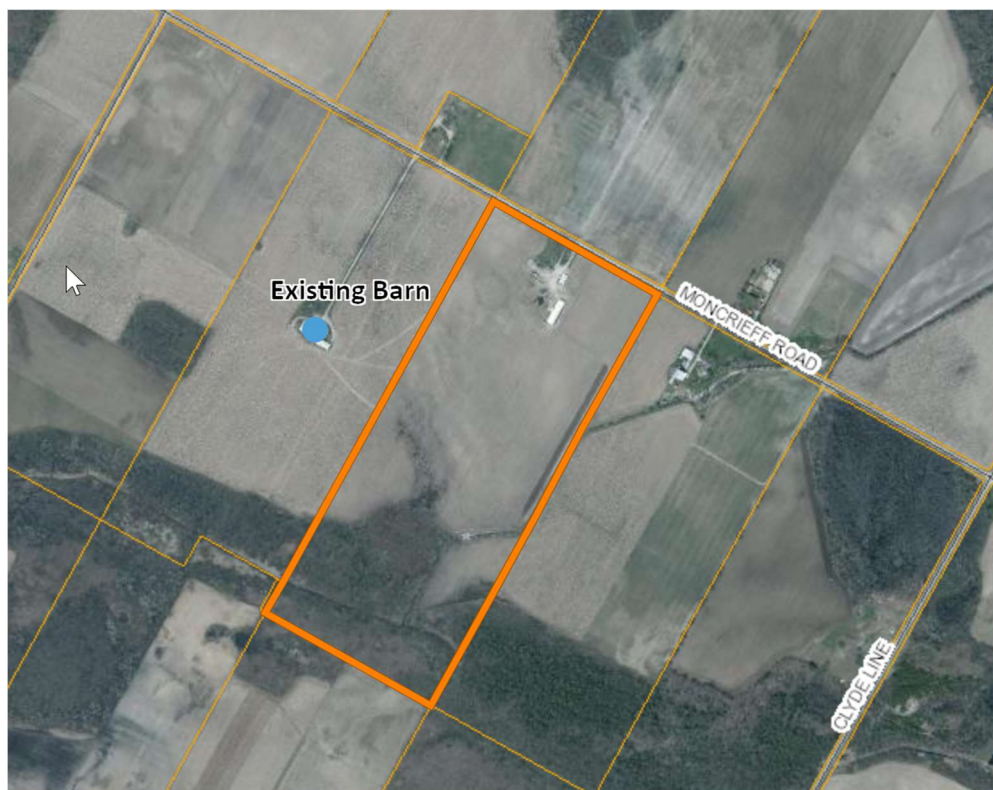


Figure 2: Proposed Location – Sketch of property showing existing barn, proposed house and setbacks



Figure 3: Proposed Location – Sketch of property showing existing buildings, proposed house, septic and well



COMMENTS

Minor variances are required to satisfy four tests under the Planning Act before they can be approved. To be approved the requested variance must be:

- 1) minor,
- 2) desirable for the appropriate development or use of the land, building or structure,
- 3) maintain the general intent and purpose of the Zoning By-law, and
- 4) maintain the general intent of the Official Plan.

The application proposes to reduce the required setback for a new house to an existing barn from the required 559m to 455m. The proposed reduction is 104m or 18% from the required setback to the neighbouring barn. There is an existing swine barn and unused manure storage on the neighbouring property. The new house is proposed to be placed directly to the west of the existing house. Alternative sites were considered for the relocation of the house but was determined that this was the most desirable location due to other structures on the site and not wanting to take farmland out of production. The applicants chose this location so that they will be able to live in the existing house while the new house is being built. The existing house will be removed upon completion.

Staff commented on the application and have no concerns.

This application meets all four tests for a minor variance. There are no foreseen adverse impacts to surrounding properties, as there is an existing barn already located on the subject property. The proposed development is desirable for the subject property as the use of the subject

property will continue to be agricultural as intended by the Morris-Turnberry Official Plan and the Morris-Turnberry Zoning By-law. Consequently, the variance maintains the intent of both the Official Plan and Zoning By-law.

The variance requested is minor and appropriate in terms of the impact on the surrounding properties. As the four tests for a minor variance have been met, it is recommended that the requested variance be approved with conditions.

SUMMARY

It is recommended that Application MV02/23 be approved with the following conditions:

1. The structure be located within the footprint contained on the sketch that accompanied the application;
2. The variance approval is valid for a period of 18 months from the date of Council's decision.

Please note this report is prepared without the benefit of input from the public as may be obtained through the hearing. The Committee should carefully consider any comments and/or concerns expressed at the hearing prior to making their decision on this application.

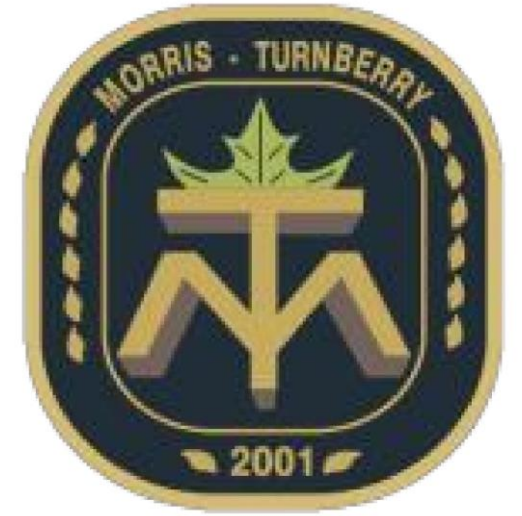
Sincerely,

"original signed by"

Meghan Tydd-Hrynyk
Planner

Schwartzentruber Municipal Drain

Municipality of Morris-Turnberry –
(Morris Ward)



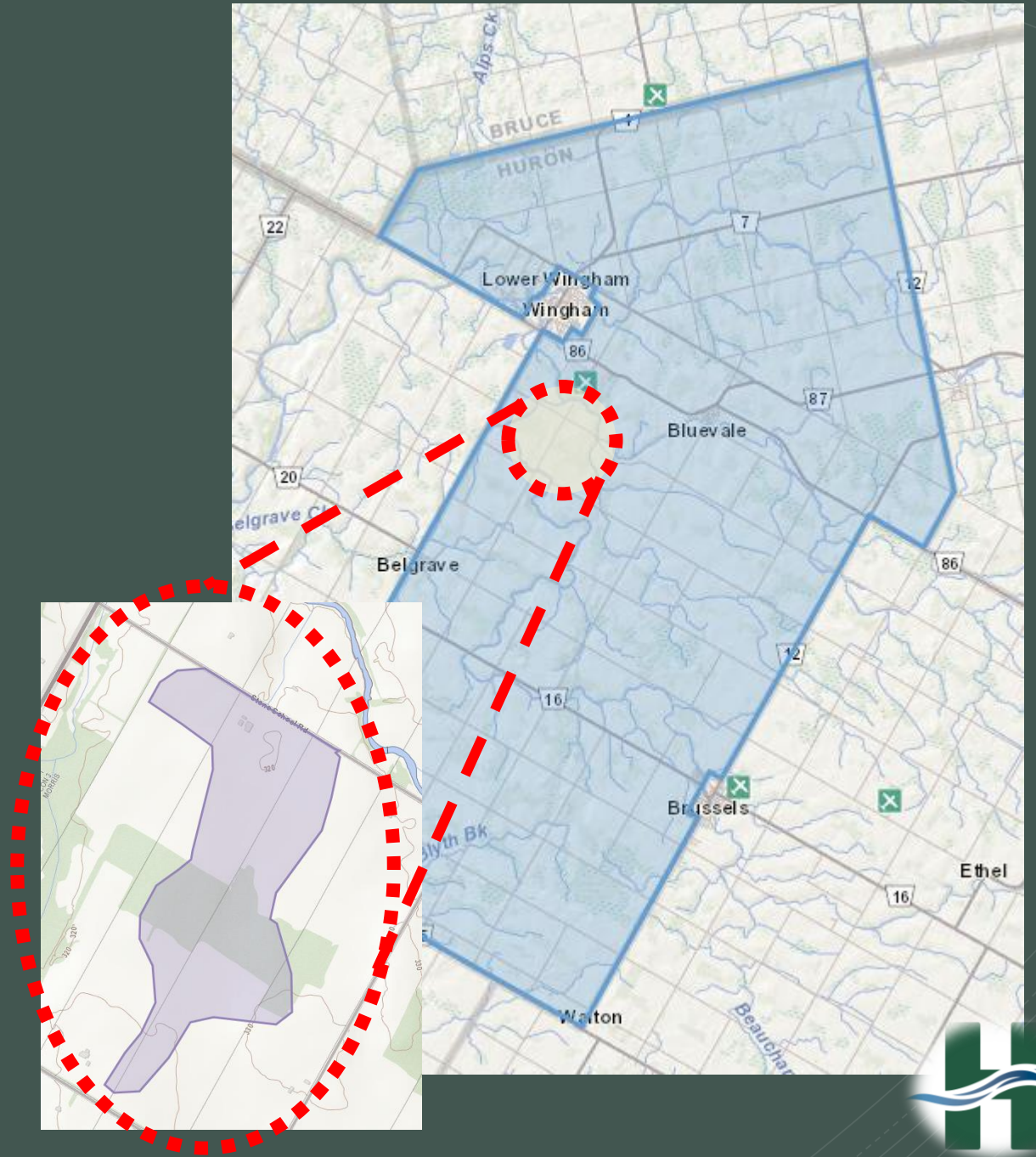
Authority

- Headway was appointed under Section 78 of the Drainage Act on June 21, 2022 (effective July 21, 2022) (about 8.5 months ago)



▼ Location & History

- Lots 2, 3, 4 & 5 in Concession 3, Morris Ward.
- The Schwartzentruber Municipal Drain was originally constructed under the authority of a report prepared by Walter Fedy dated December 10, 1969 (over 53 years ago).
- Pipe sizes ranged from 14" at the bottom, to 6" diameter at the top. Design Standard (as calculated by Headway) was approximately a 0.25" Drainage Coefficient.



Public Engagements

Headway Engineering arranged the following public engagements:

- **August 9, 2022**– Onsite Meeting
- **January 19, 2023**– Public Information Meeting

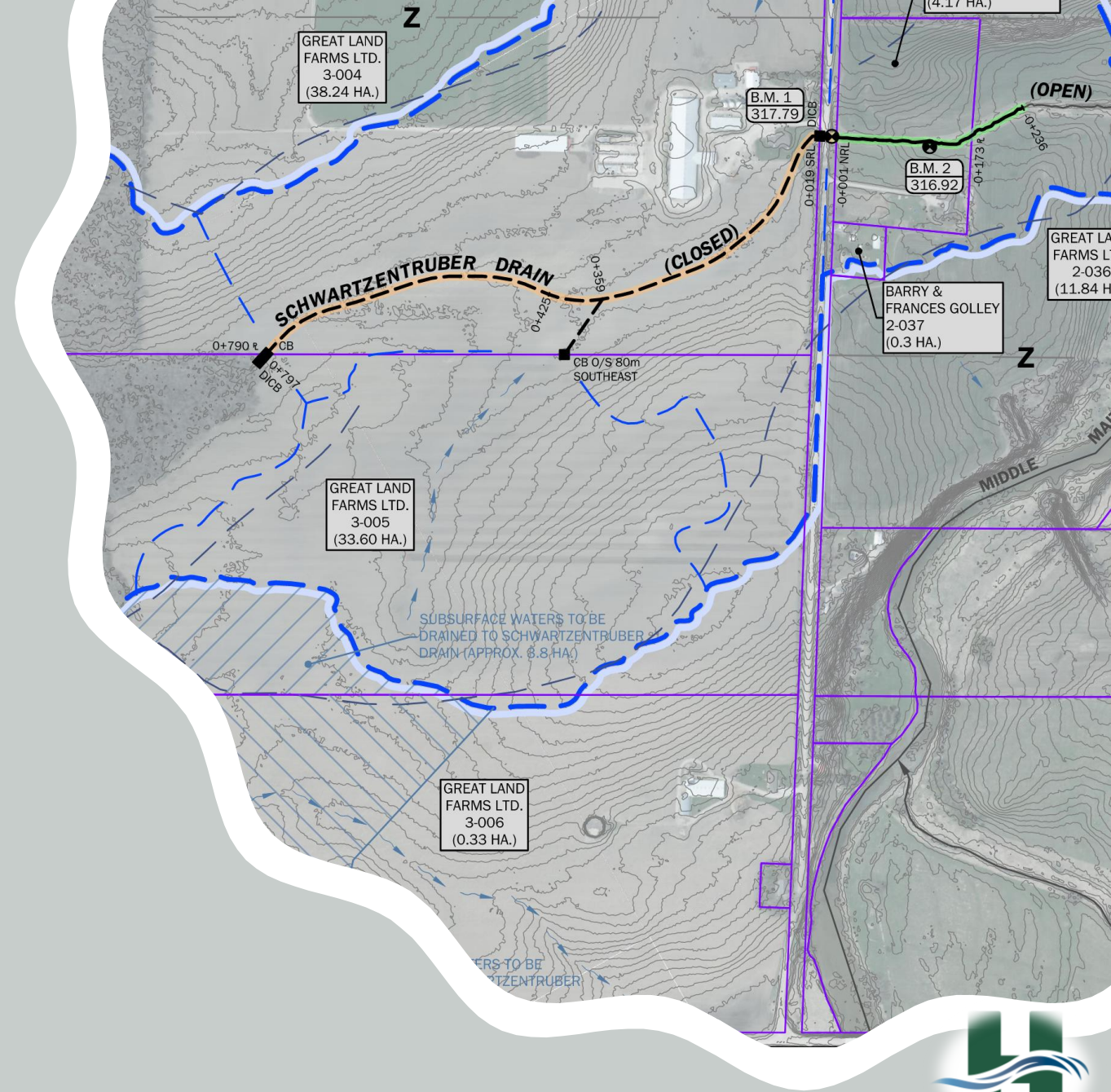


Findings & Recommendations

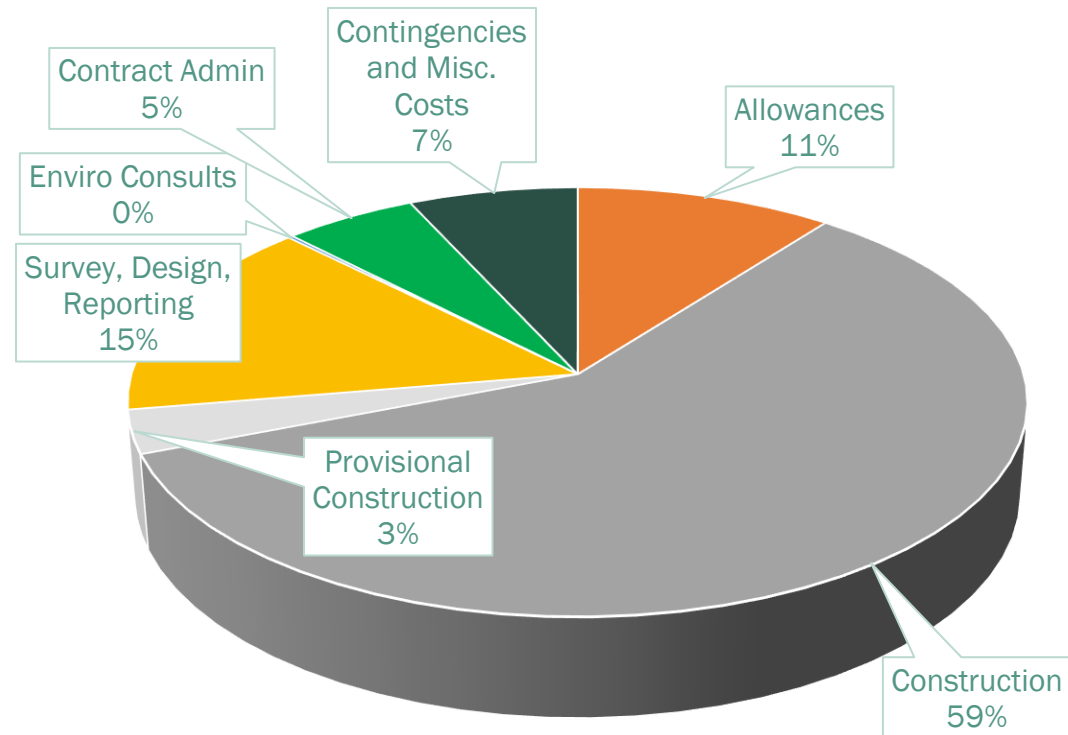
- The existing Schwartzentruber Drain is not of sufficient size or depth, or condition to drain the surrounding and upstream lands at today's standards of drainage.
- There is a history of many repairs on the existing system.
- Surface water flow paths are causing frequent erosion, crop damage, and reduced usability.
- Landowners within the watershed intend to re-do farm tiling once a new outlet is in place.
- The existing road crossing at Stone School Road is not ideal, with over steepened slide slopes, and excessive depth.
- The existing open portion is of adequate depth and grade to provide the upstream and surrounding lands with sufficient outlet for today's standards of drainage.
- There is interest in lands to the south of the watershed being tiled into the new system.
- The watershed area of the tile drains is approximately 111 Ha. (274 ac.).

We Recommend:

- The construction of a new municipal drainage system designed to today's standards of drainage (38 mm / 24 Hrs).
- Improvements to the Stone School Road crossing
- Destroy the existing municipal drain.



Estimated Project Costs



Allowances



Construction Costs (including Contingencies)



Meetings/Correspondence, Design Review, Cost Estimates, Reporting, etc.



Environmental Consultations



Contract Documents, Administration, Supervision & Inspection



Interest & NET HST



Total Estimated Costs: \$257,900



Questions?





CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW NO. 17-2023

Being a by-law to provide for a 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 78 of the *Drainage Act, R.S.O. 1990* for the improvement of the Ellison Municipal Drain;

AND WHEREAS the report dated February 17th, 2023, 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 \$ 263,300.00.

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 \$ 263,300.00 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 “Schwartzentruber Municipal Drain 2023 By-law.”

Read a FIRST and SECOND time and PROVISIONALLY ADOPTED this 7th day of March 2023.

Mayor, Jamie Heffer

Clerk, Trevor Hallam

Read a THIRD time and FINALLY PASSED this 2nd day of May, 2023.

Mayor, Jamie Heffer

Clerk, Trevor Hallam



Schwartzentruber Municipal Drain 2023

February 17, 2023

Prepared for:



Headway Engineering
23-500 Fairway Road South
Suite 308
Kitchener, Ontario N2C 1X3
226 243 6614
www.headwayeng.ca

Kitchener, Ontario
February 17, 2023

To the Mayor and Members of Council:

Re: Schwartzentruber Municipal Drain 2023
Municipality of Morris-Turnberry
Our Reference No. MT-001

Headway Engineering is pleased to provide its report for the Schwartzentruber Municipal Drain 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 June 21, 2022, per Section 78 of the Drainage Act.

The primary objective of this report is to improve the Schwartzentruber Municipal Drain by increasing the design capacity to today's standards of drainage. The report recommends the construction of an improved closed municipal drain from the west part of Lot 4, Concession 3, downstream to its outlet into the open portion in Lot 3, Concession 2, Morris Ward.

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

Municipal Lands	\$52,078
Privately Owned Agricultural – Grantable	\$211,222
Total Estimated Assessments	\$263,300

Yours truly,

Stephen Brickman, P.Eng.
Project Engineer and Manager



Adam Hall
Project Coordinator
HEADWAY ENGINEERING
SB/





CONTENTS

1.0 INTRODUCTION AND LOCATION1

2.0 PROJECT AUTHORIZATION.....1

3.0 DRAINAGE HISTORY1

4.0 PUBLIC MEETINGS AND ENGAGEMENTS1

5.0 FINDINGS.....2

6.0 DESIGN CONSIDERATIONS.....3

7.0 ENVIRONMENTAL CONSIDERATIONS AND PERMITTING3

8.0 RECOMMENDATIONS.....4

9.0 SUMMARY OF PROPOSED WORKS.....4

10.0 WORKING AREA AND ACCESS5

11.0 SCHEDULES5

12.0 ALLOWANCES.....5

13.0 ESTIMATED CONSTRUCTION COSTS6

14.0 SUMMARY OF ESTIMATED PROJECT COSTS6

15.0 ASSESSMENT.....7

16.0 GRANT ELIGIBILITY8

17.0 MAINTENANCE.....8

SCHEDULES

- SCHEDULE A – ALLOWANCES
- SCHEDULE B – ESTIMATED CONSTRUCTION COSTS
- SCHEDULE C – ASSESSMENT FOR CONSTRUCTION
- 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 under Section 78 of the Drainage Act to investigate improvements to be made to the Schwartzentruber Drain. The project services parts of Lots 2 to 5 in Concessions 3 in the Municipality of Morris-Turnberry (Morris Ward), County of Huron.

The Drainage Area comprises of approximately 109 hectares, and land uses within the watershed include agricultural, bush lands and road.

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 June 21, 2022, meeting to appoint Headway Engineering to prepare an Engineer's Report under Section 78 of the Drainage Act.

3.0 DRAINAGE HISTORY

3.1 Schwartzentruber Municipal Drain (1969)

The lands affected by this report (2023) are presently within the watershed of the Schwartzentruber Municipal Drain which was originally constructed under the authority of a report prepared by Walter, Fedy, McCargar, Hachborn Consulting Engineers, dated December 10, 1969. This 1969 report provided for the construction of the closed and open portions of the Schwartzentruber Drain. The closed portion consists of a 150mm to 350mm diameter field tile.

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 August 23, 2022. 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:

Henry Frishhnecht	Barry Golley
-------------------	--------------

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.



4.2 Public Information Meeting

A Public Information Meeting was held on January 23, 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:

Henry Frishhnecht	Kurtis Frishhnecht
-------------------	--------------------

The information provided included details on the proposed construction of an improved tile drainage system on an alignment similar to the existing drain.

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

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 108.9 hectares.
- Land uses within the watershed are as follows:
 - Agricultural: 86.4 hectares (80%)
 - Bush: 21.2 hectares (19%)
 - Roads: 1.3 hectares (1%)
- Much of the watershed is systematically tiled. It is anticipated that improved farm tiling will 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 150mm to 350mm diameter pipes and commences from the Southwest side of the Great Land Farms property (Roll No. 3-005) in Lot 4, Concession 3, and flows downstream to the South Road Limit of the Stone School Road adjacent Lot 3, Concession 2,
- The existing Schwartzentruber Drain was constructed under the authority of report prepared in 1969.
- The drainage coefficient design standard for the existing drainage system is approximately 6mm per 24-hour period, as calculated by Headway Engineering.



5.3 Outlet:

- The Schwartzentruber Drain (Open) is of sufficient depth to adequately drain the upstream lands.

5.4 Other noted issues:

- The existing closed drain is not of sufficient capacity to drain the surrounding and upstream lands within the watershed at today's standards of drainage.
- Overland flows beginning on the southwest side of the Great Lands Farms property (Roll No. 3-005) and extending downstream on the Great Land Farms Ltd. property (Roll No. 3-004) are frequently causing erosion and crop damage.
- Frequent and significant flooding occurs between Stone School Road, and the house on the Great Land Farms Ltd. Property (Roll No. 3-004).
- The existing road crossing configuration at Stone School Road is poor, resulting in over steepened side slopes.
- Additional systematic tiling within the watershed is probable.

5.5 Environmental Requirements:

- The Maitland Valley Conservation Authority (MVCA) has indicated that a permit to alter a watercourse is required.
- Wetlands are noted near the upper end of the drainage system.

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 Schwartzentruber 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. There are no in-water works proposed or required. Therefore, the works do not cause death of fish, permanent alteration, or destruction of fish habitat. Likewise, the participation of DFO is not required.



7.2 Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF)

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 indicated that a permit to alter a watercourse is required.

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 February 13, 2023.

The drainage system is designed to provide outlet for surface waters exiting the wetland near the upper end of the system. The drainage works is not designed to draw down subsurface waters in the wetland.

8.0 RECOMMENDATIONS

Headway Engineering recommends the following:

1. A new municipal drainage system be installed from the outlet on the north side of Stone School Road, adjacent to Lot 3, Concession 2 to the southwest side of the Great Land Farms Ltd. Property (Roll No. 3-005).
2. The proposed drainage system includes the installation of approximately 791m of 600mm to 750mm diameter pipes and 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 drainage system.
4. The proposed drainage system shall be installed at an elevation adequate to drain the subsurface lands within the watershed, and the lands adjacent to the wood lot on the Great Land Farms Ltd. property (Roll No. 3-006).
5. The existing drainage system shall be destroyed.
6. This new drainage system shall be known as the **Schwartzentruber Municipal Drain 2023**.
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. Installation of approximately 791m of 600mm to 750mm diameter concrete field tile and HDPE pipe.
2. Installation of 16m of 900mm diameter C.S.P. surface culvert.
3. The installation of four concrete catch basins.
4. The construction of one energy dissipating plunge pool.



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 25m for construction purposes, and an average width of 10m for maintenance purposes along the alignment of the proposed drain.

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 the construction of the closed drainage system.

Right-of-way allowances were not provided to Landowners in the previous report prepared by Walter, Fedy, McCargar, Hachborn Consulting Engineers, dated December 10, 1969.

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



Land Use	Land Value	Adjustment Factor for Drainage Act Right-of-Way	Adjusted Land Value for Drainage Act Right-of-Way Allowance
Agricultural workable land	\$60,000/Ha	25%	\$15,000/Ha
Bush land	\$15,000/Ha	25%	\$3,750/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 as follows:

Land Use	Damage Value
Agricultural workable land	\$6,000/Ha.
Bush land	\$3,000/Ha

Allowances payable to Landowners are shown in Schedule A.

Total Allowances, under Sections 29 and 30 of the Drainage Act are \$27,040.

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 Drain	\$ 156,500
Part B – Provisional Items	\$ 11,100
Total Estimated Construction Costs	\$ 167,600

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)	\$ 27,040
Total Estimated Construction Costs (Refer to Schedule B)	\$ 167,600



Public engagements, survey, design and drafting, preparation of preliminary cost estimates and assessments, preparation of final drainage report, consideration of report	\$ 39,000
Environmental Agency Consultations and Approvals, including permit fees	\$ 500
Tendering, Supervision, and inspection of construction, as-recorded drawing preparation	\$ 14,000
Contingencies, Interest and net H.S.T.	\$ 15,160
TOTAL ESTIMATED PROJECT COSTS	
SCHWARTZENTRUBER MUNICIPAL DRAIN 2023	\$ 263,300

The estimated cost of the work in the Municipality of Morris-Turnberry is \$263,300.

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 principals 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 Parr Line and Centennial Road 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
Stone School Road	\$34,500	\$11,100	\$1,000	\$2,100	\$46,700

Whether or not Municipality of Morris-Turnberry elects to do the work on their property, Stone School Road, 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

16.1 Agricultural 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 Schwartzentruber Municipal Drain shall be maintained by the Municipality of Morris-Turnberry 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.



Schedule A

Allowances

Schedule of Allowances

Schwartzentruber Municipal Drain 2023

Schwartzentruber Drain	Property Details				Drainage Act Allowances		
	Part				Right of Way	Damages	
	Lot	Concession	Landowner	Roll Number	(Sec. 29)	(Sec. 30)	Total Allowances
	3	2	Jared Harkness and Traci Ducharme	2-038		\$ 750.00	\$ 750.00
	2,3	3	Great Land Farms Ltd	3-004	\$ 11,580.00	\$ 13,460.00	\$ 25,040.00
	4	3	Great Land Farms Ltd	3-005		\$ 1,250.00	\$ 1,250.00
	Total Allowances						
	Schwartzentruber Drain				\$ 11,580.00	\$ 15,460.00	\$ 27,040.00



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 - Schwartzentruber Drain

Description		Estimated Quantity	\$ / Unit		Total
1)	Clearing, brushing and mulching	I.s.		\$	2,600.00
2)	Construct quarry stone rip-rap lined plunge pool	I.s.		\$	7,500.00
3)	Supply 675mm diameter concrete tile	406 m	\$ 80.00	\$	32,480.00
	Installation (Sta. 0+019 to Sta. 0+425)	406 m	\$ 45.00	\$	18,270.00
4)	Supply 600mm diameter concrete tile	365 m	\$ 70.00	\$	25,550.00
	Installation (Sta. 0+425 to Sta. 0+790)	365 m	\$ 40.00	\$	14,600.00
5)	Supply and install 900mm x 1200mm concrete catch basin at Sta. 0+790 (inline) including connecting the existing drain with 200mm diameter HDPE pipe (CSA B182.8)	I.s.		\$	5,000.00
6)	Supply and install 900mm x 1200mm concrete catch basin offset 7m south of Sta. 0+790 including connection to the Main Drain with 300mm diameter HDPE pipe (CSA B182.8)	I.s.		\$	5,000.00
7)	Supply and install 600mm x 600mm concrete ditch inlet catch basin offset 80m southeast of Sta. 0+360 including connection to the Main Drain with 200mm diameter HDPE pipe (CSA B182.8)	I.s.		\$	7,500.00
8)	Destroy existing drain	I.s.		\$	3,500.00
Sub-Total - Work on Lands					<u>\$ 122,000.00</u>



Description	Estimated Quantity	\$/Unit	Total
9) Work to be done on the Municipality of Morris-Turnberry Road Allowance, Stone School Road (0+000-0+020)			
a) Supply 750mm diameter HDPE (CSA B182.8) with watertight jointing systems complete with rodent gate	20 m	\$ 250.00	\$ 5,000.00
Installation of 750mm diameter HDPE by open cut method	I.s.		\$ 10,000.00
b) Supply 900mm diameter CSP road culvert with 68x13mm corrugations, 2.8mm thickness, and type II aluminized coating.	16 m	\$ 510.00	\$ 8,160.00
Installation of 900mm diameter CSP roadway culvert complete with quarry stone rip-rap protection and geotextile filter material (15m ²) and including the removal of existing 1200mm diameter culvert	I.s.		\$ 4,000.00
c) Supply and install 900 x 1200 concrete catch basin at Sta. 0+019	1 ea.	\$ 3,500.00	\$ 3,500.00
d) Regrade south road ditch and fill low area south of road including hauling excess fill from tile installation	I.s.		\$ 3,040.00
e) Supply and install 750mm diameter HDPE 45 degree bend	1 ea.	\$ 800.00	\$ 800.00
Sub-Total - Work on Stone School Road			\$ 34,500.00
Total Estimated Construction Costs			
Part A - Schwartzentruber Drain			\$ 156,500.00

**Part B- 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 (text or email) 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
600mm diameter pipe	30 m	\$ 40.00	\$ 1,200.00
675mm diameter pipe	40 m	\$ 50.00	\$ 2,000.00

- 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
600mm diameter pipe	30 m	\$ 50.00	\$ 1,500.00
675mm diameter pipe	40 m	\$ 60.00	\$ 2,400.00

Wheel machine lift outs due to stony conditions

7 ea. \$ 300.00 \$ 2,100.00

- 3) Tile connections

Description	Estimated Quantity*	\$/Unit	Total
100mm diameter	10 ea.	\$ 90.00	\$ 900.00
150mm diameter	10 ea.	\$ 100.00	\$ 1,000.00

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

Part B- Provisional Items

\$ 11,100.00



Summary of Estimated Construction Costs

Part A - Schwartzentruber Drain	\$ 156,500.00
Part B- Provisional Items	\$ 11,100.00

Total Estimated Construction Costs	<u>\$ 167,600.00</u>
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Total Estimated Materials	\$ 71,190.00
Total Estimated Labour and Equipment	<u>\$ 96,410.00</u>

Total Estimated Construction Costs	
SCHWARTZENTRUBER MUNICIPAL DRAIN 2023	<u>\$ 167,600.00</u>



Schedule C

Assessment for Construction

Schedule of Assessment for Construction
Schwartzentruber Municipal Drain 2023

Schwartzentruber Municipal Drain 2023	Property Details				Drainage Act Instruments of Assessment				For Information			
	Part			Roll	Approx. Ha.	Benefit	Outlet	Special	Total	Less Gov't	Less	Net Estimated
	Lot	Concession	Landowner	Number	Affected	(Sec. 22)	Liability	Assessment	Assessment	Grant	Allowances	Expense
	3	2	Jared Harkness and Traci Ducharme	2-038		\$ -	\$ -		\$ -	*	\$ 750.00	-\$ (750.00)
	2,3	3	Great Land Farms Ltd	3-004	38.2	\$ 105,750.00	\$ 15,761.00		\$ 121,511.00	\$ 40,504.00	\$ 25,040.00	\$ 55,967.00
	3	3	Maple Ridge Beef Farms Ltd	3-040	6.5	\$ -	\$ 4,538.00		\$ 4,538.00	\$ 1,513.00	\$ -	\$ 3,025.00
	4	3	Great Land Farms Ltd	3-005	33.6	\$ 30,931.00	\$ 16,387.00		\$ 47,318.00	\$ 15,773.00	\$ 1,250.00	\$ 30,295.00
	4	3	Maple Ridge Beef Farms Ltd	3-041	25.5	\$ -	\$ 29,323.00		\$ 29,323.00	\$ 9,774.00	\$ -	\$ 19,549.00
	5	3	Great Land Farms Ltd	3-006	0.3	\$ -	\$ 5,054.00		\$ 5,054.00	\$ 1,685.00	\$ -	\$ 3,369.00
	5	3	Hopper Holdings Inc	3-042	4.7	\$ -	\$ 3,478.00		\$ 3,478.00	\$ 1,159.00	\$ -	\$ 2,319.00
Total Assessments on Lands						\$ 136,681.00	\$ 74,541.00	\$ -	\$ 211,222.00	\$ 70,408.00	\$ 27,040.00	\$ 111,455.00
Stone School Road Morris-Turnberry						\$ 5,068.00	\$ 310.00	\$ 46,700.00	\$ 52,078.00			\$ 52,078.00
Total Assessments on Roads						\$ 5,068.00	\$ 310.00	\$ 46,700.00	\$ 52,078.00			\$ 52,078.00
Total Assessments												
Schwartzentruber Municipal Drain 2023						\$ 141,749.00	\$ 74,851.00	\$ 46,700.00	\$ 263,300.00	\$ 70,408.00	\$ 27,040.00	\$ 163,533.00

- Notes:
- 1 "*" Denotes Lands not eligible for ADIP Grants.
 - 2 The Special Assessment (Sec. 26) shall be a non-proratable assessment. All other Assessments are proratable.
 - 3 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 Schwartzentruber Municipal Drain 2023

Schwartzentruber Drain Closed	Property Details					Portion of Maintenance Assessment
	Part Lot	Concession	Landowner	Roll Number	Approx. Ha. Affected	
	2,3	3	Great Land Farms Ltd	3-004	38.2	38.2%
	3	3	Maple Ridge Beef Farms Ltd	3-040	6.5	3.2%
	4	3	Great Land Farms Ltd	3-005	33.6	24.3%
	4	3	Maple Ridge Beef Farms Ltd	3-041	25.5	20.6%
	5	3	Great Land Farms Ltd	3-006	0.3	7.6%
	5	3	Hopper Holdings Inc	3-042	4.7	2.4%
	Total Assessments on Lands					96.4%
	Stone School Road Morris-Turnberry				1.3	3.6%
	Total Assessments on Roads					3.6%
	Total Assessments					
	Schwartzentruber Municipal Drain Closed 2023					100.0%

Schwartzentruber Drain Open	Property Details					Portion of Maintenance Assessment
	Part Lot	Concession	Landowner	Roll Number	Approx. Ha. Affected	
	3	2	Great Land Farms Ltd	2-036	11.8	8.0%
	3	2	Barry and Frances Golley	* 2-037	0.3	0.7%
			Jared Harkness and Traci			
	3	2	Ducharme	* 2-038	4.2	3.3%
	2,3	3	Great Land Farms Ltd	3-004	38.2	32.5%
	3	3	Maple Ridge Beef Farms Ltd	3-040	6.5	2.7%
	4	3	Great Land Farms Ltd	3-005	33.6	20.6%
	4	3	Maple Ridge Beef Farms Ltd	3-041	25.5	17.5%
	5	3	Great Land Farms Ltd	3-006	0.3	6.4%
	5	3	Hopper Holdings Inc	3-042	4.7	2.1%
	Total Assessments on Lands					93.8%
	Stone School Road Morris-Turnberry				1.3	6.2%
	Total Assessments on Roads					6.2%
	Total Assessments					
	Schwartzentruber Municipal Drain Open 2023					100.0%

Notes:

- 1 "*" Denotes Lands not eligible for ADIP Grants.
- 2 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 C – Specification for Tile Drains

DIVISION H – Special Provisions



DIVISION A

General Conditions



CONTENTS

A.1. SCOPE.....	1
A.2. TENDERS.....	1
A.3. EXAMINATIONS OF SITE, DRAWINGS, AND SPECIFICATIONS.....	1
A.4. PAYMENT	2
A.5. CONTRACTOR’S LIABILITY INSURANCE	2
A.6. LOSSES DUE TO ACTS OF NATURE, ETC.....	2
A.7. COMMENCEMENT AND COMPLETION OF WORK.....	2
A.8. WORKING AREA AND ACCESS.....	3
A.9. SUB-CONTRACTORS	3
A.10. PERMITS, NOTICES, LAWS AND RULES.....	3
A.11. RAILWAYS, HIGHWAYS, AND UTILITIES	3
A.12. ERRORS AND UNUSUAL CONDITIONS.....	3
A.13. ALTERATIONS AND ADDITIONS.....	3
A.14. SUPERVISION	4
A.15. FIELD MEETINGS.....	4
A.16. PERIODIC AND FINAL INSPECTIONS.....	4
A.17. ACCEPTANCE BY THE MUNICIPALITY	4
A.18. WARRANTY.....	4
A.19. TERMINATION OF CONTRACT BY THE MUNICIPALITY	4
A.20. TESTS.....	5
A.21. POLLUTION	5
A.22. SPECIES AND RISK.....	5
A.23. ROAD CROSSINGS.....	5
A.23.1. ROAD OCCUPANCY PERMIT	5
A.23.2. ROAD CLOSURE REQUEST AND CONSTRUCTION NOTIFICATION	6
A.23.3. TRAFFIC CONTROL.....	6
A.23.4. WEATHER.....	6
A.23.5. EQUIPMENT	6
A.24. LANEWAYS.....	6



DIVISION A
General Conditions

A.25.	FENCES	7
A.26.	LIVESTOCK	7
A.27.	STANDING CROPS.....	7
A.28.	SURPLUS GRAVEL	7
A.29.	IRON BARS	7
A.30.	RIP-RAP	7
A.31.	CLEARING, GRUBBING AND BRUSHING	8
A.32.	RESTORATION OF LAWNS	8



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 C

Specifications for Tile Drains



CONTENTS

C.1.	PIPE MATERIALS	1
C.2.	ALIGNMENT	1
C.3.	PROFILE	1
C.4.	EXCAVATION	2
C.5.	INSTALLATION	2
C.6.	TRENCH CROSSINGS	3
C.7.	OUTLET PROTECTION	3
C.8.	CATCH BASINS AND JUNCTION BOXES	3
C.9.	TRIBUTARY DRAINS.....	4
C.10.	CLEARING, GRUBBING AND MULCHING	5
C.11.	ROADS AND LANEWAY SUB-SURFACE CROSSINGS	5
C.12.	FILLING IN EXISTING DITCHES.....	5
C.13.	CONSTRUCTION OF GRASSED WATERWAYS	5
C.14.	UNSTABLE SOIL	5
C.15.	ROCKS.....	5
C.16.	BROKEN OR DAMAGED TILE	6
C.17.	RECOMMENDED PRACTICE FOR CONSTRUCTION OF SUB-SURFACE DRAINAGE SYSTEMS.....	6



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



SPECIAL PROVISIONS

**Schwartzentruber Municipal Drain
2023**



CONTENTS

1.0 GENERAL1

2.0 UTILITIES1

3.0 WORKING AREA AND ACCESS1

4.0 CLEARING BRUSHING AND MULCHING1

5.0 PIPE AND INSTALLATION2

6.0 TOPSOIL STRIPPING AND FINE GRADING.....3

7.0 EXCAVATED MATERIAL.....3

8.0 SEEDING3

9.0 OUTLET STRUCTURE3

10.0 EXISTING DRAINS/TILE CONNECTIONS3

11.0 CATCHBASINS AND JUNCTION BOXES3

12.0 ROAD WORKS/CROSSING4

13.0 RIP-RAP5



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.

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

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 PIPE AND INSTALLATION

5.1 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 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 top soiled 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.

The filter material shall completely cover the tile joint.

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

5.2 High Density Polyethylene Pipe (HDPE)

All HDPE pipe shall be CSA B182.8 with gasketed watertight jointing systems.

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.

5.3 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.

6.0 TOPSOIL STRIPPING AND FINE GRADING

The Contractor shall strip the topsoil along the alignment of the tile drain to a width of four 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.

7.0 EXCAVATED MATERIAL

The excess excavated material from the tile installation shall be hauled and used as fill on the south side of Stone School Road.

8.0 SEEDING

The Contractor shall supply and spread an approved seed mixture (OPS 804 – Standard Roadside Mix) over the disturbed areas.

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

9.0 OUTLET STRUCTURE (PLUNGE POOL)

The Contractor shall place riprap protection 300mm to 450mm dia. And placed 450mm deep and one metre up the side slopes in accordance with the plunge pool details included in the drawing set.

10.0 EXISTING DRAINS/TILE CONNECTIONS

The Contractor shall destroy the existing drain in place.

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 complete 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.

11.0 CATCHBASINS AND JUNCTION BOXES

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

All catchbasin grates shall be fastened to the new catchbasin and shall be hot dipped galvanized bird cage grates. Catchbasin marker signs shall be erected at all catchbasins.



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

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

All catchbasins 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 catchbasins. Should the area around the catchbasin 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 catchbasin for a width of one metre and shall be placed on geotextile filter material.

All holes for catchbasin pipe connections to be cored by the manufacturer. All pipes entering or exiting a catchbasin 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 catchbasin for a period of one year after the completion certificate has been issued.

12.0 ROAD WORKS/CROSSING

12.1 Notice

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.

12.2 Traffic Control

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 Township of Morris-Turnberry for specific local procedures, guidelines, and timelines. Traffic control shall meet the standards of Book 7 of the Ontario Traffic Manual.

12.3 Removals

The existing 1200mm diameter CSP pipe through Stone School Road shall be removed and disposed of offsite by the Contractor.

12.4 New Installations

The Contractor shall install the new HDPE pipe, and the CSP in accordance with the applicable OPS specifications. All granular materials shall be placed in lifts not exceeding 300mm and compacted to at least 95% Standard Proctor Maximum Dry Density (SPMDD).



12.5 Road Restoration

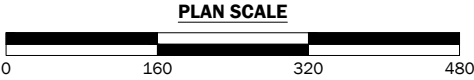
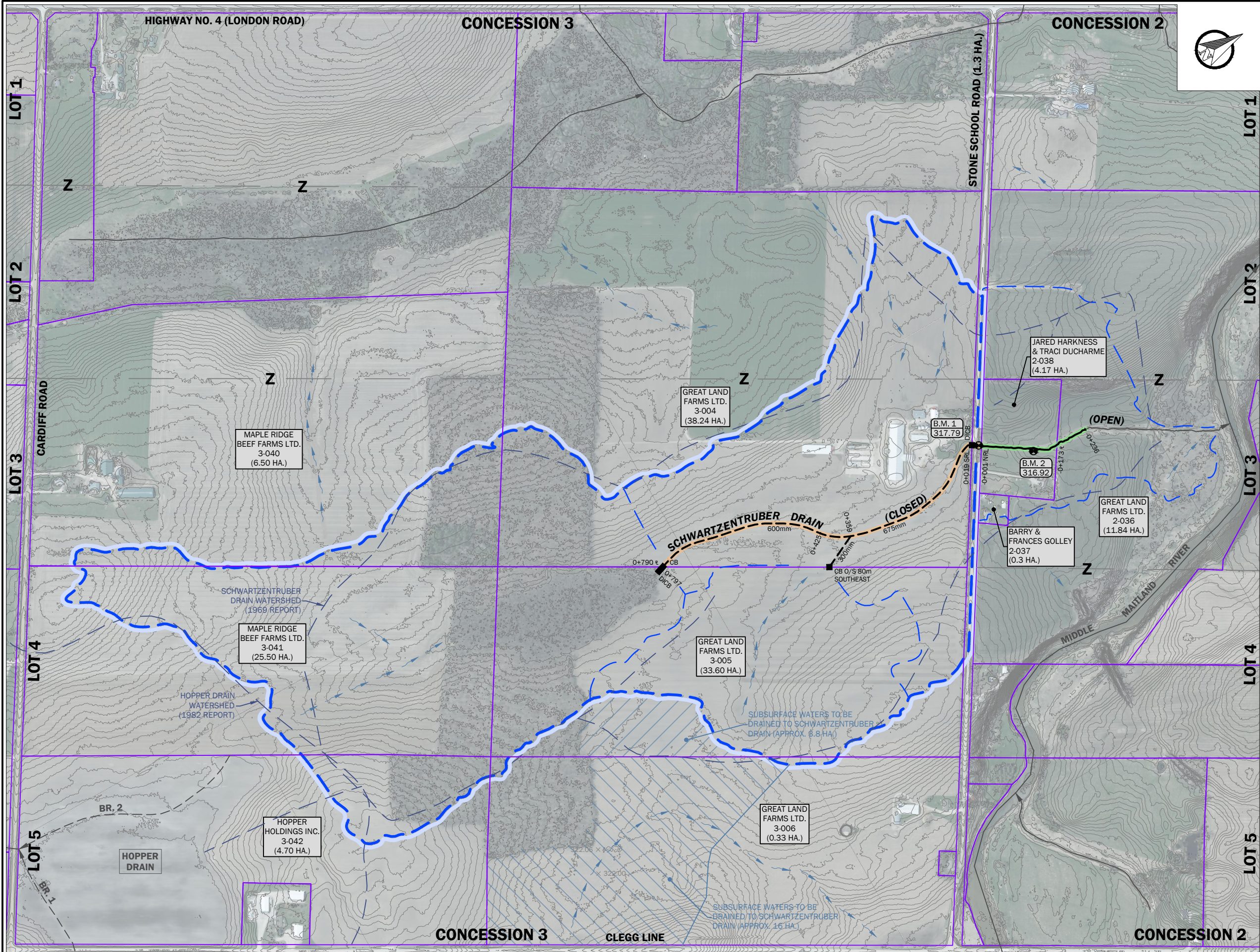
The Contractor shall place 150mm of Granular 'A' and 300mm of Granular 'B' road base.

Any excavated material not suitable for the backfill of the travelled portion of the road shall be removed and disposed of offsite by the Contractor and replaced with Granular 'B'.

Any areas disturbed within the Municipal Right-of-Way shall be topsoiled and hydroseeded with an approved grass seed mixture (OPS 803 – Standard Roadside Mix).

13.0 RIP-RAP

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



MUNICIPALITY OF MORRIS-TURNBERRY

MORRIS WARD

SCHWARTZENTRUBER MUNICIPAL DRAIN

Watershed Plan

NOTES:

- THIS MAP WAS CREATED USING COUNTY OF HURON GEOGRAPHIC INFORMATION SYSTEM DIGITAL DATA. THIS MAP IS A SECONDARY PRODUCT WHICH HAS NOT BEEN VERIFIED BY THE COUNTY OF HURON.
- THE CONTOURS WERE CREATED USING IMAGERY DERIVED DIGITAL DATA FROM LAND INFORMATION ONTARIO.

BENCHMARK DESCRIPTIONS

BENCHMARK No. 1 **ELEV.=317.79**
TOP DOWNSTREAM END OF EXISTING 1200mmØ SURFACE CULVERT AT STA. 0+002 (MAIN DRAIN CLOSED)

BENCHMARK No. 2 **ELEV.=316.92**
NAIL IN WEST FACE OF FENCE POST 5m EAST OF STA. -0+116 (MAIN DRAIN OPEN)

LEGEND

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

EXISTING FEATURES:

- OPEN DRAIN WITH CROSSING AND FLOW DIRECTION
- CLOSED DRAIN WITH CATCH BASIN, MANHOLE AND FLOW DIRECTION
- OVERLAND FLOW PATH

PROPOSED FEATURES:

- OPEN DRAIN WITH CROSSING AND FLOW DIRECTION
- CLOSED DRAIN WITH CATCH BASIN, MANHOLE AND FLOW DIRECTION

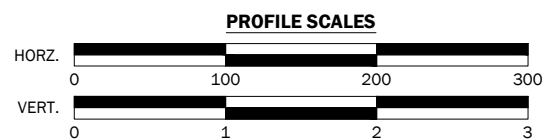
Feb 17, 2023
S.G.R. BRICHMAN
100150920
PROVINCE OF ONTARIO

3	REPORT SUBMISSION	23-02-17
2	INFORMATION MEETING	23-01-19
1	ON-SITE MEETING	22-08-23
No.	REVISION	DATE (YY-MM-DD)

DRAWN BY: R.U.	DESIGNED BY: A.H.	CHECKED BY: S.B.
DATE: 2023-02-17	REFERENCE No. MT-001	DRAWING No. 1 OF 3



	MATERIAL	DIAMETER (mm)	STATION RANGE	LENGTH (m)
1.	HIGH DENSITY POLYETHYLENE OUTLET PIPE	750	-0+001 - 0+005	6
2.	HIGH DENSITY POLYETHYLENE PIPE	750	0+005 - 0+019	14
3.	CONCRETE FIELD TILE	675	0+019 - 0+425	406
4.	CONCRETE FIELD TILE	600	0+425 - 0+790	365



MUNICIPALITY OF
MORRIS-TURNBERRY

MORRIS WARD

**SCHWARTZENTRUBER
MUNICIPAL DRAIN**

Profile & Details

BENCHMARK DESCRIPTIONS

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TOP DOWNSTREAM END OF EXISTING 1200mmØ SURFACE CULVERT
AT STA. 0+002 (MAIN DRAIN CLOSED)

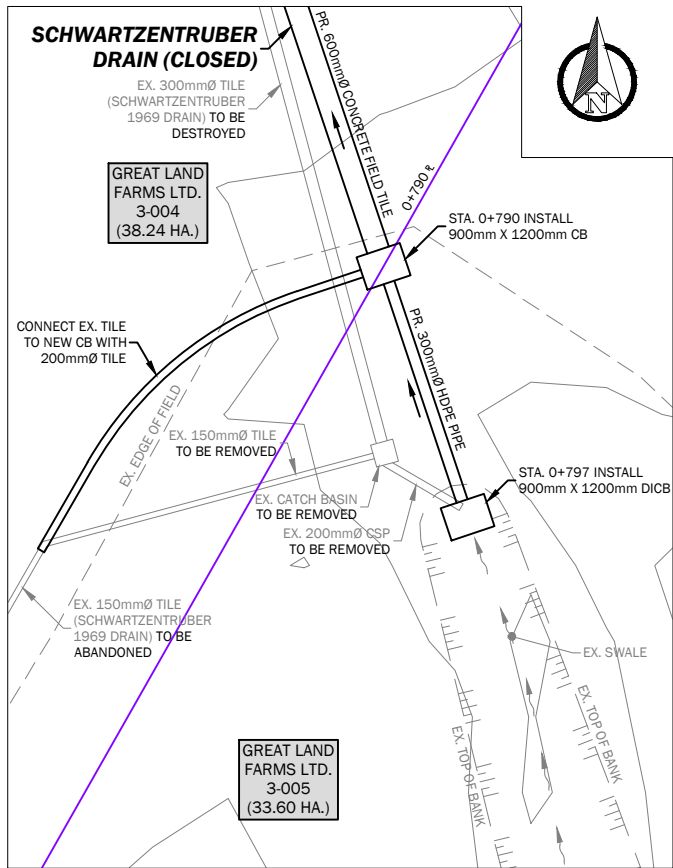
BENCHMARK No. 2 **ELEV.=316.92**
NAIL IN WEST FACE OF FENCE POST 5m EAST OF STA. -0+116 (MAIN DRAIN OPEN)



3	REPORT SUBMISSION	23-02-17
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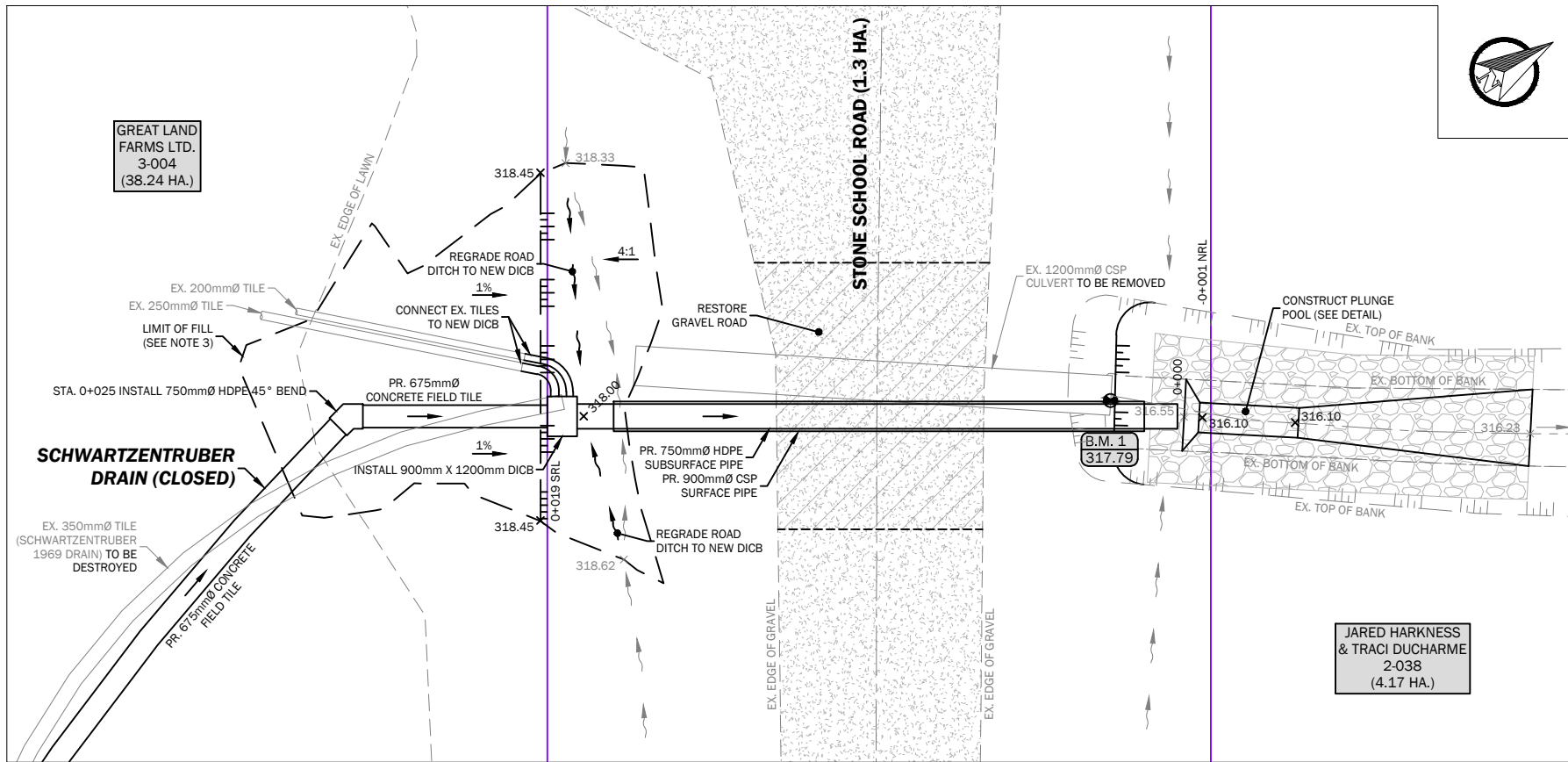


DRAWN BY: R.U.	DESIGNED BY: A.H.	CHECKED BY: S.B.
DATE: 2023-02-17	REFERENCE No. MT-001	DRAWING No. 2 OF 3



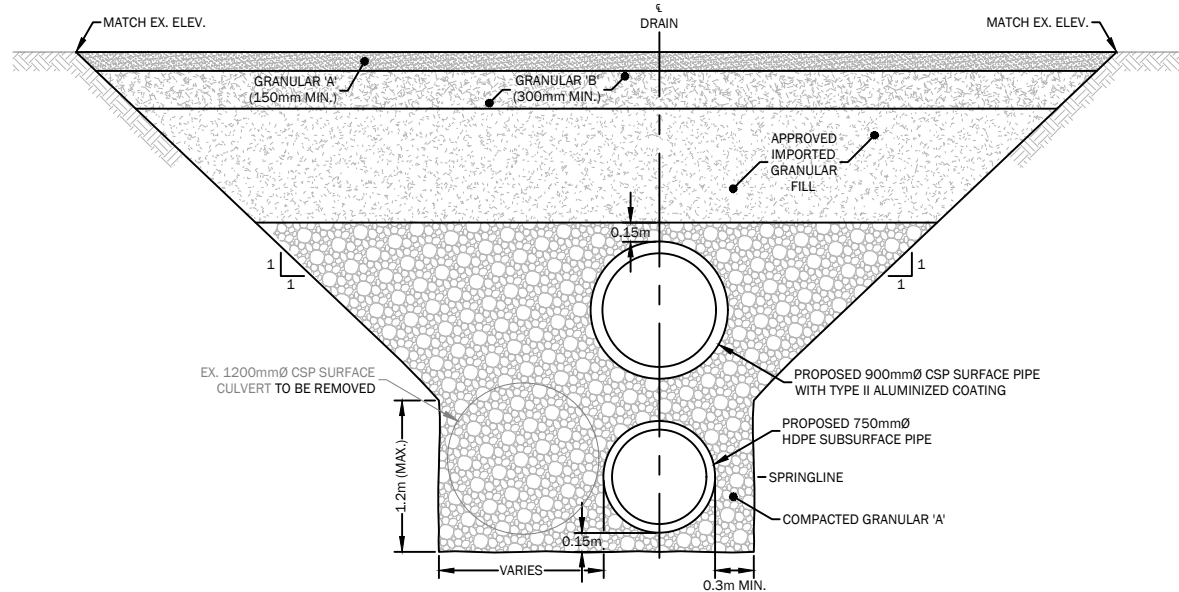
DICB AT STA. 0+798 DETAIL

DETAIL SCALE



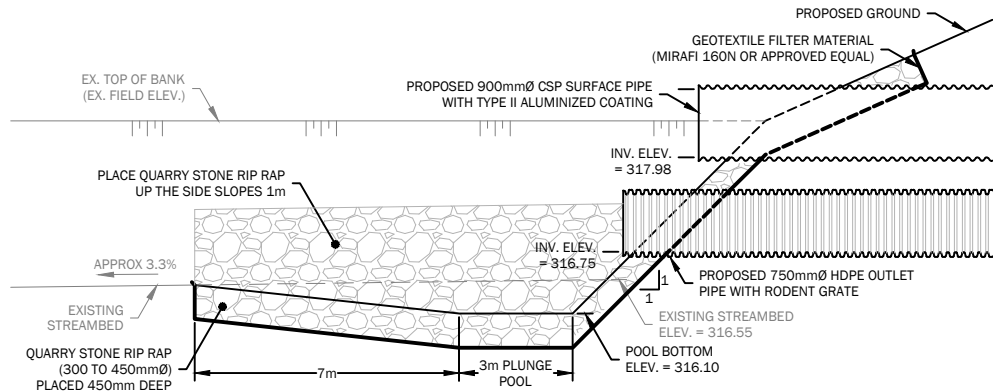
STONE SCHOOL ROAD CROSSING DETAIL

DETAIL SCALE



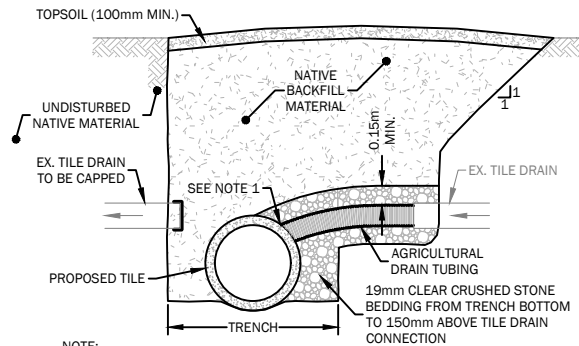
STONE SCHOOL ROAD CROSSING SECTION

N.T.S.



PLUNGE POOL DETAIL

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.



MUNICIPALITY OF
MORRIS-TURNBERRY

MORRIS WARD

SCHWARTZENTRUBER MUNICIPAL DRAIN

Details

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- THE CONTOURS WERE CREATED USING IMAGERY DERIVED DIGITAL DATA FROM LAND INFORMATION ONTARIO.
- THE CONTRACTOR SHALL ENSURE THAT THE TOP SOILED TRENCH AND AREA OF FILL IS LEFT IN A CONDITION THAT THE LANDOWNER CAN PERFORM FINAL RESTORATION USING NOTHING MORE THAN LIGHT EQUIPMENT. THE LANDOWNER SHALL BE RESPONSIBLE FOR FINAL RESTORATION OF LAWN AREAS. THIS RESTORATION WILL INCLUDE, BUT IS NOT LIMITED TO FINE GRADING AND RAKING, STONE REMOVAL AND GRASS SEEDING.

BENCHMARK DESCRIPTIONS

BENCHMARK No. 1 **ELEV.=317.79**
TOP DOWNSTREAM END OF EXISTING 1200mm SURFACE CULVERT AT STA. 0+002 (MAIN DRAIN CLOSED)

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NAIL IN WEST FACE OF FENCE POST 5m EAST OF STA. -0+116 (MAIN DRAIN OPEN)



No.	REVISION	DATE (YY-MM-DD)
3	REPORT SUBMISSION	23-02-17
2	INFORMATION MEETING	23-01-19
1	ON-SITE MEETING	22-08-23



DRAWN BY: R.U.	DESIGNED BY: A.H.	CHECKED BY: S.B.
DATE: 2023-02-17	REFERENCE No. MT-001	DRAWING No. 3 OF 3

MUNICIPALITY OF MORRIS-TURNBERRY

REPORT TO COUNCIL

TO: Mayor and Council
PREPARED BY: Mike Alcock, Director of Public Works
DATE: March 7th, 2023
SUBJECT: Operations Report

RECOMMENDATION

That the Council of the Municipality of Morris-Turnberry receive the Public Works Operations Report.

For Information Purposes Only

BACKGROUND

This report is intended to provide Council with an outline of Public Works Staff operations:

- Routine and Winter Road Patrols are being completed as scheduled and / or as required.
- Winter maintenance activities continue as required.
- We will be interviewing summer students next week for the upcoming summer season.
- Shop maintenance and vehicle maintenance are being completed as time permits and as required.
- Public Works staff continue cutting trees that pose a hazard when time permits during the winter maintenance season.
- Construction on the New Smuck Bridge on Abraham Line is substantially complete with only a few landscaping items left to be completed. A grand opening gathering will be held when the landscaping is complete and the weather has improved.
- With regrets we accepted the resignation of Andy VanBeek. Andy was hired to the hybrid Landfill / Public Works operator position a little over a year ago. Andy has left to pursue a career out west. Something he has wanted to do for some time.
- The Hybrid Landfill / Public Works operator position was posted internally and a qualified applicant that previously worked as a part time seasonal winter employee applied and was subsequently hired to this vacancy. Greg Nicholson will replace Andy as our New Landfill / Public Works Operator. Greg began March 6, 2023.
- Public works had a tandem plow truck break down with an EGR valve that required replacement. This is normally a day or two turn around to fix something like this, but supply chain issues have increased routine repairs to a longer time frame. The County of Huron has 3 spare trucks for their own needs, but when asked stepped up to make it possible for us to borrow one. We had the truck for about 7 days many of which it was needed to apply sand and salt. Without that truck we would not have been able to meet the minimum maintenance standards since it represents 50% of our fleet that has the ability to spread sand and salt. Situations like this emphasize the need to work together but also emphasize the value of the spare trucks at the County. I am requesting an official letter of thanks from our Municipality to the County and for our member on County Council (Mayor Jamie Heffer) to express our appreciation and the importance of having spare combination plows at the County of Huron for their needs and ours when needed if they are available.
- Preparations for spring have begun and preparations for paving tenders will be commencing in the next couple of weeks.

Respectfully submitted,



Mike Alcock,
Director of Public Works



Report to the Council on March 7th, 2023

Subject: RFQ MT 23-111 – Granular “M” Supply and Place - Maintenance Gravel

Presented by: Mike Alcock

- **Recommendation:** That the Council of the Municipality of Morris-Turnberry accept the quotation of:
Joe Kerr Ltd. for RFQ MT 22-111 – Granular “M” Supply and Place in the North Half of the Geographic Township of Turnberry, in the amount of \$85,910.00 (excluding HST).
 - and authorize the Mayor and CAO Clerk to execute the tender and all other required documents.
 -
-

Executive Summary:

The Council of the Municipality of Morris-Turnberry authorized proceeding to tender for Maintenance Gravel, which is included in the proposed 2023 Public Works Budget, prior to budget approval. The draft 2023 Public Works budget includes \$490,000 for Maintenance Gravel.

The tender closed at 2:00 PM on February 24th, 2023 at the Municipality of Morris-Turnberry office. Four Contractors picked up tenders and 1 submitted a tender for the RFQ MT 23-111.

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. Morris-Turnberry Public Works has reduced the quantity of gravel on this contract an additional 5% from the quantity applied in this location in 2021.

The uncertainty of future fuel prices has led to drastic price increases in some bids as contractors try to protect themselves. This 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. The benefit to the Municipality is that bid prices do not rely on speculation. 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 23-111 applies to 7,100 tonnes of gravel that will be applied to loose top roads in the North half of the Geographic Township of Turnberry.

The following table summarizes the tender prices received February 24th, 2023 for RFQ MT 23-111:

	Contractor	Tender Price	Unit Price per tonne	Total Over Low Bid	% Below 2023 Unit Price
1.	Joe Kerr Ltd.	\$85,910.00	\$12.10	\$0.00	
	2022 Tender Price – South Half of Turnberry		\$11.25		7.6%
	2021 North half of Turnberry	\$78,840.00	\$10.80		12.0%

Price Excluding HST

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

In 2021 when the same area of the Municipality received maintenance gravel, the cost was \$10.80 per tonne (excluding HST). This represents a 12% increase in the price of gravel over 2 years and a 7.6% increase over 2022. We were expecting an increase in price in excess of 20% over last year. The relatively low increase in price can be attributed to including a fuel escalator clause in the contract.

The proposed pit for supplying gravel is the Thornton Pit Lot 2, Con. 10 Howick.

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 \$87,422.02 (including 1.76% HST).

Together with MT 23-112 the total budget impact is expected to be \$431,569.25

The cost for municipal labour and equipment is estimated at \$40,000 to install maintenance gravel.

The total budget impact for maintenance gravel is expected to be approximately \$472,000 (including 1.76% HST). Morris-Turnberry 2023 Public Works Budget includes sufficient funds to complete Maintenance Gravel.

Thank you.



Mike Alcock

Director of Public Works



Report to the Council on March 7th, 2023

Subject: RFQ MT 23-112 – Granular “M” Supply and Place - Maintenance Gravel

Presented by: Mike Alcock

- **Recommendation:** That the Council of the Municipality of Morris-Turnberry accept the quotation of:
Joe Kerr Ltd. for RFQ MT 22-112 – Granular “M” Supply and Place in the South Half of the Geographic Township of Morris, in the amount of \$338,195.00 (excluding HST).
 - and authorize the Mayor and CAO Clerk to execute the tender and all other required documents.
 -
-

Executive Summary:

The Council of the Municipality of Morris-Turnberry authorized proceeding to tender for Maintenance Gravel, which is included in the proposed 2023 Public Works Budget, prior to budget approval. The draft 2023 Public Works budget includes \$490,000 for Maintenance Gravel.

The tender closed at 2:00 PM on February 24th, 2023 at the Municipality of Morris-Turnberry office. Four Contractors picked up tenders and 3 submitted a tender for the RFQ MT 23-112.

All Contractors were 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. Morris-Turnberry Public Works has reduced the quantity of gravel on this contract an additional 7% from the quantity applied in this location in 2021.

The uncertainty of future fuel prices has led to drastic price increases in some bids as contractors try to protect themselves. This 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. The benefit to the Municipality is that bid prices do not rely on speculation. 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 23-112 applies to 27,900 tonnes of gravel that will be applied to loose top roads in the South half of the Geographic Township of Morris.

The following table summarizes the tender prices received February 24th, 2023 for RFQ MT 23-111:

	Contractor	Tender Price	Unit Price per tonne	Total Over Low Bid	% Below 2023 Unit Price
1.	Joe Kerr Ltd.	\$338,195.00	\$12.10	\$0.00	
2.	Johnston Bros. (Bothwell) Ltd.	\$345,182.50	\$12.35	\$6,987.50	
3.	McCann Redi-Mix	\$384,033.00	\$13.74	\$45,838.00	
	2022 Tender Price – North Half of Morris		\$11.00		10.0%
	2021 South Half of Morris		\$11.65		3.9%

Price Excluding HST

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

In 2021 when the same area of the Municipality received maintenance gravel, most of the gravel came from the gravel owing from the Rombout Pit on St. Michaels. The remaining quantities were low which led to an increased unit price of \$11.65 per tonne (excluding HST). We were expecting an increase price in excess of 20% over last year. The relatively low increase in price can be attributed to including a fuel escalator clause in the contract.

The proposed pit for supplying gravel is the Thornton Pit Lot 2, Con. 10 Howick.

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 \$344,147.23 (including 1.76% HST).

Together with MT 23-112 the total budget impact is expected to be \$431,569.25

The cost for municipal labour and equipment is estimated at \$40,000 to install maintenance gravel.

The total budget impact for maintenance gravel is expected to be approximately \$472,000 (including 1.76% HST). Morris-Turnberry 2022 Public Works Budget includes sufficient funds to complete Maintenance Gravel.

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: March 7, 2023
SUBJECT: 2022 Contract to replace M020 McCall Line Culvert on McCall Line

RECOMMENDATION

It is recommended that the Council of the Municipality of Morris-Turnberry consider the following prepared motion for approval:

Moved by
Seconded by

THAT the Council of the Municipality of Morris-Turnberry accept the tender of AJN Builder Inc. for Contract No. BR902b repairs to structure M060 on Moncrief Road estimated value of \$126,257.50 (based on estimated quantities and excluding HST) and authorize the Mayor and Clerk to execute the tender and all other required documents.

It is further recommended that any budget surplus be transferred to the roads reserve for future projects after completion of this project.

BACKGROUND

The Moncrief Road Culvert was identified in the 2020 Bridge Condition Survey as in need of repair in the 1 – 5 year time period.

The Council of the Municipality of Morris-Turnberry authorized proceeding to tender for the repairs to bridge M060 which is included in the proposed 2023 Public Works Budget, prior to budget approval. The draft 2023 Public Works budget includes \$175,000 for the proposed bridge repairs.

In addition to the proposed work on structure M060 a provisional item was added to this bid opportunity for erosion protection on Structure M030 nearby on Walton Road. This work will be completed in connection with this contract.

COMMENTS

Bridge M060 requires deck repairs, curb replacement, barrier replacement, guide rail replacement etc.

	Contractor	Total Tender Price	Over (Under) Low Bid
1	AJN Builders Inc.	\$126,257.50	0.00 %
2	VanDriel Excavating Inc	\$158,904.48	25.9 %
3	W.G. Kelly Construction Ltd.	\$175,688.50	39.2 %
4	Kurtis Smith Excavating Inc.	No Bid	
5	Cox Construction Ltd.	No Bid	
	Budget Estimate	\$180,000.00	42.6 %

Bid Prices do not include HST

ATTACHMENTS

“None”

OTHERS CONSULTED

B.M. Ross and Associates Limited

Budget:

The Morris-Turnberry Public Works Department included \$195,000 for completing the engineering, construction, and contract administration related to the replacement of structure M060 and M030 in the 2023 draft Public Works Budget.

The total expected budget impact to complete the bridge construction including the effective rate of HST (1.76%) is \$128,479.63.

The expected cost to complete the engineering and Contract Administration is \$15,000 including the effective rate of HST (1.76%).

The total estimated Budget impact is estimated at \$143,479.63.

The budget surplus is estimated at \$51,520. It is recommended that any surplus from this item be placed in the road reserve upon completion of this project.

Respectfully submitted,



Mike Alcock,
Director of Public Works



Report to the Council on March 7th, 2023

Subject: MT 2023–113 1 year Dust Control Contract

Presented by: Mike Alcock

- **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:

In 2018 Council approved Da-Lee Dust Control Limited for a 3-year contract for dust control with an option to extend for an additional 2 years by mutual agreement between the contractor and the Municipality. In December 2022 the Municipality and Da-Lee Dust Control agreed to the extension to supply dust control for the Municipality of Morris-Turnberry for 2023. In January 2023 Da-Lee requested and Council approved an increase to the dust control price due to extenuating circumstances from \$0.2265/liter to \$0.2400/liter. In May 2023 Da-Lee imposed a non-negotiable price increase of 12.6% for all dust control applied. This increase brought the unit cost to \$0.27024/liter or an increase of 22.3% over the previous year.

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. The volume of product was increased to provide for the same amount of chemical being applied to the road. The results were that there was no discernable difference between the efficacy of the 2 products. A decision was made to consider the 2 products as equivalent. Public Works prepared a tender in such a way as to allow different 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 17th, 2023 the Council of the Municipality of Morris-Turnberry authorized proceeding to tender for Dust Control prior to budget approval.

The tender closed at 2:00 pm on February 24th, 2023 at the Municipality of Morris-Turnberry office. Two Contractors picked up tenders and two submitted tenders for the Dust Control Contract.

Both Contractors met all 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.

In the past, Dust Control was joint tendered with other neighboring municipalities. This year due to the changes in approved products, logistical and other reasons Morris-Turnberry tendered on their own.

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.

The following table summarizes the tender prices received February 24th, 2023 for Dust Control:

	Contractor	Dust Control Price for 2023	Over Low Bid	Flake Tonne Equivalent	Price per liter of 35% CaCl ₂ Equivalent
1.	Pollard Distribution Inc.	\$189,472.50	\$0.00	\$421.05	\$0.2597
2.	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
	2022 Imposed Price				\$0.2702

Price Excluding HST

Pollard Distribution Inc. has successfully completed Dust Control application for surrounding municipalities as well as a trial in the Municipality of Morris-Turnberry in 2022.

Budget:

The Municipality of Morris-Turnberry included \$200,000 for Dust Control in the Draft 2023 Public Works budget. The budget impact for Dust Control is expected to be \$192,807.22 (including 1.76% HST).

Thank you.



Mike Alcock

Director of Public Works



Municipality of Morris-Turnberry

2023 Budget Update

March 7, 2023



2023 Budget Draft Update

Tab 2 - Municipal Drains

- \$11,000 into reserve in 2022 for purchase of ATV in 2023
- Inclusion of \$500 in 2023 for ATV Gas and Maintenance
- Net Reduction of 2023 Tax Levy of \$10,500

Updated value of Capital and Maintenance Projects

- In/Out, no impact on tax levy



2023 Budget Draft Update

Tab 3 – Building Dept

- Removed 2023 Equipment trade-in, was for cobalt sold in 2022

Tab 4 – Property Standards – No Changes

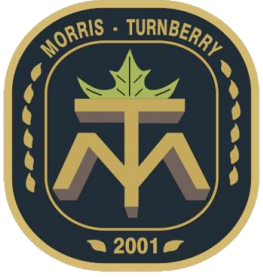
Tab 5 – Parks & Cemeteries – No Changes



2023 Budget Draft Update

Tab 6 – Belgrave Water

- Spare Chlorine Pump & Repairs to Pumphouse Plumbing delayed from 2022 to 2023
- Reserve Revenue to fund Capital Expenses increase to accommodate
- No Change to Belgrave Water System rates



2023 Budget Draft Update

Tab 7 – Waste Disposal

- Packer and Tractor Fuel & Maint increased from \$17,000 to \$20,000 to reflect 2022 year end actuals.
- Wheely Bin revenue lowered from \$175,000 to \$171,000 to reflect 2022 actuals
- Wheely Bin tipping fees increased from \$44,000 to \$45,000 to reflect 2022 actuals
- Contribution to landfill reserve adjusted from \$35,000 to \$27,000

Tab 8 – Roads – No Changes

- Any changes from tender results will be incorporated in Budget Draft #3



2023 Budget Draft Update

Tab 9 – Administration Expenses

- \$618 increase to insurance
- \$100,000 for Road Encroachment Correction*
- \$30,000 for Lowertown Nitrate Study*
- MVCA & Saugeen 2023 Conservation Levies available
 - net decrease of \$1,502 from first budget's estimate
- Generator repair \$5,000 anticipated in 2022, but occurred Feb 15/23
- \$1,000 decrease in bank interest & charges to reflect 2022 actuals
- Contribution to working reserve decreased from \$50,000 to \$25,000*



2023 Budget Draft Update

Tab 9 – Administration Revenues

- Bank interest increased from \$80,000 to \$120,000

Reserve Revenue

- \$13,000 for new Server*
- \$50,000 for Asset Management Plan*
- \$100,000 for Road Encroachment Correction *
- \$30,000 for Lowertown Nitrate Study*



2023 Budget Draft Update

Tab 10 – Policing - 2023 court security grant updated, \$30 decrease

Tab 11 – Fire

- 2022 Fire Call Invoices still to arrive
- 2023 Levies
 - NH Operation Levy \$201,163, estimate
 - NH SCBA Equipment \$152,000*, estimate
 - HE Operation Levy No Update, 2022 + CPI as estimate
 - HE SCBA Equipment \$122,000*, estimate
- Fire Reserve Revenue Increased to \$274,000 to fund SCBA Equipment*



2023 Budget Draft Update

Tab 12 – Animal Control – No change

Tab 13 – Cross Border Utilities – No change

Tab 14 – Grants – No Change

-Awaiting 2022 HE Cemetery Plot Grant



2023 Budget Draft Update

Tab 15 – Recreation

- Included Bluevale Hall Door Replacement & Grant, In/Out
- HE Recreation Levy - No update, 2022 Levy + CPI
- BMG Capital repair of Boilers & Oil Separators, \$10,400
- Recreation Reserve increased by \$10,400 to offset*
- BMG Reno Expense increased to MT's total commitment of \$469,900
- BMG Reno Reserve revenue increased to \$469,900 to balance*

Tab 19 – Streetlights – No Changes



2023 Budget Draft Update

Tab 16 – Belgrave Development

	<u>Description</u>	<u>Reserve</u>
\$2,503,238	Total 2022 Surplus	
Less: (\$843,996)	Future Loan Payments	Development
Less: <u>(\$150,000)</u>	2023 Capital Work	Development
\$1,509,242	Balance to Allocate	



2023 Budget Draft Update

	\$1,509,242	Balance to Allocate	
Less:	(\$ 30,000)	Belgrave Storm Water Plan	Roads – Asset Management
Less:	(\$ 30,000)	Lowertown Nitrate Study	Development Reserve
Less:	(\$150,000)	Replenish Fire Reserve (Hall)	Fire Reserve
Less:	(\$122,000)	HE SCBA Equipment	Fire Reserve
Less:	(\$152,000)	NH SCBA Equipment	Fire Reserve
Less:	(\$342,220)	BMG Renovation	BMG Reno - Recreation
Less:	(\$ 10,400)	BMG Boiler/Oil Sep Repair	Recreation
Less:	(\$ 50,000)	Recreation – Future R&M	Recreation
Less:	<u>(\$294,000)</u>	Back to Ratepayers	Working Reserve (Ratepayer Benefit)
	\$328,622	Balance Remaining	



2023 Budget Draft Update

\$ 328,622 Balance Remaining

Less: (\$250,000) For Investment

\$ 78,622 Belgrave Development Surplus Remaining

Add: \$ 111,829 Est. 2022 Net Surplus from all other Departments

\$ 190,451

Staff recommend the net surplus be contributed to the municipality's general working reserve at the end of 2022.

Then use the general working reserve to fund 2023 projects



2023 Budget Draft Update

2022 Surplus to Working Reserve	\$ 190,451
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2023 Projects

-New Server (Admin)	\$ 13,000
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-Asset Management Plan (Admin)	\$ 50,000
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-Road Encroach. (Admin)	<u>\$100,000</u>
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Total	<u>(\$163,000)</u>
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Surplus remaining in working reserve	\$ 27,451
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*Cut 2023 working reserve contribution from \$50k to \$25k



Estimated Fire Reserve

Years	Opening Balance (\$)	Withdrawals (\$)	Contributions (\$)	Ending Balance (\$)
2022	193,954	(37,500)	452,446	608,900
2023	608,900	(386,500)	-	222,400

Withdrawal Notes:

2022 – HE Fire Hall 25%	\$ 37,500
2023 – HE Fire Hall 75%	\$112,500
2023 – New SCBA Equipment	\$274,000

Contribution Notes:

2022 – YE Surplus	\$ 28,445
2022 – Replenish Fire Hall	\$150,000
2022 – HE SCBA Equipment	\$122,000
2022 – NH SCBA Equipment	\$152,000



Estimated Recreation Reserves

Years	Opening Balance (\$)	Withdrawals (\$)	Contributions (\$)	Ending Balance (\$)
2022-Rec	66,530	-	60,400	126,930
2022-BMG	63,500	(63,500)	469,900	469,900
2022 Total	130,030	(63,500)	530,300	596,830
2023-Rec	126,930	(10,400)	20,000	136,530
2023-BMG	469,900	(469,900)	-	-
2023 Total	596,830	(480,300)	20,000	136,530



Estimated General Reserve

Years	Opening Balance (\$)	Withdrawals (\$)	Contributions (\$)	Ending Balance (\$)
2022	37,904	-	215,451	253,170
2023	253,170	(163,000)	25,000	115,170

Withdrawal Notes:

2023 – New Server	\$13,000
2023 – Asset Management	\$50,000
2023 – Road Encroach.	\$100,000

Contribution Notes:

2022 – Contribution	\$ 25,000
2022 – YE Surplus	\$190,266
2023 – Contribution	\$ 25,000



Benefit to Ratepayers \$294,000

# of Years	2023	2024	2025	2026	2027
1 Year	\$294,000	-	-	-	-
2 Year	\$147,000	147,000	-	-	-
3 Years	\$98,000	\$98,000	\$98,000	-	-
4 Years	\$73,500	\$73,500	\$73,500	\$73,500	-
5 Years	\$58,800	\$58,800	\$58,800	\$58,800	\$58,800

2023 Budget currently balanced using a payback period of 5 years



2023 Draft Budget Tax Rates

Tab 18 – Tax Rates

	2023 Budget Draft #2	2022 Budget Final	Difference
MT Tax Levy :	\$4,660,095	\$4,461,205	\$198,890 Increase
			4.46% Increase
MT Tax Rate Increase:	2.27%		
Blended Rate Increase:	4.54%		



2023 Budget Draft Update

Outstanding / Subject to Change:

- 2023 Huron East Fire Levy
- 2023 Huron East Recreation Levy
- 2023 North Huron Fire Levy
- 2023 County Tax Rate



Questions & Comments?

Municipality of Morris-Turnberry							
Budget							
						DRAFT	
	2020	2021	2022	2022	2022	2023	2023
	Actual	Actual	Budget	Actual	Variance	Budget	Variance
REVENUE:							
Taxation:							
Municipal Portion	3,975,995.64	4,103,094.57	4,461,205	4,461,204.17	(0.83)	4,660,095	198,890
County	2,312,972.32	2,403,161.07	2,487,117	2,472,737.19	(14,379.81)	2,487,117	-
Education	1,078,616.42	1,094,010.94	1,127,509	1,124,091.37	(3,417.63)	1,127,509	-
Total Taxation	7,367,584.38	7,600,266.58	8,075,831	8,058,032.73	(17,798.27)	8,274,721	198,890
Taxation Adjustments:							
Supplementary Tax Billings	23,410.88	51,321.98	56,000	55,734.01	(265.99)	50,000	(6,000)
Tax Rebates & W/O	(102,391.94)	(98,921.11)	(80,000)	(84,215.39)	(4,215.39)	(85,000)	(5,000)
Payments In lieu of tax	40,399.34	39,863.48	40,000	42,044.38	2,044.38	40,000	-
Street Lights	32,467.75	36,177.67	36,050	36,633.64	583.64	24,500	(11,550)
Grants:							
Ontario Municipal Partnership Fund (OMPF)	508,600.00	442,500.00	385,000	385,000.00	-	369,800	(15,200)
Court Security	2,060.00	1,732.00	1,732	1,207.00	(525.00)	1,177	(555)
Drain Superintendent Grant	11,340.32	6,048.17	14,800	10,419.11	(4,380.89)	16,280	1,480
Gravel Royalties	40,824.23	29,645.16	20,000	23,569.02	3,569.02	20,000	-
LIDAR- joint with North Huron	9,629.80	-	-	-	-	-	-
RED Grant - Edge of Brussels	3,225.48	-	-	-	-	-	-
Federal Gas Tax	106,055.47	106,055.47	106,055	110,876.18	4,821.18	115,697	9,642
Federal Gas Tax - Top Up	-	111,409.13	-	-	-	-	-
OCIF - Ontario Community Infrastructure Fund	120,830.00	120,830.00	232,257	232,257.00	-	267,096	34,839
Waste Grants	39,906.00	40,891.80	37,000	47,231.76	10,231.76	45,000	8,000
ICIP - Investing in Canada Infra. Program (M230)	54,239.96	1,429,394.19	1,265,209	815,462.06	(449,746.94)	27,990	(1,237,219)
Enabling Accessibility Fund (Hall Door)	-	-	-	-	-	8,194	8,194
Modernization Fund Intake 2 (Radio System)	-	31,500.00	58,500	58,500.00	-	-	(58,500)
COVID Safe Restart Funding	79,800.00	45,291.00	-	-	-	-	-
Cannabis Funding	-	5,000.00	-	-	-	-	-
Early Investment in Education & Skills (NWMO)	-	-	-	25,000.00	25,000.00	-	-
Interest:							
Interest - Tax	74,650.85	55,997.23	55,000	44,166.52	(10,833.48)	45,000	(10,000)
Interest - Investment	4,649.11	8,901.51	6,000	86,134.37	80,134.37	120,000	114,000
Interest - Municipal Drain	40,179.95	9,731.89	10,000	2,348.33	(7,651.67)	5,000	(5,000)
Interest - Lattimer Estate	1,633.16	1,628.70	1,600	1,628.70	28.70	1,630	30
Interest - School Fairs	323.12	329.17	330	410.14	80.14	450	120
Interest - R Nicholson & 125th & 140th	298.40	306.70	310	316.04	6.04	320	10
Interest - A/R Belgrave Water	26,122.49	24,428.98	24,500	22,346.82	(2,153.18)	21,000	(3,500)
Interest - Brussels Sewer	1,401.16	1,296.19	1,190	1,123.60	(66.40)	879	(311)

Municipality of Morris-Turnberry							
Budget							
						DRAFT	
	2020	2021	2022	2022	2022	2023	2023
	Actual	Actual	Budget	Actual	Variance	Budget	Variance
HST Recovered & Collected on Sales	335,026.09	461,729.79	405,000	450,599.81	45,599.81	405,000	-
Municipal Drains:							
Drain Maintenance Recoveries	144,031.70	62,382.00	315,000	143,972.27	(171,027.73)	128,000	(187,000)
Capital Projects Recoveries	884,077.59	340,990.47	484,800	252,040.73	(232,759.27)	791,800	307,000
Building Department:	313,242.83	298,542.26	173,380	207,813.51	34,433.51	183,680	10,300
Property Standards:	1,135.92	10.65	1,200	830.00	(370.00)	640	(560)
Water:							
Water User Fees	164,883.51	172,462.53	179,835	186,589.47	6,754.47	189,435	9,600
New User Connection Fees	700.00	500.00	500	200.00	(300.00)	500	-
New User Capital Payments	-	7,974.56	-	-	-	-	-
Waste Disposal:						-	
Morris Landfill Revenues	171,085.11	218,097.94	154,852	205,612.68	50,760.68	204,904	50,052
Curbside Pickup Program	124,308.30	128,841.00	161,000	170,780.00	9,780.00	171,000	10,000
Roads:							
Roads	67,270.35	65,066.80	85,000	138,271	53,270.78	80,000	(5,000)
Road Machinery Credit	275,512.50	311,767.50	300,000	307,352.50	7,352.50	308,000	8,000
Sale of equipment	11,707.32	-	-	-	-	34,000	34,000
Animal Control:	16,956.20	18,549.98	15,500	14,788.80	(711.20)	14,000	(1,500)
Cross Border Utilities:	113,547.28	119,937.20	120,000	125,232.34	5,232.34	127,000	7,000
Belgrave Development							
Sale of Property	-	-	500,000	2,678,530.00	2,178,530.00	-	(500,000)
Property Land Rental	1,300.00	1,300.00	1,300	603.08	(696.92)	-	(1,300)
PY Property Tax Rebate	-	4,379.26	-	-	-	-	-
Refinancing Bank Loan	850,000.00	-	-	-	-	-	-

Municipality of Morris-Turnberry							
Budget							
						DRAFT	
	2020 Actual	2021 Actual	2022 Budget	2022 Actual	2022 Variance	2023 Budget	2023 Variance
Reserve:							
General Reserve - 5yr Ratepayer Benefit	-	-	-	-	-	58,800	58,800
General Reserve - New Server & Asset Management		-	-	-	-	63,000	63,000
General Reserve - Modernization Fund	115,020.23	26,064.21	-	-	-	-	-
Development Reserve	-	-	-	-	-	30,000	30,000
Main Street Fund	26,575.54	-	-	-	-	-	-
Cannabis Reserve	1,421.00	-	-	-	-	-	-
Road Encroachment Correction	-	-	-	-	-	100,000	100,000
Bluevale Road Correction	-	-	100,000	100,000.00	-	-	(100,000)
Current Year Deficit	5,492.31	-	-	-	-	-	-
Community Safety & Wellbeing Plan	-	2,000.00	-	-	-	-	-
COVID Safe Start Funds	-	-	15,400	10,225.03	(5,174.97)	9,600	(5,800)
Fire Reserve	-	33,550.00	37,500	37,500.00	-	386,500	349,000
Building Department - Reserve	-	-	-	-	-	-	-
Drainage Department Reserve	-	-	-	-	-	11,000	11,000
Belgrave Water Reserve	-	-	52,200	40,275.68	(11,924.32)	60,000	7,800
Belgrave Water - Asset Management Reserve	15,000.00	7,500.00	-	-	-	-	-
Belgrave Water - New Well Reserve	-	79,000.00	-	-	-	-	-
Waste Disposal - Reserve	-	-	-	-	-	-	-
Waste Disposal - Scalehouse Replacement	20,000.00	-	-	-	-	-	-
Road Reserve	125,000.00	145,000.00	115,000	115,000.00	-	-	(115,000)
Road - Construction Reserve	-	-	-	-	-	-	-
Roads - Bridge & Culvert Reserve	-	-	8,000	8,000.00	-	-	(8,000)
Roads - Asset Management	-	-	40,000	17,334.62	(22,665.38)	30,000	(10,000)
Federal Gas Tax Reserve	-	-	111,409	111,409.13	0.13	-	(111,409)
Municipal Modernization Fund	-	-	31,500	31,500.00	-	-	(31,500)
Contingency Grant Reserve	-	-	20,000	20,000.00	-	-	(20,000)
Grants - Early Investments in Education (NWMO)	-	-	-	-	-	24,750	24,750
Recreation Reserve	-	-	-	-	-	10,400	10,400
BMG Renovation Reserve	-	-	63,500	63,500.00	-	469,900	406,400
Belgrave Development Reserve	-	-	-	-	-	214,933	214,933

Municipality of Morris-Turnberry							
Budget							
						DRAFT	
	2020	2021	2022	2022	2022	2023	2023
	Actual	Actual	Budget	Actual	Variance	Budget	Variance
Other Income:							
Zoning Revenue	1,947.00	15,888.00	5,000	7,031.88	2,031.88	7,000	2,000
Tax Certificates	4,035.00	4,900.00	4,000	4,100.00	100.00	4,000	-
Misc. Licences	1,506.00	3,200.00	2,000	3,750.00	1,750.00	2,500	500
Planning Revenue	24,822.82	10,649.31	14,000	10,437.61	(3,562.39)	10,000	(4,000)
Planning Revenue - Lane Closure Revenue	1.00	-	-	1.00	1.00	-	-
Planning Revenue - Willis Agreement	18,501.98	18,864.37	19,000	20,240.84	1,240.84	20,000	1,000
In lieu of Parkland	2,700.00	4,500.00	3,000	6,300.00	3,300.00	3,000	-
Bluevale Hall - Rentals Collected for BCC	271.55	325.00	3,500	1,422.00	(2,078.00)	3,500	-
History Book Sales	314.28	57.14	-	85.74	85.74	-	-
Misc. Revenue	9,122.08	11,741.99	9,200	24,007.07	14,807.07	9,200	-
Service Line Warranty Royalty	-	-	-	27.30	27.30	30	30
2020 Health Professional Recruitment Rebate	-	4,318.08	-	-	-	-	-
Fire Call Recovery	1,890.08	338.08	-	-	-	-	-
Fire Levy Rebate - Prior Year	-	-	-	14,205.52	14,205.52	-	-
Policing Credits	2,009.65	3,030.91	-	2,021.98	2,021.98	-	-
Sale of Property - Chestnut Street	-	3,010.42	-	-	-	-	-
Surplus Election Account Funds & Residuals	-	-	-	-	-	-	-
Brussels Sewer Capital on Taxes	-	-	-	-	-	-	-
BWS Capital on Taxes & Paid	-	-	-	-	-	-	-
Total Revenues	\$ 12,337,655.13	\$ 12,688,095.34	13,898,940	\$ 15,507,817.39	\$ 1,608,877.39	13,535,806	(363,134)

Municipality of Morris-Turnberry							
Budget							
						DRAFT	
	2020	2021	2022	2022	2022	2023	2023
	Actual	Actual	Budget	Actual	Variance	Budget	Variance
Expenditures:							
General Government:	59,654.41	52,202.75	96,000	68,227.50	(27,772.50)	88,500	(7,500)
Admin - Staff Expenses:							
Staff Wages, Benefits & Expenses	293,878.66	309,112.20	366,519	357,813.47	(8,705.53)	414,092	47,573
Administration Expenses:							
Office, Utilities, Legal, Insurance, Misc. Exp...	117,197.04	155,934.89	172,050	168,303.49	(3,746.51)	233,950	61,900
Taxation:							
Collection Costs, Vacancy Refunds, Write Offs	14,356.91	16,347.51	6,750	18,152.39	11,402.39	7,300	550
Planning & Development							
Planning, Economic & Development Exp.	34,254.20	60,084.76	166,200	152,990.92	(13,209.08)	182,200	16,000
Conservation:							
Maitland Valley Conservation Authority	80,118.00	85,765.00	92,583	92,583.00	-	97,207	4,624
Saugeen Valley Conservation Authority	3,402.00	3,490.00	3,669	3,669.00	-	4,184	515
Source Water Protection	7,205.21	7,205.21	7,200	7,601.71	401.71	7,600	400
Emergency Services:	10,912.29	12,801.73	14,000	13,071.67	(928.33)	19,500	5,500
Recoverable HST Paid on Purchases:	335,026.09	461,729.79	405,000	450,599.81	45,599.81	405,000	-
Interest & Service Charges	45,540.53	41,499.97	41,774	38,646.98	(3,127.02)	38,599	(3,175)
Police Services	519,816.00	490,824.00	483,576	483,576.00	-	472,934	(10,642)
Fire Budget:	299,948.09	328,620.70	361,354	347,113.82	(14,240.18)	731,698	370,344
Animal Control	12,845.85	12,708.80	14,500	7,681.71	(6,818.29)	17,500	3,000
Cross Border Utilities:	113,547.28	119,937.20	120,000	125,232.34	5,232.34	127,000	7,000
Grants:	41,680.74	15,048.00	15,248	11,696.21	(3,551.79)	38,908	23,660

Municipality of Morris-Turnberry							
Budget							
	2020	2021	2022	2022	2022	DRAFT	
	Actual	Actual	Budget	Actual	Variance	2023	2023
						Budget	Variance
Recreation:							
Program Support	64,702.00	8,282.00	123,282	123,282.00	-	131,217	7,935
Commitments	52,874.69	75,645.88	191,139	63,204.44	(127,934.56)	563,559	372,420
Bluevale Hall - Expenses	6,294.11	5,968.52	4,600	403.80	(4,196.20)	12,794	8,194
Bluevale Hall - Rentals Pd to BCC	271.55	325.00	3,500	1,422.00	(2,078.00)	3,500	-
Belgrave Development:							
Land Purchase	-	-	-	-	-	-	-
Carrying Costs	26,861.65	3,689.17	4,800	64,210.31	59,410.31	-	(4,800)
Consultant, Engineering & Studies	66,301.27	29,392.36	50,000	2,474.04	(47,525.96)	-	(50,000)
Services	-	-	300,000	44,277.26	(255,722.74)	150,000	(150,000)
Loan Payments	850,000.00	64,934.59	64,933	64,933.24	0.24	64,933	-
Street Lights	11,837.85	12,203.86	14,050	13,373.28	(676.72)	14,500	450
Municipal Drainage:							
Drain Superintendent & Expenses	55,658.48	42,440.57	67,085	48,695.22	(18,389.78)	78,945	11,860
Maintenance Projects	144,031.70	62,382.00	315,000	143,972.27	(171,027.73)	128,000	(187,000)
Capital Drain Projects	884,077.59	340,990.47	484,800	252,040.73	(232,759.27)	791,800	307,000
Building Department:	297,248.14	263,062.48	191,818	171,261.40	(20,556.60)	204,000	12,182
Property Standards:	8,235.86	8,872.19	13,315	9,661.18	(3,653.82)	13,900	585
Park & Cemetery Maintenance:	11,539.18	11,585.70	16,500	13,123	(3,377.43)	17,500	1,000
Belgrave Water System	108,347.01	181,297.43	166,400	146,998.76	(19,401.24)	181,800	15,400
Waste Disposal:							
Morris Landfill	284,872.94	214,464.23	235,102	233,103.82	(1,998.18)	263,350	28,248
Turnberry Landfill	11,958.22	12,351.59	19,830	8,373.86	(11,456.14)	19,700	(130)
Curbside Pickup Program	198,227.36	201,569.69	208,229	209,342.84	1,113.84	220,575	12,346
Roads	3,140,832.83	4,487,461.62	4,850,105	4,522,530.14	(327,574.86)	3,505,500	(1,344,605)

Municipality of Morris-Turnberry Budget							
	2020 Actual	2021 Actual	2022 Budget	2022 Actual	2022 Variance	DRAFT 2023 Budget	2023 Variance
Reserve Contributions:							
Building Dept Reserves	17,000.00	38,000.00	-	40,000.00	40,000.00	10,000	10,000
Drainage Department Reserve	-	-	-	11,000.00	11,000.00	-	-
Landfill Reserves	11,482.00	61,466.70	11,300	61,363.00	50,063.00	38,300	27,000
General Reserve	-	50,000.00	25,000	397,622.00	-	25,000	-
Investment Reserve	-	-	-	250,000.00	250,000.00	-	-
Modernization Funds	22,106.22	-	-	-	-	-	-
COVID Safe Start Funds	71,121.81	8,824.24	-	-	-	-	-
Community Safety & Wellbeing Plan Reserve	2,000.00	-	-	-	-	-	-
Cannabis Legalization Reserve	-	5,000.00	-	-	-	-	-
Bluevale Road Correction	-	100,000.00	-	-	-	-	-
Federal Gas Tax Reserve	-	111,409.13	-	-	-	-	-
Mun Modernization Fund (Radio)	-	31,500.00	-	-	-	-	-
Roads Reserves	146,000.00	331,000.00	386,000	416,000.00	-	486,000	100,000
Streetlights Reserve	20,629.90	23,973.81	22,000	23,260.36	1,260.36	10,000	(12,000)
Policing Reserve	2,009.65	12,751.91	1,401	2,897.98	1,496.98	10,000	8,599
Parks Reserve	-	-	-	2,000.00	2,000.00	2,000	2,000
Belgrave Water Reserves	72,236.50	86,139.66	66,135	80,066.39	13,931.39	68,135	2,000
Belgrave Development	-	-	81,567	1,023,996.23	942,429.23	-	(81,567)
Fire Reserve	-	13,589.38	-	452,445.70	28,445.70	-	-
Grant Reserve - Contingency	-	20,000.00	-	-	-	-	-
Grants - Early Investments in Education (NWMO)	-	-	-	24,750.00	24,750.00	-	-
Recreation - BMG Arena Reno	31,750.00	31,750.00	-	469,900.00	127,680.00	-	-
Recreation Reserve	-	40,000.00	-	60,400.00	-	20,000	20,000
Annual Surplus to Working Reserve	-	25,286.64	-	111,643.99	111,643.99	-	-
Other Expenses:							
Main Street Fund - Expenditures	26,871.84	-	-	-	-	-	-
Lidar- Lower Town	19,259.61	-	-	-	-	-	-
RED - Edge of Brussels	6,450.97	-	-	-	-	-	-
Brussels Medical Dental - lift elevator	10,000.00	-	-	-	-	-	-
Modernization Fund Expenditures	92,914.01	-	-	-	-	-	-
Arthur St Receivables	180,655.03	-	-	-	-	-	-
Levies:							
County of Huron	2,312,972.10	2,403,161.07	2,487,117	2,472,737.19	(14,379.81)	2,487,117	-
Education	1,078,639.76	1,094,010.94	1,127,509	1,124,091.37	(3,417.63)	1,127,509	-
Total Expenses	12,337,655.13	12,688,095.34	13,898,940	15,507,817.39	379,635.39	13,535,806	(363,134)
Total Expenses	12,337,655.13	12,688,095.34	13,898,940	15,507,817.39	1,608,877.39	13,535,806	(363,134)
Total Revenue	12,337,655.13	12,688,095.34	13,898,940	15,507,817.39	1,608,877.39	13,535,806	(363,134)
	-	-	-	-	-	-	-
	Balanced	Balanced	Balanced	Balanced		Balanced	



Municipality of Morris-Turnberry

Investment Options

March 7, 2023



Investment Options

Investments must follow O.Reg 438/97 “Legal List”

- MFOA summary O.Reg 438/97 provided

4 general investment options for Morris-Turnberry

- Savings Account
- Guaranteed Investment Certificates (GICs)
- Canadian Bonds
- Canadian Stocks



Investment Options – Savings Acct.

Municipal Bank Account

- Funds are currently in the Municipal Bank Account (CIBC)
- Bank account pays bank prime less 1.7% per annum
- Current interest is paid at 5.0% (6.7%- 1.7%)
- Variable rate based on current interest rates
- Principal protected, future interest payments are variable
- Principal 100% accessible



Investment Options - GICs

Guaranteed Investment Certificates

- Short Term investments
- Protects principal
- Pays guaranteed interest annually or compounds interest
- Redeemable or Non-Redeemable

Mar 1/23	1 Year	2 Year	3 Year	4 Year	5 Year
CIBC	3.15%	3.20%	3.25%	3.30%	3.35%
LIBRO	4.25%	4.25%	4.15%	4.40%	4.50%

Rates non-redeemable GICs posted on CIBC & LIBRO website



Investment Options – Bonds & Equity

One Investment

- Established in 1993 and jointly operated by:
 - Local Authority Services (LAS)
 - CHUMS Financing Corporation (subsidiary of MFOA)
- Oversight provided by municipalities and investment industry experts
- 195 Municipalities & boards invest with One Investment (Sept 2022)
- Operate portfolios of investments that are in compliance with O.Reg 438/97
- Municipalities with limited staff resources/expertise the ability to invest in bonds and equities
- Will require Morris-Turnberry to develop an Investment Policy



Investment Options – Bonds & Equity

One Universe Corporate Bond Portfolio

- Investing in a diversified, conservatively managed portfolio of corporate and government bonds, debentures and/or promissory notes
- Funds are accessible
- Principal investment not guaranteed, it will fluctuate over time with changes to interest rates
- Less risky than equity investments in the short term
- Recommended for funds not required for the next 4+ years



Investment Options – Bonds & Equity

One Equity Portfolio

- Provide long-term investment returns through capital growth and dividend yield by investing in a diversified, conservatively managed portfolio of equity securities issued by Canadian corporations
- Funds are accessible
- Principal investment not guaranteed, will fluctuate over time with market value of the portfolio's holding
- Recommended for funds not required for the next 5+ years



Investment Options

Investment Decisions

- Total Amount to be invested?
- When to invest: Lump sum or over time
- Timeframe Commitment: Short Term vs Long-Term (Buy and Hold)
- Risk Tolerance: Higher Risk, Higher Returns, Higher Volatility
- Investment Intent: Income Generation vs Capital Appreciation
- Allocation between options

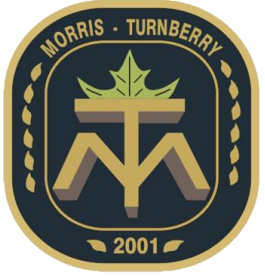


Investment Options – Next Steps

Option #1:

If Council is interest in One Investment's Portfolio options

- Request One Investment provide recommendations regarding investment decisions
- Direct staff Develop a draft Investment Policy
 - outlines councils investment objectives
 - establish investment guidelines for staff and fund managers to follow
 - required for investment with One Investment



Investment Options – Next Steps

Option #2:

If Council is **not** interest in One Investment's Portfolio options

- Direct staff research investment options limited to GICs
- Direct staff develop a draft Investment Policy for new and existing GICs
 - best practice to have a policy
 - outlines councils investment objectives
 - establish investment guidelines for staff to follow



Investment Options – Next Steps

Option #3:

Do not invest in GICs, Bond Portfolio or Equity Portfolio

- Direct staff to keep funds in the savings account
- Direct staff develop a draft Investment Policy, but only for existing GICs
 - best practice to have a policy
 - outlines councils investment objectives
 - establish investment guidelines for staff to follow



Investment Options – Next Steps

Staff Recommendation:

Option #1

- Council give consideration to investing for the long term with One Investment
- Request One Investment provide recommendations regarding investment decisions
- Direct staff develop a draft Investment Policy to establish investment objectives and guidelines for staff and fund managers to follow
- Direct staff to report back to Council once a draft Investment Policy is developed



Questions & Comments?

Additional Info Provided:

- MFOA Summary of O.Reg 438/97
- One Universe Corporate Bond Portfolio Guidelines
- One Equity Portfolio Guidelines
- One Investment January 2023 Performance Report

MFOA SUMMARY OF ELIGIBLE MUNICIPAL INVESTMENTS UNDER PART I OF O. REG. 438/97 AS AMENDED (HEREAFTER REFERRED TO AS THE “REGULATION”)

NOTE:

- 1) References to “a term of more than 2 years” means a ‘remaining term to maturity greater than 2 years’.
- 2) References to “a term of 2 years or less” means a ‘remaining term to maturity of 2 years or less’.
- 3) A municipality shall not invest more than 25% of the total amount in all sinking and retirement funds in respect of its debentures, as estimated by its treasurer on the date of investment, in short-term debt issued or guaranteed by the municipality (short-term debt means debt that will be fully repaid within 364 days after it is incurred (section 4) of the Regulation)
- 4) Other than as set out below, a municipality shall not invest in a security that is expressed or payable in any currency other than Canadian dollars unless the security constitutes a continuing security made before January 1, 2003 that is expressed and payable in currency of the United States of America or the United Kingdom (section 6 of the Regulation)
- 5) Eligible investments for the proceeds of the sale of shares of the City of Ottawa’s corporation incorporated under section 142 of the *Electricity Act, 1998* are not included (subsection 4.1(1.2) of the Regulation).

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by:	i. Canada, a province or a territory of Canada	<ul style="list-style-type: none"> Applies to all municipalities 		
	ii. an agency of Canada, a province or territory of Canada	<ul style="list-style-type: none"> Applies to all municipalities 		
	iii. a country other than Canada	<ul style="list-style-type: none"> Applies to all municipalities Securities must be rated Must sell within the expected timelines set out in the Workout Plan¹ if investment falls below the standard <p align="right">3(6)</p>	<ul style="list-style-type: none"> DBRS: AA(low) Fitch: AA- Moody's: Aa3 S & P: AA- <p align="right">3(1)</p>	
	iv. a municipality in Canada, including the municipality making the investment	<ul style="list-style-type: none"> Applies to all municipalities 		
	v. a school board or similar entity in Canada	<ul style="list-style-type: none"> Applies to all municipalities Proceeds of securities must be used for school purposes <p align="right">5</p>		

¹ When a security falls below the required standard set out in subsection 3(1) of the Regulation i.e., “Minimum Ratings for the Security”, the municipality shall create a plan, including expected timelines for selling the security (“Workout Plan”) and shall sell the security in accordance with the Workout Plan.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 1. cont'd.	vi. a local board as defined in the <i>Municipal Affairs Act</i> (excluding a school board or municipality) or a conservation authority established under the <i>Conservation Authorities Act</i>	<ul style="list-style-type: none"> Applies to all municipalities 		
	vii. Municipal Finance Authority of British Columbia	<ul style="list-style-type: none"> Applies to all municipalities 		
	iv.1 Ontario Infrastructure and Lands Corporation (OILC)	<ul style="list-style-type: none"> Applies to all municipalities 		
	v.1 a university in Ontario that is authorized to engage in an activity described in s. 3 of the <i>Post-secondary Education Choice and Excellence Act, 2000</i>	<ul style="list-style-type: none"> Applies to all municipalities Securities must be rated Must sell within the expected timelines set out in the Workout Plan¹ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> DBRS: AA(low) Fitch: AA- Moody's: Aa3 S & P: AA- 3(1)	
	v.2 a college established under the <i>Ontario Colleges of Applied Arts and Technology Act, 2002</i>	<ul style="list-style-type: none"> Applies to all municipalities Securities must be rated Must sell within the expected timelines set out in the Workout Plan¹ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> DBRS: AA(low) Fitch: AA- Moody's: Aa3 S & P: AA- 3(1)	

¹ When a security falls below the required standard set out in subsection 3(1) of the Regulation i.e., "Minimum Ratings for the Security", the municipality shall create a plan, including expected timelines for selling the security ("Workout Plan") and shall sell the security in accordance with the Workout Plan.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 1. cont'd.	vi.1 a board of a public hospital within the meaning of the <i>Public Hospitals Act</i>	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Must sell within the expected timelines set out in the Workout Plan¹ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> • DBRS: AA(low) • Fitch: AA- • Moody's: Aa3 • S & P: AA- 3(1)	
	vi.2 a non-profit housing corporation incorporated under s. 13 of the <i>Housing Development Act</i>	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Must sell within the expected timelines set out in the Workout Plan¹ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> • DBRS: AA(low) • Fitch: AA- • Moody's: Aa3 • S & P: AA- 3(1)	
	vi.3 a local housing corporation as defined in s. 24 of the <i>Housing Services Act, 2011</i>	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Must sell within the expected timelines set out in the Workout Plan¹ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> • DBRS: AA(low) • Fitch: AA- • Moody's: Aa3 • S & P: AA- 3(1)	
Section 2, paragraph 2. Bonds, debentures, promissory notes or other evidence of indebtedness ("Corporate Debt")	a corporation	<ul style="list-style-type: none"> • Applies to all municipalities • Corporate Debt must be secured by the assignment to a trustee of payments sufficient to meet amounts payable under the Corporate Debt² 		

¹ When a security falls below the required standard set out in subsection 3(1) of the Regulation i.e., "Minimum Ratings for the Security", the municipality shall create a plan, including expected timelines for selling the security ("Workout Plan") and shall sell the security in accordance with the Workout Plan.

² Corporate Debt must be secured by the assignment to a trustee (as defined in the *Trustee Act*) of payments that Canada or a province or territory thereof has agreed to make or is required to make under a federal, provincial or territorial statute and such payments must be sufficient to meet the amounts payable under the Corporate Debt, including the amounts payable at maturity.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 3. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments ("Deposit Securities") (with a term of 2 years or less) issued, guaranteed or endorsed by:	i. a bank listed in Schedule I, II or III of the <i>Bank Act</i> (Canada)	<ul style="list-style-type: none"> • Applies to all municipalities • May be expressed or payable in US\$ 6(3)		
	ii. a loan corporation or trust corporation registered under the <i>Loan and Trust Corporations Act</i>	<ul style="list-style-type: none"> • Applies to all municipalities • May be expressed or payable in US\$ 6(3)		
	iii. a credit union or central to which the <i>Credit Unions and Caisses Populaires Act, 2020</i> applies ("credit union or central")	<ul style="list-style-type: none"> • Applies to all municipalities • May be expressed or payable in US\$ • If a municipality's total investments in Deposit Securities issued by a credit union or central, regardless of the term have, in the opinion of the treasurer, a value in excess of \$250,000, the municipality is prohibited from making any further investment in such Deposit Securities with a term greater than 2 years unless the credit union or central meets the financial requirements set forth in the regulation within 30 days before the investment is made³ 3(2.0.1) – 3(2.0.4) 6(3)		

³ The credit union or central is to provide: (i) audited financial statements indicating that the following financial indicators are met or (ii) written certification that all of the financial indicators mentioned below are met:

1. Positive retained earnings in its audited financial statements for its most recently completed fiscal year
2. Regulatory capital of at least the percentage of its total assets obtained by adding 1% to the minimum percentage set out in paragraph 1 of subsection 20(1) of O. Reg. 105/22 (General) as of the date of the latest audited financial statements, calculated in accordance with the regulations made under the *Credit Unions and Caisses Populaires Act, 2020*
3. Regulatory capital of at least the percentage of its total risk weighted assets obtained by adding 1% to the minimum percentage set out in paragraph 2 of subsection 20(1) of O. Reg. 105/22 (General) as of the date of the latest audited financial statements, calculated in accordance with the regulations made under the *Credit Unions and Caisse Populaires Act, 2020*
4. Positive net income in its audited financial statements for 3 of its 5 most recently completed fiscal years.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 3.1. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments ("Deposit Securities") (<u>with a term of more than 2 years</u>) issued, guaranteed or endorsed by:	i. a bank listed in Schedule I, II or III of the <i>Bank Act</i> (Canada)	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • May be expressed or payable in US\$ • Must sell within the expected timelines set out in the DS Workout Plan⁴ if investment falls below the standard 3(6) 6(3)	<ul style="list-style-type: none"> • DBRS: A(low) • Fitch: A- • Moody's: A3 • S & P: A- 3(2)	
	ii. a loan corporation or trust corporation registered under the <i>Loan and Trust Corporations Act</i>	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • May be expressed or payable in US\$ • Must sell within the expected timelines set out in the DS Workout Plan⁴ if investment falls below the standard 3(6) 6(3)	<ul style="list-style-type: none"> • DBRS: A(low) • Fitch: A- • Moody's: A3 • S & P: A- 3(2)	
Section 2, paragraph 4. Bonds, debentures, promissory notes or other evidence of indebtedness ("Debt Securities") (<u>with a term of 2 years or less</u>) issued or guaranteed by:	i. a bank listed in Schedule I, II or III of the <i>Bank Act</i> (Canada)	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Must sell within the expected timelines set out in the Workout Plan¹ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> • DBRS: AA(low) • Fitch: AA- • Moody's: Aa3 • S & P: AA- 3(1)	
	ii. a loan corporation or trust corporation registered under the <i>Loan and Trust Corporations Act</i>	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Must sell within the expected timelines set out in the Workout Plan¹ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> • DBRS: AA(low) • Fitch: AA- • Moody's: Aa3 • S & P: AA- 3(1)	

¹ When a security falls below the required standard set out in subsection 3(1) of the Regulation i.e., "Minimum Ratings for the Security", the municipality shall create a plan, including expected timelines for selling the security ("Workout Plan") and shall sell the security in accordance with the Workout Plan.

⁴ When a security falls below the required standard set out in subsection 3(2) of the Regulation i.e., Minimum Ratings for the Security", the municipality shall create a plan, including expected timelines for selling the security ("DS Workout Plan") and shall sell the security in accordance with the DS Workout Plan.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 4.1. Bonds, debentures, promissory notes or other evidence of indebtedness ("Debt Securities") (with a term of more than 2 years) issued or guaranteed by:	i. a bank listed in Schedule I, II or III of the <i>Bank Act</i> (Canada)	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Must sell within the expected timelines set out in the DS Workout Plan⁴ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> • DBRS: A(low) • Fitch: A- • Moody's: A3 • S & P: A- 3(2)	
	ii. a loan corporation or trust corporation registered under the <i>Loan and Trust Corporations Act</i>	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Must sell within the expected timelines set out in the DS Workout Plan⁴ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> • DBRS: A(low) • Fitch: A- • Moody's: A3 • S & P: A- 3(2)	

⁴ When a security falls below the required standard set out in subsection 3(2) of the Regulation i.e., Minimum Ratings for the Security", the municipality shall create a plan, including expected timelines for selling the security ("DS Workout Plan") and shall sell the security in accordance with the DS Workout Plan.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 4.2. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments ("Deposit Securities") <u>(with a term of more than 2 years)</u> issued, guaranteed or endorsed by:	a credit union or central to which the <i>Credit Unions and Caisses Populaires Act, 2020</i> applies ("credit union or central")	<ul style="list-style-type: none"> • Applies to all municipalities • May be expressed or payable in US\$ • If a municipality's total investments in Deposit Securities issued by a credit union or central, regardless of the term have, in the opinion of the treasurer, a value in excess of \$250,000, the municipality is prohibited from making any further investment in such Deposit Securities with a term greater than 2 years unless the credit union or central meets the financial requirements set forth in the regulation within 30 days before the investment is made³ • Must sell excess Deposit Securities with a term of more than 2 years within the expected timelines set out in the FR Deposit Workout Plan⁵ if the \$250,000 threshold is exceeded and the credit union or central cannot meet the prescribed financial requirements <p style="text-align: right;">3(2.0.1) – 3(2.0.4) 3(6.1.1) – 3(6.1.2) the(3)</p>		

³ The credit union or central is to provide: (i) audited financial statements indicating that the following financial indicators are met or (ii) written certification that all of the financial indicators mentioned below are met:

1. Positive retained earnings in its audited financial statements for its most recently completed fiscal year
2. Regulatory capital of at least the percentage of its total assets obtained by adding 1% to the minimum percentage set out in paragraph 1 of subsection 20(1) of O. Reg. 105/22 (General) as of the date of the latest audited financial statements, calculated in accordance with the regulations made under the *Credit Unions and Caisses Populaires Act, 2020*
3. Regulatory capital of at least the percentage of its total risk weighted assets obtained by adding 1% to the minimum percentage set out in paragraph 2 of subsection 20(1) of O. Reg. 105/22 (General) as of the date of the latest audited financial statements, calculated in accordance with the regulations made under the *Credit Unions and Caisse Populaires Act, 2020*
4. Positive net income in its audited financial statements for 3 of its 5 most recently completed fiscal years.

⁵ If a municipality holds Deposit Securities of a credit union or central with a value in excess of \$250,000 in the opinion of the treasurer and the credit union or central does not meet the prescribed financial indicators or fails to provide the prescribed audited financial statements or the prescribed certification as set out in subsection 3(6.1.1) of the Regulation, the municipality shall create a plan, including expected timelines for selling the Deposit Securities ("FR Deposit Workout Plan") and shall sell such securities in accordance with the FR Deposit Workout Plan. In determining the value of the Deposit Securities in accordance with subsection 3(6.1.1) of the Regulation, Deposit Securities with a term of 2 years or less shall be counted first.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 4.3. Bonds, debentures, promissory notes or other evidence of indebtedness ("Debt Securities") issued or guaranteed by:	a credit union or central to which the Credit Unions and <i>Caisses Populaires Act, 2020</i> applies ("credit union or central")	<ul style="list-style-type: none"> • Applies to all municipalities • credit union or central must meet the prescribed financial requirements set forth in the regulation⁶ • Must sell the Debt Securities within the expected timelines set out in the FR Debt Workout Plan⁷ if the credit union or central cannot meet the prescribed financial indicators or if the credit union or central fails to provide the prescribed audited financial statements or the prescribed certification <div style="text-align: right;"> 3(2.0.2) – 3(2.0.5) 3(6.1.1) 3(6.1.3) </div>		

⁶ Credit union or central must meet the financial requirements set out in subsection 3(2.0.1) of the Regulation.

⁷ If a municipality holds Debt Securities of a credit union or central and the credit union or central does not meet the prescribed financial indicators or fails to provide the prescribed audited financial Statements or the prescribed certification as set out in subsection 3(6.1.1) of the Regulation, the municipality shall create a plan, including expected timelines for selling the Debt Securities ("FR Debt Workout Plan") and shall sell such securities in accordance with the FR Debt Workout Plan.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 5. Short term securities, (<u>term of 3 days or less</u>) that are issued by:	i. a university in Ontario that is authorized to engage in an activity under s. 3 of the <i>Post-secondary Education Choice and Excellence Act, 2000</i>	<ul style="list-style-type: none"> Applies to all municipalities 		
	ii. a college established under the <i>Ontario College of Applied Arts and Technology Act, 2002</i>	<ul style="list-style-type: none"> Applies to all municipalities 		
	iii. a board of a public hospital within the meaning of the <i>Public Hospitals Act</i>	<ul style="list-style-type: none"> Applies to all municipalities 		
Section 2, paragraph 6. Bonds, debentures, promissory notes, other evidence of indebtedness or other securities issued or guaranteed by:	the International Bank for Reconstruction and Development (IBRD)	<ul style="list-style-type: none"> Applies to all municipalities 		
Section 2, paragraph 6.1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by:	a supranational financial institution or a supranational governmental organization other than the IBRD	<ul style="list-style-type: none"> Applies to all municipalities Securities must be rated Must sell within the expected timelines set out in the Supranational Workout Plan⁸ if investment falls below the standard 3(6)	<ul style="list-style-type: none"> DBRS: AAA Fitch: AAA Moody's: Aaa S & P: AAA 3(2.1)	

⁸ When a security falls below the required standard set out in subsection 3(2.1) of the Regulation i.e., "Minimum Ratings for the Security", the municipality shall create a plan, including expected timelines for selling the security ("Supranational Workout Plan") and shall sell the security in accordance with the Supranational Workout Plan.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 7. Securities that are arrangements for the sale of assets that entitle the purchaser to an undivided beneficial interest in a pool of assets (formerly described as asset-backed securities) ⁹	any issuer	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Municipal debt or credit rating must meet prescribed levels • Must sell within the expected timelines set out in the AB Workout Plan¹⁰ if investment falls below the standard <p style="text-align: right;">3(6) 3(6.1)</p>	Term of more than 1 year: <ul style="list-style-type: none"> • DBRS: AAA • Fitch: AAA • Moody's: Aaa • S & P: AAA <p style="text-align: right;">3(3)</p> Term of 1 year or less: <ul style="list-style-type: none"> • DBRS: R-1 (high) • Fitch: F1+ • Moody's: Prime-1 • S & P: A-1+ <p style="text-align: right;">3(4)</p>	<ul style="list-style-type: none"> • DBRS: AA (low) • Fitch: AA- • Moody's: Aa3 • S & P: AA- <p style="text-align: right;">4.1(1)(a)</p> OR <ul style="list-style-type: none"> • Through the One Investment Program <p style="text-align: right;">4.1(1)(b) 4.1(2)</p>
Section 2, paragraph 7.1. Bonds, debentures, promissory notes or other evidence of indebtedness (with a remaining term to maturity of more than 5 years) ("Canadian Corporate Debt")	a corporation incorporated under the laws of Canada or a Canadian province ("Cdn Corporation")	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Municipal requirement must be met • Must sell within the expected timelines set out in the Cdn Corporate Workout Plan¹¹ if investment falls below the standard <p style="text-align: right;">3(6)</p>	<ul style="list-style-type: none"> • DBRS: A (low) • Fitch: A- • Moody's: A3 • S & P: A- <p style="text-align: right;">3(4.1)</p>	<ul style="list-style-type: none"> • Security is only eligible if the investment is made through the One Investment Program <p style="text-align: right;">4.1(1.1) 4.1(2)</p>
Section 2, paragraph 7.2. Bonds, debentures, promissory notes or other evidence of indebtedness (with a remaining term to maturity of more than 1 year and not more than 5 years)	a Cdn Corporation	<ul style="list-style-type: none"> • Applies to all municipalities • Securities must be rated • Must sell within the expected timelines set out in the Cdn Corporate Workout Plan¹¹ if investment falls below the standard <p style="text-align: right;">3(6)</p>	<ul style="list-style-type: none"> • DBRS: A (low) • Fitch: A- • Moody's: A3 • S & P: A- <p style="text-align: right;">3(4.1)</p>	

⁹ The current definition was previously set out in subsection 50(1) of Regulation 733 of the Revised Regulations of Ontario, 1990 made under the *Loan and Trust Corporations Act* which regulation was revoked on August 1, 2008.

¹⁰ When a security falls below the required standard set out in subsections 3(3) or 3(4) of the Regulation i.e., "Minimum Ratings for the Security", the municipality shall create a plan, including expected timelines for selling the security ("AB Workout Plan") and shall sell the security in accordance with the AB Workout Plan. However, the requirement to sell in accordance with the AB Workout Plan does not apply to an investment made on a day before subsection 3(6.1) came into force, i.e., July 31, 2009. 3(6.1).

¹¹ When a security falls below the required standard set out in subsection 3(4.1) of the Regulation i.e., "Minimum Ratings for the Security", the municipality shall create a plan, including expected timelines for selling the recent ("Cdn Corporate Workout Plan") and shall sell the security in accordance with the Cdn Corporate Workout Plan.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 8. Negotiable promissory notes or commercial paper other than securities referred to in paragraph 7 (<u>with a term of 1 year or less</u>)	a Cdn Corporation	<ul style="list-style-type: none"> • Applies to all municipalities • Corporate issuer must be incorporated under the laws of Canada or a Cdn. province • Securities must be rated • Municipal debt or credit rating must meet prescribed levels • Must sell within the expected timelines set out in the CP Workout Plan¹² if investment falls below the standard 3(6)	<ul style="list-style-type: none"> • DBRS: R-1 (mid) • Fitch: F1+ • Moody's: Prime-1 • S & P: A-1+ 3(5)	<ul style="list-style-type: none"> • DBRS: AA (low) • Fitch: AA- • Moody's: Aa3 • S & P: AA- 4.1(1)(a) OR <ul style="list-style-type: none"> • Through the One Investment Program 4.1(1)(b)
Section 2, paragraph 8.1. Shares	a Cdn Corporation	<ul style="list-style-type: none"> • Applies to all municipalities • Municipal requirement must be met • Corporate issuer must be incorporated under the laws of Canada or a Cdn. province 		<ul style="list-style-type: none"> • Security is only eligible if investment is made through the One Investment Program 4.1(1.1) 4.1(2)
Section 2, paragraph 9. Bonds, debentures promissory notes and other evidences of indebtedness of	a corporation incorporated under s. 142 of the <i>Electricity Act, 1998</i>	<ul style="list-style-type: none"> • Applies to all municipalities • Must meet the requirements set out in the Regulation 3(7)–3(10)		
Section 2, paragraph 10. Any security acquired as a gift in a will or as a donation not made for a charitable purpose		<ul style="list-style-type: none"> • Applies to all municipalities • Security must have been first acquired as a gift in a will or as a donation not made for a charitable purpose • Must sell within the expected timelines set out in the Will/Gift Workout Plan¹³ 3(11)		

¹² When a security falls below the required standard set out in subsection 3(5) of the Regulation i.e., "Minimum Ratings for the Security" the municipality shall create a plan, including expected timelines for selling the security (the "CP Workout Plan") and shall sell the security in accordance with the CP Workout Plan.

¹³ If a security acquired as a gift or in a will does not constitute an eligible security under the Regulation, the municipality shall create a plan, including expected timelines for selling the security ("Will/Gift Workout Plan") and shall sell the security in accordance with the Will/Gift Workout Plan. In the event the security does constitute an eligible investment under the Regulation, the applicable provisions of the Regulation apply to such security.

Eligible Investment / Prescribed Issuer		Conditions	Minimum Ratings for the Security	Minimum Debt/Credit Ratings for the Investing Municipality or Other Requirement
Security	Issuer			
Section 2, paragraph 11. Revoked				
Section 2, paragraph 12. Shares of a corporation-court ordered	a corporation that meets the prescribed court ordered condition	<ul style="list-style-type: none"> • Applies to all municipalities • Corporation that issued the shares must have debt payable to the municipality • Under a court order, the corporation must have received protection from its creditors • The acquisition of the shares in lieu of a debt must have been authorized by the court order • The treasurer is of the opinion that the debt is uncollectable unless the debt is converted into shares under the court order 		
Section 2.1. Securities subject to a court ordered plan of compromise and arrangement as described in s. 2.1		<ul style="list-style-type: none"> • Applies to all municipalities • Investment must have been made before January 12, 2009 		
Section 9 Bonds, debentures or other indebtedness of a corporation made before March 6, 1997	a corporation	<ul style="list-style-type: none"> • Applies to all municipalities • Investment may continue provided it meets prescribes ratings • Must sell within the expected timelines set out in the Section 9 Workout Plan¹⁴ if the Investment falls below the standard 	DBRS: AA (low) Fitch: AA- Moody's: Aa3 S & P: AA-	

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¹⁴ When a security falls below the required standard set out in Section 9 of the Regulation i.e., "Minimum Ratings for the Security" the municipality shall create a plan, including expected timelines for selling the security ("Section 9 Workout Plan") and shall sell the security in accordance with the Section 9 Workout Plan.



INVESTMENT GUIDELINES ONE UNIVERSE CORPORATE BOND PORTFOLIO

Attached are the Investment Guidelines for the ONE Universe Corporate Bond Portfolio. These guidelines provide limits for each class of security, which is a permitted investment under the Municipal Act. They will be reviewed periodically by the Agent in consultation with Investment Counsel Portfolio Manager.

Limits for individual issuers have been set based on their respective credit quality, which in turn, have been based on ratings of the four major rating agencies - Dominion Bond Rating Service (DBRS), Moody's, Standard & Poor's and Fitch.

All investments will comply with O Reg 438/97 as amended from time to time.

In addition, the Investment Counsel Portfolio Manager has significant in-house research and analytical capabilities that ensure issuers on the eligible list have passed rigorous standards set for issuers' balance sheet condition, operating results and management quality.

INVESTMENT GUIDELINES – ONE UCB PORTFOLIO

Objective: To seek to provide competitive rates of return by investing in a diversified, conservatively managed portfolio of bonds, debentures, promissory notes or other evidences of indebtedness of corporations, governments or agencies thereof or supranational organizations or agencies thereof, as permitted by applicable regulation from time to time.

Permitted Investments:

- 1.O **Legal Authority** - As outlined in the *Municipal Act* and the current regulations (O.Reg. 438/97).
- 2.O **Limitations** - This policy limits (both minimum and maximum) the amount the portfolio can hold with respect to sector, individual issuer, credit quality and maturity. These limitations are outlined in the following subsections.

2.1 Issuer Sector:

	Percent of Total Assets		
	Minimum	Target	Maximum
<i>Domestic Government & Money Market</i>			
Money Market Securities	0%		10%
Government (federal, provincial and municipal)	0%		40%
Debt and Guarantees			
<u>Total</u>	0%	25%	40%
<i>Credit</i>			
Bonds of Canadian Corporations	50%		90%
Other eligible investments under the regulations	0%		25%
<u>Total</u>	60%	75%	100%

2.2 Credit Quality and Issuer Weighting (maximum weighting of any one issuer):

		Minimum	Maximum
Money Market Securities*		0%	10%
Government of Canada or Agencies		0%	40%
Provinces, Municipalities and their Agencies		0%	20%
Bonds and Debentures of Canadian Corporations			
	AAA / AA Rated or equivalent	0%	7%
	A Rated or equivalent	0%	5%
Other**			
	Minimum AA Low Rated	0%	5%

* Commercial Paper rated R1 Low or higher

** All other securities permitted under the Regulations as amended from time to time

Credit Quality will at all times comply with the Regulations as amended from time to time.

2.3 Term Structure:

The interest sensitivity of the portfolio, as measured by adjusted duration, will be constrained to between plus or minus 1.5 years of the benchmark duration.

2.4 Currency:

	Minimum	Maximum
Canadian Dollars	100%	100%

3.0 Investment Performance Measurement:

The investment performance will be measured on the basis of time weighted rates of return over a moving four-year period.

The performance benchmark will be 48% the FTSE TMX Canada All Government Bond Index, 40% the FTSE TMX Canada Short Term Corporate A Index, 10% FTSE TMX Canada Universe Corporate AAA/AA Index and 2% the FTSE TMX Canada 91 Day T-Bill Index.



INVESTMENT GUIDELINES ONE EQUITY PORTFOLIO

Attached are the Investment Guidelines for the ONE Equity Portfolio. These guidelines provide limits for each class of security, which is a permitted investment under the Municipal Act. They will be reviewed periodically by the Agent in consultation with Investment Counsel Portfolio Manager.

Limits for individual issuers have been set based on their respective credit quality, which in turn, have been based on ratings of the four major rating agencies - Dominion Bond Rating Service (DBRS), Moody's, Standard & Poor's and Fitch.

All investments will comply with O Reg 438/97 as amended from time to time.

In addition, the Investment Counsel Portfolio Manager has significant in-house research and analytical capabilities that ensure issuers on the eligible list have passed rigorous standards set for issuers' balance sheet condition, operating results and management quality.

INVESTMENT GUIDELINES - ONE EQUITY PORTFOLIO

Objective: To seek to provide superior long-term investment returns through capital growth and dividend yield by investing in a diversified, conservatively managed portfolio of equity securities issued by corporations, as permitted by applicable regulation from time to time.

Permitted Investments:

- 1.0 **Legal Authority** - As outlined in the *Municipal Act* and the current regulations (O.Reg. 438/97).
- 2.0 **Limitations** - This policy limits (both minimum and maximum) the amount the portfolio can hold with respect to industry group, industry sector and individual issuer. These limitations are outlined in the following subsections.

2.1 Industry Group and Industry Sector:

Group & Sector Allocations		Representative Allocation	Minimum % of Representative Allocation	Maximum % of Representative Allocation
Group	Sector			
Resource		14.82%	50%	150%
	Energy	9.20%		2 times sector weight
	Materials	5.62%		
Consumer		30.22%	50%	150%
	Health Care	10.24%		2 times sector weight
	Consumer Discretionary	11.76%		
	Consumer Staples	8.22%		
Interest Sensitive		29.00%	50%	150%
	Financials	25.03%		2 times sector weight
	Utilities	3.97%		
Industrials		25.97%	50%	150%
	Industrials	10.52%		2 times sector weight
	Information Technology	11.22%		
	Telecom Services	4.23%		

** This is a sample target allocation. The allocation is reset semi-annually on January 1 and July 1 of each year to reflect the current world sector weighting. A current version of the target allocations can be obtained from ONE staff.*

Sector and Issuer Diversification:

A minimum of seven industry sectors must be represented in the portfolio.

Maximum exposure to any single issuer is 7% based on the market value of the portfolio at the time of purchase and 10% of the market value of the portfolio.

Up to 10% of the portfolio may be held in cash and cash equivalents that comply with the regulations.

2.3 Currency:

	Minimum	Maximum
Canadian Dollars	100%	100%

3.0 Investment Performance Measurement:

The investment performance will be measured on the basis of time weighted rates of return over a moving four-year period.

The performance benchmark will be constructed based on a portfolio of 3% Money Market and 97% Canadian equity. Equity Portfolio returns will be calculated based on the returns of each industry sector and their weighting in the MSCI World Index. The index weighting will be rebalanced semi-annually on January 1 and July 1 and the manager will have 30 days to bring the portfolio into compliance. If the manager believes that it would be detrimental to the portfolio to bring it into compliance within the 30 day period, the manager must provide written notification with their reasoning and analysis within the 30 day period.

The ONE Investment Program Performance Report- January 2023

The following are the performance statistics for all ONE Legal List investment portfolios as of the date noted above. This report is for informational purposes only and provides average returns over the periods stated. Individual investor returns may vary according to investment time horizon. All returns stated are net of fees.

Money Market Portfolio:

Period Ending January 31, 2023:

	Returns
1 month	0.36%
3 months	0.96%
6 months	1.62%
9 months	1.87%
1 year	1.94%

Period Ending January 31, 2023:

(Annualized Returns)	Canadian Government Bond Portfolio	Canadian Corporate Bond Portfolio	Canadian Equity Portfolio
1 Year	-1.99%	-3.97%	-1.99%
2 Year	-2.12%	-3.98%	9.46%
3 Year	-0.06%	-1.21%	7.26%
4 Year	0.72%	0.58%	8.67%
5 Year	1.05%	1.03%	7.94%
10 Year	1.15%	1.90%	9.90%



Report Date: March 15, 2023

Belgrave Drinking Water System – 2022 Compliance Summary

PTTW # 4313-C7ARBA, expires September 30, 2031

MDWL # 247-101 issue #4, Expires March 2, 2027

DWWP # 247201 issue #4, dated March 3, 2022

This is a summary of the Belgrave well supply's regulatory compliance as per O. Reg. 170/03 Schedule 22. A complete summary of flows, chemical use, laboratory analysis and activities on the system was submitted with the Annual Report.

System Description

The Belgrave water system is characterized as a "secure ground water" system and is classified as a large municipally owned water system. The well house and its equipment have a daily maximum capacity to deliver 501 cubic metres of potable water per day to the Belgrave community in Morris-Turnberry and the Humphrey subdivision in North Huron.

The current water sources are two secure deep bedrock wells. The Jane St. production well is located at 32 Hamilton St. and the McCrea well is located at 23 McCrea St. Both are connected to the treatment plant at 28 McCrea St. via dedicated raw water mains.

The treatment plant is equipped with high lift pumps, backup diesel generator, chlorinators, a chlorine contact reservoir, green sand filtration for iron removal and online monitoring. The system is controlled and monitored by an on-site PLC with alarm generation to an Autodialer.

The Belgrave well supply was put in service May 1, 2007 and replaces the former Jane St, McCrea St. and Humphrey subdivision water systems. The Jane St. and McCrea St. wells were upgraded and retained as sources. The Humphrey subdivision well was abandoned. The Humphrey well house was retained and acts as a sample station and houses an on-line chlorine analyzer for the distribution system.

The distribution system in the Morris-Turnberry side of Belgrave was constructed in 2008 and is constructed of PVC with polyethylene services.

There is a connection to the Humphrey subdivision on the North Huron side. This distribution system is polyethylene and was constructed in the 1980's.

There is no elevated storage to maintain pressure and therefore, the system pressure is maintained using pressure tanks and the high lift pumps.

The system has no hydrants and lacks the capacity to provide fire flows.



Chemicals Fed

Disinfectant

Disinfection was achieved on the Belgrave well supply through the use of 6% sodium hypochlorite.

In the well house, this chemical was added prior to the water entering the chlorine contact chambers at dosages high enough to achieve both primary and secondary disinfection objectives. The average chlorine dosages ranged from 2.53 mg/L to 5.72 mg/L, varying with the chlorine demand of the raw water.

The free chlorine residual was monitored at the point of entry to the distribution system with a target residual of 1.00 mg/L which is typical of the treated water in other municipal water systems. Belgrave had an average chlorine residual of 1.63 mg/L.

Iron Removal

The well water at Belgrave has iron levels higher than what is considered aesthetically acceptable. The well house provides chemically assisted iron filtration through green sand pressurized filters. The chemical used is potassium permanganate. This chemical was fed to the raw water prior to the filters.

Flows

The Belgrave water system PTTW (permit to take water) # 4313-C7ARBA allows 501 cubic metres per day from the combined wells: Jane Well 138.2 and McCrea 362.8. The permit was issued September 7, 2018 and the PTTW expires on October 31, 2022. This limit was not exceeded in 2021. A full summary of the 2021 flows can be found in the annual report.

The Drinking Water Works Permit (DWWP) #247-201 Issue 3 for the Belgrave Drinking Water System was issued on July 20, 2016. The maximum flow rate for the treated water is 6.9 litres per second. The limiting factor regarding flow is chlorine contact time in the chlorine contact reservoir. Flow monitoring is necessary to meet the regulatory CT requirements. Increased flows beyond 6.9 litres per second must have increased free chlorine residual to counter the decreased retention time in the chlorine contact chamber.

The combination of maximum flows through the chlorine contact reservoir and minimum free chlorine residuals exiting the contact reservoir did not exceed limitations in 2021 as recorded by the flow meters and the on-line chlorine analyzer.

The maximum flow in 2022 was 261 cubic meters per day or 52.09% of capacity.

The average flow in 2022 was 90 cubic meters per day or 17.96% of capacity.



Non Conformances

There were several non conformances noted in the last Inspection which can be found in the Annual Report

Precautionary Boil Water Notices

No precautionary boil water notices were placed on the Belgrave system in 2022.

Boil Water Advisory

There were no Boil Water Advisories issued by the Huron Perth Public Health (HPPH) on the Belgrave water system in 2022.

Adverse Water Quality Incidents AWQI

There were no instances of adverse water quality in Belgrave.

Annual Ontario Ministry of the Environment Inspection

The last Ministry Inspection for the Belgrave Drinking Water Supply was conducted in January of 2023.

Exceedances

Fluoride

O. Reg. 169/03 (Ontario Drinking Water Standard) has a MAC (maximum allowable concentration) of 1.5 mg/L for fluoride. The water from the Belgrave wells is monitored every 5 years for fluoride. The wells have naturally occurring levels that can exceed 1.5 mg/L. As required by O. Reg. 170/03 Schedule 13 Section 13.9 an AWQI (adverse water quality indicator) is filed every 60 months if required. On May 11, 2020, a sample was collected for this analysis. The sample was found to have a concentration of 1.49 mg/L, which is in compliance. The next water sample for Fluoride will be collected and analyzed on or before May 11, 2025.



Infrastructure Assessment

Regular contact is maintained with the Belgrave representative. The JobsPlus program is continually updated with preventative and corrective maintenance issues. A complete summary can be forwarded to the client upon their request. Through regular communication between the operating authority and the client, capital items are discussed. A list of capital items and concerns was discussed with Belgrave's representatives in October 29, 2021 for the 2022 operating year.

The annual Management Review was conducted by the operating authority on August 22, 2022 as per the DWQMS requirement in Element 14. These regular discussions between the client and the operating authority for this water system are continued throughout the year by emails, phone calls, and meetings as per the requirements of Element 15 of the DWQMS.

The Internal Audit was last completed July 13, 2022 and the Risk Assessment was last completed September 20, 2021. An offsite External Surveillance Audit was completed by SAI on July 25, 2022. An Emergency Response Exercise was conducted by the Municipality however Veolia was not asked to participate. Veolia utilized a break-in and theft event to conduct a tabletop After Action Report in November 2021.

Sarah Telford Compliance Coordinator

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Belgrave Well Supply 2022 Operation and Maintenance Annual Report

PTTW # 4313-C7ARBA, Expires September 30, 2031
MDWL # 247-101 issue #4, Expires March 2026
DWWP #247-201 Issue #4, effective March 2022

PREPARED BY

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TO

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% Mike Alcock
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Table of Contents

1.0 INTRODUCTION AND BACKGROUND	4
2.0 DESCRIPTION OF WATER SYSTEM	4
3.0 SUMMARY OF WATER QUALITY MONITORING	6
3.1 Water Treatment Equipment Operation and Monitoring as Per Schedule 7, O. Reg 170/03.....	6
3.1.1 Point of Entry Chlorine Residual	6
3.1.2 Distribution Chlorine Residual	6
3.1.3 Turbidity	7
3.2 Microbiological Sampling as per Schedule 10, O. Reg.170/03	8
3.2.1 Raw Water Samples	8
3.2.2 Treated Water (Point of Entry)Samples	10
3.2.3 Distribution Samples	11
3.3 Chemical Sampling & Testing as per Schedule 13, O. Reg.170/03	12
3.3.1 Inorganics	12
3.3.2 Lead	13
3.3.3 Organics	14/15
3.3.4 Trihalomethanes and Haloacetic Acids.....	16
3.3.5 Nitrate & Nitrite	16
3.3.6 Sodium	17
3.3.7 Fluoride	17
4.0 WATER AND CHEMICAL USAGE	18
4.1 Chemical Usage.....	18
4.2 Annual Flows	19
5.0 MINISTRY OF THE ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES	20-22
7.0 MECP Regulatory Changes.....	22

List of Tables

Table 1 – Treated and Distribution Chlorine Residuals for Belgrave Drinking Water System

Table 2 – Raw Water Turbidities for Belgrave Drinking Water System

Table 3a – Microbiological Results for Raw Water at Belgrave Drinking Water System Jane Well

Table 3b – Microbiological Results for Raw Water at Belgrave Drinking Water System McCrea Well

Table 4 – Microbiological Results for Point of Entry at Belgrave Drinking Water System

Table 5 – Microbiological Results for Belgrave Distribution System

Table 6 – Schedule 23 Results for Belgrave Drinking Water System

Table 7 –Lead Sampling Program Results for Belgrave Drinking Water System

Table 8 – Schedule 24 Results for Belgrave Drinking Water System

Table 9 – Nitrate, Nitrite, THM and HAA Results at Belgrave Drinking Water System

Table 10 – Chemical Usage at the Belgrave Drinking Water System

Table 11 – Treated Water Flows for Belgrave Drinking Water System

1.0 INTRODUCTION AND BACKGROUND

The purpose of the 2022 Annual Report is to document the operation and maintenance data for the Belgrave Well Supply for review by The Ministry of Environment, Conservation and Parks in accordance with O. Reg. 170/03. This report covers January 1, 2022 to December 31, 2022. A copy of this report will be submitted to the owner to be uploaded to the municipality's website and can be provided to interested parties upon request.

2.0 DESCRIPTION OF WATER SYSTEM

The Belgrave Well Supply (DWS #220008257), is characterized as a groundwater system and is classified as a large municipal residential system. The system consists of two wells, with a maximum capacity of 501 m³/day. The treatment building houses the controls for the system, chlorination and iron removal treatment, in-ground storage reservoirs and pressure system including pumps for the distribution system.

One production well is located at 32 Hamilton Street (near the intersection of Jane St and referred to as the Jane Street Well), and the other at 23 McCrea Street, with both wells connected to the treatment plant at 28 McCrea Street via dedicated raw water mains. The distribution system serves the community of Belgrave with a connection to the Humphrey Subdivision (North Huron).

The system serves a population of approximately 300 residents, with approximately 113 customer services in use (and 223 service connections total).

The system consists of a Class 2 Treatment and Class 1 Distribution and Supply, which is owned by the Municipality of Morris-Turnberry and operated by Veolia Water Canada, the Operating Authority.

The Jane Street well is 42.4 meters deep, equipped with a submersible pump with a rated capacity of 1.6 Litres/second, with instrumentation and control equipment, and discharges to a combined header.

The McCrea Street Well is 38.1 meters deep equipped with a submersible pump with a rated capacity of 4.2 Litres/second, with instrumentation and control equipment and discharges to a combined header.

Flow from each well is combined in a common filter influent header at the treatment plant where the flow is then split equally through three green sand filters, treated with sodium hypochlorite and then to an in-ground reservoir and a high lift pumping station.

The Jane Street well was drilled in October 1983 and The McCrea Street Well drilled in June 1976. Modifications and updates were made to the Jane Street and McCrea Street well systems in 2007 to form the new Belgrave Water Treatment System with a new treatment building.

Raw water is pumped from each well. Potassium permanganate is injected as part of the iron removal system. The filtered water is treated with 6% sodium hypochlorite and then flows to an in-ground two cell storage and chlorine contact reservoir located below the treatment building. The treatment building has three (3) high lift submersible pumps and six (6) hydro pneumatic pressure tanks that supply and maintain the water pressure to the distribution system. The system is monitored and controlled by an onsite Programmable Logic Controller (PLC).

Back-up power is supplied by one 60 KW diesel standby generator with an automatic transfer switch located in the pump house.

There is no elevated storage tank. The system pressure is maintained using pressure tanks and the high lift pumps.

The system has no hydrants and capacity for fire protection is not provided. Blow-offs are used for flushing purposes.

The current water source is from two secure deep bedrock wells. Land use in the vicinity of the wells is a mixture of residential and institutional. There is no Municipal sanitary sewer system so the area is served by individual septic systems.

Disinfection is achieved on the Belgrave well supply through the use of 6 % sodium hypochlorite. This chemical is injected prior to the water entering the chlorine contact reservoir at a sufficient dosage to achieve both primary and secondary disinfection objectives.

The primary disinfection system consists of a 200 L solution tank, with one duty and one standby chemical metering pump with automatic switch-over capability. An on-line free chlorine residual analyzer ensures continuous disinfection with high and low level parameter set points and alarms.

Primary disinfection is provided via Chlorine Contact Time within the reservoir. The Chlorine Contact provided is based on the provision of a minimum regulatory CT of 4.0, to provide 99% (2-log) inactivation of viruses. The design Chlorine Contact Time is based on 2-log inactivation of viruses at a minimum free chlorine residual of 0.2 mg/L (after contact time), raw water pH of 6-9 and a minimum water temperature of 5°C.

The chlorine dosage range varies with the chlorine demand of the raw water. The free chlorine residual is monitored at the point of entry to the distribution system, by an on-line chlorine analyzer, with a target residual of > 0.1.00 mg/l and < 2.00 mg/l.

The raw water from the wells at Belgrave has iron levels higher than what is considered aesthetically acceptable. Through the First Engineers report it was determined that the iron oxidized in the treated water and resulted in higher than acceptable turbidity levels within the distribution system. The treatment building provides iron removal through greensand filters. Potassium permanganate is injected into the water to oxidize the iron and to regenerate the greensand filters. This chemical is injected into the raw water upstream of the filters.

The treated water is monitored and controlled by an on-site PLC. A PC at the site records the data generated by the PLC at the wells and treatment building.

Distribution piping typically ranges in size from 50 mm to 150 mm in diameter, and consists of PVC Polyethylene and High Density Polyethylene Piping.

Typical system pressure ranges from 40 P.S.I to 60 P.S.I.

3.0 SUMMARY OF WATER QUALITY MONITORING

3.1 Water Treatment Equipment Operation and Monitoring as Per Schedule 7, O. Reg 170/03

3.1.1 Point of Entry Chlorine Residual

Chlorine residuals are continuously measured using a HACH CL17 online chlorine analyzer and verified for accuracy using hand-held HACH pocket colorimeters.

Table 1 shows the monthly average of free chlorine residual values on the treated water at the point of entry.

3.1.2 Distribution Chlorine Residual

Chlorine residuals in the distribution system are continuously monitored at the Humphrey sample station using a HACH CL17 online chlorine analyzer and recorded on the SCADA system. They are also verified using a HACH pocket colorimeter.

Table 1 – Treated and Distribution Chlorine Residuals for Belgrave Drinking Water System

Date	Avg. Treated Chlorine Residuals (mg/L)	Avg. Distribution Chlorine Residuals (mg/L)
January	1.64	1.45
February	1.54	1.34
March	1.41	1.21
April	1.40	1.24
May	1.41	1.23
June	1.37	1.19
July	1.45	1.26
August	1.61	1.29
September	1.53	1.25
October	1.49	1.26
November	1.56	1.33
December	1.64	1.47
Average	1.50	1.29
Minimum	0.99	0.81
Maximum	2.20	1.86

3.1.3 Turbidity

The maximum raw turbidity (NTU) measured at the Jane Well was 0.70 NTU and at the McCrae well the maximum raw turbidity(NTU) was 0.60 NTU.

Table 2 provides a summary of raw turbidity results.

Table 2. – Raw Water Turbidities (NTU) for Belgrave Well Supply

Date	Avg Jane Well Raw NTU	Avg McCrae Well Raw NTU
January	0.19	0.15
February	0.15	0.10
March	0.17	0.13
April	0.16	0.12
May	0.14	0.15
June	0.18	0.17
July	0.14	0.20
August	0.24	0.23
September	0.70	0.60
October	0.18	0.17
November	0.20	0.17
December	0.17	0.22
Minimum	0.14	0.10
Maximum	0.70	0.60
# samples	31	30

3.2 Microbiological Sampling as Per Schedule 10, O. Reg 170/03

3.2.1 Raw Water Samples

Raw water samples are taken every week. A total of 53 samples from Jane Well and 54 samples from McCrea Well were collected and analyzed for E. Coli and Total Coliforms. Each Total Coliform and E. Coli result obtained was 0 cfu/100 ml.

Table 3a and **Table 3b** provide a summary of bacteriological results performed on the raw water.

Table 3a – Microbiological Results for Raw Water at the *Jane Well*

Date	# Samples	E. Coli		Total Coliform		
		# Samples 0	# Samples ≥1	# Samples	# Samples 0	# Samples ≥1
Jan	4	4	0	4	4	0
Feb	4	4	0	4	4	0
Mar	5	5	0	5	5	0
Apr	4	4	0	4	4	0
May	5	5	0	5	5	0
Jun	4	4	0	4	4	0
Jul	4	4	0	4	4	0
Aug	6	6	0	6	6	0
Sep	4	4	0	4	4	0
Oct	4	4	0	4	4	0
Nov	5	5	0	5	5	0
Dec	4	4	0	4	4	0
Total	53	53	0	53	53	0

Table 3b. Microbiological Results for Raw Water at the *McCrea Well*

Date	E. Coli			Total Coliform		
	# Samples	# Samples 0	# Samples ≥1	# Samples	# Samples 0	# Samples ≥1
Jan	4	4	0	4	4	0
Feb	4	4	0	4	4	0
Mar	5	5	0	5	5	0
Apr	4	4	0	4	4	0
May	5	5	0	5	5	0
Jun	4	4	0	4	4	0
Jul	4	4	0	4	4	0
Aug	6	6	0	6	6	0
Sep	4	4	0	4	4	0
Oct	4	4	0	4	4	0
Nov	5	5	0	5	5	0
Dec	4	4	0	4	4	0
Total	53	53	0	53	53	0

3.2.2 Treated Water (Point of Entry) Samples

One treated water sample from the point of entry is taken every week and analyzed for E.Coli, Total Coliforms and for Heterotrophic Plate Count (HPC). A total of 53 treated water samples were collected and analyzed for the above parameters. All E. Coli and Total Coliform samples were found to be safe. The range of HPC results were <10 – 20 cfu/100 ml.

Table 4 provides a summary of all bacteriological results performed on the treated water.

Table 4. – Microbiological Results for Point of Entry

Date	E. Coli			Total Coliform			HPC		
	# Samples	# Samples 0	# Samples ≥1	# Samples	# Samples 0	# Samples ≥1	# Samples	# Safe	Deteriorating
Jan	4	4	0	4	4	0	4	4	0
Feb	4	4	0	4	4	0	4	4	0
Mar	5	5	0	5	5	0	5	5	0
Apr	4	4	0	4	4	0	4	4	0
May	5	5	0	5	5	0	5	5	0
Jun	4	4	0	4	4	0	5	4	0
Jul	4	4	0	4	4	0	4	4	0
Aug	6	6	0	6	6	0	6	6	0
Sep	4	4	0	4	4	0	4	4	0
Oct	4	4	0	4	4	0	4	4	0
Nov	5	5	0	5	5	0	5	5	0
Dec	4	4	0	4	4	0	4	4	0
Total	53	53	0	53	53	0	53	53	0

3.2.3 Distribution Samples

Distribution samples are collected every week and tested for E.Coli, Total Coliforms and for Heterotrophic Plate Count (HPC). A total of 104 distribution samples were collected and analyzed for the above parameters. All E. Coli results from the treated water were 0 cfu/100 ml. The range of HPC results were 10 - <10 cfu/100 ml.

Table 5 provides a summary of all bacteriological samples taken in the distribution system.

Table 5 – Microbiological Results

Date	E. Coli			Total Coliform			HPC		
	# Samples	# Samples 0	# Samples ≥1	# Samples	# Samples 0	# Samples ≥1	# Samples	Safe	Deteriorating
Jan	7	7	0	7	7	0	4	4	0
Feb	7	7	0	7	7	0	4	4	0
Mar	10	10	0	10	10	0	5	5	0
Apr	8	8	0	8	8	0	4	4	0
May	10	10	0	10	10	0	5	5	0
Jun	8	8	0	8	8	0	4	4	0
Jul	8	8	0	8	8	0	4	4	0
Aug	12	12	0	12	12	0	6	6	0
Sep	8	8	0	8	8	0	4	4	0
Oct	8	8	0	8	8	0	4	4	0
Nov	10	10	0	10	10	0	5	5	0
Dec	8	8	0	8	8	0	4	4	0
Total	104	104	0	104	104	0	53	53	0

3.3 Chemical Sampling & Testing as Per Schedule 13, O. Reg 170/03

3.3.1 Inorganics

One treated water sample is taken every 36 months and tested for inorganics. The most recent samples for the Belgrave Drinking Water System were collected on January 27, 2020 and submitted to the laboratory for analysis of inorganics as listed in Schedule 23. All parameters were found to be within compliance. Inorganics will be sampled and analyzed again on or before **January 27, 2023**.

Results from March 1, 2017 and January 27, 2020 can be found in **Table 6**.

Table 6. – Schedule 23 Results for Belgrave Well Supply

Parameter	Result (µg/L) 2017	Results (µg/L) 2020	Maximum Allowable Concentration µg/L
Antimony	<0.02	<0.09	6
Arsenic	0.80	0.6	10
Barium	146	153	1000
Boron	21	<2	5000
Cadmium	<0.003	0.003	5
Chromium	0.48	<0.08	50
Mercury	<0.01	0.01	1
Selenium	<.04	<0.04	10
Uranium	0.802	0.854	20

3.3.2 Lead

Schedule 15.1 of Ontario Regulation 170/03 requires that samples be taken during two seasons: once between December 15 and April 15 and once between June 15 and October 15. The Maximum Allowable Concentration for Lead is 10µg/L. Lead, pH and Alkalinity samples were taken on February 17th and again on July 4th, 2022.

2022 results can be found in **Table 7**.

Table 7. – Lead Sampling Program Results for Belgrave Drinking Water System

DATE	pH	Alkalinity (mg/L)	Lead(µg/L)
Dec-Apr	8.35	250	0.04
Jun-Oct	8.15	234	0.02

3.3.3 Organics

One treated water sample is taken every 36 months and tested for schedule 24 organic parameters. The most recent samples were collected on January 27, 2020. All parameters were found to be within compliance. Organics will be sampled and analyzed again on or before **January 27, 2023**.

2020 sample results can be found in **Table 8**.

Table 8. – Schedule 24 Results for Belgrave Drinking Water System

Parameter	Result (µg/L)	Maximum Allowable Concentration (µg/L)
Benzene	<0.32	1
Carbon Tetrachloride	<0.17	2
1,2-Dichlorobenzene	<0.41	200
1,4-Dichlorobenzene	<0.36	5
1,1-Dichloroethylene	<0.33	14
1,2-Dichloroethane	<0.35	5
Dichloromethane	<0.35	50
Monochlorobenzene	<0.3	80
Tetrachloroethylene	<0.35	10
Trichloroethylene	<0.44	5
Vinyl Chloride	<0.17	1
Diquat	<1	70
Paraquat	<1	10
Glyphosate	<1	280
Polychlorinated Biphenyls	<0.04	3
Benzo(a)pyrene	<0.004	0.01
2,4-dichlorophenol	<0.15	900
2,4,6-trichlorophenol	<0.25	5
2,3,4,6-tetrachlorophenol	<0.20	100
Pentachlorophenol	<0.15	60
Alachlor	<0.02	5
Atrazine+N-dealkylated metabolites	<0.01	5
Atrazine	<0.01	-
Desethyl atrazine	<0.01	-
Azinphos-methyl	<0.05	20
Carbaryl	<0.05	90
Carbofuran	<0.01	90
Chlorpyrifos	<0.02	90
Diazinon	<0.02	20

Table 8 Con't

Parameter	Result (µg/L)	Maximum Allowable Concentration (µg/L)
Dimethoate	<0.06	20
Diuron	<0.03	150
Malathion	<0.02	190
Metolachlor	<0.01	50
Metribuzin	<0.02	80
Phorate	<0.01	2
Prometryne	<0.03	1
Simazine	<0.01	10
Terbufos	<0.01	1
Triallate	<0.01	230
Trifluralin	<0.02	45
2,4-dichlorophenoxyacetic acid	<0.19	100
Bromoxynil	<0.33	5
Dicamba	<0.20	120
Diclofop-methyl	<0.40	9
MCPA	<0.00012	.1
Picloram	<1	190

3.3.4 Trihalomethanes and Haloacetic Acid

One distribution sample is taken every three months from a point in the distribution system and tested for Trihalomethanes (THMs) and Haloacetic Acids (HAAs). Samples were collected during the months of February, May, August and November. The Ontario Drinking Water Quality Standard (ODWQS) has set a Maximum Allowable Concentration (MAC) of 100 µg/L for THMs and it is expressed as a running annual average(RAA). The RRA for THMs was found to be 13 µg/L, which is within compliance. The HAA MAC is 80 µg/L the results were found to be within compliance.

Refer to **Table 9** for the summary of trihalomethane and haloacetic acids results.

3.3.5 Nitrate & Nitrite

One treated water sample is taken every three months and tested for nitrate and nitrite. Samples were collected during the months of February, May, August and November. The Ontario Drinking Water Quality Standard (ODWQS) has a set Maximum Allowable Concentration (MAC) of 1 mg/L for nitrites and 10 mg/L for nitrates. The results were found to be within compliance.

Refer to **Table 9**.

Table 9. – Nitrate, Nitrite ,THM and HAAs Results at Belgrave Drinking Water System

Date	Nitrate		Nitrite		THMs			HAAs	
	# Samples	Result (mg/L)	# Samples	Result (mg/L)	# Samples	Results (µg/L)	# Samples	Result (µg/L)	
Feb	1	0.017	1	<0.003	1	12	1	<5.3	
May	1	0.018	1	<0.003	1	11	1	<5.3	
Aug	1	0.015	1	<0.003	1	14	1	<5.3	
Nov	1	0.017	1	<0.003	1	15	1	<5.3	
Total	4		4		4		4		
Avg.		0.017		<0.003		RAA 13		<5.3	
Max		0.018		<0.003		15		<5.3	

3.3.6 Sodium

One water sample is collected every 60 months and tested for Sodium. The Ontario Drinking Water Standards (ODWQS) have set a Maximum Acceptable concentration (MAC) of 200 mg/L for Sodium and requires the Medical Office of Health be notified if the concentration exceeds 20 mg/L. These samples were last collected on March 5, 2018 and were found to be 16.6 mg/L, which is in compliance. The next water sample for Sodium will be collected and analyzed on or before **March 5, 2023**.

3.3.7 Fluoride

One water sample is collected at least once in every 60 months and tested for Fluoride. The Ontario Drinking Water Quality Standards (ODWQS) have set a MAC of 1.5 mg/L. On May 11, 2020 a sample was collected for this analysis. The sample was found to have a concentration of 1.49 mg/L, which is in compliance. The next water sample for Fluoride will be collected and analyzed on or before May 5, 2025.

4.0 WATER AND CHEMICAL USAGE

4.1 Chemical Usage

96.67 kg of sodium hypochlorite and 30.55 kg of Potassium Permanganate was used to ensure proper disinfection. Refer to **Table 10**

Table 10. – Chemical Usage at Belgrave Drinking Water System

Date	Sodium Hypochlorite		Potassium Permanganate
	Usage (kg)	Average Dosage (mg/L)	Total Usage (kg)
Jan	7.75	5.48	2.52
Feb	6.33	5.30	2.79
Mar	6.84	5.77	2.2
Apr	7.13	5.03	2.46
May	8.28	5.31	2.31
Jun	8.63	5.37	2.56
Jul	11.75	6.12	2.62
Aug	9.12	5.81	2.45
Sep	7.80	5.83	2.49
Oct	7.11	4.73	2.48
Nov	7.64	5.37	2.52
Dec	7.96	4.90	2.93
Total	96.67		30.55
Average		5.42	

4.2 Annual Flows

A summary of the water supplied to the distribution system is provided in **Table 11**. This Table provides a breakdown of the monthly flow provided to the distribution system.

Flow meters were not calibrated in 2022.

Table 11. – Treated Water Flows for Belgrave Drinking Water System

Date	Avg.Daily Flow (m3)	Max Daily Flow (m3)	Total Daily Flow (m3)
Jan	77	96	2373
Feb	71	93	1978
March	70	81	2156
April	73	88	2179
May	99	140	2965
June	122	212	3663
July	155	261	4806
Aug.	100	196	3103
Sept.	91	113	2743
Oct.	92	108	2854
Nov.	71	97	2118
Dec.	66	94	2033
Avg	90		
Max		261	
Total			32971

5.0 MINISTRY OF ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES

SAI Global conducted a Surveillance System Audit on July 25, 2022. There were no nonconformances, there were five opportunity for Improvement to be considered.

The following opportunities for improvement have been identified.

- Elements 1: Consider describing how the Operational Plan is made available for viewing by the public (as required by the Ministry Director's Directions), as it does not appear to be available online.
- Element 2: Consider including the text of the QMS Policy commitments on the Belgrave Water - Municipality of Morris-Turnberry (morristurnberry.ca) webpage – as this would support achievement of DWQMS Element 2 PLAN d).
- Element 11: Consider referencing in OP El. 11 Personnel Coverage to O. Reg. 128/04's new provisions (enacted Dec. 2021) and regulatory requirements regarding the use of emergency substitute operators, their required competencies, training, records to be retained and reports to be made to the MECP.
- Element 17: Consider cross-referencing the list of equipment included in OP El. 17s.17.4, ensuring it includes all measurement instrumentation that forms part of the monitoring system for CT. This requirement is included in the latest version of the Municipal Drinking Water Licence's Schedule C Section 4.0 Calibration of CT Monitoring System – and therefore, an opportunity exists to also reference this section of the MDWL in Morris-Turnberry's OP Element 17.
- Element 19: Consider adding External Audit records to the list of "Documents Reviewed" for each internal audit conducted to document the status of findings identified in audit reports.

It is suggested that the opportunities for improvement be considered by management to further enhance the Operating Authority's Quality Management System and performance.

The Ministry of the Environment, Conservation and Parks last inspection on the Belgrave Drinking Water System was January 31, 2023 (for the 2022 year). there were several non compliance/non conformances noted:

The owner did not have a program or maintained a schedule for routine cleanout, inspection and maintenance of reservoirs and elevated storage tanks within the distribution system.

The last Ministry detailed inspection report identified that a reservoir and pump well video inspection last occurred in June 2015. The operator was not aware of any inspections or cleanouts completed. Maintenance inspection and cleanout of the reservoir / high lift well also do not appear to be included in the municipal 2022 Asset Management Plan life cycle assessments for the Belgrave water system.

Recommendation:

The owner is encouraged to assess the information on the last inspection of the reservoir and pump well, and plan for a subsequent routine cleanout, inspection and maintenance of these storage structures as necessary.

Logbooks were not properly maintained and/or did not contain the required information.

Logs and records kept largely met the requirements under section 27 of O.Reg. 128/04. However, there were two exceptions noted where the date was not recorded; pages 67 checks but also noted operational alarm conditions. The operating authority's standard operating procedure: "MT-OM-12 Belgrave Operations Manual - Daily Checks" identifies

the provisions of section 27 of O.Reg. 128/04 which must be adhered to.

Required Actions:

Within 30 days of the issuance of the inspection report:

- I. Ensure that all operators, responsible for operation of the Belgrave DWS, review standard operating procedure "MT-OM-12 Belgrave Operations Manual - Daily Checks".
- II. Document this review in the training records for each of the operators and submit a copy of this document to the issuing officer.

The following issues were also noted during the inspection:

These issues were brought to the attention of the operator immediately after the inspection due to the potential for contamination and/or ensuring the reliability of the drinking water system:

- A. Concerns were identified with the greensand filter backwash decant tank, from which the decant is combined with the raw water fed into the treatment process:
 - i. Although it was designed in this manner, the treated water (CT) free chlorine analyser waste stream (which is an older Hach 1720 unit which utilizes DPD solution) flows into this decant tank.
 - ii. The greensand filter rinse effluent is directed back into the decant tank via a floor drain which is not sufficiently protected against other contaminants on the floor gaining access to the tank via this drain. The potential for contaminants gaining access is increased due to the ongoing leaking from backwash piping caused by the backwash pump start-up and valve issues.
- B. Low-low free chlorine set point alarm on the CT free chlorine analyser may default to 0.0 mg/L after a power outage and must be manually reset by the operator. If this is the case, the default setting should be revised appropriately.
- C. McCrae well shuts down and alarms on flow signal in excess of 4.20 L/s set point (4.18 L/s shown in trending) to ensure PTTW taking limits compliance. Valve throttling at the McCrae flow control valve or PLC adjustments may be needed. False flow readings caused by pump surges/aeration on start-up are not considered PTTW exceedances.

Recommendations:

- A i. The analyser waste stream was subsequently directed away from the decant and directed to the sludge waste tank temporarily. Due to the volume generated for off-site disposal, an alternative is being sought, including consideration for a switch to a reagent free model. No further recommendations are offered at this time.
- A ii. The floor drain receiving rinse effluent from the greensand filter backwash process should be protected to ensure that contaminated waters or other fluids, generated from maintenance, operational activities or leaks, are not allowed to enter the drain.
- B. If it is found that the low-low free chlorine set point alarm on the CT free chlorine analyser defaults to 0.0 mg/L after a power outage, the default setting should be revised appropriately so it doesn't require manual reset by the operator.
- C. Investigate and correct any control adjustments (flow control valve or PLC) which may be needed to ensure that the McCrae well doesn't lock out and alarm on erroneous flow signals.

The 2021 Summary Report for municipal council was completed on time and distributed in accordance with the regulatory requirements, but did not include all the required content.

However, the report failed to include a statement of the specific legislative requirements which were not met during the period covered by the report. Specifically, the Ministry's inspection report identified non-compliance with flow monitoring provisions of the drinking water system licence.

The next Summary Report to council, for 2022, under Schedule 11 of O. Reg. 170/03, will be required by March 31, 2023.

Required Action:

By March 31, 2023,

- I. Correct the 2021 Summary Report to council, ensuring it complies with paragraph (a) of sub-section 22-2 (2) under of O. Reg. 170/03, and lists the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system that were not met at any time during the

period covered by the report.

II. Provide the corrected 2021 Summary Report to the Morris-Turnberry municipal council.

III. Ensure that the 2022 Summary Report prepared is also consistent with the provisions of O. Reg. 170/03 Schedule 22-2.

All required Director Notifications under Condition 2.4 of Schedule B of the Drinking Water Works Permit were not made to the Ministry during the inspection period.

The new McCrea well was authorized through a Schedule C approved by the Director, issued March 18, 2022. Logbook records show that the well was commissioned and placed into service the week of August 15, 2022. No Director notification was submitted within 30 days of placing the well into service, contrary to condition 2.4.2 under Schedule B of Drinking Water Works Permit 247-201.

Required Action:

Within 30 days of the issuance of the inspection report:

I. Prepare a "Director Notification Form - Alterations to a Drinking Water System" for the placing of the new well, authorized by Schedule C, issued March 19, 2022, into service.

II. Submit the Director Notification Form to the email address MDWLP@ontario.ca, with a copy of the email addressed to the issuing officer.

There were no adverse water events in 2022.

7.0 MECP Regulatory Changes

- Proposed amendments to drinking water operator and water quality analyst certification regulations have been issued to address the impacts of emergencies. These include:
 - allowing the Ministry to act quickly to ensure the Province's drinking water is protected during an emergency
 - extending Operator certificates and allowing certain qualified but non-certified staff to temporarily maintain system operations, and would only be enacted during an emergency
 - allowing temporary relief from training and certification requirements

This proposal has been registered with the Environmental Registry of Ontario and the consultation process was closed on July 2, 2021. The outcome of this proposal is expected to be published in 2022.

- Proposed updates to the Director's Directions - Minimum Requirements for Operational Plans - May 2021. The Director's Directions have updated the following:
 - Content Requirements - all referenced documents will be considered part of the Operational Plan.
 - Procedures for version control - version number and revision date is to be embedded in every electronic copy, and recorded on every page of any physical copy
 - Completed copy of Subject System Description Form in Schedule "C" of the Director's Directions
 - Operational Plans are to be submitted to the Director electronically
 - Retention of Operational Plans - Operational Plans that were the subject of an audit by an auditor for the accreditation body shall be retained for a minimum of 10 years
 - Public Disclosure of Operational Plans - shall be made available for viewing by the public either electronically (website) or at the principal place of business, but not in a manner that would threaten the safety, health or quality of the drinking water, or create significant prejudice with the contractual obligations of the Operating Authority or other organization.
 - Operational Plans shall be updated to meet the requirements of the Director's Directions no later than April 1, 2022.

The Municipality will provide A copy of the Operational Plan by request

SAUGEE VALLEY CONSERVATION AUTHORITY

Minutes

Meeting: Authority Annual Meeting
Date: Thursday, January 19, 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, Gregory McLean, Steve McCabe, Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten

Staff present: Jennifer Stephens, Erik Downing, Donna Lacey, Elise MacLeod, Laura Molson, Lorne Chamberlain, Janice Hagan, Peyton Koebel, Kaleb Meyer, Anthony Quipp, Ashley Richards, Rick Rowbotham, Aaron Swayze, Lee Watson, Jill Wiersma, Elijah Wilson

Others present: Special guests and members of the public.

Chair Pro Tem Maureen Couture called the meeting to order at 1:00 p.m.

1. Appointment of Chair Pro Tem

Motion #G23-01

Moved by Bill Stewart

Seconded by Sue Paterson

THAT Maureen Couture be appointed Chair Pro Tem for the SVCA Authority meeting, January 19, 2023 (Agenda items 1-9).

Carried

The Land Acknowledgement was read by Barbara Dobreen:

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.

2. Adoption of Agenda

Motion #G23-02

Moved by Barbara Dobreen

Seconded by Gregory McLean

THAT the SVCA Board of Directors adopt the agenda for the Authority meeting on January 19, 2023, as presented.

Carried

3. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

4. Adoption of Authority meeting minutes – December 15, 2022

Motion #G23-03

Moved by Steve McCabe

Seconded by Sue Paterson

THAT the SVCA Board of Directors adopt the minutes of the Authority meeting, December 15, 2022, as presented.

Carried

5. Introduction of Guests

Greetings were brought to SVCA from the following dignitaries and special guests:

Ben Lobb, MP, Huron-Bruce Riding

Lisa Thompson, MPP, Huron Bruce Riding

Randy Scherzer, Deputy CAO, Grey County

Barbara Dobreen, Deputy Mayor, Township of Southgate

Mike Niesen, Councillor, Municipality of South Bruce

Ed McGugan, Vice Chair, Maitland Valley CA, Municipality of Huron-Kinloss

Phil Beard, GM / S-T, Maitland Valley Conservation Authority

Scott Greig, Chair, Grey Sauble Conservation Authority

Tim Lanthier, CAO, Grey Sauble Conservation Authority

Dave Myette, Councillor, Municipality of Saugeen Shores

Bill Stewart, Councillor, Municipality of Kincardine

6. Staff service recognition

Maureen Couture and Jennifer Stephens presented the following service awards:

- Five Year Service Award: Lorne Chamberlain, Field Operations Assistant
- Fifteen Year Service Award: Erik Downing, Manager, Environmental Planning and Regulations

7. Chair's Address

The following address was given by the Past Chair, Maureen Couture:

“It has been my pleasure to serve as Chair of Saugeen Valley Conservation Authority from January 2021 to October 2022. 2022 was a year of re-establishment for Saugeen Conservation. The organization is now running with a full complement of staff, who have been hard at work, putting many re-tooled and refined programs and services into practice.

SVCA staff were heavily involved with multiple infrastructure projects, including but not limited to the Bruce County Road 3 Bridge Replacement, as well as Environmental Assessments on other bridge projects, and engineering inspections of SVCA flood and erosion infrastructure. These inspections were badly needed, with some structures never having received external inspections.

Huge fluctuations and rapidly changing forecasts have made for unpredictable weather and have highlighted the incredible importance of programs such as the highly anticipated Flood Watch. Extreme ranges in rainfall quantity are now commonplace. For example, the May 2022 Derecho storm event forecast range was 15-85mm because of localized storm cells. This represents a range that could be on one hand inconsequential and not meeting the minimum parameters of a safety statement, and on the other, potential severe localized flooding.

New stream gauge equipment was installed at the Cedarville location. Stream gauges measure the water levels and flows, which are used to inform the Flood Watch program. This is a milestone upgrade, with more to come.

Water resources staff continue to monitor water quality in our watershed and are working towards the completion of Watershed Report Cards, which are produced every five years in conjunction with Conservation Ontario.

A Utility Agreement was approved by legal counsel and is now in use. This covers liability related to any drilling in the proximity of SVCA flood and erosion control projects.

Multiple grant opportunities were pursued, and staff hope to be able to share some good news in the first quarter of this year.

The Environmental Planning and Regulations department implemented shortened permitting review timelines as a part of the client service and streamlining initiative. For SVCA permits, maximum review times were reduced to between 30-69 days.

322 permits were issued in 2022 with 0 permit denials. 488 Planning Act Applications were reviewed in 2022. 107 law firm inquiries made their way to SVCA with regards to property transactions.

The accuracy of SVCA review increased with additional technical expert resources being hired to support accurate and appropriate review around Lake Huron coastal hazards and floodplain hazards. Natural hazards were given the space they are due, and the watershed saw unprecedented development.

All told just shy of 2,000 new inquiries were made to the Environmental Planning and Regulations Department in 2022.

Bill 23's changes to the Conservation Authorities Act prompted an outcry of concern from the Authority, our participating municipalities, the public, and in some cases, even the development community. The implementation of these changes within the Authority and amongst our participating municipalities will continue through 2023.

Environmental planning and regulation staff are grateful to local landowners for continuing to manage their properties with the good of the watershed in mind.

Through the Forestry and Lands department, SVCA acquired two new properties by donation, for a total of over 160 acres. Staff worked hard to make the Glenelg property safe for visitors, performing a significant clean-up operation in only a short period of time.

Improvements were made to Stoney Island Conservation Area and Saugeen Bluffs Conservation Area received a new set of stairs to the panoramic lookout. While campgrounds saw a decline in bookings after the post-COVID boom, numbers remained robust and SVCA campgrounds and conservation areas continued to be the number one inquiry made by the public through search engines.

Enforcement of Section 29 under the Conservation Authorities Act began in July 2022, effective over all 21,921 acres of Saugeen Conservation property. SVCA staff are appointed as officers to enforce this section of the Act. Under this authority and with occasional help from local law enforcement, SVCA could ticket those in violation of the permitted uses of Authority lands. Specific areas of focus included the use of unauthorized vehicles, such as ATVs, off-leash animals, illegal camping, and after-hours presence. A 'permitted use' campaign was unrolled to the public, and reward tickets were issued to those complying.

Through Forestry, tree-marking services were provided for five private landowners. 28,000 trees were planted, and more than that number again were sold directly to landowners for independent planting. 22 managed forest tax incentive program plans were written, as well as the renewal of SVCA's five-year plan.

Saugeen Conservation has had a solid 2022, and though there have been changes, the outlook is positive. I look forward to the years ahead for Saugeen Valley Conservation Authority with confidence."

8. Presentation – 2022: A Look Back

Jennifer Stephens presented *2022: A Look Back* to the Board of Directors. She highlighted various accomplishments and changes that transpired at SVCA in 2022.

9. Election of Officers

a. Appointment of Scrutineers

Chair Pro Tem Maureen Couture declared all offices vacant and called for a motion to appoint two scrutineers, in the event of an election count.

Motion #G23-04

Moved by Mike Niesen

Seconded by Bill Stewart

THAT Tim Lanthier and Phil Beard be appointed as scrutineers for the election of officers as conducted on January 19, 2023.

Carried

b. Election of Chair

Chair Couture called for nominations for the position of Chair for 2023. Tom Hutchinson nominated Barbara Dobreen. No further nominations were received.

Motion #G23-05

Moved by Steve McCabe

Seconded by Sue Paterson

THAT the nominations for the position of Chair of the Saugeen Valley Conservation Authority for 2023 be closed.

Carried

Barbara Dobreen was acclaimed 2023 Chair of the Saugeen Valley Conservation Board of Directors.

c. Election of Vice Chair

Chair Couture called for nominations for the position of Vice Chair for 2023. Steve McCabe nominated Tom Hutchinson. No further nominations were received.

Motion #G23-06

Moved by Kevin Eccles

Seconded by Greg McLean

THAT the nominations for the position of 1st Vice-Chair of the Saugeen Valley Conservation Authority be closed.

Carried

Tom Hutchinson was acclaimed 2023 Vice Chair of the Saugeen Valley Conservation Board of Directors.

d. Election of 2nd Vice Chair

Chair Couture called for nominations for the position of 2nd Vice Chair for 2023. Larry Allison nominated Dave Myette. Steve McCabe nominated Paul Allen. No further nominations were received.

Motion #G23-07

Moved by Kevin Eccles

Seconded by Greg McLean

THAT the nominations for the position of 2nd Vice-Chair of the Saugeen Valley Conservation Authority be closed.

Carried

Dave Myette thanked his nominator but declined to stand for the position of 2nd Vice Chair. Paul Allen agreed to let his name stand and was acclaimed for the position.

e. Election of Member-at-Large

Chair Couture called for nominations for the position of Member-at-Large for 2023. Bud Halpin nominated Dave Myette. Barbara Dobreen nominated Steve McCabe. No further nominations were received.

Motion #G23-08

Moved by Kevin Eccles

Seconded by Greg McLean

THAT the nominations for the position of Member-at-Large of the Saugeen Valley Conservation Authority be closed.

Carried

Dave Myette and Steve McCabe both thanked their nominators and agreed to let their names stand for nomination. The Directors voted by secret ballot and the scrutineers informed Chair Couture that Steve McCabe was elected by the Directors as Member-at-Large.

Motion #G23-09

Moved by Greg McLean

Seconded by Tom Hutchinson

THAT Steve McCabe be appointed to fill the position of Member-at-Large of the Saugeen Valley Conservation Authority for the year 2023.

Carried

Motion #G23-10

Moved by Tom Hutchinson

Seconded by Kevin Eccles

THAT the secret ballots be permanently destroyed.

Carried

Barbara Dobreen assumed the position of Chair and thanked the Board of Directors for appointing her to that role.

10. Committee appointments

Motion #G23-11

Moved by Tom Hutchinson

Seconded by Paul Allen

THAT the following Directors be appointed as members to the SVCA committees for 2023:

- i. Forestry Committee: Tom Hutchinson, Paul Allen, Moiken Penner, Dave Myette
- ii. Property and Parks Committee: Bill Stewart, Larry Allison, Moiken Penner, Bud Halpin, Paul Allen
- iii. Water Resources Committee: Tom Hutchinson, Greg McLean, Dave Myette, Bill Stewart
- iv. Agricultural Advisory Committee: Steve McCabe, Dave Myette, Kevin Eccles, Mike Niesen.

Carried

Motion #G23-12

Moved by Steve McCabe

Seconded by Bill Stewart

THAT the SVCA Chair as voting delegate, Vice-Chair as first alternate, and General Manager/Secretary-Treasurer as second alternate, be appointed, to Conservation Ontario for 2023.

11. Consent agenda

Motion #G23-13

Moved by Larry Allison

Seconded by Bud Halpin

THAT the reports and information contained in the Consent Agenda, [Item11a-c], along with their respective recommended motions be accepted as presented.

Carried

12. New Business

- a. Appointment of Auditor

Motion #G23-14

Moved by Paul Allen

Seconded by Gregory McLean

THAT Baker Tilly SGB LLP be confirmed as the auditor to the Authority for the year 2023.

Carried

b. Appointment of Solicitor

Motion #G23-15

Moved by Paul Allen

Seconded by Steve McLean

THAT Beard Winter LLP and Mathews, Dinsdale & Clark LLP be appointed solicitors to the Authority for the year 2023 for general operations, with the option to engage the services of other local solicitors, as necessary.

Carried

c. Presentation: Forestry and Lands Department

Donna Lacey presented an orientation session to the Directors regarding the Forestry and Lands department.

Jennifer Stephens advised the members that there will be further Director training at the next two scheduled Board meetings as well as a separate training session for Environmental Planning and Regulations, to be conducted during the month of February.

d. Statutory administrative approvals

As a part of conducting its business affairs, SVCA is required to review and approve the Health and Safety policy and the Workplace Violence, Harassment, and Sexual Harassment policy on an annual basis.

Motion #G23-16

Moved by Dave Myette

Seconded by Tom Hutchinson

THAT the Saugeen Valley Conservation Authority Board of Directors re-affirm for 2023 the Health and Safety Policy; and,

FURTHER THAT the Saugeen Valley Conservation Authority Board of Directors Re-Affirm for 2023 the Workplace Violence, Harassment, and Sexual Harassment Policy.

Carried

Adjournment

There being no further business, the meeting adjourned at 2:50 p.m. on motion of Bill Stewart and Peter Whitten.

Barbara Dobreen
Chair

Janice Hagan
Recording Secretary

Good News

Schools Promote Kindness on Pink Shirt Day

Communications Manager Chera Longston shared that schools participated in Pink Shirt Day on February 22. Students and staff were encouraged to wear pink and a variety of in-class and school activities were hosted to highlight the key theme of showing kindness. Check out the [brief video](#) for a few examples.

Trustee Whitaker Reflects on Environmental Sustainability Activities

Trustee Bruce Whitaker recently attended an Eco Club meeting at Stratford District SS. He was impressed by the student's involvement and willingness to volunteer for the activities of the club. He also reported that this topic was discussed at a recent OPSBA (Ontario Public School Board Association) meeting. He was pleased to highlight the work of the AMDSB Environment Committee and reported that other trustees were interested in this work and may connect to learn more about our work.

AMDSB Exceeding Provincial Norm for Mental Health Support



Superintendent Laura Marotta was pleased to share that despite the recent media attention (e.g. [Global News article](#)) highlighting that most schools in Ontario are in need of additional mental health supports, AMDSB is well positioned to meet the needs of our students. She highlighted the Mental Health and Well-being team and the number of board-employed regulated health professionals that directly support students in our buildings, along with additional support provided by local community partners.

LDSS Student Chosen to Represent Perth-Wellington at Model Parliament

Grade 11 student Keira Schaefer recently returned from a three day Model Parliament experience at Queen's Park in Toronto. She was chosen to represent Perth-Wellington, play the role of a Member of Provincial Parliament (MPP) and learn how parliament works through a series of workshops and presentations. See [full website story](#) for details.



Strengthening Our Support for Truth and Reconciliation

Superintendent April Smith highlighted that AMDSB continues to deepen a commitment to the Calls to Action in the [2015 Truth and Reconciliation Commission Report](#). On February 15, facilitated by Indigenous Lead Monique Pregent, and Equity Resource teachers Jennifer Cronsberry and Katie Snell, 25 secondary educators representing 8 secondary schools and many different subject areas participated in a full day professional learning opportunity to further build their capacity to make direct links between course curriculum and Indigenous ways of knowing and being so that they can bring this important learning to their students.

Educators had the opportunity to learn valuable Indigenous perspectives from Christin Dennis, Knowledge Keeper from Aamjiwnaang First Nation and Kathleen Anderson, Thames Bluewater Metis Council. They reviewed various resources and supports available to support their instruction and they collaborated with colleagues to co-plan and share ideas within subject disciplines and school teams.

This work started in consultation with our Indigenous lead, program and school principals in March 2022, building on AMDSB's commitment to ensure that every graduate is ensured learning about Indigenous histories and cultures as well as the need to address the devastating impacts of colonialism.

Evidence of Our Work in Action

Vice Chair Michael Bannerman was proud to share that while attending a recent fundraising event for an Indigenous community, event participants were familiar, and able to sing, a song honouring Ojibway Spirit Horses. He pointed out that this was directly related to recent Spirit Horse visits to our elementary schools where Knowledge Keeper Christin Dennis taught students the song and those students then taught the song to their parents/guardians.

Student Athletes Represent at OFSAA

Superintendent Paul Langis reported that several student athletes and teams from across the board, participating in a variety of sports, are heading to the Ontario finals (OFSAA). Athletes participating in individual and team events will be competing between now and the end of March. Congratulations and good luck to all student athletes!

Staff Presentations

Update on the Director's Work Plan

Superintendent April Smith presented information about understanding and implementing the grade 9 program. This goal is connected to the I AM Prepared and I AM Engaged sections of the [Director's Work Plan \(DWP\)](#). She outlined the Ministry of Education's vision for de-streaming and provided an update on the work that has occurred thus far in AMDSB, including a mid-year check-in that showed 97% of grade 9 students achieved all four credits in their first semester. She highlighted next steps and the need to continue moving this work forward.

Student Trustee Update

Student Trustee Abigail Peel reported that the Student Senate continues to work on its plans for this school year, including school-specific land acknowledgements and differing versions of the National anthem. She also reported that elections for next year's Senate are happening soon and they are hosting an orientation night in April for those new to the role.

Chair Update

Chair Nancy Rothwell shared that trustees participated in recent professional development opportunities including one with governance expert Dr. Richard Leblanc (a follow-up Q and A has been shared with trustees) and a lunch 'n learn focused on how to write and present a land acknowledgement.

Senior Staff Updates

Long-term Enrolment Projections

Superintendent Cheri Carter shared the updated Long-Term Student Enrolment projections for the board, which were prepared by Watson & Associates Economists Ltd ("Watson"). Watson Partner Jack Ammendolia recorded the video below, which was shared with trustees in the agenda package, along with the accompanying information report. Watson Senior Consultant Josh Valenti and AMDSB Facilities Administrator Hugh Cox were available to answer questions. All information can be found on the Board website on the [Pupil Accommodation & Enrolment Projections page](#).

The AMDSB Data Dashboards are also available on that page and provide information about student enrolment projections and school locations, structures and sizes, as well as AMDSB community demographic information. A full instruction manual can also be found for how to navigate and understand this information.

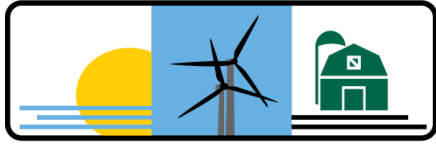
Future Board Meetings

Meetings that include Regular Sessions will be hosted in person at the Education Centre in Seaforth (62 Chalk St. N.) with the option for connecting online. Members of the public are welcome to attend the Regular Board Meeting sessions (in person or online). Meeting details (including online meeting links and agenda packages) are posted on the [Board Meeting page](#).

- Tuesday, March 28, 2023: Committee of the Whole, Closed Session at 4:45 p.m. and Regular Board Meeting at 6:00 p.m.
- Tuesday, April 4, 2023: Committee of the Whole, Open Session
- Tuesday, April 25, 2023: Committee of the Whole, Closed Session at 4:45 p.m. and Regular Board Meeting at 6:00 p.m.

Future Meetings/Events with Trustee Representation

- Special Education Advisory Committee (SEAC) – Wednesday, March 1, 2023 at 4:00 p.m. via Microsoft Teams
- Environment and Land-Based Learning Committee - Thursday, March 9 at 12:00 p.m.
- Supervised Alternative Learning – Monday, March 27, 2023 at 8:30 a.m.
- Joint Health & Safety – Thursday, March 30, 2023



TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

82133 Council Line, R.R. #5
Goderich, Ontario N7A 3Y2

PHONE: 519-524-4669

FAX: 519-524-1951

E-MAIL: clerk@acwtownship.ca

The Honourable Steve Clark, Minister of Municipal Affairs and Housing

February 22, 2023

Re: Future Accuracy of the Permanent Register of Electors

Dear Minister,

Please be advised that at the February 21st meeting, the Council of the Township of Ashfield-Colborne-Wawanosh adopted the following resolution,

Moved by Anita Snobelen

Seconded by Evan Hickey

WHEREAS concerns surrounding the accuracy of the Voters' List has been highlighted in elections past and inaccuracies continue to plague municipal elections;

AND WHEREAS the Chief Electoral Officer for the Province of Ontario now has the responsibility to prepare and maintain a Permanent Register of Electors, under the Elections Act, for future municipal elections;

AND WHEREAS an accurate Permanent Register of Electors is paramount in upholding the integrity of democratic government;

AND WHEREAS an accurate Permanent Register of Electors could increase voter turnout statistics and possibly contribute to positive voter apathy;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Ashfield-Colborne-Wawanosh requests that the Province of Ontario, through Elections Ontario and the Chief Electoral Officer utilize any resources available to produce the highest quality Permanent Register of Electors;

AND FURTHER THAT this resolution be circulated to the Minister of Municipal Affairs and Housing, Elections Ontario, MPP Lisa Thompson and Ontario Municipal Councils for their support.

Carried

Sincerely,

Florence Witherspoon
Municipal Clerk

cc. Greg Essensa, Chief Electoral Officer for Ontario, Huron-Bruce MPP Lisa Thompson, and
Ontario Municipal Councils

Outstanding Action Items
Open Session

March 7

Meeting Date	Action Item	Action By	Current Status	Last Action Date	Next Step
September 20, 2022	Development Guidelines	CAO	Direction received to return by-law, finalizing draft		Return final version for adoption under by-law.
December 6, 2022	Review cap on Cost of Living Adjustments	CAO	Staff to draft report for Council consideration		Present report to Council with options.
December 6, 2022	Review conference attendance limit for Council	CAO	Staff to draft report for Council consideration		Present report to Council with options.
February 21, 2023	McCallum Resolution	CAO	Background information being gathered		Draft resolution for presentation to Council.
February 21, 2023	Early Investment in Education and Skills Program Promotion	CAO	Staff working to develop multiple avenues for promotion		Report to Council on promotion activities once complete



CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW NO. 18-2023

Being a by-law to authorize an agreement for the demolition of a residence within the Municipality of Morris-Turnberry, County of Huron.

WHEREAS Section 33 (6) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, states that the Council of a Corporation shall, on application therefore, issue a demolition permit where a building permit has been issued to erect a new building on the site of the residential property sought to be demolished and Section 33 (7) authorizes councils to impose conditions of the demolition permit; and

WHEREAS Section 5 (3) of the *Municipal Act*, 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

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

1. That the Corporation of the Municipality of Morris-Turnberry shall enter into an agreement with the owner of Concession 10, Part of Lot 24 Part of Lot 25, Morris, in the Municipality of Morris-Turnberry, County of Huron, Province of Ontario, attached hereto and forming part of this by-law; and
2. That the Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation; and
3. That this by-law shall come into force immediately upon its passing.

Read a FIRST and SECOND time this 7th day of March 2023.

Read a THIRD time and FINALLY PASSED this 7th day of March 2023.

Mayor, Jamie Heffer

Clerk, Trevor Hallam

THIS AGREEMENT made as of the 7th day of March, 2023.

B E T W E E N:

THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY, a Corporation incorporated pursuant to the laws of the Province of Ontario

(hereinafter called "the Municipality")
OF THE FIRST PART

- and -

MATTHEW JOHN SHORTREED

(hereinafter called "the Owner")
OF THE SECOND PART

WHEREAS the Owner is the registered owner of Concession 10, Part of Lot 24 Part of Lot 25, Morris Ward, Roll Number 40-60-540-010-01700, being 42204 Blyth Road, (hereinafter referred to as "the subject lands");

AND WHEREAS the parties hereto are desirous to enter into an agreement setting out the demolition of the current residence located on the subject lands;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the terms and conditions hereinafter set forth, the parties hereto agree as follows:

1. That the Owner will demolish the current residence located on the subject lands and may reside in the current residence for a time period within one (1) year of the date of the building permit, being April 1st, 2023.
2. That the current residence must be removed to the satisfaction of the Chief Building Official for the Municipality by April 1st, 2024.
3. That the Chief Building Official for the Municipality will inspect the premises April 1st, 2024, to confirm that the current residence has been demolished and debris removed to his/ her satisfaction.
4. That if the current residence is not demolished by the Owner by April 1st, 2024 the Municipality has the right to enter the subject lands and cause the temporary dwelling to be removed and the area restored to the satisfaction of the Chief Building Official for the Municipality, with all costs being borne by the Owner. If the costs are not paid within 30 days after demolition, all costs will be added to the property taxes for the subject lands and shall be collected in the same manner as taxes.
5. That this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, successors and assigns.
6. That this Agreement shall be governed by the Laws of Ontario and the Laws of Canada applicable therein.

7. That this Agreement may be executed in any number of counterparts with the same effect as if all parties to this Agreement had signed the same document, and all counterparts will be construed together and constitute one and the same instrument. This Agreement may be executed and delivered by fax transmission and electronic mail.

IN WITNESS WHEREOF the parties hereto have executed this Agreement.

SIGNED, SEALED AND DELIVERED
in the presence of

) **THE CORPORATION OF THE**
) **MUNICIPALITY OF MORRIS-**
) **TURNBERRY**
)
)Per: _____
)
)
)Per: _____
)
)We have the authority to bind the Corporation.
)
) **MATTHEW JOHN SHORTREED**
)
)Per: _____
)
)
)Per: _____
)
)We have the authority to bind the Corporation.



CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW NO. 19-2023

Being a by-law to authorize an agreement for the demolition of a residence within the Municipality of Morris-Turnberry, County of Huron.

WHEREAS Section 33 (6) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, states that the Council of a Corporation shall, on application therefore, issue a demolition permit where a building permit has been issued to erect a new building on the site of the residential property sought to be demolished and Section 33 (7) authorizes councils to impose conditions of the demolition permit; and

WHEREAS Section 5 (3) of the *Municipal Act*, 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

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

1. That the Corporation of the Municipality of Morris-Turnberry shall enter into an agreement with the owner of Concession 5, Part of Lot 9, Morris, in the Municipality of Morris-Turnberry, County of Huron, Province of Ontario, attached hereto and forming part of this by-law; and
2. That the Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation; and
3. That this by-law shall come into force immediately upon its passing.

Read a FIRST and SECOND time this 7th day of March 2023.

Read a THIRD time and FINALLY PASSED this 7th day of March 2023.

Mayor, Jamie Heffer

Clerk, Trevor Hallam

THIS AGREEMENT made as of the 7th day of March, 2023.

B E T W E E N:

THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY, a Corporation incorporated pursuant to the laws of the Province of Ontario

(hereinafter called "the Municipality")
OF THE FIRST PART

- and -

GRAYSON ARNOLD VAN CAMP

(hereinafter called "the Owner")
OF THE SECOND PART

WHEREAS the Owner is the registered owner of Concession 5, Part of Lot 9, Morris Ward, Roll Number 40-60-540-005-04700, being 40924 Morris Road, (hereinafter referred to as "the subject lands");

AND WHEREAS the parties hereto are desirous to enter into an agreement setting out the demolition of the current residence located on the subject lands;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the terms and conditions hereinafter set forth, the parties hereto agree as follows:

1. That the Owner will demolish the current residence located on the subject lands and may reside in the current residence for a time period within one (1) year of the date of the building permit, being June 1st, 2023.
2. That the current residence must be removed to the satisfaction of the Chief Building Official for the Municipality by June 1st, 2024.
3. That the Chief Building Official for the Municipality will inspect the premises June 1st, 2024, to confirm that the current residence has been demolished and debris removed to his/ her satisfaction.
4. That if the current residence is not demolished by the Owner by June 1st, 2024 the Municipality has the right to enter the subject lands and cause the temporary dwelling to be removed and the area restored to the satisfaction of the Chief Building Official for the Municipality, with all costs being borne by the Owner. If the costs are not paid within 30 days after demolition, all costs will be added to the property taxes for the subject lands and shall be collected in the same manner as taxes.
5. That this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, successors and assigns.
6. That this Agreement shall be governed by the Laws of Ontario and the Laws of Canada applicable therein.

7. That this Agreement may be executed in any number of counterparts with the same effect as if all parties to this Agreement had signed the same document, and all counterparts will be construed together and constitute one and the same instrument. This Agreement may be executed and delivered by fax transmission and electronic mail.

IN WITNESS WHEREOF the parties hereto have executed this Agreement.

SIGNED, SEALED AND DELIVERED
in the presence of

) **THE CORPORATION OF THE**
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)We have the authority to bind the Corporation.
)
) **GRAYSON ARNOLD VAN CAMP**
)
)Per: _____
)
)
)Per: _____
)
)We have the authority to bind the Corporation.



CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW NO. 20-2023

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 March 7, 2023.

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 March 7, 2023, 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 7th day of March 2023, 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 7th day of March 2023

Read a THIRD time and FINALLY PASSED this 7th day of March 2023

Mayor, Jamie Heffer

Clerk, Trevor Hallam