



# Staff Report

## Operations

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**Report To:** Special Committee of the Whole  
**Meeting Date:** January 19, 2022  
**Report Number:** CSOPS.22.005  
**Title:** Drake's Path Wastewater Servicing Extension PIC 2 Follow-up  
**Prepared by:** Jason Petznick, Capital Projects Communications Coordinator and  
Mike Humphries, Senior Infrastructure Capital Project Coordinator

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### A. Recommendations

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THAT Council receive Staff Report CSOPS.22.005, entitled "Drake's Path Wastewater Servicing Extension PIC 2 Follow-up";

AND THAT Council direct staff to proceed with a Request for Tender for the construction of Drake's Path Wastewater Servicing Extension;

AND THAT Council direct staff to provide a follow-up report outlining the tendered costs and affordability prior to awarding the construction contract.

### B. Overview

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The purpose of this Staff Report is to provide Council with a summary of the comments and feedback that was received through the Drake's Path Wastewater Servicing Extension Virtual Public Information Centre (PIC) #2 held on November 25, 2021.

### C. Background

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In 2018, staff were developing a "Water and Wastewater Servicing Extension Plan" which identified twenty-four (24) service extension areas within the Town's designated Urban Area (as per the Town's Official Plan). This plan identified Drake's Path for wastewater servicing within 5 years. The project was added to the 2018 Budget with design in 2019 and construction in 2020 but the project was delayed. The design has advanced and the second of two planned PIC's was held on November 25, 2021.

Drake's Path is located in the Craigeith Service Area within the Town of The Blue Mountains. It was serviced with municipal water in the early 1990's and the Town has now identified this area to extend wastewater servicing. This servicing extension will include the installation of approximately 280m of wastewater main consisting of gravity sewer and/or low pressure forcemain from the existing main on Grey Road 19 and service laterals to property line with the

restoration of disturbed areas to existing conditions (gravel road/grassed boulevard). The project will also include a gravel turnaround and minor localized drainage improvements.

## **D. Analysis**

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During the PIC question period there were a number of inquiries received from residents. The primary areas of discussion included the financing plan for local improvement charges, the gravel turnaround, and tree loss in the Municipal right-of-way and on private property.

### **1. Financing and Lot Severance**

There were inquiries about why homeowners are required to pay the outstanding balance of financing upon sale of a home, as well as about the potential of splitting costs with lots that could be severed in the future.

### **2. Gravel Turnaround**

There were some concerns heard regarding the need for the turnaround, payment for the turnaround and tree loss associated with the turnaround.

### **3. Tree Loss**

There were concerns heard regarding the loss of trees in the right-of-way to make room for the turnaround, as well as whether homeowners would have any input on the trees that would be removed on private property.

## **Financing and Lot Severance**

<b>Question</b>	<b>Response</b>
Why is the balance of the loan due upon sale of the home? Why can't it transfer to a new owner?	This is the Town's historical practice and was reaffirmed through the Council approved Affordability Policy.
What happens if any lots are severed in the future?	The Town is working privately with homeowners who own severable lots to see if they'd prefer to install service laterals to both portions of the lot during the construction period, or wait until after the lots are severed. The cost to install services at a later date will be much higher than doing it through the initial construction process.
Are houses on the corner of Drake's Path and Grey Road 19 required to split the cost of the project?	No. The properties on the corner lots are already connected to a sewer on Grey Road 19, and are not required to share the cost of the project. However they will be inconvenienced by construction and driveway access.

### Gravel Turnaround

Question	Response
Is the cost to add the turnaround being covered by the Town or by the property owners?	The cost to add the turnaround is being covered by Town ratepayers, and is not being paid through the local improvement charges.
Why is the turnaround being added at the end of the road?	The turnaround is being added at the south end of the road to make snow clearing easier and to improve the ease of access for emergency vehicles.

### Tree Loss

Question	Response
Does the Town have to replace the trees that are being removed to make room for the gravel turnaround?	The Town will look at planting new trees on private property where possible to replace the trees being removed for the turnaround. New trees will not be placed in the Town's right-of-way.
Will any trees have to be removed on private property?	Trees on private property will only be removed if they are in the way of service laterals. The Consultant and Contractor will work with homeowners through the construction process to adjust lateral locations to preserve trees where possible.

### Miscellaneous

Question	Response
Will resident access to properties be impeded during construction?	Residents will still have access to their properties during the construction, with the exception of some short periods when driveway access will be impeded. Residents will be notified in advance of these disruptions so they can park their vehicles accordingly.
Does each homeowner need to remove their septic tank?	As part of the private property works it is expected that homeowners decommission their septic tanks, however removal of septic tanks is not required. It is recommended

	to punch holes in the bottom of the septic tank and fill it with sand following construction.
When will the Town confirm that the project is going ahead to construction?	Following the tender process and reception of bids from contractors, Council will review against the Town's Affordability Policy and give final approval. This is estimated to happen in March 2022.
What would cause Council to cancel this project?	If the bids received through the tender process put the project budget far outside of the Town's Affordability Policy, Council could choose to cancel the project. However, the Engineering Consultant is confident that the estimated cost presented through the PIC process is achievable through a competitive tender process.
Is the street being paved as part of this project?	No. The possibility of paving the street was reviewed at a meeting in September, and no petition was brought forward by homeowners within a month's time to proceed with the option of paving the street. The road will remain gravel surfaced following the project.
Will the path from the south end of Drake's Path to Wintergreen Place remain?	Yes, the gravel pathway beyond the driveway of 130 Drake's Path will remain.

During the question and answer period, resident Robert Crossan highlighted that Drake's Path was named by his wife for the farmer Cliff Drake who originally owned the farm land where the street was built.

There has been an increase in engineering and construction costs over the last 2 years. As a result, the total sanitary servicing cost is now estimated at \$720,000 (gravel cul-de-sac not included). This includes construction, engineering and contingency. The cost per lot is now estimated at \$36,000 per lot for servicing based on 20 contributing lots. There is also a capital cost of \$4,769 for an estimated total of \$40,769 per lot. According to the Town's Affordability Policy the annual payment required falls between the 5% and 10% range which requires additional consideration.

### **Next Steps**

The Town has conducted two Public Information Centres with the Drake's Path residents and there seems to be support for the project. The lots are a mixture of undeveloped lots with no septic systems to existing residential homes with older septic systems that will soon require replacement.

Given the local support for the project, staff recommend that Council consider proceeding to Construction Tender to obtain actual costs at which time the affordability can be discussed with more certainty. It is expected that the final costs may change slightly but will likely remain in the affordability (5% to 10%) range. Once the tenders have been received, staff will follow up with Council and residents prior to awarding the project.

## **E. Strategic Priorities**

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### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **3. Community**

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

## **F. Environmental Impacts**

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It is generally accepted that municipal wastewater servicing (sewers) which transport the sewage to a wastewater treatment plant are preferred over private septic systems. Private septic systems (especially those that are old and/or poorly maintained) have a risk of contaminating the local soil and groundwater.

## **G. Financial Impacts**

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Using the engineer's estimate, staff have calculated a cost per unit and an annual repayment cost for those property owners. A total cost of \$40,769 would be levied back to the property owners, using a 25-year term at 2.80% (Town's current borrowing cost), and would result in a \$2,289 annual repayment which is above the 5% Affordability Criteria but below the 10%.

The Affordability Policy outlines that additional analysis needs to occur when the annual payment associated with the servicing extension is between 5 and 10%. This analysis includes:

- Consideration of local support of the servicing extension;
- Consideration of other factors such as health and safety that may impact the necessity of the works; and,

- Consideration of additional financial support from the Town in order for the project to proceed to meet the affordability threshold of 5%.

## **H. In Consultation With**

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Sam Dinsmore, Deputy Treasurer/Manager of Accounting and Budgets  
Allison Kershaw, Manager of Water & Wastewater Services

## **I. Public Engagement**

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The topic of this Staff Report has been the subject of a Public Meeting and/or Public Information Centre which took place on **November 25, 2021**. A recording of this meeting can be viewed at <https://www.thebluemountains.ca/building-business-development/current-projects/municipal-infrastructure-projects/drakes-path#meetings>

All registrants for the Public Information Centre have been added to the Project's email subscription list, and will receive notice of this Staff Report. Anyone interested in the project can sign up for the project subscription list at: <https://www.thebluemountains.ca/building-business-development/current-projects/municipal-infrastructure-projects/drakes-path#subscribe>

Any comments regarding this report should be submitted to Mike Humphries, Senior Infrastructure Capital Project Coordinator  
[engineeringdesigntechnologist@thebluemountains.ca](mailto:engineeringdesigntechnologist@thebluemountains.ca).

## **J. Attached**

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1. PIC Summary Report by WT Infrastructure

Respectfully submitted,

Jason Petznick  
Capital Projects Communications Coordinator

Mike Humphries  
Senior Infrastructure Capital Project Coordinator

Shawn Carey  
Director of Operations

For more information, please contact:  
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### Report Approval Details

Document Title:	CSOPS.22.005 Drake's Path Wastewater Servicing Extension PIC 2 Follow-up.docx
Attachments:	- Attachment 1 PIC Summary Report.pdf
Final Approval Date:	Jan 6, 2022

This report and all of its attachments were approved and signed as outlined below:

**Shawn Carey - Jan 6, 2022 - 12:01 PM**





## MEMORANDUM

**To:** Mike Humphries, C.E.T. – Project Manager

**From:** Jamie Witherspoon, P.Eng.

**Date:** November 26, 2020

**Re:** Drake's Path Wastewater Servicing Extension Public Information Centre No. 2  
November 25, 2021

The following memorandum is intended to summarize the Public Information Centre for the Drake's Path Sanitary Servicing Extension.

The meeting was held virtually via Microsoft Teams from 8 pm to 6 pm on November 25, 2021. All attendees were required to pre-register with the Town. There were ten (10) pre-registrants.

The list of the pre-registrants is attached (Appendix A) and to the best of our knowledge, all pre-registrants attended the meeting.

The presentation was introduced by Shawn Carey, Director of Operations, detailing the procedure for the evening. A power point presentation (Appendix B) was presented by WT Infrastructure Project Manager, Jamie Witherspoon. The is the same presentation that was presented to the Committee of the Whole on November 2, 2021.

A summary of the questions and responses on the project to date is included in Appendix C. The primary questions that were asked were as follows:

1. Do you have a drawing of the properties at the end of the road? – Julie Dreger

**ANSWER:** *The following slide included the drawing at the end of the road.*

2. Because you are removing trees do you have to replant them somewhere else? – Julie Dreger

**ANSWER:** *Shawn indicated that this can be a discussion had offline with the owner at the end of the cul-de-sac regarding the replacement of ROW trees.*

3. Can you confirm that the cost to add the turn around is not in the cost for the sanitary servicing work (i.e., the Town will pick up the cost to add the turn around and not the property owners? – Julie Dreger

**ANSWER:** *Jamie confirmed the cost to add the turn around is not being paid through a local improvement and is being covered by Town ratepayers.*

4. How will this impact access to our properties during construction? – Julie Dreger

**ANSWER:** *Jamie indicated you will still have access to your properties during construction but that there may be a time where your access to your driveway may be impeded. Advanced notice will be given by the contractor so residents can move their vehicles prior to blocking access.*

5. If we have a current septic system, once we are connected to the Town, can we use the septic system or rainwater storage? – Julie Dreger

**ANSWER:** *Jamie indicated that it's expected that as part of the private property works owners would decommission their existing septic systems. This is private property works and at the discretion of the owners to comply with all regulations and bylaws. The Town will review if there are any rules governing this change in use.*

6. With the target of a May start, does this mean the project has been 100% given the green light? – David Holt

**ANSWER:** *Shawn indicated we need to await the pricing received from bidding contractors before council can make a decision but if pricing falls within the expected affordable range, it should proceed as planned but that council has final say on the matter. Jamie indicated we should know in March if a contractor has been awarded the work.*

7. In regard to the financing, current homeowners are making an investment in the street. Why would the Town make the homeowner pay the outstanding debt if they were to sell the property? – David Holt

**ANSWER:** *Shawn indicated that the Town would review but assumes the policy is in place for simplicity.*

8. Is the street being paved as part of this project? - Randy Stephenson

**ANSWER:** *No. This was reviewed at the September 9<sup>th</sup> meeting and no petition was brought forward to proceed with this option within a month's time, therefore the road will continue to remain gravel surfaced.*

9. Can we have some direction on which trees will come out? – Betty Wallace

**ANSWER:** *Jamie indicated the biggest risk to trees is in the construction of the sanitary sewer pipe up to your property line and any works on private property that may impact trees closer to your residence. WT and the Town would continue to review and have the discussion with homeowners as to the placement of the sewer along your frontage. We typically avoid driveway placement as much as possible to avoid having to disturb your driveway in the future if there was ever a problem.*

10. What happens if someone severs their lot after the project is completed? Will the cost of installing the sewer main be shared with the severer? – Betty Wallace

**ANSWER:** *Shawn and Jamie indicated that landowners with the potential to sever their lots have been approached to determine if future severance is a possibility. It will be cheaper for the landowner to pay as part of this project otherwise their fee will be much greater for a future connection. A landowner that severs their lot in the future would not split the cost of the construction of the sewer main retroactively.*

11. Are houses on the corner of Drake's Path and Grey Road 19 required to split the cost of the project? – Tony Balzan

**ANSWER:** *No. The properties on the corner lots are connected to the sewer on Grey Road 19 and not required to share the cost of the project. They will however be inconvenienced by construction and driveway access.*

12. Why won't the cost of the sewer be shared with future severed lots? – Dave Holt

**ANSWER:** *Shawn indicated the Town will review internally and provide a response.*

13. Why do we need a turn around at the end of the street? The Price Subdivision did not require as big a turn around? – Robert Crossan

**ANSWER:** *Shawn indicated the Town will review and provide a response but indicated the property lines were set to ensure the proper turn around and ditching could be installed.*

14. Will the path to winter green remain? – Betty Wallace

**ANSWER:** *Jamie indicated that yes, beyond the driveway for #130 Drake's Path, the gravel surface will remain.*

**Note: Drake's Path was named by Robert Crossan's wife after the farmer, Cliff Drake who historically owned the farmland.**

The question period lasted for approximately 30 minutes until all questions had been answered at which point the meeting was adjourned.

This meeting was a follow up meeting, to the initial meeting held in the spring. All comments and concerns from the initial meeting were addressed prior to the start of the follow up meeting.

In summary, the Public Information Centre was well attended considering the project scope with approximately 50% of the impacted residents being in attendance. Based on the feedback during the meeting, it appeared that information was well received, and the following were the primary concerns:

1. **Financing** – There seem to be some concern over financing and how debt would be cleared in the case a homeowner wanted to sell their property. Another concern raised was why cost would not be shared with future severed lots. The town stated that they will review these matters.
2. **Turnaround** – There were some concerns regarding the turnaround and why it is necessary. It has been clarified that the Turnaround will be paid for by the Town's ratepayers and not through the local improvements.
3. **Trees** – Some concerns were raised on what trees are going to be removed and whether homeowners could give any direction on the matter. These discussions will be taken offline and addressed with concerned homeowners.

We trust this meets with your approval. We are proceeding with addressing gravity drainage issues by additional investigations on the private side through individual resident meetings

## **WT INFRASTRUCTURE**

Jamie Witherspoon, P.Eng., LEED AP  
Project Manager