The Corporation of the City of Kawartha Lakes

Agenda

Regular Council Meeting

CC2019-18

Tuesday, July 16, 2019

Open Session Commencing at 1:00 p.m.

Council Chambers

City Hall

26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Mayor Andy Letham
Deputy Mayor Doug Elmslie
Councillor Ron Ashmore
Councillor Pat Dunn
Councillor Patrick O'Reilly
Councillor Tracy Richardson
Councillor Kathleen Seymour-Fagan
Councillor Andrew Veale
Councillor Emmett Yeo

Accessible formats and communication supports are available upon request.

Pages

1. Call to Order

Call to Order - see Item 5.1.

2. Adoption of Closed Session Agenda

Adoption of Closed Session Agenda - see Item 19.

3. Disclosure of Pecuniary Interest in Closed Session Items

Disclosure of pecuniary interest in Closed Session Items - see Item 19.

4. Closed Session

Closed Session - see Item 19.

5. Opening Ceremonies

5.1 Call Open Session to Order

5.2 O Canada

5.3 Moment of Silent Reflection

5.4 Adoption of Open Session Agenda

Relating to Item 12 on the Agenda - Business Arising from the July 16, 2019 Committee of the Whole Meeting will be added with the adoption of the Agenda to reflect the recommendations made at that meeting.

6. Disclosure of Pecuniary Interest

7. Notices and Information by Members of Council and Staff

7.1 Council

7.2 Staff

8. Matters from Closed Session

9. Council Minutes

9.1 CC2019-18.9.1 15 - 61

Special Council Meeting Minutes - June 11, 2019
Regular Council Meeting Minutes - June 18,2019

That the Minutes of the June 11, 2019 Special Council Meeting and the June 18, 2019 Regular Council Meeting, be received and adopted.

10. Deputations

10.1 CC2019-18.10.1 62 - 64

Petition Regarding Resurfacing of Lakeland Road, Bobcaygeon
(Item 15.1 on the Agenda)
John Richel

10.2 CC2019-18.10.2 65 - 67

Downtown Parking Strategy
(Item 11.2 on the Agenda)
Charlie McDonald, Lindsay Downtown BIA Chair
Steve Podolsky, Lindsay Downtown BIA Parking Sub-Committee Chair

11. Presentations

11.1 CC2019-18.11.1

Downtown Parking Strategy
Adam Found, Manager of Corporate Assets
Peter Richards, Associate Director-Practice Lead, Transportation Engineering with IBI Group

11.2 CCC2019-18.11.2 68 - 70

2020 International Plowing Match and Rural Expo
Ontario Plowmen' Association
Cathy Lasby, Executive Director
Don Priest, Vice-President

12. Committee of the Whole

12.1 Business Arising from Committee of the Whole

13. Planning Advisory Committee

13.1 Correspondence Regarding Planning Advisory Committee Recommendations

13.2 Planning Advisory Committee Minutes 71 - 78

Planning Advisory Committee Meeting Minutes - July 3, 2019

That the Minutes of the July 3, 2019 Planning Advisory Committee Meeting be received and the recommendations, included in Section 13.3 of the Agenda, be adopted.

13.3 Business Arising from Planning Advisory Committee Minutes

13.3.1 PAC2019-042

That Report PLAN2019-039, respecting **Lot 2, Concession 12, Geographic Township of Manvers, and identified as 91 Fleetwood Road – Application D06-2019-013**, be received;

That a Zoning By-law Amendment respecting application D06-2019-013, substantially in the form attached as Appendix D to Report PLAN2019-039, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

13.3.2 PAC2019-043

That Report PLAN2019-040, respecting **Part Lot 12, Concession 7, Geographic Township of Fenelon, Application D06-2019-014**, be received;

That the proposed Zoning By-law Amendment respecting Application D06-2019-014, be referred back to staff to address any issues raised through the public consultation process and for further review and processing until such time that all comments have been received from all circulated agencies and City Departments and that any comments and concerns have been addressed; and

That upon further review and processing by staff, this application be referred back to the Planning Advisory Committee.

13.3.3 PAC2019-044

That Report PLAN2019-041, respecting **Part Lot 6, Concession 10, Geographic Township of Manvers, Application D06-2019-015**, be received;

That a Zoning By-law, respecting application D06-2019-015, substantially in the form attached as Appendix D to Report PLAN2019-041 be approved and adopted by Council;

That staff be directed to prepare a Garden Suite agreement pursuant to Section 39.1 of the Planning Act, respecting this application; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

13.3.4 PAC2019-045

That Report PLAN2019-026, respecting **Part of Lot 30, Concession 6, former Township of Fenelon, Application No. D05-29-026, Elysian Fields, Phase 4 – 16T-04505**, be received;

That Schedule D Summary of Estimated Costs, in Appendix C to Report PLAN2019-026 shall list 100% of the cost of all works to the satisfaction of the Director of Development Services and the Director of Engineering and Corporate Assets;

That the Subdivision Agreement for File No. D05-29-026 substantially in the form attached as Appendix C to Report PLAN2019-026, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute any documents and subsequent Agreement(s) required by the approval of this Agreement.

13.4 Items Extracted from Planning Advisory Committee Minutes

14. Consent Matters

That all of the proposed resolutions shown in Section 14.1 and 14.2 of the Agenda be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered.

14.1 Reports

14.1.1 PLAN2019-036 79 - 88

Removal of Holding (H) Symbol for Lindsay Retirement Home GP Limited
Ian Walker, Planning Officer - Large Developments

That Report PLAN2019-036, **Removal of Holding (H) Symbol for Lindsay Retirement Home GP Limited**, be received;

That Zoning By-Law Amendment application D06-2019-012 identified as 84 Adelaide Street South/81 Albert Street South, City of Kawartha Lakes, as generally outlined in Appendix C to Report PLAN2019-036, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute any documents required by the approval of this application.

14.1.2 PLAN2019-038 89 - 98

Environmental Advisory Committee 2019 Work Plan
Richard Holy, Manager of Planning

That Report PLAN2019-038, **Environmental Advisory Committee 2019 Work Plan**, be received;

That the 2019 Environmental Advisory Committee Work Plan as outlined in Appendix B to Report PLAN2019-038 be approved; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

14.1.3 PLAN2019-042 99 - 107

Information Report on Bill 108: Planning Act and Development Charges Act Changes
Anna Kalnina, Planner II

That Report PLAN2019-042, **Information Report on Bill 108: Planning Act and Development Charges Act Changes**, be received.

14.1.4 PUR2019-019 108 - 111

Request for Proposal 2019-32-OP Processing and Marketing of Recyclable Materials
Marielle van Engelen, Buyer
David Kerr, Manager of Environmental Services

That Report PUR2019-019, **Request for Proposal 2019-32-OP Processing and Marketing of Recyclable Materials**, be received;

That the highest scoring proponent Canada Fibers Ltd. of Toronto be selected for the award of Request for Proposal 2019-32-OP for the Processing and Marketing of Recyclable Materials;

That the initial term of the contact is for five (5) years;

That the additional four (4) - one (1) year terms be awarded pending mutual agreement and successful completion of the initial five (5) year term and each term thereafter; and

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the initial contract and subsequent extensions.

14.1.5 PUR2019-020 112 - 115

2019-39-CP Design, Supply and Install New Concrete Arena Floor at the Woodville Arena
Launa Macey, Supervisor of Financial Services
Rod Porter, Capital and Special Projects Supervisor

That Report PUR2019-020, **2019-39-CP Design, Supply and Install New Concrete Arena Floor at the Woodville Arena**, be received;

That Schilthuis Construction Inc. of Caledonia, be selected for the award for Request for Proposal 2019-39-CP Design, Supply and Install New Concrete Arena Floor at the Woodville Arena;

That Council approve surplus funds in the amount of $381,225 be returned to the Capital Reserves from projects 950180518, 950180519 and 950180504;

That Council approve the required additional $381,225 be transferred from the Capital Reserves to project 950180517;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the contract; and

That Financial Services be authorized to create the purchase order.

14.1.6 PUR2019-026 116 - 176

Single Source for the Bobcaygeon Tower Coating and Repairs
Linda Lee, Buyer
Andrew Atkinson-Clements, Engineering Technician
Corby Purdy, Supervisor Infrastructure Design and Construction

That Report PUR2019-026, **Single Source for the Bobcaygeon Tower Coating and Repairs**, be received;

That Council authorize the single source purchase to Ontario Clean Water Agency (OCWA) for the Bobcaygeon Tower Coating and Repairs at a total cost of $540,750 not including HST;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award the contract; and

That upon approval, the Financial Services division be authorized to issue a purchase order.

14.1.7 PUR2019-032 177 - 180

Request for Proposal 2019-58-CP Design and Contract Administration Services of the Ops Community Centre Revitalization
Marielle van Engelen, Buyer
Jenn Johnson, Manager Parks, Recreation and Culture

That Report PUR2019-032, **Request for Proposal Design and Contract Administration Services for the Ops Community Centre Revitalization**, be received;

That Salter Pilon Architecture of Barrie, Ontario being the highest scoring proponent be selected for award of Request for Proposal 2019-58-CP Design and Contract Administration Services for the Ops Community Centre Revitalization;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award Proposal 2019-58-CP; and

That the Financial Services Division be authorized to issue a purchase order.

14.1.8 CS2019-013 181 - 187

Fenelon Falls Powerlinks Funding Request
Craig Shanks, Director of Community Services

That Report CS2019-013, **Fenelon Falls Powerlinks Funding Request**, be received; and

That the Powerlinks Committee project to review the Lower Gorge area for potential boat docking be approved in the amount of $25,000 with the allocation to come from the Powerlinks Reserve (1.32065).

14.1.9 CEM2019-001 188 - 191

Fenelon Falls Cemetery Board Transition Update
Craig Shanks, Director of Community Services

That Report CEM2019-001, **Fenelon Falls Cemetery Board Transition Update**, be received.

14.1.10 PRC2019-007 192 - 200

Bertha Street Public Boat Launch Option
Craig Shanks, Director of Community Services

That Report PRC2019-007, **Bertha Street Public Boat Launch Option**, be received.

14.1.11 RD2019-003 201 - 204

Condition and Ongoing Maintenance of Scenic Hill Road
Bryan Robinson, Director, Public Works

That Report RD2019-003, **Condition and Ongoing Maintenance of Scenic Hill Road**, be received.

14.1.12 ENG2019-012 205 - 218

Credit Granting Policy Update
Lisa Peimann, Executive Assistant, Engineering and Corporate Assets

That Report ENG2019-012, **CP2017-004 Credit Granting Policy Update Related to Municipal Drains**, be received; and

That Section 1.3 of Policy CP2017-004, entitled Credit Granting Policy, be included to read:

For new municipal drain construction, property owners with a lot size of 1 acre of less are eligible to claim a rebate of up to $500 towards their assessed cost for new drain construction provided they are receiving no other grants or rebates from any other source. This rebate will be funded from the Municipal Drains annual capital program.

14.1.13 ENG2019-013 219 - 247

Request for City Wide Speed Reduction
Joseph Kelly, Senior Engineering Technician

That Report ENG2019-013, **Request for City Wide Speed Reduction**, be received.

14.1.14 ENG2019-015 248 - 296

Webster Municipal Drain Consideration Report
Michael Farquhar, Supervisor of Technical Services, Engineering and Corporate Assets

That Report ENG2019-015, **Webster Municipal Drain Consideration Report**, be received;

That the Engineer's Report for the Webster Municipal Drain is adopted and the City Clerk be instructed to prepare the necessary by-law;

That Council proceed with the first and second reading of the by-law to provisionally adopt the report; and

That staff be instructed to make the necessary arrangements for a Court of Revision to be held on the Engineer's Report for the Webster Municipal Drain.

14.1.15 WM2019-009 297 - 302

Mattress Recycling Pilot Results and Recommendations
David Kerr, Manager Environmental Services

That Report WM2019-009, **Mattress Recycling Pilot Results and Recommendations**, be received; and

That Council approves the mattress recycling program as outlined in this report to continue on a permanent basis; with an operating budget for 2020 of $76,500.

14.2 Correspondence

14.2.1 CC2019-18.14.2.1 303 - 304

Request for Noise By-law Exemption
Hazen Dart

That the July 5, 2019 e-mail correspondence from Hazen Dart regarding a **Request for Noise By-law Exemption**, be received; and

That the exemption of the City's Noise By-law 2005-025, as amended, for the wedding event being held at 761 Salem Road, Little Britain, on August 3, 2019 from 3:00 p.m. to 12:00 a.m., be approved.

14.2.2 CC2019-18.14.2.2 305 - 305

Memo - Speed Reduction on Centreline Road from Shamrock Road to Tracey's Hill Road
Ron Ashmore, Councillor

That the memorandum dated July 16, 2019 from Councillor Ashmore regarding a **speed reduction on Centerline Road** be received;

That staff explore the need for a speed reduction from 80-60 km/h on Centreline Road from Shamrock Road to Tracey's Hill Road;

That a speed reduction and solid lines be explored as options to improve safety for both drivers and residents along this section of Centreline Road; and

That recommendations be brought back to Council by the end of Q3 2019.

14.2.3 CC2019-18.14.2.3 306 - 306

Memo - Thurstonia Docks
Ron Ashmore, Councillor

That the memorandum dated July 16, 2019 from Councillor Ashmore, regarding **Thurstonia Docks**, be received;

That staff allow the remaining dock holders, who have not renewed their licences, an additional 60 days to disassemble their docks and equipment located on their lot space;

That staff investigate the possibility of allowing a dock association group to administer the licencing of dock spaces within Thurstonia;

That staff investigate the feasibility of dock licence holders having the ability to transfer their licences to Thurstonia residents; and

That Municipal Law Enforcement not order the demolition of existing dock spaces until these requests have been considered by staff.

14.2.4 CC2019-18.14.2.4 307 - 307

Memo - Level of Service for Gillis Street, Killarney Bay Road and Grove Road
Doug Elmslie, Deputy Mayor

That the memorandum dated July 16m 2019 from Deputy Mayor Elmslie regarding **levels of service for Gillis Street, Killarney Bay Road, and Grove Road** be received;

That Gillis Street, Killarney Bay Road and Grove Road continue to receive the level of service they have traditionally received until an agreement with the City can be enacted; and

That if an agreement is not reached by December 31st, 2021, the matter be referred back to Council for further direction or resolution.

14.2.5 CC2019-18.14.2.5 308 - 308

Memo - Condition of Marilyn Crescent
Tracy Richardson, Councillor

That the memorandum dated July 16, 2019 from Councillor Richardson, regarding **Marilyn Crescent**, be received; and

That staff review Marilyn Crescent and prepare a report providing options for improvement by the end of Q3 2019.

14.3 Items Extracted from Consent

15. Petitions

15.1 CC2019-18.15.1 309 - 316

Petition Regarding Resurfacing of Lakeland Road, Bobcaygeon
John Richel

That the petition received from John Richel regarding the R**esurfacing of Lakeland Road, Bobcaygeon**, be received and referred to Public Works for review

15.2 CC2019-18.15.2 317 - 318

Petition Regarding Proposed Apartment Development at 3 St. David Street and 4 Riverview Road, Lindsay
(A full copy of the petition is available at the Clerk's Office)
John Ireland

That the petition received from John Ireland regarding the **Proposed Apartment Development at 3 David Street and 4 Riverview Road, Lindsay**, be received and referred to the Planning Department for review.

16. Other or New Business

17. By-Laws

That the By-Laws shown in Section 15.1 of the Agenda, namely: Items 17.1.1 to and including 17.1.5 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

17.1 By-Laws by Consent

17.1.1 CC2019-18.17.1.1 319 - 351

By-law to Repeal and Replace By-law 2018-214, Being a By-law Regulating the Removal of Topsoil, Placement of Fill,and the Alteration of Grades

17.1.2 CC2019-18.17.1.2 352 - 354

By-Law to Amend the Town of Lindsay Zoning By-Law 2000-75 to Remove the Holding Symbol (H) from a Zone Category on Property Within the City of Kawartha Lakes (File D06-2019-012, Report PLAN2019-036, 84 Adelaide Street/81 Albert Street South)

17.1.3 CC2019-18 17.1.3 355 - 357

By-Law to Amend the Township of Manvers Zoning By-Law No. 87-06 to Rezone Land within the City of Kawartha Lakes (D06-2019-013, Report PLAN2019-039, 91 Fleetwood Road)

17.1.4 CC2019-18.17.1.4 358 - 360

By-Law to Amend the Township of Manvers Zoning By-Law No. 8706 to Rezone Land within the City of Kawartha Lakes (D06-2019-015, Report PLAN2019-041, 344 Janetville Road)

17.1.5 CC2019-18.17.1.5 361 - 364

By-law Imposing Special Annual Drainage Rates Upon Land in Respect of Which Money is Borrowed under the Tile Drainage Act (Patel)

17.2 By-Laws Extracted from Consent

17.2.1 CC2019-18.17.2.1 365 - 399

By-law to Provide for Drainage Works in the City of Kawartha Lakes to be known as the Webster Municipal Drain

(First and second reading)

That a by-law to provide for drainage works in the City of Kawartha Lakes, to be known as the Webster Municipal Drain By-law, be read a first and second time, provisionally adopted, and numbered.

18. Notice of Motion

19. Closed Session (If Not Completed Prior to Open Session)

19.1 Adoption of Closed Session Agenda

19.2 Disclosure of Pecuniary Interest in Closed Session Items

19.3 Move Into Closed Session

19.3.1 CC2019-18.19.1

Closed Session Minutes, Regular Council Meeting of June 18, 2019
Municipal Act, 2001 s.239(2)(b)(c)(d)

19.3.2 CORP2019-023

CUPE 1167 Settlement Ratification
Municipal Act, 2001 s.239(2)(d) Labour Relations or Employee Negotiations
Liana Patterson, Manager of Human Resources

20. Matters from Closed Session

21. Confirming By-Law

21.1 CC2019-18.21.1 400 - 400

By-law to Confirm the Proceedings of a Regular Meeting of Council, Tuesday, July 16, 2019

22. Adjournment

The Corporation of the City of Kawartha Lakes

Minutes

Special Council Meeting

CC2019-16
Tuesday, June 11, 2019
Open Session Commencing at 9:00 a.m.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Mayor Andy Letham
Deputy Mayor Doug Elmslie
Councillor Ron Ashmore
Councillor Pat Dunn
Councillor Patrick O'Reilly
Councillor Tracy Richardson
Councillor Kathleen Seymour-Fagan
Councillor Andrew Veale
Councillor Emmett Yeo

Accessible formats and communication supports are available upon request.

1. Call to Order

Mayor Letham called the Meeting to order at 9:00 a.m. Deputy Mayor D. Elmslie and Councillors R. Ashmore, P. Dunn, P. O'Reilly, T. Richardson and A. Veale were in attendance.

Late Arrival: Councillor Seymour-Fagan (9:06 a.m.), Councillor Yeo (9:24 a.m.)

CAO R. Taylor, Deputy Clerk J. Watts, Administrative Assistant S. O'Connell, Directors J. Rojas, B. Robinson, R. Sutherland, J. Stover, C. Marshall, C. Shanks, Acting Paramedic Chief A. Rafton, Fire Chief M. Pankhurst, Treasurer C. Daynes and Manager of Corporate Assets A. Found were also in attendance.

2. Adoption of Agenda

CR2019-355
Moved By Councillor Richardson
Seconded By Deputy Mayor Elmslie

That the Agenda for the Open Session of the Special Council Meeting of Tuesday, June 11, 2019, be adopted as circulated as amended.

Carried

3. Disclosure of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

4. Deputations

5. Correspondence

5.1 CC2019-16.5.1

Request for Noise By-law Exemption
Brenda Dainard, Ride for Sight and Fighting Blindness Canada

CR2019-356
Moved By Deputy Mayor Elmslie
Seconded By Councillor Dunn

That the correspondence from Brenda Dainard, Ride for Sight and Fighting Blindness Canada, regarding a **Request for Noise By-law Exemption**, be received; and

That the exemption from the City's Noise By-law 2005-025, as amended, for the Ride for Sight Event being held at the Fenelon Falls Fairgrounds be approved for the following dates and times:

From 12:00 p.m. on Friday, June 14, 2019 to 12:30 a.m. on Saturday, June 15, 2019

From 12:00 p.m. on Saturday, June 15, 2019 to 12:30 a.m. on Sunday, June 16, 2019.

Carried

6. Financial Overview

6.1 CC2019-16.6.1

Financial Overview Presentation
Ron Taylor, Chief Administrative Officer
Jennifer Stover, Director of Corporate Services

CAO Taylor provided an overview of the financial position of the City of Kawartha Lakes. CAO Taylor highlighted the City's 10-Year Financial Plan, which was adopted in 2017.

Director Stover provided an overview of the City's investment focus and current financial landscape.

CR2019-357
Moved By Councillor O'Reilly
Seconded By Councillor Veale

That the presentation by Ron Taylor and Jennifer Stover, regarding the **Financial Overview**, be received.

Carried

7. 2018 Year End Position

7.1 CC2019-16.7.1

2018 Year End Position Presentation
Carolyn Daynes, Treasurer

City Treasurer Daynes provided the results of the 2018 audited financial statements.

CR2019-358
Moved By Deputy Mayor Elmslie
Seconded By Councillor Richardson

That the presentation by Carolyn Daynes, regarding **2018 Year End Position**, be received.

Carried

7.2 CORP2019-021

2018 Year End Position
Carolyn Daynes, Treasurer

CR2019-359
Moved By Councillor Dunn
Seconded By Councillor Seymour-Fagan

That Report CORP2019-021, **2018 Year End Position**, be received; and

That the auditor's report be received and the audited financial statements for 2018 be approved as circulated; and

That Council authorizes the transfer of the 2018 Surplus of $2,879,995 to the following reserves

- $600,000.00 to the Contingency Reserve for WSIB Rate Stabilization
- $200,000.00 to the Lindsay Street Housing Project (953170501)
- $2,079,995.00 to the Asset Management Plan Reserve for future capital.

Carried

7.3 CC2019-16.7.3

Memorandum - 2019 Lifecycle Extension Budget
Andy Letham, Mayor

CR2019-360
Moved By Councillor Seymour-Fagan
Seconded By Councillor Dunn

That the Memorandum from Mayor Letham, regarding **2019 Lifecycle Extension Budget**, be received

That the Lifecycle Extension Budget for 2019 be increased, to an additional maximum of $800,000.00, to be funded from the Asset Management

Plan Reserve, and to accommodate additional priority roads that need immediate attention; and

That Staff report back to council with the list of roads included in the 2019 Lifecycle Extension program after the tender has been awarded.

Carried

8. Long Term Financial Plan Update

8.1 CC2019-16.8.1

Capital Related Outlook for 2019
Long Term Financial Plan Update Presentation
Jennifer Stover, Director of Corporate Services
Adam Found, Manager of Corporate Assets

Manager of Corporate Assets A. Found provided a capital related outlook for 2019 and provided an update on the long-term financial plan which included:

- the successes and challenges under the long term financial plan
- the implications of Bill 108 (the More Homes, More Choice Act)
- an update on major capital grants

Director Stover provided an overview of additional funding sources including:

- Federal Gas Tax Funding
- Provincial Small and Rural Municipalities Grant
- Ontario Cannabis Legalization Implementation Fund

Moved By Deputy Mayor Elmslie
Seconded By Councillor O'Reilly

That the presentation by Jennifer Stover and Adam Found, regarding the **Capital Related Outlook for 2019 Long Term Financial Plan Update**, be received; and

That the Chief Administrative Officer be authorized to commit up to $75,000.00 from the Contingency Reserve for initiatives that support the modernization of service delivery or result in reduced costs.

Carried

8.2 CC2019-16.8.2

Memorandum - Federal Gas Tax
Andy Letham, Mayor

CR2019-362
Moved By Councillor Yeo
Seconded By Councillor Richardson

That the Memorandum from Mayor Letham, regarding **Federal Gas Tax**, be received;

That up to $2,000,000.00 of the additional Federal Gas Tax funds be committed to enhance the Roads Capital Program in 2020; and

That staff include up to an additional $2,000,000.00 of roads projects in the proposed 2020 capital budget to accelerate our roads program for Council consideration.

Carried

The meeting recessed at 11:12 a.m. and reconvened at 11:22 a.m.

9. Business Arising from Committee of the Whole Meeting of June 4, 2019

9.1 CW2019-144

CR2019-363
Moved By Councillor Richardson
Seconded By Councillor O'Reilly

That the memorandum from Councillor Richardson, dated June 4th, 2019, regarding the conditions and adequacy of **Porter and Lifford Roads**, be received; and

That statt report back to Council with recommended improvements to Porter and Lifford Roads before the end of Q3, 2019 to inform future budget deliberations.

Carried

9.2 CW2019-145

CR2019-364
Moved By Councillor Dunn
Seconded By Deputy Mayor Elmslie

That the memorandum from Councillor Dunn, regarding **St. James Street,** be received;

That staff review the condition of St. James Street and report back to Council with recommended improvements before the end of Q3, 2019; and

That the engineering of St. James Street be included in the 2020 Budget under the Urban and Rural Reconstruction Program as a Decision Unit.

Carried

10. 2020 Budget Process

10.1 CORP2019-016

2020 Budget Process and Requests
Jennifer Stover, Director of Corporate Services

CR2019-365
Moved By Councillor Veale
Seconded By Councillor Richardson

That Report CORP2019-016, **2020 Budget Process and Requests**, be received.

Carried

CR2019-366
Moved By Councillor Richardson
Seconded By Councillor Yeo

That McGill Road (Janetville), and Slalom Drive (Bethany), be referred to staff for review for possible inclusion in the 2019 Lifecycle Extension Program; and

That staff include McGill Road (Janetville) and Slalom Drive (Bethany) in the report back to Council with the list of roads included in the 2019 Lifecycle Extension Program.

Carried

CR2019-367
Moved By Deputy Mayor Elmslie
Seconded By Councillor Ashmore

That Grey Road (Sturgeon Point) and Tracey's Hill Road, from Settlers Road to Centreline Road, be referred to staff for review for possible inclusion in the 2019 Lifecycle Extension Program; and

That staff include Grey Road (Sturgeon Point) and Tracey's Hill Road, from Settlers Road to Centreline Road, in the report back to Council with the list of roads included in the 2019 Lifecycle Extension Program.

Carried

CR2019-368
Moved By Councillor Ashmore
Seconded By Councillor Richardson

That Walmac Shores Road, from Pigeon Lake Road to McGregor Road, and McGregor Drive, from Walmac Shores Road to the north end cul-de-sac, be referred to staff for review for possible inclusion in the 2019 Lifecycle Extension Program; and

That staff include Walmac Shores Road, from Pigeon Lake Road to McGregor Road, and McGregor Drive, from Walmac Shores Road to the north end cul-de-sac, in the report back to Council with the list of roads included in the 2019 Lifecycle Extension Program.

Carried

CR2019-369
Moved By Councillor Ashmore
Seconded By Councillor O'Reilly

That the following issues be referred to staff for review with a report back to Council by the end of Q3, 2019:

- Thurstonia Park - drainage repairs from ruptured culvert
- Victoria Place - drainage cleanout of Old Surrey Lane
- Bluewater Avenue, Snug Harbour - drainage cleanout of ditches
- Kenhill Beach Road - possible replacement of culverts and cleanout of ditches on the southside of the road
- Alma Street, Omemee - ditching between the east side of Alma Street and Lady Eaton Elementary School

Carried

CR2019-370
Moved By Councillor Richardson
Seconded By Councillor Veale

That Waite Road, West of Highway 35 (Pontypool), be referred to staff for review for possible inclusion in the 2019 Lifecycle Extension Program; and

That staff include Waite Road, West of Highway 35 (Pontypool), in the report back to Council with the list of roads included in the 2019 Lifecycle Extension Program.

Carried

CR2019-371
Moved By Councillor Seymour-Fagan
Seconded By Councillor Yeo

That Baseline Road, Vivian to Sticky Lane, be referred to staff for review for possible inclusion in the 2019 Lifecycle Extension Program; and

That staff include Baseline Road, Vivian to Sticky Lane, in the report back to Council with the list of roads included in the 2019 Lifecycle Extension Program.

Carried

CR2019-372
Moved By Councillor Seymour-Fagan
Seconded By Deputy Mayor Elmslie

That the reconstruction of Duke Street in Bobcaygeon, from Main Street to West Street, be referred to staff for review; and

That staff report back to Council by the end of Q3, 2019 on the options that are available for reconstruction.

Carried

CR2019-373
Moved By Councillor Yeo
Seconded By Councillor Dunn

That the reconstruction of Portage Road (Highway 48), be referred to staff for review; and

That staff report back to Council by the end of Q3, 2019 on the options that are available for reconstruction.

Carried

CR2019-374
Moved By Deputy Mayor Elmslie
Seconded By Councillor Seymour-Fagan

That the reconstruction of Kellys Bay Road be referred to staff for review; and

That staff report back to Council by the end of Q3, 2019 on the options that are available for reconstruction.

Carried

CR2019-375
Moved By Councillor Seymour-Fagan
Seconded By Councillor Richardson

That standards for street furniture (i.e. benches, waste receptacles and bike rakes) be referred to staff for review; and

That staff report back to Council by the end of Q3, 2019 on the process followed for the distribution of street furniture throughout the City of Kawartha Lakes.

Carried

CR2019-376
Moved By Councillor Yeo
Seconded By Councillor O'Reilly

That the overlay of all of the side streets in the Hamlet of Coboconk be referred to staff for review; and

That staff report back to Council by the end of Q3, 2019 on the options that are available for road improvements.

Carried

CR2019-377
Moved By Councillor Yeo
Seconded By Councillor Dunn

That staff be directed to install additional signage to inform drivers of weight restrictions on the Bolsover Swing Bridge;

That staff be directed to contact Parks Canada regarding the use of their parcel of land adjacent to the Bolsover Swing Bridge as a vehicle turn-around location; and

That a report be brought back to Council by the end of Q3, 2019 regarding the consultation with Parks Canada.

Carried

CR2019-378
Moved By Councillor O'Reilly
Seconded By Councillor Seymour-Fagan

That the following issues be referred to staff for review with a report back to Council by the end of Q3, 2019:

- Corbett Drive, Pontypool - resurfacing
- Drum Road East, Pontypool - resurfacing
- Yelverton Road - resurfacing
- Wilson Drive and George Drive, Bethany - resurfacing
- Park Street, from Sherwood to Mansfield - resurfacing
- Northline Road, from Highway 35 to 3rd of Somerville - resurfacing
- Crego Street, Kinmount - reconstruction and resurfacing
- County Road 30, from Hickory Beach to County Road 8 - resurfacing
- Grassy Road, from Emily Park Road to Hawke Drive - resurfacing
- Hazel Street, from Pitts Cove Road to Thurstonia Road (along lakeshore) - resurfacing
- Pott's Shore Road - reconstruction
- Balsam Grove Road - reconstruction
- Marilyn and Cardinal Crescent, Emily - Road Edging
- Clearview Drive, from Kenver Street to Charlore Park Drive - reconstruction
- Pine Ridge Road, from Shadow Lake Road 3 to Government Dock Road - reconstruction
- McCrackin Road, Carden
- Hillside Drive, Somerville
- Schoolhouse Road, Carden

- McNabb Road, Carden
- Laxton/Digby Line

Carried

CR2019-379
Moved By Councillor Yeo
Seconded By Councillor Seymour-Fagan

That the reconstruction of County Road 41, from the Hamlet of Bexley to Kawartha Lakes Road 45, be referred to staff for review; and

That staff be directed to report back to Council by the end of Q3, 2019, with options that are available for reconstruction.

Carried

10.2 CC2019-16.10.2

Memorandum - 2020 Budget Direction
Andy Letham, Mayor

CR2019-380
Moved By Councillor Veale
Seconded By Councillor Richardson

That the Memorandum from Mayor Letham, regarding **2020 Budget Direction**, be received;

That all external City Agencies and Boards, funded in whole or in part by the tax levy, be advised and notified that the City's funding level for 2020 will not exceed the 2019 contribution level; and

That staff be directed to bring forward 2 proposed budgets for 2020.

1. As per the long term financial plan approved by council.
2. 0% tax support operating budget increase over 2019 from each department.

Carried

11. Closed Session

12. Matters from Closed Session

13. Confirming By-Law

13.1 CC2019-16.11.1

A By-law to Confirm the Proceedings of a Special Meeting of Council, Tuesday, June 11, 2019

CR2019-381
Moved By Councillor O'Reilly
Seconded By Deputy Mayor Elmslie

That a by-law to confirm the proceedings of a Special Council Meeting held Tuesday, June 11, 2019 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

Carried

14. Adjournment

CR2019-382
Moved By Councillor Richardson
Seconded By Councillor Yeo

That the Council Meeting adjourn at 12:02 p.m.

Carried

Read and adopted this 16th day of July, 2019.

Andy Letham, Mayor	Joel Watts, Deputy Clerk

The Corporation of the City of Kawartha Lakes

Minutes

Regular Council Meeting

CC2019-17
Tuesday, June 18, 2019
Open Session Commencing at 1:00 p.m.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Mayor Andy Letham
Deputy Mayor Doug Elmslie
Councillor Ron Ashmore
Councillor Pat Dunn
Councillor Patrick O'Reilly
Councillor Tracy Richardson
Councillor Kathleen Seymour-Fagan
Councillor Andrew Veale
Councillor Emmett Yeo

Accessible formats and communication supports are available upon request.

1. Call to Order

Call to Order - See Item 5.1.

2. Adoption of Closed Session Agenda

Adoption of Closed Session Agenda - see Item 19.

3. Disclosure of Pecuniary Interest in Closed Session Items

Disclosure of Pecuniary Interest in Closed Session Items - see Item 6.

4. Closed Session

Closed Session - see Item 19.

5. Opening Ceremonies

5.1 Call Open Session to Order

Mayor Letham called the Meeting to order at 1:00 p.m. Deputy Mayor D. Elmslie and Councillors R. Ashmore, P. Dunn, P. O'Reilly, T. Richardson, K. Seymour-Fagan, A. Veale and E. Yeo were in attendance.

CAO R. Taylor, City Clerk C. Ritchie, Deputy Clerk A. Rooth, City Solicitor R. Carlson and Directors C. Marshall, B. Robinson, J. Rojas, C. Shanks., J. Stover and R. Sutherland and Acting Chief A. Rafton were also in attendance.

5.2 O Canada

The Meeting was opened with the singing of 'O Canada'.

5.3 Moment of Silent Reflection

The Mayor asked those in attendance to observe a Moment of Silent Reflection.

5.4 Adoption of Open Session Agenda

CR2019-383
Moved By Councillor Richardson
Seconded By Councillor Veale

That the Agenda for the Open Session of the Regular Council Meeting of Tuesday, June 18, 2019, be adopted as circulated and with the following amendments:

Addition - Deputations

11.1

Mandatory Drinking Water Connection Requirement
Paul Grassie
(Item 12.4.7 on the Agenda)

11.2

Shoreline Road Allowance Adjacent to 8 Black River Road, Dalton
James Rogers
(Item 14.1.2 on the Agenda)

Carried

6. Disclosure of Pecuniary Interest

There were no declarations of pecuniary interest disclosed for either Open or Closed Session Items.

7. Notices and Information by Members of Council and Staff

7.1 Council

Deputy Mayor Elmslie:

- Fenelon Falls Midnight Madness is June 29th from 6:00 p.m. to midnight.
- Fenelon Falls Canada Day celebrations run from 3:00 - 11:00 p.m. with fireworks at dusk.

Councillor Seymour-Fagan:

- Bigley Shoes and Clothing's Walk for the Cause took place June 4th and raised over $30,000 with funds raised going to the Kawartha North Family Health Team.
- Bobcaygeon Canada Day celebrations commence at 10:00 a.m. at Bobcaygeon Community Centre/Fairgrounds with fireworks at 10:00 p.m. at the Bobcaygeon Beach Park.

Councillor O'Reilly:

- The Summerama Quarter Horse Show runs from June 29th to July 3rd at the Lindsay Exhibition.

- The Kawartha Antique Power Show took place June 15th to 16th at the Lindsay Exhibition.
- The Kawartha Lakes Community Futures Development Annual General Meeting is June 19th at 4:00 p.m. in the Victoria Room at City Hall.
- The Consul-General of Japan Takako Ito is hosting a dinner at the Admiral Inn in Lindsay this evening to celebrate the 50th anniversary of the Lindsay-Nayoro Twinning Committee.
- Local resident Vince Dunn has won his first Stanley Cup playing for the St. Louis Blues.
- Lindsay Canada Day celebrations are being held at Wilson Field on July 1st commencing at 4:00 p.m. with fireworks at 10:00 p.m.

Councillor Ashmore:

- The Omemee Walk for Dog Guides was held May 25th and raised over $8000 to help train Dog Guides for Canadians with disabilities.
- The Kawartha Lakes Speaker Series presents "The Lives and Times of Leslie and Cecil Frost" by Brian McFadzen at the Dunsford Library June 18th from 7:00 to 9:00 p.m.
- Bobcaygeon Bikefest takes place June 23rd from 9:00 a.m. to 5:00 p.m. on Bolton Street.
- Omemee Days take place July 29th to July 1st with many events and fireworks at dusk at the Omemee Beach Park.
- The Omemee Lions Club Ducktona 750 is on June 29th with the race starting at the Omemee Boat Launch at 1:00 p.m. Funds raised will go to support the Omemee Veterinary Hospital.

7.2 Staff

8. Matters from Closed Session

Matters from Closed Session - see Item 20.

9. Council Minutes

9.1 CC2019-17.9.1

Regular Council Meeting Minutes - May 21, 2019
Special Council Meeting Minutes - May 28, 2019

CR2019-384
Moved By Deputy Mayor Elmslie
Seconded By Councillor Seymour-Fagan

That the Minutes of the May 21, 2019 Regular Council Meeting and the May 28, 2019 Special Council Meeting, be received and adopted.

Carried

10. Presentations

10.1 CC2019-17.10.1

2019 Accessibility Awareness Recognition Awards
Timed Appointment 1:00 p.m.
Andy Letham, Mayor
Andrew Veale, Councillor
Members of the Kawartha Lakes Accessibility Advisory Committee

Councillor Veale introduced the award presentation and members of the Kawartha Lakes Accessibility Advisory Committee (AAC) present. Members introduced award recipients:

Outstanding Contribution—Business
Appleseed Quiltworks

Outstanding Contribution – Community Group
Community Care City of Kawartha Lakes; and
Rotary Club of Lindsay

Outstanding Contribution – Individual, Adult
Margaret Downing

Outstanding Contribution – City of Kawartha Lakes Employee
Communications, Advertising and Marketing Division; and
Brenda Stonehouse

Outstanding Contribution – Design
Pie Eyed Monk Brewery; and
Kawartha Conservation

Barbara McArthur Memorial Award of Distinction
Stephen Strangway

Mayor Letham, Councillor Veale and Accessibility Officer B. Condie presented the awards.

10.2 CC2019-17.10.2

Lindsay Nayoro Twinning Committee Presentation
Takako Ito, Consul-General of Japan in Toronto

The Consul-General of Japan Takako Ito attended Council to celebrate the upcoming 50th anniversary of the twinning of the Town of Lindsay with the City of Nayoro and to discuss the importance of bilateral relations between Canada and Japan. The Order of the Rising Sun, Gold Rays with Neck Ribbon, was awarded to Heather Newman for her work with the Lindsay-Nayoro Twinning Committee over the past 50 years. Ms. Newman is currently serving as the Chair of the Twinning Committee.

10.3 CC2019-17.10.3

Environmental Assessment Project Report for Mill Pond Bridge, Omemee
Juan Rojas, Director of Engineering and Corporate Assets
David Bonsall, Vice-President and Manager, Structural Engineering, D.M. Wills Associates Limited
(Item 14.1.1 on the Agenda)

David Bonsall of D.M. Wills Associates Limited provided Council with information on the Environmental Assessment Project Report for the Mill Pond Bridge in Omemee.

CR2019-385
Moved By Deputy Mayor Elmslie
Seconded By Councillor Ashmore

That the presentation by Director Rojas and David Bonsall, Vice-President and Manager, Structural Engineering, D.M. Wills Associates Limited, regarding **Environmental Assessment Project Report for Mill Pond Bridge, Omemee,** (Item 14.1.1 on the Agenda), be received.

Carried

Item 14.1.1 was moved forward on the Agenda to be dealt with next.

14.1.1 ENG2019-011

Environmental Assessment Project Report for Mill Pond Bridge, Omemee
Martin Sadowski, Senior Engineering Technician

CR2019-386
Moved By Councillor Ashmore
Seconded By Councillor O'Reilly

That Report ENG2019-011, **Environmental Assessment Project Report for Mill Pond Bridge**, be received; and

THAT Council endorses the preferred solution and preferred design, identified as Option 3 (Reconstruct and maintain two-way (single lane) traffic flow and add a separate pedestrian walkway) as developed by D.M. Wills in the April 2019 Environmental Assessment Project Report for Mill Pond Bridge.

Carried

11. Deputations

11.1 CC2019-17.11.1

Mandatory Drinking Water Connection Requirement
Paul Grassie
(Item 12.4.7 on the Agenda)

Mr. Grassie spoke against the mandatory drinking water policy, noting that it should not apply for older homes serviced by existing wells and that a property owner should not be required to pay for water they do not get or need. He advised that in order to achieve connectivity at his property, a line would need to be installed under a highway. Mr. Grassie requested that the policy be amended to exclude homes that are serviced by a well.

CR2019-387
Moved By Councillor Dunn
Seconded By Councillor O'Reilly

That the deputation of Paul Grassie, and supporting correspondence, regarding the **Mandatory Drinking Water Connection Requirement,** Item 12.4.7 on the Agenda, be received.

Carried

11.2 CC2019-17.11.2

Shoreline Road Allowance Adjacent to 8 Black River Road, Dalton
James Rogers
(Item 14.1.2 on the Agenda)

Mr. Rogers explained that he is seeking to purchase the shoreline road allowance adjacent to his property to allow him to modify his property so he can access and utilize the waterfront with his disability, noting that he is taxed for waterfront property. He advised that the purchase of the subject property will not limit other members of the public from accessing the water as there is a 66 foot right of way adjacent to his property. He requested that Council reconsider the matter and allow him to purchase the property.

CR2019-388
Moved By Councillor Yeo
Seconded By Councillor Seymour-Fagan

That the deputation of James Rogers, regarding the **Shoreline Road Allowance Adjacent to 8 Black River Road, Dalton**, Item 14.1.2 on the Agenda, be received.

Carried

Council recessed at 2:30 p.m. and reconvened at 2:42 p.m.

12. Committee of the Whole

12.1 Correspondence Regarding Committee of the Whole Recommendations

12.2 Committee of the Whole Minutes

Committee of the Whole Meeting Minutes - June 4, 2019

The following items were requested to be extracted:

Item 12.3.14 - Councillor Ashmore

CR2019-389
Moved By Deputy Mayor Elmslie
Seconded By Councillor Richardson

That the Minutes of the June 4, 2019 Committee of the Whole Meeting be received and adopted, save and except Item 12.3.14.

Carried

12.3 Business Arising from Committee of the Whole Minutes

12.3.1 COW2019-127

That the deputation of Lorne George and Pat O'Neil regarding the **Condition of St. David Street** (Item 8.2.3 on the Agenda) and the related petition submitted, be received.

Carried

12.3.2 COW2019-128

That the memorandum from Councillor Dunn, regarding, **St. David Street**, be received;

That staff review St. David Street and prepare a report providing options for improvement by the end of Q3 2019; and

That St. David Street be immediately included in the 2019 Lifecycle Extension Program.

Carried

12.3.3 COW2019-129

That the presentation by Aaron Sloan, Manager of Municipal Law Enforcement, regarding a **Noise By-law Update**, be received.

Carried

12.3.4 COW2019-130

That the presentation by CAO Ron Taylor, Manager Hope Lee and Policy Planning Supervisor Leah Barrie, regarding **Affordable Housing**, be received.

Carried

12.3.5 COW2019-131

That the presentation by Lisa Oliveira of the Housing Services Corporation regarding the **Community Housing Master Plan**, be received.

Carried

12.3.6 COW2019-132

That Report HH2019-006, **From Housing Assets to Housing People Master Plan 2019-2041**, be received; and

That the Master Plan, substantially in the form as included as Appendix A to Report HH2019-006, be endorsed by Council and guide future work plans and budget submissions.

Carried

12.3.7 COW2019-133

That the presentation by Alix Scarr, Senior Licensing Officer, regarding **Short Term Rentals**, be received.

Carried

12.3.8 COW2019-134

That Report LIC2019-02, **Short Term Rental Update**, be received; and

That the implementation of Option #1 and Monitoring continue, as outlined in report LIC2018-005, to regulate short term rentals in Kawartha Lakes.

Carried

12.3.9 COW2019-135

That Report HH2019-007**, 2018 Annual Housing & Homelessness Plan (HHP) Report**, be received for information.

Carried

12.3.10 COW2019-136

That Report MLE2019-004, **Agricultural Development Advisory Committee recommendations about the Removal of Soil, Topsoil, Placement of Fill, Alteration of Grade By-law 2018-214**, be received;

That the recommendations of the Agricultural Development Advisory Committee be received; and

That By-law 2018-214 being a By-law Regulating the Removal of Topsoil, Placement of Fill, and the Alteration of Grades be repealed and replaced by Appendix C to Report MLE2019-004.

Carried

12.3.11 COW2019-137

That Report CS2019-008, **Release of Fenelon Falls Legacy C.H.E.S.T. Funds**, be received;

That the Senior Citizens Club of Fenelon Falls be approved for funding in the amount of $1309.09 with the allocation to come from the Fenelon Falls Legacy C.H.E.S.T. Reserve (3.24350);

That the Maryboro Lodge – The Fenelon Museum be approved for funding in the amount of $10,000.00 with the allocation to come from the Fenelon Falls Legacy C.H.E.S.T. Reserve (3.24350); and

That Kawartha Works Community Co-operative Inc./Fenelon Live! be approved for funding in the amount of $10,000.00 with the allocation to come from the Fenelon Falls Legacy C.H.E.S.T. Reserve (3.24350).

Carried

12.3.12 COW2019-138

That Report CS2019-010, **Lindsay Legacy C.H.E.S.T. Fund Grant Committee 2019 Work Plan**, be received; and

That the 2019 Lindsay Legacy C.H.E.S.T. Fund Grant Committee Work Plan be approved.

Carried

12.3.13 COW2019-139

That Report PRC2019-006, **Parks, Recreation and Culture Policy Update: Alcohol Management on Municipal Premises**, be received; and

That the revised Alcohol Management on Municipal Premises Policy appended to Report PRC2019-006, be adopted and numbered for inclusion in the City's Policy and Procedure Manual, replacing CP2018-004 and all predecessor versions.

Carried

12.3.15 COW2019-141

That Report ED2019-016, **Trent-Severn Trail Towns**, be received; and

That the City of Kawartha Lakes participate in the Trent-Severn Trail Towns program as per Appendix C to Report ED2019-016.

Carried

12.3.16 COW2019-142

That Report EA2019-009, **Strategic Asset Management Policy**, be received; and

That the proposed Strategic Asset Management Policy, attached as Appendix A to Report EA2019-009, be adopted.

Carried

12.3.17 COW2019-143

That the recommendations under Items 8.1.9 to and including 8.1.15 be brought forward to Council as printed for consideration at the next Regular Council Meeting.

Carried

12.4 Items Extracted from Committee of the Whole Minutes

12.3.14 COW2019-140

CR2019-390
Moved By Councillor Ashmore
Seconded By Councillor Veale

That Report ED2019-015, **Incubation Pilot Program Funding Support**, be received;

That the project titled Kawartha Lakes Innovation Cluster Pilot Project be approved for an application to the Kawartha Lakes Community Future Development Corporation with a total project costs of up to $100,000.00 with the City's 50% contribution from the Economic Development Innovation Reserve; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

Carried

12.4.1 CORP2019-012

High Water Bill Adjustment/Mandatory Service Connection - 63 Victoria Ave N - Lindsay
Linda Liotti, Manager of Revenue and Taxation

Moved By Councillor Dunn
Seconded By Councillor Yeo

That Report CORP2019-012, **High Water Bill Adjustment / Mandatory Service Connection for 63 Victoria Ave N - Lindsay**, be received; and

That Council approve the recommendation of the High Water Bill Adjustment / Mandatory Service Connection Appeal Committee and provide a credit of $311.45 as a one-time exemption for the same property owner.

A recorded vote was requested by Councillor Dunn.

Recorded	**For**	**Against**	**Absent**
Mayor Letham		X	
Deputy Mayor Elmslie	X		
Councillor Ashmore	X		
Councillor Dunn	X		
Councillor O'Reilly		X	
Councillor Richardson		X	
Councillor Seymour-Fagan		X	
Councillor Veale		X	
Councillor Yeo	X		
Results	**4**	**5**	**0**

Motion Failed

CR2019-391
Moved By Councillor O'Reilly
Seconded By Councillor Richardson

That Report CORP2019-012, **High Water Bill Adjustment / Mandatory Service Connection for 63 Victoria Ave N - Lindsay**, be received; and

That the request for relief as a one-time exemption for the property owner, be denied.

Carried

12.4.2 CORP2019-013

High Water Bill Adjustment/Mandatory Service Connection - 330 Kent St W - Lindsay
Linda Liotti, Manager of Revenue and Taxation

Moved By Councillor Dunn
Seconded By Councillor Ashmore

That Report CORP2019-013, **High Water Bill Adjustment / Mandatory Service Connection for 330 Kent St W, Lindsay**, be received; and

That Council approve the recommendation of the High Water Bill Adjustment / Mandatory Service Connection Appeals Committee and provide a credit of $3,310.91 as a one-time exemption for the same commercial tenant.

A recorded vote was requested by Councillor Dunn.

Recorded	**For**	**Against**	**Absent**
Mayor Letham		X	
Deputy Mayor Elmslie	X		
Councillor Ashmore	X		
Councillor Dunn	X		
Councillor O'Reilly		X	
Councillor Richardson		X	
Councillor Seymour-Fagan		X	

Councillor Veale		X	
Councillor Yeo	X		
Results	**4**	**5**	**0**

Motion Failed

CR2019-392
Moved By Councillor Richardson
Seconded By Councillor Veale

That Report CORP2019-013, **High Water Bill Adjustment / Mandatory Service Connection for 330 Kent St W, Lindsay**, be received; and

That the request for relief as a one-time exemption for the property owner, be denied.

Carried

12.4.3 CORP2019-014

High Water Bill Adjustment/Mandatory Service Connection - 58 Verna Dr-Little Britain
Linda Liotti, Manager of Revenue and Taxation

Moved By Councillor Dunn
Seconded By Councillor Yeo

That Report CORP2019-014, **High Water Bill Adjustment / Mandatory Service Connection for 58 Verna Dr, Little Britain**, be received; and

That Council approve the recommendation of the High Water Bill Adjustment / Mandatory Service Connection Appeals Committee and provide a credit of $58.02 as a one-time exemption for the same property owner.

A recorded vote was requested by Councillor Dunn.

Recorded	**For**	**Against**	**Absent**
Mayor Letham		X	
Deputy Mayor Elmslie		X	
Councillor Ashmore	X		

Councillor Dunn	X		
Councillor O'Reilly		X	
Councillor Richardson		X	
Councillor Seymour-Fagan		X	
Councillor Veale		X	
Councillor Yeo	X		
Results	**3**	**6**	**0**

Motion Failed

CR2019-393
Moved By Deputy Mayor Elmslie
Seconded By Councillor O'Reilly

That Report CORP2019-014, **High Water Bill Adjustment / Mandatory Service Connection for 58 Verna Dr, Little Britain**, be received; and

That the request for relief as a one-time exemption for the property owner, be denied.

Carried

12.4.4 CORP2019-015

High Water Bill Adjustment/Mandatory Service Connection - 229 Angeline St S - Lindsay
Linda Liotti, Manager of Revenue and Taxation

Moved By Councillor Dunn
Seconded By Councillor Yeo

That Report CORP2019-015, **High Water Bill Adjustment / Mandatory Service Connection for 229 Angeline St S - Lindsay**, be received; and

That Council approve the recommendation of the High Water Bill Adjustment / Mandatory Service Connection Appeal Committee and provide a credit once three billing cycles have been billed to determine the average normalized consumption as a one-time exemption for the same property owners.

A recorded vote was requested by Councillor Dunn.

Recorded	For	Against	Absent
Mayor Letham		X	
Deputy Mayor Elmslie	X		
Councillor Ashmore	X		
Councillor Dunn	X		
Councillor O'Reilly		X	
Councillor Richardson		X	
Councillor Seymour-Fagan		X	
Councillor Veale		X	
Councillor Yeo	X		
Results	**4**	**5**	**0**

Motion Failed

CR2019-394
Moved By Councillor O'Reilly
Seconded By Councillor Veale

That Report CORP2019-015, **High Water Bill Adjustment / Mandatory Service Connection for 229 Angeline St S - Lindsay,** be received; and

That the request for relief as a one-time exemption for the property owner, be denied.

Carried

12.4.5 CORP2019-018

High Water Bill Adjustment/Mandatory Service Connection - 34 Sussex St S - Lindsay
Linda Liotti, Manager of Revenue and Taxation

Moved By Councillor Dunn
Seconded By Councillor Ashmore

That Report CORP2019-018, **High Water Bill Adjustment / Mandatory Service Connection for 34 Sussex St S - Lindsay**, be received; and

That Council approve the recommendation of the High Water Bill Adjustment / Mandatory Service Connection Appeals Committee and provide a credit of $368.02 as a one-time exemption for the same property owners.

A recorded vote was requested by Councillor Dunn.

Recorded	**For**	**Against**	**Absent**
Mayor Letham		X	
Deputy Mayor Elmslie	X		
Councillor Ashmore	X		
Councillor Dunn	X		
Councillor O'Reilly		X	
Councillor Richardson		X	
Councillor Seymour-Fagan		X	
Councillor Veale		X	
Councillor Yeo	X		
Results	**4**	**5**	**0**

Motion Failed

CR2019-395
Moved By Councillor O'Reilly
Seconded By Councillor Richardson

That Report CORP2019-018, **High Water Bill Adjustment / Mandatory Service Connection for 34 Sussex St S - Lindsay**, be received; and

That the request for relief as a one-time exemption for the property owner, be denied.

Carried

12.4.6 CORP2019-019

High Water Bill Adjustment/Mandatory Service Connection - 79 Bolton St – Bobcaygeon
Linda Liotti, Manager of Revenue and Taxation

Moved By Councillor Dunn
Seconded By Councillor Ashmore

That Report CORP2019-019, **High Water Bill Adjustment / Mandatory Service Connection for 79 Bolton St, Bobcaygeon**, be received; and

That Council approve the recommendation of the High Water Bill Adjustment / Mandatory Service Connection Appeals Committee and provide a credit of $1,896.26 as a one-time exemption for the same property owner.

A recorded vote was requested by Councillor Dunn.

Recorded	**For**	**Against**	**Absent**
Mayor Letham		X	
Deputy Mayor Elmslie	X		
Councillor Ashmore	X		
Councillor Dunn	X		
Councillor O'Reilly		X	
Councillor Richardson		X	
Councillor Seymour-Fagan		X	
Councillor Veale		X	
Councillor Yeo	X		
Results	**4**	**5**	**0**

Motion Failed

CR2019-396
Moved By Councillor O'Reilly
Seconded By Councillor Richardson

That Report CORP2019-019, **High Water Bill Adjustment / Mandatory Service Connection for 79 Bolton St, Bobcaygeon,** be received; and

That the request for relief as a one-time exemption for the property owner, be denied.

Carried

12.4.7 CORP2019-020

High Water Bill Adjustment/Mandatory Service Connection – 322 Highway 36 – Lindsay
Linda Liotti, Manager of Revenue and Taxation

Moved By Councillor Dunn
Seconded By Councillor Yeo

That Report CORP2019-020, **High Water Bill Adjustment/Mandatory Service Connection for 322 Highway 36 - Lindsay**, be received; and

That Council approve the recommendation of the High Water Bill Adjustment / Mandatory Service Connection Appeals Committee to provide an exemption of payment of the fixed rate charges, until such time of failure and/or need for replacement of their existing private water supply.

A recorded vote was requested by Councillor Dunn.

Recorded	**For**	**Against**	**Absent**
Mayor Letham		X	
Deputy Mayor Elmslie		X	
Councillor Ashmore	X		
Councillor Dunn	X		
Councillor O'Reilly		X	
Councillor Richardson		X	
Councillor Seymour-Fagan		X	
Councillor Veale		X	
Councillor Yeo	X		
Results	**3**	**6**	**0**

Motion Failed

CR2019-397
Moved By Councillor O'Reilly
Seconded By Deputy Mayor Elmslie

That Report CORP2019-020, **High Water Bill Adjustment/Mandatory Service Connection for 322 Highway 36 - Lindsay**, be received.; and

That the request for an exemption of payment of the fixed rate charges, until such time of failure and/or need for replacement of their existing private water supply, be denied.

Carried

CR2019-398
Moved By Deputy Mayor Elmslie
Seconded By Councillor Veale

That the High Water Bill Adjustment Appeal Committee and any requests received for appeal be placed on hold; and

That the High Water Bill Adjustment Policy be brought forward to Council at a July 2019 meeting for review.

Carried

CR2019-399
Moved By Councillor Seymour-Fagan
Seconded By Councillor Yeo

That the Mandatory Connection By-law be brought forward to Council at a July 2019 meeting for review.

Carried

13. Planning Advisory Committee

13.1 Correspondence Regarding Planning Advisory Committee Recommendations

13.2 Planning Advisory Committee Minutes

Planning Advisory Committee Meeting Minutes - June 5, 2019

CR2019-400
Moved By Councillor Veale
Seconded By Councillor Ashmore

That the Minutes of the June 5, 2019 Planning Advisory Committee Meeting be received and the recommendations, included in Section 13.3 of the Agenda, be adopted.

Carried

13.3 Business Arising from Planning Advisory Committee Minutes

13.3.1 PAC2019-034

That Report PLAN2019-032, **Part of Lot 24, Concession 5, geographic Township of Ops and Part of Lot 3 and Block X, Plan 1, former Town of Lindsay, Applications D01-2019-001, D04-2019-001, D05-2019-001 and D06-2019-007** be received; and

That Report PLAN 2019-032 respecting Applications D01-2019-001, D04-2019-001, D05-2019-001 and D06-2019-007 be referred back to staff to address any issues raised through the public consultation process and for further review and processing until such time that all comments have been received from all circulated agencies and City departments, and that any comments and concerns have been addressed.

Carried

13.3.2 PAC2019-035

That Report PLAN2019-033, respecting **Part of Lot 22, Concession 3, geographic Township of Ops, and identified as 454 Colborne Street West – Application D06-2019-009**, be received;

That a Zoning By-law Amendment respecting application D06-2019-009, substantially in the form attached as Appendix D to Report PLAN2019-033, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

Carried

13.3.3 PAC2019-036

That Report PLAN2019-034, respecting **Part of Lots 39-42, South of Portage Road, geographic Township of Eldon, and part of which is partially identified as 1561 Kirkfield Road – Application D06-2019-010**, be received;

That a Zoning By-law Amendment respecting application D06-2019-010, substantially in the form attached as Appendix D to Report PLAN2019-034, as amended to permit an Agricultural Exception zone in the southeast corner of the benefitting lot, to prohibit development of structures on that portion of the lot, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

Carried

13.3.4 PAC2019-037

That Report PLAN2019-035, respecting **Part Lot 19, Concession 7, geographic Township of Mariposa, Application D06-2019-011**, be received;

That a Zoning By-law, respecting application D06-2019-011, substantially in the form attached as Appendix D to Report PLAN2019-035 be approved and adopted by Council;

That staff be directed to prepare a Garden Suite agreement pursuant to Section 39.1 of the Planning Act, respecting this application; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

Carried

13.3.5 PAC2019-038

That Report PLAN2019-011, **Part of Lots 9 and 10, Concession 2, Geographic Township of Ops, BATL Management Inc. – Application D06-17-011**, be received;

That the zoning by-law amendment respecting application D06-17-011, substantially in the form attached as Appendix C to Report PLAN2019-011, be approved and adopted by Council;

That in accordance with Section 34(17) of the Planning Act, Council having considered the change to the proposed Zoning By-law Amendment deems no further public notice to be necessary; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

Carried

13.3.6 PAC2019-039

That Report ENG2019-003, **Assumption of Lisbeth Crescent and Tina Court, Lindsay**, be received;

That the Assumption of Lisbeth Crescent and Tina Court, Lindsay, Rexton Subdivision – Phase 2, Geographic Town of Lindsay, City of Kawartha Lakes, be approved;

That an Assumption By-Law, substantially in the form attached as Appendix A to Report ENG2019-009 be approved and adopted by Council; and

That the Mayor and City Clerk be authorized to execute any documents and agreements required by the approval of this application.

Carried

13.4 Items Extracted from Planning Advisory Committee Minutes

14. Consent Matters

The following items were requested to be extracted from the Consent Agenda:

Item 14.1.1 was moved forward on the Agenda and dealt with immediately following Item 10.3.
Item 14.1.2 - Councillor Yeo
Item 14.1.7 - Councillor Ashmore

Moved By Councillor O'Reilly
Seconded By Councillor Ashmore

That all of the proposed resolutions shown in Section 14.1 and 14.2 of the Agenda be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered, save and except Items 14.1.1, 14.1.2 and 14.1.7.

Carried

14.1 Reports

14.1.3 CS2019-011

Memorandum of Understanding with the Haliburton, Kawartha, Pine Ridge Health Unit for the Use of Municipal Facilities for Emergency Mass Health Protection Clinics
Craig Shanks, Director of Community Services

CR2019-401

That Report CS2019-011, **Memorandum of Understanding with the Haliburton, Kawartha, Pine Ridge District Health Unit for the Use of Municipal Facilities for Emergency Mass Health Protection Clinics**, be received; and,

That the MOU's for use of the Fenelon Falls Community Centre and Victoria Park Armoury by the HKPRD Health Unit for the purpose of Emergency Mass Health Protection Clinics be approved for signature and authorization by the Mayor and Clerk.

Carried

14.1.4 CS2019-012

Kawartha Boys and Girls Club Funding Request for Splash Pad Water Utility
Craig Shanks, Director of Community Services

CR2019-402

That Report CS2019-012, **Kawartha Boys and Girls Club Funding Request for Splash Pad Water Utility**, be received.

Carried

14.1.5 PUR2019-021

2019-48-OQ Leachate Hauling and Disposal Services for Eldon Landfill and Lindsay WPCP
Linda Lee, Buyer
Kerri Snoddy, Regulatory Compliance Officer

CR2019-403

That Report PUR2019-021, **2019-48-OQ Leachate Hauling and Disposal Services for Eldon Landfill and Lindsay WPCP**, be received;

That Shepherd Environmental Services be selected for the award of 2019-48-OQ Leachate Hauling and Disposal Services for Eldon Landfill and Lindsay WPCP for an estimated annual amount of $213,850.00 plus HST. The initial term will be for a three year period from July 1, 2019 to June 30, 2022;

That pending successful completion of the initial term, staff be authorized to enter into contract for two (2), one (1) year optional terms;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award the contract; and

That the Procurement Division be authorized to issue a purchase order.

Carried

14.1.6 PUR2019-022

Request for Proposal 2019-51-CP Supply and Delivery of Five New Vans
Marielle van Engelen, Buyer
Todd Bryant, Manager of Fleet and Transit Services

CR2019-404

That Report PUR 2019-022, **Request for Proposal 2019-51-CP Supply and Delivery of Five New Vans**, be received;

That Manley Motors Limited, of Lindsay, Ontario being the highest scoring proponent, be selected for the award of Request for Proposal 2019-51-CP Supply and Delivery of Five New Vans with the addition of one (1) van at the unit price provided in the Proposal for a total of six vans; and

That subject to receipt of the required documents, that the Financial Services Division be authorized to issue a purchase order.

Carried

14.1.8 WM2019-008

Construction and Demolition Recycling Pilot Program
David Kerr, Manager Environmental Services

CR2019-405

That Report WM2019-008, **Construction and Demolition Recycling Pilot Results and Recommendations**, be received;

That Council approve an extension of the pilot to December 31, 2020 with an operating budget of $155,000 in 2020; and

That Staff report back to Council on the success of the construction and demolition waste recycling pilot program by June 30, 2020 with future program recommendations and associated budget.

Carried

14.1.9 WWW2019-008

Omemee Sewage Lagoons Provincial Officer's Order 1-L4E0C
Kayla Pantaleo, Contract Coordinator

CR2019-406

That Report WWW2019-008, **Omemee Sewage Lagoons Provincial Officer's Order 1-L4E0C**, be received.

Carried

14.2 Correspondence

14.2.1 CC2019-17.14.2.1

Request for Noise By-law Exemption
Casey Johnson

CR2019-407

That the May 23, 2019 e-mail correspondence from Casey Johnson regarding a **Request for Noise By-law Exemption**, be received; and

That the exemption of the City's Noise By-law 2005-025, as amended, for the wedding event being held at 33 Mill Street, Lindsay, from 2:00 p.m. on June 22, 2019 to to 12:00 a.m. on June 23, 2019, be approved.

Carried

14.2.2 CC2019-17.14.2.2

Request for Noise By-law Exemption
Capital Project 2019-31-CQ Peel and Russell Street Reconstruction
Coco Paving

CR2019-408

That the May 23, 2019 request from Coco Paving regarding a **Noise By-law Exemption**, be received; and

That the exemption of the City's Noise By-law 2005-025, as amended, for the reconstruction of Peel Street and Russell Street, from 6:00 a.m. to 7:00 a.m. daily until October 31, 2019, be approved.

Carried

14.2.3 CC2019-17.14.2.3

Request for Noise By-law Exemption
Charla Wallwork

CR2019-409

That the May 5, 2019 correspondence from Charla Wallwork regarding a **Request for Noise By-law Exemption**, be received; and

That the exemption of the City's Noise By-law 2005-025, as amended, for the wedding event being held at 255 Burnt River Road, Burnt River, on September 7, 2019 with an extension to 2:00 a.m. on September 8, 2019, 2019, be approved.

Carried

14.3 Items Extracted from Consent

14.1.1 ENG2019-011

Environmental Assessment Project Report for Mill Pond Bridge, Omemee
Martin Sadowski, Senior Engineering Technician

This Item was moved forward on the Agenda to be dealt with immediately following Item 10.3.

14.1.2 RS2019-023

Shoreline Road Allowance adjacent to 8 Black River Road, Dalton
Laura Carnochan, Law Clerk – Realty Services

CR2019-410
Moved By Councillor Yeo
Seconded By Councillor Dunn

That Report RS2019-023, **Shoreline Road Allowance adjacent to 8 Black River Road, Dalton**, be received; and

That staff be directed to proceed with advancing the applicant's request through the City's disposition process.

Carried

14.1.7 RD2019-002

Unassumed Roads Winter Maintenance Fee for Service Review
David Lembke, Manager Roads Operations

CR2019-411
Moved By Councillor Ashmore
Seconded By Councillor O'Reilly

That Report RD2019-002, **Unassumed Roads Winter Maintenance Fee for Service Review**, be received.

Carried

CR2019-412
Moved By Councillor Yeo
Seconded By Councillor Richardson

That staff be directed to bring forward options for providing fee for service for winter maintenance of unassumed roads where there are continuation of service opportunities for expanding existing plow routes by end of Q3 2019.

Carried

CR2019-413
Moved By Councillor Yeo
Seconded By Deputy Mayor Elmslie

That the Seasonal Level of Service Policy be brought forward to Council at a July 2019 meeting for review.

Carried

15. Petitions

15.1 CC2019-17.15.1.1

Opposition to Erection of Stop Signs at Stinson's Bay Road and Graham Drive
Roy Woodward

CR2019-414
Moved By Councillor Seymour-Fagan
Seconded By Deputy Mayor Elmslie

That the petition received from Roy Woodward regarding **Opposition to Erection of Stop Signs at Stinson's Bay Road and Graham Drive**, be received and referred to the ongoing review of this intersection.

Carried

16. Other or New Business

17. By-Laws

Item 17.1.8 was extracted from By-laws by Consent.

The mover requested the consent of Council to read the by-laws by number only.

CR2019-415
Moved By Councillor Ashmore
Seconded By Councillor O'Reilly

That the By-Laws shown in Section 15.1 of the Agenda, namely: Items 17.1.1 to and including 17.1.9 be read a first, second and third time, passed, numbered, signed and the corporate seal attached, save and except Item 17.1.8.

Carried

17.1 By-Laws by Consent

17.1.1 By-law 2019-096

A By-law to Stop Up and Close Part of the Road Allowance between Lots 54 and 55, Concession South of Portage Road, in the Geographic Township of Eldon, City of Kawartha Lakes, designated as Part 2 on Reference Plan 57R-9336, and to Authorize the Sale of the Land to the Abutting Owners

17.1.2 By-law 2019-097

A By-Law to Stop Up and Close Part of the Road Allowance in the Geographic Township of Manvers, City of Kawartha Lakes, Legally Described as Franklin Street and Fallis Street on Plan 9

17.1.3 By-law 2019-098

A By-law to Amend the Township of Ops Zoning By-law No. 93-30 to Rezone Land within the City Of Kawartha Lakes - BATL Management Inc.

17.1.4 By-law 2019-099

A By-Law To Amend The Township of Ops Zoning By-Law No. 93-30 To Rezone Land Within The City Of Kawartha Lakes - Jones

17.1.5 By-law 2019-100

A By-Law To Amend The Township of Mariposa Zoning By-Law No. 94‑ 07 To Rezone Land Within The City Of Kawartha Lakes - Arskey

17.1.6 By-law 2019-101

A By-law to Assume Lisbeth Crescent, Plan 57M-780 (PIN: 63236-0173), and associated Lisbeth Crescent 0.3 metre reserve at Adelaide Street, Plan 57M-780 (PIN: 63236-0116), Tina Court, Plan 57M-780 (PIN: 63236-0174), Geographic Town of Lindsay, The Corporation of the City of Kawartha Lakes

17.1.7 By-law 2019-102

A By-law to Appoint a Municipal Law Enforcement Officer for Limited By-law Enforcement Purposes - Hope, J.

17.1.9 By-law 2019-103

A By-law to Amend the Township of Eldon Zoning By-Law No. 94-14 to Rezone Land within the City of Kawartha Lakes - Victor Webster Farms Ltd. and Leach

17.2 By-Laws Extracted from Consent

17.1.8 CC2019-17.17.1.8

A By-law To Repeal and Replace By-law 2018-214, Being a By-law Regulating the Removal of Topsoil, Placement of Fill and the Alteration of Grades

CR2019-416
Moved By Deputy Mayor Elmslie
Seconded By Councillor Veale

That Item 17.1.8, A By-law to Repeal and Replace By-law 2018-014, Being a By-law Regulating the Removal of Topsoil, Replacement of Fill and the Alteration of Grades, be deferred to the July 16, 2019 Regular Council Meeting.

Carried

18. Notice of Motion

19. Closed Session

CR2019-417
Moved By Councillor Seymour-Fagan
Seconded By Councillor O'Reilly

That the Closed Session agenda be adopted as circulated.

Carried

CR2019-418
Moved By Deputy Mayor Elmslie
Seconded By Councillor Dunn

That Council convene into closed session at 4:16 p.m. in order to consider matters on the Tuesday, June 18, 2019 Closed Session Agenda and that are permitted to be discussed in a session closed to the public pursuant to Section 239(2)(b)(c)(d) of the Municipal Act, S.O. 2001. S.25.

Carried

20. Matters from Closed Session

20.1 Item 19.3

Council received an update provided by staff regarding Bargaining Update for the Victoria Manor Unions.

20.2 Item 19.4

The Mayor's Office will present the 2018 Environmental Youth Hero Award to the nominees on behalf of the City at their respective schools.

20.3 Item 19.2

CR2019-424
Moved By Councillor O'Reilly
Seconded By Deputy Mayor Elmslie

That Staff be directed to negotiate the direct sale to an identified party for those portions of 581 Highway 36, Lindsay zoned Agricultural and Industrial (and to retain that portion of the property zoned Environmental Protection), subject to easements in favour of the City to protect underground infrastructure, and on the condition that all silty clay removed from the site during construction be separated out and placed on nearby City property at the cost of the purchaser, and the land be sold for no less than appraised value plus all costs expended by the City. This offer will be conditional upon the property being subsequently advertised for potential surplus and sale in accordance with Disposition By-law 2018-020, being declared by Council as surplus to municipal needs, and a by-law subsequently being approved by Council to authorize the ultimate disposition.

Carried

21. Confirming By-Law

21.1 By-law 2019-104

A By-law to Confirm the Proceedings of a Regular Meeting of Council, Tuesday, June 18, 2019

CR2019-425
Moved By Councillor Dunn
Seconded By Councillor Yeo

That a by-law to confirm the proceedings of a Regular Council Meeting held Tuesday, June 18, 2019 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

Carried

22. Adjournment

CR2019-426
Moved By Councillor Yeo
Seconded By Councillor Veale

That the Council Meeting adjourn at 4:42 p.m.

Carried

Read and adopted this 16th day of July, 2019.

Andy Letham, Mayor	Cathie Ritchie, City Clerk

Request to Speak before Council

RECEIVED

JUN 13 2019

OFFICE OF THE CITY CLERK
KAWARTHA LAKES

Request to Make a Deputation/Presentation to Council/Committee
City of Kawartha Lakes
City Clerk's Office
26 Francis Street, PO Box 9000
Lindsay, ON K9V 5R8
705-324-9411

Name: *

JOHN W RICHEL

Address: *

152 LAKELAND ROAD

City/Town/Village:

BOBCAYGEON

Province: *

ONTARIO

Postal Code:

K0M1A0

Telephone: *

705-938-9750

Email: *

jrichel@bell.net

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

JOHN RICHEL

Deputant Two:

—

Please provide details of the matter to which you wish to speak: *

Petition regarding LAKELAND ROAD
Bobcaygeon

Please attach any additional supporting documents you wish to provide and submit with this completed form. Enclosed.

Have you discussed this matter with City Staff?

- (●) Yes
- ( ) No

If yes, Which department and staff member(s) have you spoken to?

CITY HALL AND Engineering plus Roads Dept.

What action are you hoping will result from your presentation/deputation? *

rebuilding of LAKELAND ROAD

By signing this form you are acknowledging that all of the information you are providing on this form is true, and giving the City permission to collect your personal information for the principal purpose of a request to make a deputation to Committee or Council as outlined below.

Signature:

Date:

June 13 2019

The personal information is being collected by the City of Kawartha Lakes for the principal purpose of a request to make a deputation to Committee or Council pursuant to the City's procedural by-law. This information, including all attachments submitted may be circulated to members of Council, staff, the general public and posted on the City website. Questions about the collection of this information should be directed to the City Clerk or Deputy Clerk at 705 324-9411 ext. 1295 or 1322.

Do you understand how your information will be used and agree to allow the City to use your personal information provided on this form, including any attachments for the purposes of requesting to make a deputation to Committee or Council? *

◉ Yes

Please complete this form and return to the City Clerk's Office by submitting it online or:
Fax: 705-324-8110 Email: agendaitems@kawarthalakes.ca

Request to Speak before Council

Request to Make a Deputation/Presentation to Council/Committee
City of Kawartha Lakes
City Clerk's Office
26 Francis Street, PO Box 9000
Lindsay, ON K9V 5R8
705-324-9411

Name: *

Lindsay Downtown BIA

Address: *

117 Kent Street West

City/Town/Village:

Lindsay

Province: *

ON

Postal Code:

K9V 2Y5

Telephone: *

705-324-7710

Email: *

info@mylindsay.com

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Charlie McDonald, Board Chair

Deputant Two:

Steve Podolsky, Parking Sub-Committee Chair

Please provide details of the matter to which you wish to speak: *

It is our understanding that the IBI Group plans to present to the Mayor & Council on the scheduled meeting of Tuesday, July 16th regarding Parking Strategies in Downtown Lindsay, Bobcaygeon and Fenelon Falls. The Lindsay Downtown BIA would like to request that we be given the opportunity to give our thoughts and feedback on the content of the report (specific to Downtown Lindsay) that is being presented.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

- (●) Yes
- ( ) No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

As the Lindsay Downtown BIA has been heavily involved in the parking strategies in Downtown Lindsay for many years, and is now responsible for daily enforcement and data collection, we believe that our input will be of value to the Mayor and Council while they are considering future options to the parking strategy.

By signing this form you are acknowledging that all of the information you are providing on this form is true, and giving the City permission to collect your personal information for the principal purpose of a request to make a deputation to Committee or Council as outlined below.

Signature:

Charles McDonald

Date:

7/5/2019

The personal information is being collected by the City of Kawartha Lakes for the principal purpose of a request to make a deputation to Committee or Council pursuant to the City's procedural by-law. This information, including all attachments submitted may be circulated to members of Council, staff, the general public and posted on the City website. Questions about the collection of this information should be directed to the City Clerk or Deputy Clerk at 705 324-9411 ext. 1295 or 1322.

Do you understand how your information will be used and agree to allow the City to use your personal information provided on this form, including any attachments for the purposes of requesting to make a deputation to Committee or Council? *

- (•) Yes

Please complete this form and return to the City Clerk's Office by submitting it online or:
Fax: 705-324-8110 Email: agendaitems@kawarthalakes.ca

Request to Speak before Council

Request to Make a Deputation/Presentation to Council/Committee
City of Kawartha Lakes
City Clerk's Office
26 Francis Street, PO Box 9000
Lindsay, ON K9V 5R8
705-324-9411

Name: *

Ontario Plowmen'Association

Address: *

188 Nicklin Road

City/Town/Village:

Guelph

Province: *

Ontario

Postal Code:

N1H 7L5

Telephone: *

519-767-2928

Email: *

cathy@plowingmatch.org

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Cathy Lasby, Executive Director

Deputant Two:

Don Priest, Vice-President

Please provide details of the matter to which you wish to speak: *

Good afternoon:

The Ontario Plowmen's Association would like to meet with the Planning Committee on July 3rd to provide an update on the plans for the 2020 International Plowing Match and Rural Expo and to discuss ways to develop a partnership with the City of Kawartha Lakes for IPM 2020.
A complete presentation will, of course, be forwarded once we know our meeting request has been approved.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

- ○ Yes
- ◉ No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

We are hoping that the partnership request for services, etc. will be presented to Council for their approval. We look foward to including the City of Kawartha Lakes as a "Hosting Partner".

By signing this form you are acknowledging that all of the information you are providing on this form is true, and giving the City permission to collect your personal information for the principal purpose of a request to make a deputation to Committee or Council as outlined below.

Signature:

Cathy Lasby

Date:

6/10/2019

The personal information is being collected by the City of Kawartha Lakes for the principal purpose of a request to make a deputation to Committee or Council pursuant to the City's procedural by-law. This information, including all attachments submitted may be circulated to members of Council, staff, the general public and posted on the City website. Questions about the collection of this information should be directed to the City Clerk or Deputy Clerk at 705 324-9411 ext. 1295 or 1322.

Do you understand how your information will be used and agree to allow the City to use your personal information provided on this form, including any attachments for the purposes of requesting to make a deputation to Committee or Council? *

(•) Yes

Please complete this form and return to the City Clerk's Office by submitting it online or:
Fax: 705-324-8110 Email: agendaitems@kawarthalakes.ca

The Corporation of the City of Kawartha Lakes

Minutes

Planning Advisory Committee Meeting

PC2019-07
Wednesday, July 3, 2019
1:00 P.M.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Mayor Andy Letham
Councillor Patrick O'Reilly
Councillor Kathleen Seymour-Fagan
Councillor Andrew Veale
Mike Barkwell
Tammy Smith
Jason Willock

Accessible formats and communication supports are available upon request.

1. Call to Order and Adoption of Agenda

Chair O'Reilly called the meeting to order at 1:02 p.m. Mayor A. Letham, Councillors K. Seymour-Fagan and A. Veale, and M. Barkwell, T. Smith, and J. Willock were in attendance.

Deputy Clerk and Recording Secretary J. Watts, Manager of Planning R. Holy, Supervisor of Development Engineering C. Sisson, Planners II D. Harding and M. LaHay, Senior Engineering Technician R. Perdue were also in attendance.

The Chair opened the meeting and introduced Planning Advisory Committee and the members of staff present.

PAC2019-041
Moved By Mayor Letham
Seconded By Councillor Seymour-Fagan

That the agenda for the Wednesday, July 3, 2019 Planning Advisory Committee Meeting be adopted as circulated.

Carried

2. Declarations of Pecuniary Interest

J. Willock declared a conflict for Item 3.2 (Report PLAN2019-040) as the applicant is a client of his.

No other declarations of pecuniary interest were declared.

3. Public Meeting

The Chair stated that, as required under the Planning Act, a public meeting is being held prior to the City of Kawartha Lakes Council making decisions on the following planning matters.

3.1 PLAN2019-039

David Harding, Planner II
An application to amend the Township of Manvers Zoning By-law 87-06 on land described as Lot 2, Concession 12, geographic Township of Manvers, identified as 91 Fleetwood Road - Youngfield Farms Ltd.

The Chair requested staff to advise on the manner of giving notice for the proposed zoning by-law amendment. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

Mr. Harding confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500m, and a sign was posted on the subject property. He summarized the application, explaining that as a condition of provisional consent application D03-2018-024 (granted on April 11, 2019), the agricultural land to be retained is to be rezoned to prohibit residential use. To further clarify how the lot containing the dwelling is to be used and permit an accessory building within the front yard, said residential lot is also being rezoned to a rural residential zone category. The application conforms to City of Kawartha Lakes Official Plan, the 2019 Growth Plan and is consistent with the Provincial Policy Statement. Mr. Harding summarized the comments received to date, as detailed in his report, noting no additional comments were received subsequent to the writing of the report. Staff are recommending that the application be referred to Council for approval.

The Chair inquired if the applicant wished to speak to the application.

Alex Heroux spoke on behalf of the applicant Kristen Soutar of Youngfield Farms Ltd, and made himself available for any questions from the committee.

The Chair inquired if anyone wished to speak to the application.

No other persons spoke to the application.

3.2 PLAN2019-040

Mark LaHay, Planner II
An application to amend the Township of Fenelon Zoning By-law 12-95 on land described as Part Lot 12, Concession 7, geographic Township of Fenelon, identified as 356 Country Lane - Moore

J. Willock left the Council Chambers at 1:07 pm as per his previously declared pecuniary interest.

The Chair requested staff to advise on the manner of giving notice for the proposed Zoning By-law Amendment. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

Mr. LaHay confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500m, and a sign was posted on the subject property. He summarized the application, explaining that it

proposes to permit a second dwelling on the subject land. The second detached dwelling is proposed to be located to the southeast of the existing single detached dwelling and will occupy an area of approximately 150 sq. m. (1615 sq. ft.) and is proposed to be a modular home structure. Conformity with the Growth Plan and consistency with the Provincial Policy Statement, which is intended to protect prime agricultural areas for long term agricultural use as defined, has not been determined at this time. He also noted that the application does not appear to conform to the Kawartha Lakes Official Plan, which does not include policies to support second dwelling units on prime agricultural designated land. However, there are policies in place in the Official Plan to support temporary second dwelling units in the form of garden suites. Mr. LaHay summarized the comments received to date, as detailed in his report, noting that subsequent to the writing of the report additional comments were received from Kawartha Conservation, noting the regulated areas on the property. Comments were also received from City's Agricultural Development Officer who was not supportive of the application expressing concerns about protecting prime agricultural lands. Based on the additional comments received (that were not taken into consideration at the time of writing the report) and the issues identified in the report, staff are not supportive of the application as submitted and are now of the opinion of recommending that the application be denied. Mr. Holy and Mr. LaHay responded to questions from Committee members.

The Chair inquired if the applicant wished to speak to the application.

Tom deBoer of TD Consulting Inc. spoke as the applicant. He provided a brief history of the application and expressed the difficulties experienced through the process. He noted the completion of the Agricultural Impact Assessment, Agricultural Brief and Minimum Distance Separation (MDS) Report, and stated that the agricultural lands lost for the second dwelling represents 3.5 round bales of hay loss to the farming operation per year. He recommended that the application be moved forward for approval. He responded to questions from Committee members.

The Chair inquired if anyone wished to speak to the application.

Barry Dunn, of 338 Country Lane, spoke against the application stating that the proposed dwelling would be too close to his own. He expressed concern that the new driveway would be close to his property line removing his privacy, that the septic line is proposed to cross under a driveway, and the existing uses of the field on the east side of the property.

No other persons spoke to the application.

J. Willock returned to the Council Chambers at 1:30 pm.

3.3 PLAN2019-041

Mark LaHay, Planner II
An application to amend the Township of Manvers Zoning By-law 87-06 on land described as Part Lot 6, Concession 10, geographic Township of Manvers, identified as 344 Janetville Road - Kimball

The Chair requested staff to advise on the manner of giving notice for the proposed zoning by-law amendment. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

Mr. LaHay confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500m, and a sign was posted on the subject property. He summarized the application, explaining that it proposes to rezone the subject land from the Rural General (A1) Zone to the Rural General Special Exception Forty (A1-S40) Zone. The effect of the zoning amendment would be to permit a garden suite, which is a temporary, detached dwelling unit that is designed and constructed to be portable and is ancillary to the existing detached dwelling, as a second dwelling unit on the property. The application generally conforms to the Kawartha Lakes Official Plan, conforms to the 2019 Growth Plan and is consistent with the Provincial Policy Statement. Mr. LaHay summarized the comments received to date, as detailed in his report, noting that subsequent to the writing of the report additional comments were received from the Agricultural Development Officer who noted the application respects the protection of agricultural lands. Staff are recommending that the application be referred to Council for approval.

The Chair inquired if the applicant wished to speak to the application.

Curtis Kimball, owner, made himself available for any questions from the members of the committee.

The Chair inquired if anyone wished to speak to the application.

No other persons spoke to the application.

The Public Meeting concluded at 1:37pm.

4. Business Arising from Public Meeting

4.1 Item 3.1

PAC2019-042
Moved By Mayor Letham
Seconded By T. Smith

That Report PLAN2019-039, respecting Lot 2, Concession 12, geographic Township of Manvers, and identified as 91 Fleetwood Road – Application D06-2019-013, be received;

That a Zoning By-law Amendment respecting application D06-2019-013, substantially in the form attached as Appendix D to Report PLAN2019-039, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

Carried

4.2 Item 3.2

J. Willock left the Council Chambers.

PAC2019-043
Moved By Mayor Letham
Seconded By M. Barkwell

That Report PLAN2019-040, respecting Part Lot 12, Concession 7, geographic Township of Fenelon, Application D06-2019-014, be received;

That the proposed Zoning By-law Amendment respecting Application D06-2019-014, be referred back to staff to address any issues raised through the public consultation process and for further review and processing until such time that all comments have been received from all circulated agencies and City Departments and that any comments and concerns have been addressed; and

That upon further review and processing by staff, this application be referred back to the Planning Advisory Committee.

Carried

J. Willock returned to the Council Chambers

4.3 Item 3.3

PAC2019-044
Moved By Councillor Veale
Seconded By T. Smith

That Report PLAN2019-041, respecting Part Lot 6, Concession 10, geographic Township of Manvers, Application D06-2019-015, be received;

That a Zoning By-law, respecting application D06-2019-015, substantially in the form attached as Appendix D to Report PLAN2019-041 be approved and adopted by Council;

That staff be directed to prepare a Garden Suite agreement pursuant to Section 39.1 of the Planning Act, respecting this application; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

Carried

5. Deputations

6. Correspondence

7. City of Kawartha Lakes Reports

7.1 PLAN2019-026

Richard Holy, Manager of Planning
Request by James Roberts Webster, Charles Arthur Webster, Isabel Anne Luce, and David William Luce to enter into a Subdivision Agreement for Phase 4 of Plan of Subdivision 16T-04505, on land described as Part of Lot 30, Concession 6, geographic Township of Fenelon, identified as Elysian Fields

Mr. Holy presented an overview of his report stating that James Webster, as primary contact, has requested that the City prepare the required Subdivision Agreement for Phase 4 of the draft approved plan of subdivision. Phase 4 represents the creation of 12 (approximately 1 acre each) residential building lots (Lots 9 through 20 of the draft approved plan of subdivision) together with a 0.3m reserve on the southern side of the proposed road and the extension of the Elysian Fields road to serve this development. The lots will have specific provisions for boathouse construction and a 30m setback provision from the lake. He stated that the development meets all applicable policies, and the 2019 Growth Plan. The developer is posting 100% of the securities required, and the agreement states that Development Charges are to be paid at the

building occupancy stage. He recommended that the agreement be endorsed and approved by Council.

PAC2019-045
Moved By Councillor Seymour-Fagan
Seconded By J. Willock

That Report PLAN2019-026, respecting Part of Lot 30, Concession 6, former Township of Fenelon, Application No. D05-29-026, Elysian Fields, Phase 4 – 16T-04505, be received;

That Schedule D Summary of Estimated Costs, in Appendix C to Report PLAN2019-026 shall list 100% of the cost of all works to the satisfaction of the Director of Development Services and the Director of Engineering and Corporate Assets;

That the Subdivision Agreement for File No. D05-29-026 substantially in the form attached as Appendix C to Report PLAN2019-026, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute any documents and subsequent Agreement(s) required by the approval of this Agreement.

Carried

8. Adjournment

PAC2019-046
Moved By Councillor Veale
Seconded By J. Willock

That the Planning Advisory Committee Meeting adjourn at 1:42 p.m.

Carried

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PLAN2019-036

Date: **July 16, 2019**
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: Ward 7 – Lindsay

Title: Removal of Holding (H) Symbol for Lindsay Retirement Home GP Limited

Description: Application to amend the Town of Lindsay Zoning By-law 2000-75 to Remove the Holding (H) symbol and Permit Construction of a 90 unit five storey Independent Senior's Apartment Building, Eastern Portion of 84 Adelaide Street South/81 Albert Street South, Lindsay (Lindsay Retirement Home GP Limited)

Author and Title: Ian Walker, Planning Officer – Large Developments

Recommendations:

That Report PLAN2019-036, **Removal of Holding (H) Symbol for Lindsay Retirement Home GP Limited**, be received;

That Zoning By-Law Amendment application D06-2019-012 identified as 84 Adelaide Street South/81 Albert Street South, City of Kawartha Lakes, as generally outlined in Appendix 'C' to Report PLAN2019-036, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute any documents required by the approval of this application.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

This application was received on April 23, 2019 and deemed to be a complete application. This application proposes to remove the Holding (H) symbol from Schedule A of the Town of Lindsay Zoning By-law 2000-75, which regulates development and use of 84 Adelaide Street South/81 Albert Street South. The removal of the Holding (H) symbol would permit the eastern portion of the lot to be developed with a 90 unit five (5) storey Independent Senior's Residential Apartment Building in accordance with the permitted uses and development standards in the "Residential High Rise One Special Thirteen (RH1-S13) Zone".

Owner:	Lindsay Retirement Home GP Limited
Applicant:	Lindsay Retirement Home GP Limited – Andy Bicanic
Legal Description:	Plan 8P, Part of Park Lot K, 57R-7336, Part of Part 1, former Town of Lindsay
Designation:	"Residential" on Schedule 'A' of the Town of Lindsay Official Plan
Zone:	"Residential High Rise One Special Thirteen – Holding [RH1-S13(H)] Zone" on Schedule 'A' of the Town of Lindsay Zoning By-law No. 2000-75
Lot Area:	2.45 ha. [6.04 ac. – MPAC], of which approximately 1.25 ha is contemplated for this development
Site Servicing:	Municipal sanitary sewer, storm sewer and water supply
Existing Uses:	Adelaide Place Retirement Community, Vacant Land
Adjacent Uses:	North: Clancy's Service Centre, Low Density Residential East: Albert St. S., Hamilton Park, Vacant Residential South: Unopened George St. Road Allowance, Trinity Auto Sales & Service, Low Density Residential West: Adelaide St. S., Vacant Residential

Rationale:

The eastern portion of the subject land is zoned "Residential High Rise One Special Thirteen – Holding [RH1-S13(H)] Zone". The lot is currently developed with an existing Senior Citizens' Home on the western portion of the property, with associated parking on the south side of the building. The RH1-S13(H) zone was applied to this property on December 12, 2017 through By-law 2017-251. The Holding (H) symbol is to be removed to permit development of a portion of the lot in accordance with the following criteria:

- The owner shall enter into a site plan agreement with the City;
- Council allocates an adequate supply of municipal water and sewer servicing to the proposed development; and

- The removal of the capacity restriction on the Colborne Street Sanitary Sewer.

The owner has applied to have the Holding (H) provision removed to allow the construction and servicing of a new 90 unit five (5) storey Independent Senior's Apartment Building in accordance with the RH1-S13 zone provisions. See Appendix B. The development of this property is subject to the owner entering into a site plan agreement with the City. On August 31, 2018, the site plan agreement was registered on title, satisfying the first condition. The City recently completed the Rivera Sanitary Pump Station, which satisfies the third condition. By removing the Holding (H) provision, Council would agree to allocation of the servicing for the development. On this basis, it is appropriate for Council to consider removal of the Holding (H) provision for this portion of the lot.

Provincial Policies:

The application conforms to A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019 (2019 Growth Plan) and is consistent with the Provincial Policy Statement, 2014 (PPS).

Official Plan Conformity:

The land is designated "Residential" on Schedule A of the Town of Lindsay Official Plan. The proposed development conforms to the applicable policies of the designation.

Zoning By-law Compliance:

The portion of the property being considered by this application is zoned "Residential High Rise One Special Thirteen – Holding [RH1-S13(H)] Zone", which permits the 90 unit five (5) storey Independent senior's apartment building, subject to established development provisions. Any proposed use of the property would need to conform to the appropriate zoning provisions. The applicant has submitted a rezoning application for removal of the Holding (H) provision to implement the proposed development.

Other Alternatives Considered:

No other alternatives have been considered.

Financial/Operation Impacts:

There are no financial considerations unless Council's decision is appealed by the owner/applicant to the Local Planning Appeal Tribunal. In the event of an appeal there could be costs for legal representation and planning staff.

Relationship of Recommendations To The 2016-2019 Strategic Plan:

The Council Adopted Strategic Plan identifies these Strategic Goals:

- A Vibrant and Growing Economy
- An Exceptional Quality of Life
- A Healthy Environment

This application aligns with the exceptional quality of life strategic goal as it enhances access to community health services and lifestyle choices.

Review of Accessibility Implications of Any Development or Policy:

There are no accessibility implications for the City.

Servicing Implications:

The lot is serviced by full municipal services.

Consultations:

Notice was given in accordance with the Planning Act. To date, we have received the following comments:

Agency Review Comments:

June 26, 2019 – The Building Division advised it has no concerns.

Development Services – Planning Division Comments:

The landowner has entered into an amending site plan agreement with the City, which has been registered on title. Staff support this application based on the information contained in this report and the comments received as of July 3, 2019. As such, staff respectfully recommends that the proposed zoning by-law application to remove the Holding (H) symbol be approved and adopted by Council.

Attachments:

The following attached documents may include scanned images of appendixes, maps, and photographs. If you require an alternative format, please call Ian Walker, Planning Officer – Large Developments, (705) 324-9411 extension 1368.

Appendix ‘A’ – Location Map

PLAN2019-036
Appendix A.pdf

Appendix ‘B’ – Proposed Development Plan, dated April 24, 2018

PLAN2019-036
Appendix B.pdf

Appendix ‘C’ – Draft Zoning By-law Amendment

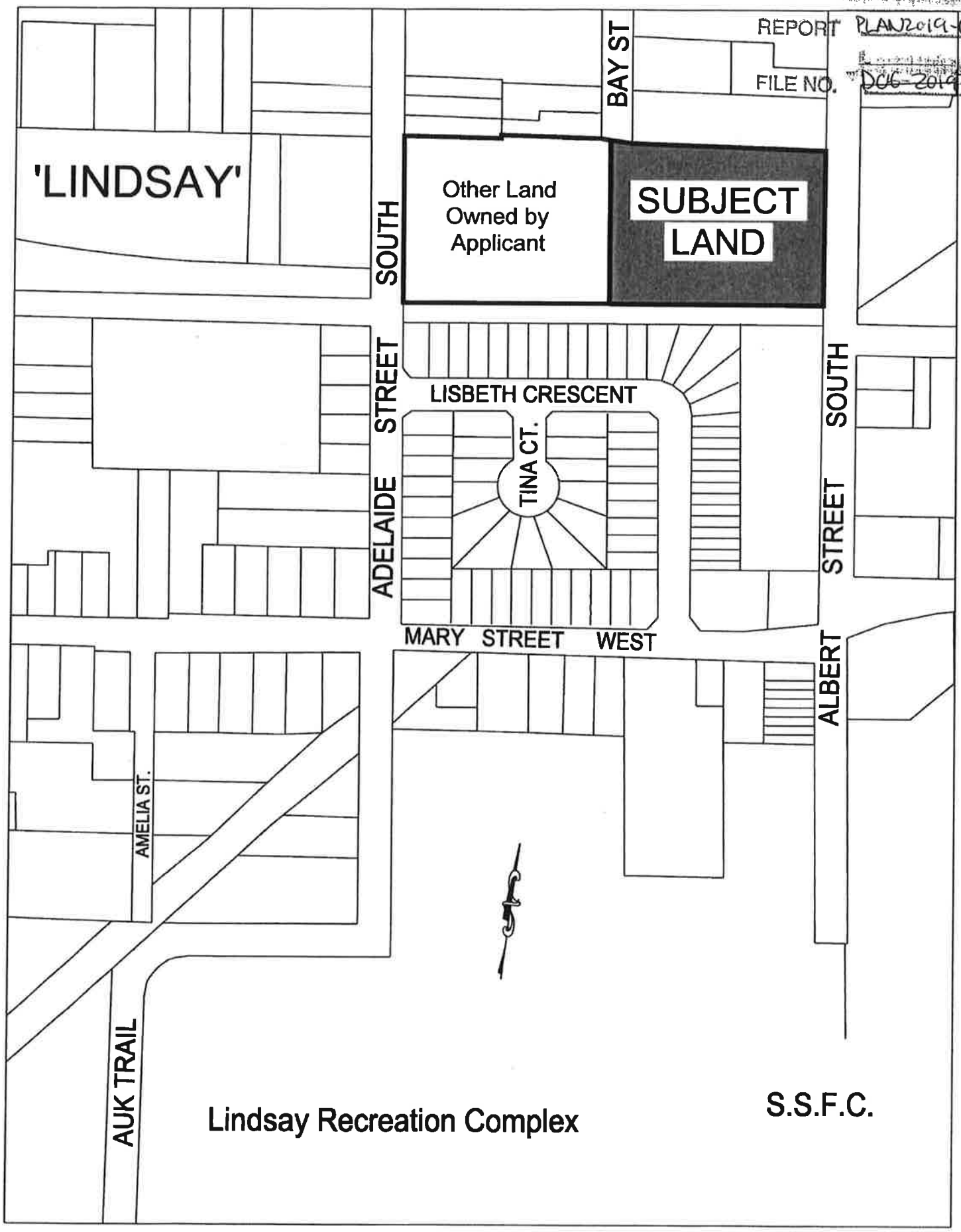
PLAN2019-036
Appendix C.pdf

Department Head E-Mail: cmarshall@kawarthalakes.ca

Department Head: Chris Marshall, Director, Development Services

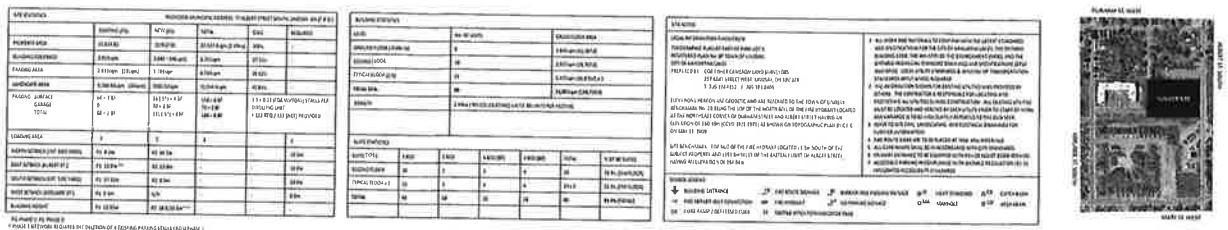
Department File: D06-2019-012

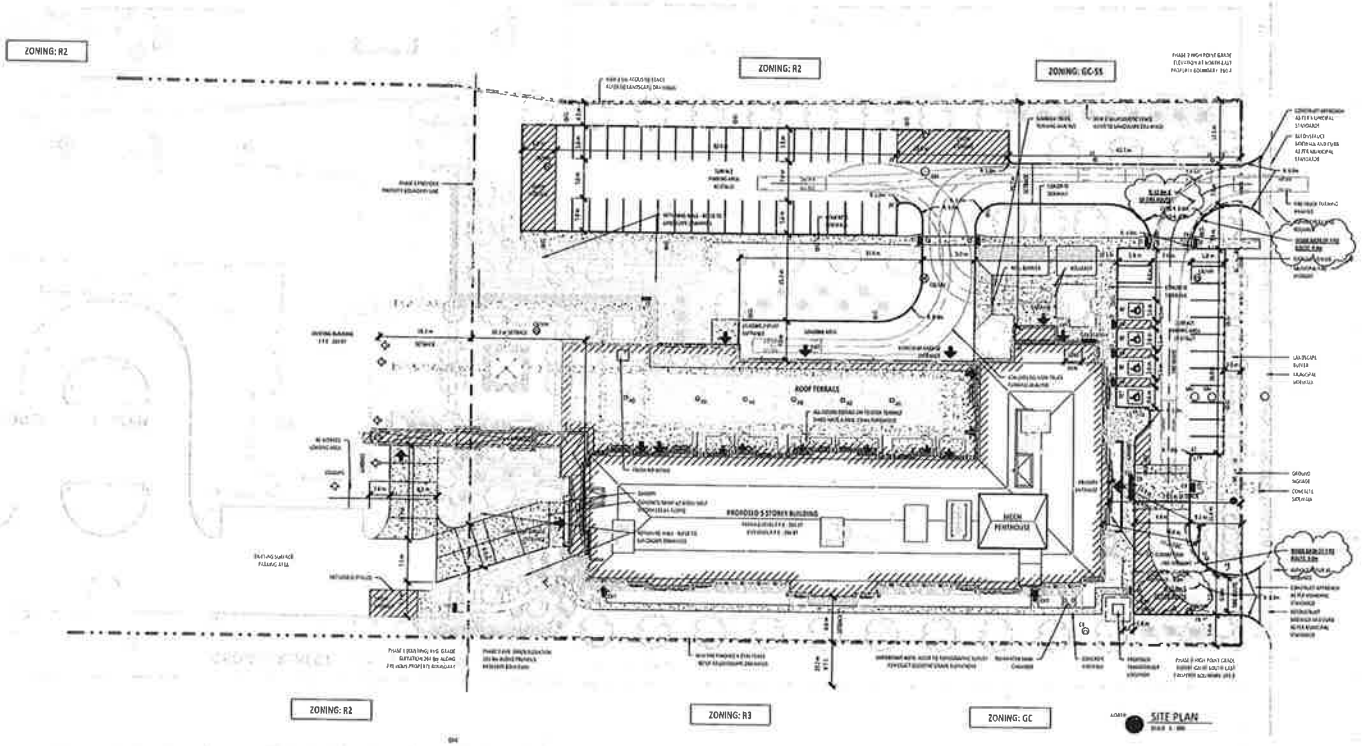
APPENDIX "A"
to
REPORT PLAN2019-056
FILE NO. D06-2019-012



APPENDIX "B"
to
REPORT PLAN2019-036

FILE NO. D06-2019-012





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3335 North Service Road East
Windsor, Ontario N8W 5K7
Telephone: (519) 966-6750
Fax: (519) 966-6755
www.glosassociates.com

ADELAIDE PLACE PHASE 2 - INDEPENDENT SENIORS' RESIDENCE

LINDSAY RETIREMENT HOME GP LIMITED

SITE PLAN

17024 | A101

APPENDIX "C"
to 1/3
REPORT PLAN2019-036
FILE NO. D06-2019-012

The Corporation of the City Of Kawartha Lakes

By-Law 2019 -

A By-Law To Amend The Town of Lindsay Zoning By-Law 2000-75 To Remove The Holding Symbol (H) From A Zone Category On Property Within The City Of Kawartha Lakes

[File D06-2019-012, Report PLAN2019-036, respecting Plan 8P, Part of Park Lot K, 57R-7336, Part of Part 1 – Lindsay Retirement Home GP Limited]

Recitals:

1. Section 36 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to place a Holding (H) symbol on any zoning category assigned to property. The purpose of the Holding (H) symbol is to restrict the use of the property until conditions imposed by Council have been met.

2. The Council of the City of Kawartha Lakes enacted By-law No. 2017-251, which contained a Holding (H) symbol relating to the use of the property.

3. Council has received a request to remove the Holding (H) symbol from the "Residential High Rise One Special Thirteen – Holding [RH1-S13(H)] Zone".

4. The conditions imposed by Council and shown in By-law 2017-251 have been complied with.

5. Council deems it appropriate to remove the Holding (H) symbol.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-.**

Section 1:00 Zoning Details

1.01 **Property Affected**: The Property affected by this By-law is described as Plan 8P, Part of Park Lot K, 57R-7336, Part of Part 1, Former Town of Lindsay, now in the City of Kawartha Lakes.

1.02 **Schedule Amendment**: Schedule A to By-law No. 2000-75 of the Town of Lindsay is further amended to remove the Holding (H) symbol from the "Residential High Rise One Special Thirteen – Holding [RH1-S13(H)] Zone" for the land referred to as "RH1-S13", as shown on Schedule A attached to this By-law.

Section 2:00 General Terms

2.01 **Effective Date**: This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Section 36 of the Planning Act R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this ** day of ** 2019.

APPENDIX "C"
to
REPORT PLAN2019-036
FILE NO. D06-2019-012

Andy Letham, Mayor

Cathie Ritchie, City Clerk

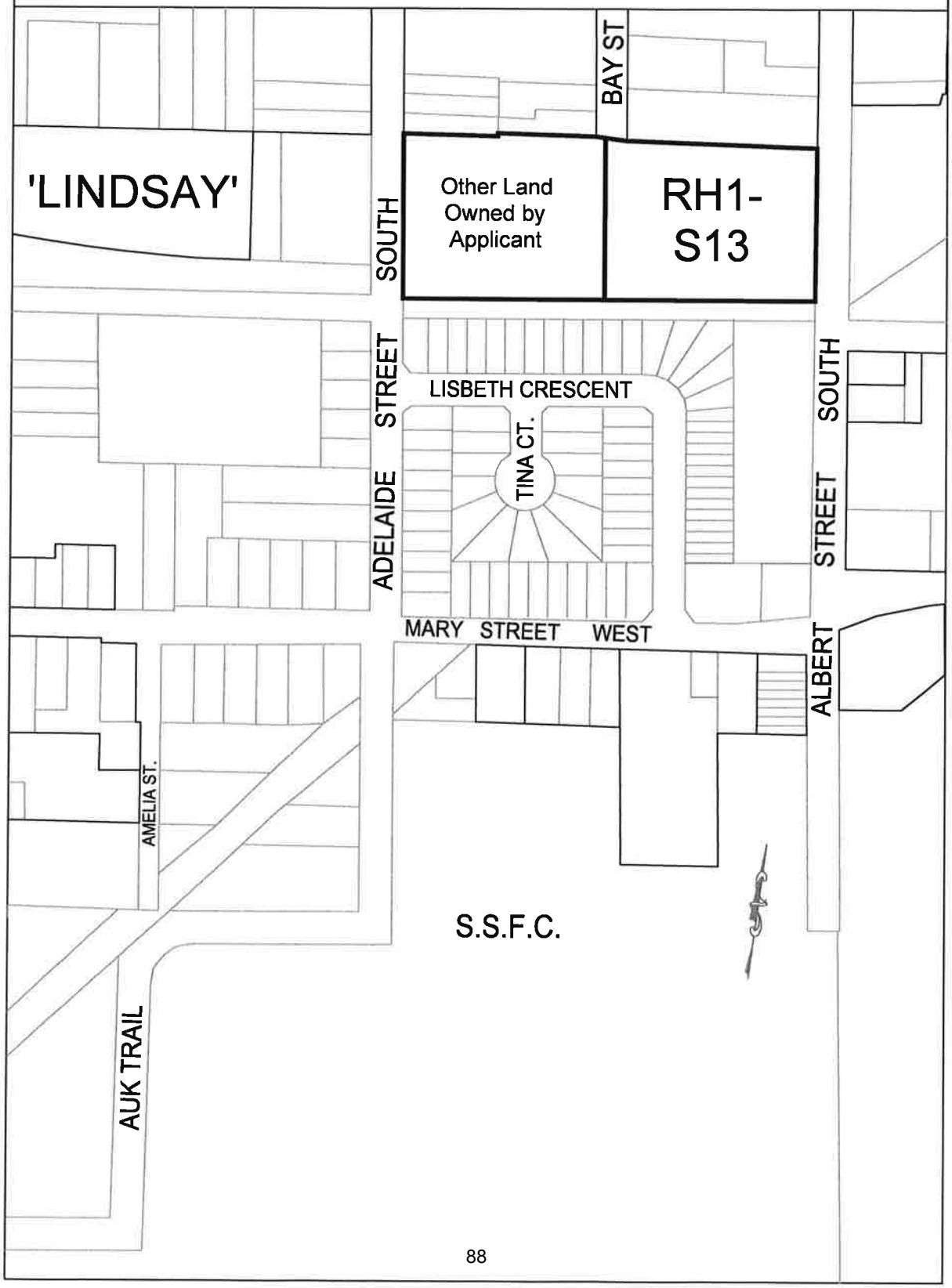
THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

APPENDIX "C" 3/3
to
REPORT PLAN2019-036
FILE NO. D06-2019-012

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED
THIS _____ DAY OF _____ 2019.

MAYOR_____ CITY CLERK _____



The Corporation of the City of Kawartha Lakes

Council Report

Report Number PLAN2019-038

Date: July 16, 2019
Time: 1:00 p.m.
Place: Council Chambers

Ward Community Identifier: All

Title: Environmental Advisory Committee 2019 Work Plan

Description: Environmental Advisory Committee 2018 Review and 2019 Proposed Work Plan

Author and Title: Richard Holy, Manager of Planning

Recommendations:

That Report PLAN2019-038, **Environmental Advisory Committee 2019 Work Plan**, be received;

That the 2019 Environmental Advisory Committee Work Plan as outlined in Appendix B to Report PLAN2019-038 be approved; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

This report summarizes the work undertaken in 2018 and proposes a work plan for 2019 as per Policy number 028 CAO 002 – Non-legislated Committees of Council.

Rationale:

During the 2018 calendar year, the Environmental Advisory Committee completed the following goals from their 2018 Work Plan.

1. The Youth Environmental Hero Award process was completely revised to create three award categories: Kindergarten to Grade 3, Grades 4 to 8, and Grades 9 to 12. Sponsors for this year's awards included Boston Pizza, who donated pizzas and Pineneedle Farms who donated tree seedlings. Committee members promoted the event, which resulted in three nominations and awards presentations in Lindsay and Dunsford.
2. The Bee City subcommittee continued work on promoting pollinator habitat and raising awareness on the issues within area schools. Promotional events were also held at various community events and during Pollinator Week. Fruit trees were also planted Orchard Park and a Pollinator pathway was created.
3. Work was commenced on developing a tree preservation by-law. Members created a database of research based on by-laws that other communities in Ontario had approved. The Planning Department's summer student also prepared a draft report and this research is currently being used to finalize a tree preservation by-law for public consideration in the Fall of 2019.
4. EAC Chair Pat Warren sat on the Healthy Environment Plan Working Group and Steering Committee to provide the Committee's perspective on this Plan.
5. EAC would like to have planning decisions considered through a sustainability perspective. Staff will be reviewing the implementation of this recommendation.

The 2019 Environmental Advisory Committee Work Plan (Appendix A) includes projects and activities that will advance public environmental awareness, which is the core business of the Committee. This work plan needs to be adopted by Council to set the direction of Committee work for 2019. It identifies to the Committee what Council feels is important for the Committee to achieve during the year. The initiatives being reviewed by Committee members include the following projects.

1. Single Use Plastics Ban: The project will conduct research and develop policies that will result in a ban of single use plastics within the community.
2. Active Transportation: The project looks to build support for an Active Transportation Master Plan in the 2020 budget considerations, develop

active transportation infrastructure in the Lindsay downtown, and have bike lanes striped for Lindsay and Bobcaygeon.

3. Pollinator Subcommittee: This subcommittee will continue to work on developing new pollinator habitat in the community and organize/celebrate Pollinator Week with a Bee City logo at memorial Park, organizing a Pollinator Garden Tour, and inviting restaurants to celebrate pollination.
4. Tree Preservation By-law: The project will assist the City in developing a tree preservation by-law.
5. Roadside Brushing: The project hopes to develop guidelines for roadside brushing and maintenance to protect nesting migratory birds.
6. Trash#CKL: The project aims to develop a policy to reduce waste.
7. Healthy Environment Plan: EAC will continue to sit on the Healthy Environment Plan Working Group and Steering Committee to provide the Committee's perspective on this Plan. EAC will continue with efforts to educate the public regarding the Plan.

Other Alternatives Considered:

The submissions within this report follow policy and direction of Council with respect to Committees of Council so no other alternatives were considered.

Financial/Operation Impacts:

With the adoption of work plans and annual reports, Council has developed a way for committees of Council to be accountable for their important input into the future of this municipality. Efforts can now be refocused from administrative (non-value added) duties to more in-depth work by the volunteers (value added). There are no financial considerations associated with this recommendation.

Relationship of Recommendations to the 2016-2019 Strategic Plan:

The work of this Committee of Council relates to the Council Adopted Strategic Plan in the areas of a Vibrant and Growing Economy. Through consultation and advice provided by local citizens involved in the environmental sector, Council is able to support a stronger local economy and healthier environment through the delivery of programs and policy decisions that provide support to the sector.

Consultations:

Environmental Advisory Committee

Attachments:

Appendix A - 2019 Environmental Advisory Committee Work Plan Review

PLAN2019-038
Appendix A.pdf

Department Head E-Mail: cmarshall@kawarthalakes.ca

Department Head: Chris Marshall

Department File: C06

Committee Work Plan Tool		
Committee Name:	Environmental Advisory Committee	
Work Plan for Year:	2019	APPENDIX "A"
Approved by Council:		to REPORT PLAN2019-038

FILE NO. C06

Roadside Brushing

Goal	Measurement Stages	Timeline	Measurement for Success
Develop time guidelines for roadside brushing to protect nesting migratory birds	Develop brochure documenting importance of roadside vegetation for nesting birds Research recent federal policy and directives Research other municipalities' management Meet with Public Works Department	June July August	Acceptance by EAC Adoption by Public Works Department
Roadside vegetation management. Includes extent of brushing, protection of natural areas, herbicide spraying, timing and spacing of brush cutting and grass cutting.	Explore MTO line of sight safety requirements on roads of various traffic regimes and visibilities. Review budget requirements of various vegetation management options Research other municipalities i.e. Port Hope Talk to traffic experts Review carbon sequestration due to modified vegetation management	June August September September	Acceptance by EAC Present to Public Works Department and Council

Tree Preservation By-law

Goal	Measurement Stages	Timeline	Measurement for Success
Investigation of a tree preservation bylaw for City of Kawartha Lakes	a) Provide research support as appropriate for City staff now working on this initiative	2018-2019	Council Adoption
Watershed Welcome Wagon (Support of program now operating under Kawartha conservation)	a) Determine package quantity requirements b) Request copies of City Municipal calendar for inclusion c) Assess other CKLEAC initiatives for literature to include in packages. d)Assist Kawartha Conservation with assembly of packages	On-going	On-going program

Active Transportation

Goal	Measurement Stages	Timeline	Measurement for Success
1. Build support for Active Transportation (AT) Master Plan to be included as "decision unit" in 2020 budget	a) Identify and consult with individuals and groups with relevant expertise (e.g. Health Promoter with HKRP Health Unit, EAB) and stakeholders; research b) Meet with Director of Development Services, and Council Environmental Champion to discuss best strategies c) Project may be in partnership with Health Unit to raise awareness and promote AT. (Program to reward or recognize walking/cycling instead of	May/ June June September	Compiled list; records of meetings Articles highlighting Active Transportation successes

	short car trips) d) Create awareness of benefits of AT	 Ongoing	
2. Queen's Square AT infrastructure during downtown revitalization project, incorporate features that would welcome and serve needs of those arriving downtown on foot or by cycle	a) Consult with stakeholders and potential supporters (including City staff, library, gallery, Health Unit, EAB, BIA, Kawartha Cycling, C.H.E.S.T, Legion) b) Deputation to Parks Advisory Board c) Form small steering group. Detailed plan, fully costed d) C.H.E.S.T. application	April/ May June 13 after June 13th October	Set of support letters PowerPoint presentation for Parks Board Completed CHEST application (or other arrangement for funding)
3. Bike lanes striped in for Lindsay and Bobcaygeon	a) Meet with City Staff in Engineering, those conducting parking study, and others; collect info on cost (including implications for parking) / benefit b) Develop a proposal to have recommendation brought to Council.	May / June	For Lindsay, perhaps Peel Street after roadwork completed and Victoria Avenue to connect Fleming to downtown, and north to connect to Rail Trail

Single Use Plastics Ban

Goal	Measurement Stages	Timeline	Measurement for Success
Single use plastics ban within CKL facilities, leading to a ban for businesses throughout CKL in association with Counsellor Seymour-Fagan's resolution to ban Styrofoam products	a) Plastics working group meets to discuss issue and brainstorm possible solutions b) Working group meets to identify next steps and to draft work plan	March 2019 April 2019	Resolution adopted by Council

Reduce overall waste in landfills and reduce environmental pollution on CKL trails, roadsides, parks and waterways	c) Conduct research into other municipal policies, by-laws, guidelines d) Organize and take research findings and action proposals to CKLEAC meeting for approval e) Develop Policy recommendations Draft a resolution to Council and review with working group e) Present resolution for ban of single use plastics in deposition to council at Committee of the Whole meeting	April- August 2019 September 2019 October 2019 November 2019	

EAC Representation on Healthy Environment Plan

Goal	Measurement Stages	Timeline	Measurement for Success
1. Represent EAC on the Steering Committee for the Healthy Environment Plan 2. Develop actions with the steering committee to achieve actions to mitigate and adapt to the effects of climate change	a) Investigate with LURA and ICLEI where CKL carbon levels are presently b) Steering Committee meets to identify steps to mitigate and adapt to carbon levels now and in the future c) Give input into what can be done d) Help with input into natural systems to mitigate and adapt e) Help review plan going to Council and write letter of support	Mid 2018 to 2019	Council approval of Healthy Environment Plan in 2019 EAC will participate with HEP committee to help bring actions in the HEP to fruition

Pollinator Subcommittee

Goal	Measurement Stages	Timeline	Measurement for Success
Habitat Creation Projects: 1.Fenelon Landfill Pollinator Habitat Pilot Project	-Monitor for pollinators by Fleming students using the Guelph Pollinator Monitoring Protocol supervised by Josh Feltham -Monitor for erosion by Fleming students supervised by Robert Bialkowski	June September May	Data collected will be submitted to Waste Management and the University of Guelph Data collected will be submitted to Waste Management
2.KRCA Windy Ridge Pollinator Patches -grant received from the Pollinator Partnership for $700 to buy plants	- apply for BEAN grant for transportation of Scott Young PS students for planting event -plan for planting event - develop signage	April late May/early June	Will be completed by Staff at KRCA
3.Kawartha Lakes Pollinator Pathways Mapping Project	-continue to add private and public properties to the map	ongoing	The map will be printed and presented to the Mayor for Pollinator Week on June 17 The digital map will go live on our webpage for Pollinator Week
4.New CKL Habitat Creation projects	Meet with Lindsay Parks Supervisor, Ryan Smith to plan what is possible for 2019 a) Police Station landscaping to include pollinator garden b)Partnership with Fleming greenhouse to grow "Top 5" pollinator-friendly plants for gardens in City parks c)The Bee City logo will planted as a signature garden in Lindsay Memorial Park	January 23 May/June March/April May/June	Meeting with Ryan Smith and Megan Phillips and the PAC resulted in agreement about the following projects. This new garden will be managed by parks staff Plants will be ready for transplanting in May Reduced cost to the City for native plants Garden will be ready for viewing during Pollinator Week June 17
Pollinator Week a) organize a kick-off ceremony in Memorial Park for June 17 to	-Work with Communications officer to send out invitations to Mayor, council, MP, MPP	Feb-May	

highlight the Bee City Logo garden and roll out the print version on the Kawartha Lakes Pollinator Pathway map	students		
b)organize a Pollinator Pathway Garden Tour for June 22	-ask our Pollinator Pathways gardeners to open their gardens to the public as well as using existing public spaces -work with Communications and Tourism officers to produce promotional materials	Jan-June	Promotional materials will be distributed to Municipal Service Centers, libraries, Community Centers. City calendars will be utilized Press releases will be sent out
c) Invite restaurants across the CKL to participate in celebrating the food they sell which is made possible through pollination	-work with Tourism officer to get buy-in	May/June	Participating restaurants will be promoted on city noticeboards as well as to participants in the garden tour

Trash#CKL

Goal	Measurement Stages	Timeline	Measurement for Success
1. Develop a policy to engage public to reduce waste Trash#CKL	a) Determine scope and develop policy for Corporate Use b) engage environmental organizations in COKL Towards Balance, EAB EAC c) research how to deal with tipping fees and bag ties d) liaise with staff on Communications e) take to EAC committee f) Report to Council	Mid April April 22 May 2 Early May June	**Before and after pictures of waste on roadsides and sent to communications.** Earth Day Launch Meet with Councillors Richardson and Seymour Fagan

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PLAN2019-042

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: All Wards

Title: Information Report on Bill 108: Planning Act and Development Charges Act Changes

Description: Overview of Changes as a Result of Bill 108, the More Homes, More Choice Act and Overview of the 2019 Amendment to the Growth Plan for the Greater Golden Horseshoe

Author and Title: Anna Kalnina, Planner II

Recommendation:

That Report PLAN2019-042, **Information Report on Bill 108: Planning Act and Development Charges Act Changes**, be received.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

A number of changes have been introduced in 2019, including amendments to 13 statues as a result of Bill 108, More Homes, More Choice Act, and Amendment 1 to the Growth Plan for the Greater Golden Horseshoe.

The following is an overview of changes that are anticipated to have the most effect on the operations of the Development Services Department.

Rationale:

Bill 108, More Homes, More Choice Act

Bill 108 received Royal Assent on June 6, 2019. The Bill made amendments to 13 statutes:

- Cannabis Control Act, 2017
- Conservation Authorities Act
- Development Charges Act, 1997
- Education Act
- Endangered Species Act, 2007
- Environmental Assessment Act
- Environmental Protection Act
- Labour Relations Act, 1995
- Local Planning Appeal Tribunal Act, 2017
- Occupational Health and Safety Act
- Ontario Heritage Act
- Planning Act
- Workplace Safety and Insurance Act, 1997

The following summary will consider the changes made to the Conservation Authorities Act, Development Changes Act, Endangered Species Act, Local Planning Appeal Tribunal Act, Ontario Heritage Act, and the Planning Act. The Province provides that the purpose of the amendments is to increase the supply of housing by lowering municipal costs imposed on construction, expediting the land use planning appeals process, giving municipal government greater authority over conservation authorities, protecting the environment and cultural heritage, supporting vibrant agricultural sector and protecting employment lands, and protecting the greenbelt.

<u>Conservation Authorities Act</u>

- There is a clarification that the list of specific programs and services that are required to be provided by an authority are prescribed by regulation (i.e. flooding and natural hazards, and where applicable Lake Simcoe Protection Act).

- Conservation Authorities continue to be authorized to provide other programs and services. Where financing by a participating municipality is necessary for a program or service, the municipality and the conservation authority must enter into an agreement in order for the authority to provide the program or service.
- Conservation Authorities are authorized to determine the amounts owned by the City as it relates to programs and services relating to the Clean Water Act, 2006 and Lake Simcoe Protection Act, 2008.

Development Charges Act

- The Act now prescribes the services for which a development charge can be imposed rather than the services for which such a charge cannot be imposed. In particular, only the following services are now development charge-eligible: water, wastewater, electrical power, roads, storm water management, waste diversion, transit, police, fire, ambulance and any others as may be prescribed by regulation. This means the following services provided by the City and required by growth are now development charge-ineligible: library, parks and recreation, housing, administration (typically planning-related studies), airport and municipal law enforcement. Growth-related capital costs for these services are now supposed to be recovered, at least in part, by the new community benefits charges regime added to the Planning Act.
- In the determination of development charges for waste diversion, transit and ambulance services, growth-related capital costs are no longer subject to a mandatory 10% deduction. This has no impact on the other eligible services as they were and are still not subject to the 10% deduction.
- New rules added to the Act grant automatic development charge payment deferrals by development type. Development charge payments for rental housing, non-profit housing and non-residential development are first due upon occupancy as opposed to, typically, building permit issuance, and are to be spread over several years following occupancy.
- New rules added to the Act freeze development charges based on the development charge rates in effect at the time of development application under the Planning Act rather than time of building permit issuance. The freeze applies for a period not to exceed a specified amount of time that is yet to be prescribed by regulation.
- Secondary residential units, such as basement apartments, granny suites and accessory residential dwellings, are now exempt from development charges, regardless of whether the subject development is entirely new or an expansion of an existing residential development.

Endangered Species Act

- The Minister of Environment, Conservation and Parks is now responsible for administration of the Endangered Species Act (ESA).
- Developers and municipalities now have the ability to pay a regulatory fee into the Species Conservation Fund in lieu of adhering to the ESA's prohibitions on activities as it relates to extirpated, endangered or threatened species. The Species Conservation Fund will fund activities that support species protection or recovery.
- Landscape agreements have been introduced, which authorize a party to carry out activities within a prescribed geographic area which would otherwise be prohibited. In exchange, the party is required to do "specified beneficial actions" that will assist with the protection or recovery of one or more species.
- There are a number of amendments in how species are assessed and classified. The Minister may suspend the protections for up to three years of species that are listed endangered or threatened for the first time.

Local Planning Appeal Tribunal Act

- The Local Planning Appeal Tribunal Act came into force in 2017. The LPAT Act, 2017 introduced a test to prove grounds for appeal being consistency and conformity with provincial and local policies; and a two-step appeal process where municipal decisions that did not pass the test, were sent back to the municipality for an alternative decision. These two processes have been removed, and the former Ontario Municipal Board processes are reinstated. More specifically:
    - Appeals will be evaluated against the criteria of "good planning;" and
    - All hearings will be de novo (considered from the beginning).
- The LPAT now has the power to limit any examination or cross-examination of a witness if the matter has been fully disclosed.
- There continues to be a requirement for a mandatory case management conference.

Ontario Heritage Act

- Municipalities are now required to give the property owners a notice that a property has been listed on a municipal heritage register. The owner may object to Council and Council is obligated to consider the owner's objection. There are no appeal rights to the listing of a property.

- When designating a property under the Act through a by-law, a municipality will need to give a notice to the owners and the public with their right of appeal.
- All heritage related appeals will now be heard by the LPAT, rather than the Conservation Review Board.
- There are also new rules with respect to alterations of heritage properties.

Planning Act

- There are new provisions that authorize a secondary suite within a primary dwelling and within an ancillary building or structure for a total of two additional units.
- Inclusionary zoning is a tool to create more affordable units and, previously, was available to be implemented municipality-wide. As a result of Bill 108, inclusionary zoning is restricted to high-growth areas, including Major Transit Station Areas. There are no Major Transit Station Areas in the City of Kawartha Lakes.
- Planning decision timelines are significantly shortened:
    - Official Plan / Official Plan Amendment – 120 days (previously, 210 days)
    - Zoning By-law Amendment – 90 days (previously, 150 days)
    - Draft Plan of Subdivision – 120 days (previously, 180 days)
- A new community benefits charge regime has been added to replace density bonusing (Section 37 of the Planning Act), parkland dedication and development charges for services Bill 108 made development charge-ineligible. Community benefits charge by-laws and rates must be supported by a community benefits charge strategy (similar to a development charges background study) identifying the facilities, services and matters to be funded by community benefits charges. Unlike development charge rates, which apply to quantity of development, community benefits charge rates are determined as a percentage of land value and will be subject to a maximum percentage prescribed by regulation. Municipalities will be required to spend or allocate (i.e. commit) at least 60% of the funds received in a year's time, and must report their community benefits charge reserve spending on an annual basis. The detailed framework for the community benefits charge regime and the transition thereto is yet to be prescribed by regulation.
- There are new limits to third party appeals of plans of subdivision that include the applicant, municipality, Minister, public body or prescribed

list of persons. Previously, any person or public body had appeal rights.

- There continues to be a two-year freeze on requests for amendments to newly approved secondary plans and comprehensive zoning by-laws.

A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019

Amendment 1 to the Growth Plan for the Greater Golden Horseshoe took effect on May 16, 2019. The 2019 Growth Plan is a result of consultation with municipal, development and other stakeholders with respect to implementation challenges of the 2017 Growth Plan.

The Province provides that the changes through Amendment 1are intended to provide greater flexibility and address barriers to building homes, creating jobs, attracting investments and putting in place the right infrastructure while protecting the environment. The 2019 Growth Plan makes amendments in the following areas:

- Intensification and Density Targets
- Agricultural and Natural Heritage Systems
- Settlement Area Boundary Adjustments
- Rural Settlements
- Employment Planning

There were other changes that are not relevant for the City of Kawartha Lakes, which include changes to policies for major transit station areas and new policies for provincially significant employment zones. The following is a summary of changes as it relates to the City of Kawartha Lakes:

<u>Intensification and Density Targets</u>

The 2019 Growth Plan made significant reductions to the minimum target requirements from what was required in the 2017 Growth Plan. However, for the City of Kawartha Lakes, the 2019 Growth Plan prescribes targets that the City has been subject to since 2011. The following table shows the evolution of the targets in the City of Kawartha Lakes.

	2006 Growth Plan	**2017 Growth Plan**	**2019 Growth Plan**
Intensification Target (minimum)	• By year 2015 and thereafter, 40% of all residential development will be within built-up area • An alternative target may be	• Existing target in the OP applies until the next MCR • 50% of all residential development will be within the delineated built-up	• Improve or maintain the minimum intensification target contained in the Official Plan (being 30%) • An alternative

	2006 Growth Plan	2017 Growth Plan	2019 Growth Plan
	requested • In 2011, the City requested an alternative target and was approved for 30%	area • An alternative target may be requested	target may be requested
DGA Density Target (minimum)	• 50 residents and jobs/ha • An alternative target may be requested • In 2011, the City requested an alternative target and was approved for 40 residents and jobs/ha	• Existing target in the OP applies until the next MCR • Following the MCR, 80 residents and jobs/ha target applies • An alternative target may be requested	• 40 residents and jobs/ha takes effect at the next MCR • An alternative target may be requested

Agricultural and Natural Heritage Systems

Previously, the 2017 Growth Plan required that the provincially mapped Agricultural System and Natural Heritage System be implemented by municipalities immediately following their release in February 2018. The map of the Agricultural System was accompanied by the Implementation Procedures for the Agricultural System in Ontario's Greater Golden Horseshoe document. The document provided how the System is to be implemented and where refinements may occur to the map. The permitted refinements were limited and did not enable the City to resolve errors and discrepancies in the Provincial mapped Systems.

The 2019 Growth Plan recognizes the challenges of implementing mapping that does not form part of the City's Official Plan, and requires that the Systems be applied when they are implemented into the Official Plan. The 2019 Growth Plan also clarifies that the technical changes to the mapping may be requested. There are no new or amended guidance documents, at this time, guiding municipal refinements/technical changes.

Settlement Area Boundary Adjustments

Under the 2017 Growth Plan, the settlement area boundary adjustments were restricted to the MCR process. The 2019 Growth Plan allows the City to make settlement boundary adjustments outside of the MCR under the following two scenarios:

- Where there is no net increase in land (swap areas)
- Settlement area boundary expansion up to 40 hectares

In 2017, Bill 139 introduced the sheltering of New Official Plans from appeals. Settlement area boundary expansions outside of the MCR would be subject to appeals.

The 2017 Growth Plan also required that municipalities identify and de-designate excess lands. Excess lands are defined as lands within the settlement area that are identified for development, but are in excess of what is needed to accommodate forecasted growth to 2041. While the 2019 Growth Plan continues to restrict development on all excess lands, it removes the requirement to de-designate excess lands.

Rural Settlements

A new defined term "rural settlements" has been added as a subset of "settlement areas" that clarifies that rural settlements include existing hamlets or similar existing small settlement areas that are long-established and identified in official plans. “Rural settlements” replaced "undelineated built-up areas" term.

The policies clarify that rural settlements are not part of the designated Greenfield area and therefore, are not subject to density targets. This is a welcomed clarification, as rural settlements are developed at low densities due to their servicing on individual private water and wastewater systems.

The 2019 Growth Plan also introduced the ability to have a minor rounding out of rural areas subject to criteria in the Growth Plan.

Employment Planning

There are a number of changes to the employment planning, some of the more significant changes include:

- Removal of policies/definitions relating to "prime employment" designation, which was introduced by the 2017 Growth Plan as an optional designation for municipalities to use for added protection of employment lands.
- The 2017 Growth Plan required that municipalities develop an employment strategy that assigns one density target for employment areas. The 2019 Growth Plan modified language to permit municipalities to set multiple density targets for employment areas and removed the requirement for an employment strategy.
- Under the 2017 Growth Plan, employment conversions were restricted to the MCR process. The 2019 Growth Plan allows for a one-time conversion where appropriate and subject to criteria.
- The 2019 Growth Plan clarifies that employment areas may be designated at any time ahead of the MCR.

- The 2019 Growth Plan requires that where there is a redevelopment of employment land, that a space is retained for a similar number of jobs.

Financial/Operation Impacts:

Bill 108's amendments to the Development Charges Act will burden the City administratively and financially. Overall, these amendments serve to (i) increase administrative and compliance costs (e.g. management of development charge deferrals over periods of 6-21 years, disputes over land value, increased risk of appeals to the LPAT etc.) and to (ii) shift growth-related capital costs from new development to existing ratepayers. The magnitude of the resulting financial burden to existing ratepayers could be substantial, depending on how the forthcoming regulations structure the community benefits charge regime. At this time, insufficient information exists to estimate this financial burden and determine how negatively it will impact the City's financial health and be reflected in the City's Long-Term Financial Plan. Staff intends to update Council on this matter at an appropriate time in future.

There are no anticipated financial implications to the City with respect to the other legislative and policy changes.

Relationship of Recommendations to the 2016-2019 Strategic Plan:

The Council Adopted Strategic Plan identifies these Strategic Goals:

- A Vibrant and Growing Economy
- An Exceptional Quality of Life
- A Healthy Environment

These provincial initiatives align with a vibrant and growing economy and an exceptional quality of life by facilitating development of housing.

Consultations:

Manager of Corporate Assets

Attachments:

Not applicable.

Department Head E-Mail: cmarshall@kawarthalakes.ca

Department Head: Chris Marshall

Department File: D01

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PUR2019-19

Date: July 16, 2019
Time: 1:00 p.m.
Place: Council Chambers

Ward Community Identifier: All

Title: Request for Proposal 2019-32-OP Processing and Marketing of Recyclable Materials

Author and Title: Marielle van Engelen
David Kerr, Manager of Environmental Services

Recommendation(s):

That Report PUR2019-16, **Request for Proposal 2019-32-OP Processing and Marketing of Recyclable Materials**, be received;

That the highest scoring proponent Canada Fibers Ltd. of Toronto be selected for the award of Request for Proposal 2019-32-OP for the Processing and Marketing of Recyclable Materials;

That the initial term of the contact is for five (5) years;

That the additional four (4) - one (1) year terms be awarded pending mutual agreement and successful completion of the initial five (5) year term and each term thereafter; and

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the initial contract and subsequent extensions.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

The current contract for processing and marketing of recyclable materials expires September 23, 2020. This report is for the award of the next processing and marketing of recyclables to start September 24, 2020. This is the same date that the City's contract for waste and recycling collection ("the Miller contract") expires. To prepare for the release of a request for proposal for the next collection contract, the location of the facility that will be processing the recyclables needed to be determined with the award of this contract (RFP 2019-32-OP).

Request for Proposal 2019-32-OP Processing and Marketing of Recyclable Materials was released for advertising in accordance with the purchasing policy.

The proposal closed on June 20, 2019 and was opened in public by Andy Letham, Mayor and Linda Lee, Buyer. Proposals were received from the following:

Name of Company
Canada Fibers Ltd. Toronto, Ontario
Halton Recycling Ltd. dba Emterra Environmental Burlington, Ontario
The County of Northumberland Cobourg, Ontario

An evaluation committee carefully evaluated and scored each Proposal by consensus based on the criteria described within the Request for Proposal.

Proposals were evaluated based on a two (2) envelope system to ensure that the firms bidding for the work were properly screened to meet the required minimum threshold. Key points of the evaluation criteria were experience and qualifications, overall contract management, methodology, marketing and proximity of the proponent's facility from the City's transfer station. Scoring was based on 60% on the written portion of the submission and 40% on the financial consideration. Proposals were ranked accordingly.

Rationale:

Canada Fibers Ltd. owns and operates a facility in Oshawa, Ontario that accepts dual stream recyclables and has the approval and capacity to process the City's recyclable material. Canada Fibers Ltd. has had several years experience in

managing similar long term municipal contracts and is well experienced in marketing of recyclables.

The evaluation committee is confident Canada Fibers Ltd. will be able to process and market our recyclables and at the same time adapt to the rapidly changing recycling industry.

Therefore staff recommends that the highest scoring proponent, Canada Fibers Ltd. of Toronto, be selected for the award of Request for Proposal 2019-32-OP Processing and Marketing of Recyclable Materials.

That the initial term of the contact is for five (5) years; with the option to renew the contract for an additional four (4) - one (1) terms upon mutual agreement and successful completion of the initial term and each term thereafter.

That subject to the receipt of the required documents, the Mayor and Clerk be authorized to execute the contracts.

Other Alternatives Considered:

No other alternative is being considered as a competitive procurement process was conducted and the highest scoring proponent is being recommended.

Financial/Operation Impacts:

Funds for the processing and marketing of recyclable materials will be allocated in the 2020 and following annual Solid Waste operating budgets since the contract would not start until 2020.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The selection of Canada Fibers Ltd. for the Processing and Marketing of Recyclable Materials contributes to the following Goals:

- Goal 1 - A Vibrant and Growing Economy
    - The City gave value to Proponents that were working to preserve material quality to obtain the highest possible revenues.
- Goal 3 – A Healthy Environment
    - The City has evaluated the proposals to ensure that a Recycling Facility in close proximity to Kawartha Lakes is given preference to reduce the distance needed for transport. This not only will promote a healthy environment but will also reduce associated transportation costs that apply in the Collection and Transportation of Waste and Recyclables contract.
    - The City has evaluated the proposals on their processing facilities equipment and the materials they are able to process to ensure the most material possible is diverted from landfill.

Consultations:

Waste Technician II

Supervisor of Waste Management Operations

Department Head E-Mail: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, Director of Public Works

Department File: 2019-32-OP

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PUR2019-20

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: Ward 4

Title: 2019-39-CP Design, Supply and Install New Concrete Arena Floor at the Woodville Arena

Description: Design, Supply and Install New Concrete Arena Floor at the Woodville Arena

Author and Title: Launa Macey, Supervisor of Financial Services

Co-Author: Rod Porter, Capital and Special Projects Supervisor

Recommendation(s):

That Report PUR2019-20, 2019-39-CP Design, Supply and Install New Concrete Arena Floor at the Woodville Arena, be received;

That Schilthuis Construction Inc. of Caledonia, be selected for the award for Request for Proposal 2019-39-CP Design, Supply and Install New Concrete Arena Floor at the Woodville Arena;

That Council approve surplus funds in the amount of $381,225 be returned to the Capital Reserves from projects 950180518, 950180519 and 950180504;

That Council approve the required additional $381,225 be transferred from the Capital Reserves to project 950180517;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the contract; and

That Financial Services be authorized to create the purchase order.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

In 2016 the Eldon Woodville Community Centre arena plant was replaced, the next logical progression with capital improvements was to replace the aging concrete floor and boards. As such the floor replacement was budgeted for in the 2018 capital budget. A Request for Proposal was generated by staff to review two options. Option one was to place the new floor back in its current location with minimal improvements to the facilities layout and leaving the facility with many accessibility challenges. Option two was for the new floor to be shifted to the west by three feet therefore providing access to the dressing rooms that meets accessible requirements and improving access to the player benches and around the arena apron. The successful proponent provided a detailed submission that focused on option two which improves the accessibility in and around the facility significantly, increases the size of the dressing rooms and updates the facility to a more modern standard.

Request for Proposal 2019-39-CP Design, Supply and Install New Concrete Arena Floor at the Woodville Arena was released for advertising in accordance with the purchasing policy.

The proposal closed on April 18, 2019 and was opened in public by Andy Letham, Mayor and Marielle van Engelen, Buyer. Proposals were received from the following:

Name of Company
Schilthuis Construction Inc.

The Evaluation Committee carefully evaluated and scored the Proposal by consensus based on the criteria described within the Request for Proposal.

References were checked and found to be favorable.

Rationale:

Staff recommends that Schilthuis Construction Inc. of Caledonia, be selected for the award for Request for Proposal 2019-39-CP Design, Supply and Install New Concrete Arena Floor at the Woodville Arena.

Other Alternatives Considered:

None as a competitive process was run and only one submission was received.

Financial/Operation Impacts:

Capital Project Number	Project Budget	Other Committed Funds	Capital Project Balance	Purchase Amount (excl. HST)	Contingency	HST Payable	Total Amount	Project Balance
950180517	$1,000,000	$0	$1,000,000	$1,292,700	$64,635	$23,890	$1,381,225	($381,225)
950180518	$ 225,000	$ 60,000	$ 150,000					$150,000
950180519	$ 200,000	$ 60,000	$ 140,000					$140,000
950180504	$ 220,000	$ 98,000	$ 91,225					$91,225
Totals	$1,645,000	$198,000	$1,381,225	$1,292,700	$64,635	$23,890	$1,381,225	$0

There are surplus funds available within the Arenas and Pools Program of the 2018 Capital Budget. The surplus available is more than sufficient to cover the additional funds, $381,225, required to complete the Arena Floor project. Available funds have been identified in the following projects:

950180518 - Emily/Omemee Arena Ice Pad Roof

950180519 - Oakwood Arena Ice Pad Roof.

950180504 - Lindsay Recreation Complex Arena and Pool Lighting

Alternative repair technologies were utilized finding significant cost savings in the two roof projects. Alternative fixtures and grant applications allowed for a savings in the lighting project.

Any remaining surplus or deficit will be dealt with through the capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

- Goal 1 – A Vibrant and Growing Economy
  - Recommendations in this report will support effective Parks operations service delivery within the facility, adding support to the City now and as it grows into the future.
- Goal 2 – An Exceptional Quality of Life
  - Recommendations will help support efficient delivery of Parks, Recreation and Culture programing within the recreation facility adding to an exceptional quality of life
- Goal 3 – A Healthy Environment
  - Having a sound and safe recreation facility within the City creates spaces for residents to enjoy increased activity and their active lifestyle.

Review of Accessibility Implications of Any Development or Policy:

Multiple capital projects to improve accessibility within the Eldon Woodville Community Centre have been budgeted and completed. With the completion of the Arena Floor and Boards project it will further improve the facilities accessibility and bring the facility closer to an inclusive and barrier free environment for all to enjoy.

Consultations:

Junior Accountant

Department Head E-Mail: cshanks@kawarthalakes.ca

Department Head: Craig Shanks, Director of Community Services

Department File: 2019-39-CP

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PUR2019-026

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: Ward 7

Title: Single Source for the Bobcaygeon Tower Coating & Repairs

Author and Title: Linda Lee, Buyer
Andrew Atkinson-Clements, Engineering Technician
Corby Purdy, Supervisor Infrastructure Design and Construction

Recommendation(s):

That Report PUR2019-026, Single Source for the Bobcaygeon Tower Coating and Repairs, be received;

That Council authorize the single source purchase to Ontario Clean Water Agency (OCWA) for the Bobcaygeon Tower Coating and Repairs at a total cost of $540,750.00 not including HST;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award the contract; and

That upon approval, the Financial Services division be authorized to issue a purchase order.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

In July 2018, OCWA retained Landmark Municipal Services (Landmark) to inspect the Bobcaygeon Elevated Tank to identify the current condition and provide recommendations for future rehabilitation and safety upgrade works. The Landmark Inspection report (attached as Appendix A) identified various items for rehabilitation and safety upgrades such as installing a kick plate on the roof handrail, coating of the roof handrail, installing a cable system, installing a new fall arrest system to meet compliance with new standards, removing the existing interior coating system and installing a new coating system. Proposed upgrades were identified and approved in the 2019 capital budget under WW1901.

Rationale:

The following are the reasons for the single source (proposal attached as Appendix B) request to OCWA:

1. OCWA as the Operating Authority of this water system, are responsible for scheduling and maintenance of the overall water system and will be required to coordinate any/all works.
2. OCWA is responsible for placing the tower out of service and recommissioning once complete. Special knowledge of the system is required for scheduling and operating the complex internal coating process.
3. OCWA has successfully completed projects of similar scope in other municipalities.

Other Alternatives Considered:

No alternative is being considered at this time.

Financial/Operation Impacts:

Capital Project Number	Project Budget	Other Committed Funds	Capital Project balance	Purchase Amount (excl. HST)	HST Payable	Total Amount	Project Balance
998190103	$530,000	$584	$529,416	$529,416	$0	$529,416	$0
998190106	$14,000	$0.00	$14,000	$11,334	$0	$11,334	$2,666
Total	$544,000	$584	$543,416	$540,750	$0	$540,750	$2,666

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

This project relates to Goal # 1, by maintaining the City's existing infrastructure.

- Goal 1 – A Vibrant and Growing Economy

Link to Strategic Plan
http://links/corpdocs/Corporate/2016%20Strategic%20Plan%20-%20City%20of%20Kawartha%20Lakes.pdf?Web=1

Consultations:

Supervisor – Cost Accounting

Attachments:

Appendix A – Bobcaygeon Composite Elevated Tank Remotely Operated Vehicle Inspection and Report

2018.08.23 - LM18041 - Bobcayge

Appendix B – Bobcaygeon Elevated Tank Recoating and Rehabilitation Proposal

2481_001.pdf

Department Head E-Mail: jrojas@kawarthalakes.ca

Department Head: Juan Rojas

Department File: 2019 Single/Sole Source Forms

LANDMARK
Elevating Expectations

Bobcaygeon Composite Elevated Tank
Remotely Operated Vehicle Inspection and Report
July 16, 2018

Landmark Municipal Services

3091 Harrison Court
Burlington, ON CAN L7M 0W4
905.319.7700 Phone
905.319.7706 Fax

www.teamlandmark.com

August 23, 2018

Ontario Clean Water Agency
123 East Street South, PO Box 279
Bobcaygeon, ON K0M 1A0

Att: **Mr. Geoff Reddin**
greddin@ocwa.com

Tel: 705.738.9737

Re: **LMS Job #LM18041**
Remote Inspection & Report - Bobcaygeon Composite Elevated Tank

Mr. Reddin,

A comprehensive inspection was performed at the above mentioned potable water storage facility on July 16, 2018. Tank interior surfaces were inspected with a remotely operated vehicle (ROV). The ROV unit and tether cable were disinfected in accordance with AWWA-C652-11 Method #2 guidelines (200ppm solution) prior to entry into the tank interior. Landmark's ROV equipment is designated for potable water use only.

Please find a comprehensive report enclosed as follows;

1) Composite Elevated Tank Inspection Report Pages 1 – 5

2) Photographic Record of Report Pages 6 – 29
- Photographs are numbered in accordance with the corresponding numbers throughout the report.

3) Protective Coatings & Linings Report

4) Summary of Recommendations – Quotation #Q18144

5) ROV Video – Electronic copy on USB flash drive

Should you have any questions or comments regarding the content of this report, please contact us at 905 319 7700.

Yours sincerely,
Landmark Municipal Services ULC

Dave Baker
Encl.

Fall Arrest System Update

Effective December 1, 2016, the CSA Group updated its standards relating to fall arresters and rigid rail systems. The update has resulted in the previous standard, Z259.2.1-98 (2011) (the "2011 CSA Standard"), being separated into two new standards: (a) CSA-Z259.2.4-15 – Fall Arresters and Vertical Rigid Rails; and (b) CAN/CSA-Z259.2.5-12(2016) – Fall Arresters and Vertical Lifelines.

The impetus for the changes to the 2011 CSA Standard was driven by an incident in which a worker was critically injured while using a rigid rail type of fall protection system in 2014 – a copy of this notice is included at the end of this report. The Ontario Ministry of Labour's investigation into the matter revealed a weakness in the design of some Class Frontal-Fixed Rail Ladder Fall Protection Systems, which may not adequately protect workers who fall backwards or who squat and roll backwards into a fall while connected by a body harness to the trolley which slides along the vertical rail.

Particular to our review of the subject potable water storage facility is CSA-Z259.2.4-15 – Fall Arresters and Vertical Rigid Rails ("2016 CSA Standard"). Generally, the revisions included in the 2016 Standard fall into 3 categories: (i) increased compatibility requirements between fall arresters, harnesses, and vertical rigid rail systems. These changes can primarily be found in sections 4.3.5, 4.4, and 4.5; (ii) the addition of 4 new mandatory testing requirements for rigid rail systems, which can be found in sections 5.3 through 6.4; and (iii) new marking requirements in sections 7.1, 7.2, and 7.3.

As per section 5.3.1, all new testing requirements must be met in order for the rigid rail system to be certified as compliant under the 2016 CSA Standard.

Landmark has followed up with the CSA Group in an attempt to determine the status of the exiting FRL's system compliance. In the case of fall arresters and vertical rigid rails, it appears that the current system has not been certified by the CSA Group with respect to the new 2016 Standard.

Please refer to quotation #Q18144 for pricing to remove and replace the existing fall arrest system with Honeywell Safety Products – "Soll GlideLoc" who are compliant with the new 2016 Standard.

This report has been prepared by Landmark Municipal Services for the City of Kawartha Lakes.

This report has been prepared in order to provide the facility owner with a detailed description of the following:

The present condition of interior and exterior coatings, any pitting and/or corrosion on the interior of the water retaining vessel, the apparent condition of exposed foundations and the status of and recommendations for upgrades on safety equipment and other facility appurtenances.

Landmark Municipal Services has not performed a design review, an ultrasonic, x-ray, or destructive and/or non-destructive testing unless stated in the report. Comments and recommendations are based on visual inspection only and represent Landmark's professional judgement in reference to industry standards and best practices. This report may be based on information provided to Landmark which has not been independently verified. Its accuracy is limited to the time period and circumstances in which it was made. It was prepared for the specific purposes described in the report.

Any estimates regarding construction costs represent Landmark's judgement in light of our experience. Since Landmark has no control over market conditions, we do not make any representations or guarantees whatsoever with respect to such estimates or their potential variance from actual construction costs or schedules. Landmark accepts no responsibility for any potential losses.

In the case of subsurface, environmental or geotechnical conditions, the report may be based on limited testing and on the assumption that such conditions are uniform and not variable either geographically or over time. Landmark makes no other representations or warranties whatsoever and accepts no responsibility for any events that may have occurred since the report was prepared.

3091 Harrison Court, Burlington ON L7M 0W4
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COMPOSITE ELEVATED TANK INSPECTION REPORT

Landmark Contract No.	Inspection Date	Last Inspection Date
LM18041	16-Jul-18	Unknown
Inspector	**Report Date**	**Inspected By**
P. Furtado	10-Aug-18	Unknown

OWNER / CONTACT

Owner	**City of Kawartha Lakes**	**Contact**	**Mr. Geoff Reddin**
Project Location	Bobcaygeon Composite Elevated Tank	**Title**	Operations Manager
		Phone	705.879.5999
Address	85 Dunn Street Bobcaygeon, ON	**Fax:**	--
		Email	greddin@ocwa.com

TANK DESCRIPTION

Constructor	Landmark Structures Co.	**Tank Capacity**	969,000 Imperial Gallons
Tank Type	Composite Elevated Tank	**Year Built**	1994
Dwg's Available	No	**Tank Diameter**	76'
Dwg's Reviewed	No	**Pedestal Diameter**	38'
Coating System	Steel Cladding	**HWL**	1022.41'
Lining System	Epoxy	**LWL**	978.76'
Exterior Roof	Steel Cladding	**Grade Elev.**	861.22'
Age of Paint	Original (24 years)		

REPORT SUMMARY

Repairs Made During Inspection

4pc pedestal light bulbs replaced	48	--
Aircraft warning light bulbs replaced	81	--
Watertight cap installed on rescue port	75	--

Recommended Repairs

SITEWORKS		**ACCESSORIES**	
	--	Anti-slip tape required on smooth ladder rungs	48, 61, 68
	--	S&I roof kickplate (120')	83
	--	Surface prep and paint roof handrail	78
SECURITY		Relocate antenna cables to proposed cable tray system	70
2pc padlocks required on hatch to tank interior	94, 98		--
	--		--
	--		--
VALVE CHAMBER			--
	--		--
	--		--
	--		--
FOUNDATIONS		**FALL ARREST**	
	--	Remove and replace fall arrest system	47, 61, 68
	--	***Please review cover letter for latest information regarding CSA Standard CSA-Z259.2.4-15 (Fall arresters and Vertical Rigid Rails)**	
	--		
SUPPORT STRUCTURE			--
	--		--
	--		--
	--		--
INTERIOR LANDING		**CONFINED SPACE & RESCUE SYSTEM**	
	--	Rescue port base required beneath top landing grating	53
	--		--
	--		--
	--	**COATINGS, LININGS AND METAL CONDITION**	
	--	Separate report available	--
	--	Paint rail replacement	--
	--	Repaint dry side of access tube	--
	--	Remove graffiti and apply anti-graffiti coating on pedestal	--

Existing Maintenance Contract? **No**

Thank you for allowing Landmark Municipal Services to assist you in the maintenance of your elevated water storage facility.
To maintain the integrity of your facility we recommend that you schedule your next:

Safety inspection and report	**2019**	
Clean, inspect and report	**2018**	
Remote Inspection & Report	**2021**	***3 yrs after CIR***

		Photo No.
SITEWORKS		
WALKWAYS / DRIVEWAYS	Good	1 - 2
OVERFLOW SPILLWAY	Good	16 - 17

REPAIRS OR MAINTENANCE REQUIRED

SECURITY		
FENCE & GATES	Fair	1
HATCH LOCKS	None	94, 98

REPAIRS OR MAINTENANCE REQUIRED

2pc padlocks required on hatch to tank interior

VALVE CHAMBER		
CONDITION OF VALVE CHAMBER	Good	35 - 41
CONDITION OF PIPING	Good	35 - 41
CONDITION OF VALVES	Good	35 - 41
ARE THERE ANY INDICATIONS OF SETTLEMENT?	No	35 - 41
IS THE CONCRETE IN THE CHAMBER CRACKED, SPALLED OR LEAKING?	No	35 - 41
IS THERE ANY INDICATION OF PIPE MOVEMENT?	No	35 - 41

REPAIRS OR MAINTENANCE REQUIRED

FOUNDATIONS		
ARE THERE ANY INDICATIONS OF FOUNDATION SETTLEMENT?	No	14 - 20
IS CONCRETE CHIPPED OR CRACKED	No	14 - 20
IS THE SOIL AT THE BASE SATURATED OR IS THERE PONDED WATER?	No	14 - 20
IS THERE ANY INDICATION OF UNDERGROUND PIPE LEAKAGE?	No	14 - 20
IS SOIL AT BASE ERODED?	No	14 - 20
IS THE FOUNDATION UNDERMINED OR EXPOSED?	No	14 - 20

REPAIRS OR MAINTENANCE REQUIRED

SUPPORT STRUCTURE		
PEDESTAL EXTERIOR - IS CONCRETE CRACKED?	No	4 - 12
PEDESTAL INTERIOR - IS CONCRETE CRACKED?	No	30 - 33
IS PEDESTAL CEILING CRACKED?	No	62 - 67
IS PEDESTAL CEILING LEAKING?	No	62 - 67

REPAIRS OR MAINTENANCE REQUIRED

Remove graffiti at bottom of pedestal and apply anti-graffiti paint on pedestal

INTERIOR LANDING		
IS LANDING DECK IN GOOD CONDITION?	Yes	56 - 60
IS LANDING KICK PLATE IN GOOD CONDITION?	Yes	56 - 60
IS LANDING HANDRAIL IN GOOD CONDITION?	Yes	57 - 60
ARE SPLICES, SUPPORTS AND SHAFT CONNECTIONS IN GOOD CONDITION?	Yes	56 - 60

REPAIRS OR MAINTENANCE REQUIRED

ACCESSORIES			Photo No.
EXTERIOR DOORS & HARDWARE		Good	14
INTERIOR DOORS & HARDWARE		Good	34 - 35
ENTRANCE ALARM		Good	22, 24
CHAMBER ROOF & GUARDRAIL		Aluminum guardrail and ladder system recommended	29
LADDERS	* To Valve Chamber Roof	N/A	--
	* To Top Landing	Good (Rungs need to be serrated / anti-slip)	47 - 55
	* To Tank Floor Hatch	Good (Rungs need to be serrated / anti-slip)	61 - 62
	* To Roof (Access Tube)	Good (Rungs need to be serrated / anti-slip)	68 - 72
	* To Tank Interior (From Roof)	N/A	--
REST SEATS		Good (4pc)	49 - 52
ROOF HATCHES	* Size (Access Tube)	30" dia. aluminum hatch	73 - 74
	* Condition	Good	73 - 74
	* Size (Tank Interior)	1pc - 30" dia. aluminum hatch, 1pc - 28" x 28" aluminum hatch	93 - 102
	* Condition	Good (Padlocks required, surface prep and paint hatch collar)	93 - 102
VENT	* Type	16" Frostproof S.S. Combination vent / vacuum relief unit	76 - 77
	* Condition	Good	76 - 77
VACUUM RELIEF UNIT	* Type	16" Frostproof S.S. Combination vent / vacuum relief unit	76 - 77
	* Condition	Good	76 - 77
PAINT RAIL ACCESS	* Interior	Good	86
	* Exterior	Good	55
PAINT RAIL (Must be inspected prior to each use by. P.Eng)	* Interior	Moderate to severe corrosion	103 - 115
	* Exterior	Appears good from grade level	4 - 7
GIN WHEEL		Good	67
ACCESS TUBE (48" dia.)		Dry side - Good, Wet side - Paint damage in areas	69 - 72, 186 - 189
ROOF HANDRAIL		Kickplate required; Moderate surface corrosion throughout	83 - 86, 89
FLOOR MANHOLE		24" dia. submarine hatch	62
INSULATION	* Tank	Good	??
	* Riser(s)	Good	???
RISER AND OVERFLOW PIPING		Good - 12" inlet and outlet, 8" - 16" overflow	17, 39
AIRCRAFT WARNING LIGHTS		Bulbs replaced during inspection	81
CATHODIC PROTECTION	* Type	Impressed Current - Not operational	155, 179, 183
	* Manufacturer	Corrosion Services Ltd.	7
ANTENNAE	* Anchorage / Mounting	Fair	78 - 79, 91
	* Cable Routing	Poor - Antenna cables mounted to ladder siderails in pedestal and access tube. Cable tray system required	70
	* Surveys / Warning Signage as per Safety Code 6: Health Canada	None	--
LIGHTNING PROTECTION		None	82
TANK GROUNDING		2pc conductors down pedestal	31 - 32
CHLORINE ANALYSIS / DEAD ZONE TESTING		Recommended	--
MIXING SYSTEM		None	--
ARE ROOF PLATE RADIAL SEAMS WELDED?		Yes	104- 106

REPAIRS OR MAINTENANCE REQUIRED

Aluminum handrail system recommended on chamber roof

Anti-slip tape required on smooth ladder rungs

S&I roof kickplate (120')

Surface prep and paint roof handrail

Relocate antenna cables to proposed cable tray system

FALL ARREST

Photo No.

SAFETY RAIL

LADDER LOCATION	SYSTEM TYPE	COMMENTS	
* To Valve Chamber Roof	N/A	--	--
* To Top Landing	Alum TS Rail	Remove and replace FRL system	47
* To Tank Floor Hatch	Alum TS Rail	Remove and replace FRL system	61
* To Roof (Access Tube)	Alum TS Rail	Remove and replace FRL system	68
* To Tank Interior	N/A	--	--

REPAIRS / UPGRADES OR MAINTENANCE REQUIRED

Remove and replace fall arrest system

***Please review cover letter for latest information regarding CSA Standard CSA-Z259.2.4-15**

(Fall arresters and Vertical Rigid Rails)

TRANSFER STATION 'D' RINGS

LOCATION	YES / NO	CONDITION	
* To Chamber Roof	N/A	--	
* To Top Landing	Yes	Good	55
* To Tank Floor Hatch	Yes	Good	62
* To Roof (Access Tube)	Yes	Good	72 - 73
* To Tank Interior	Yes	Good	92

REPAIRS OR MAINTENANCE REQUIRED

CONFINED SPACE & RESCUE

RESCUE PORT BASES

LOCATION	YES / NO	CONDITION	
* At roof access hatch	Yes	Cap installed	75
* At tank access hatch	Yes	Cap installed	75
* At Top Landing	No	--	53

REPAIRS OR MAINTENANCE REQUIRED

Rescue port base required beneath top landing grating

Security fence recommended around tank perimeter

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Remove graffiti and apply anti-graffiti coating

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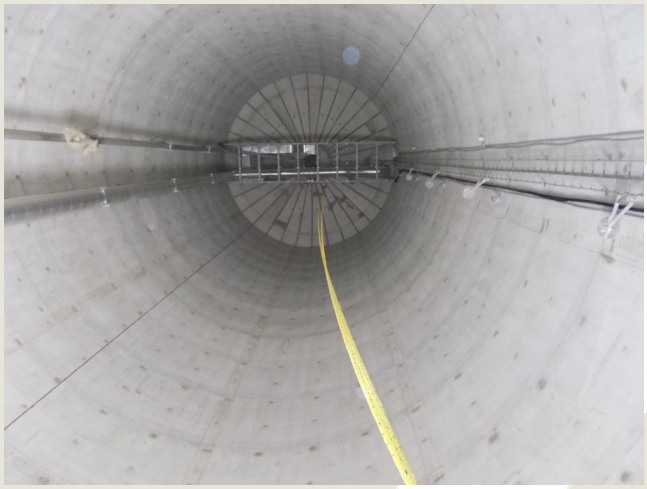

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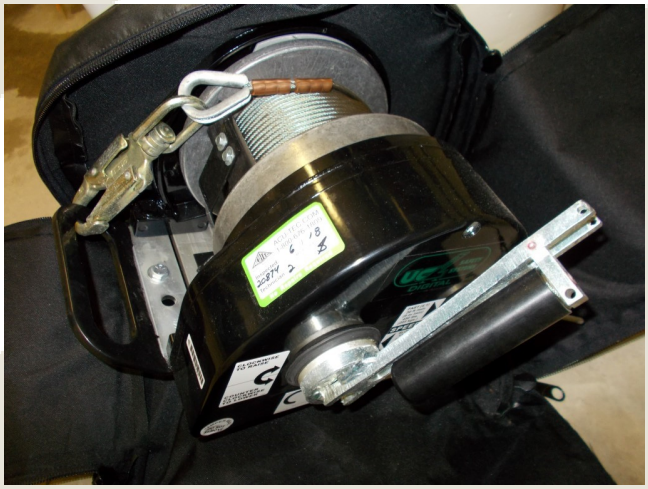

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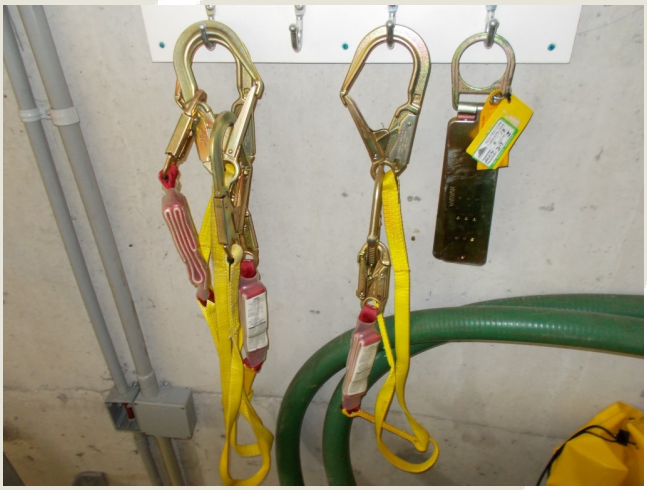

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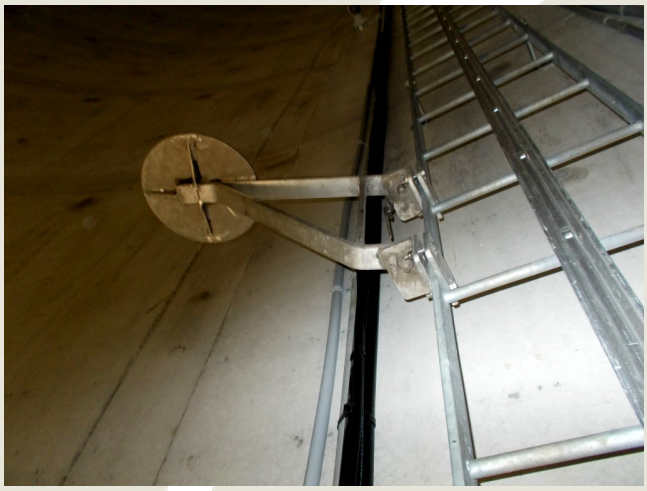

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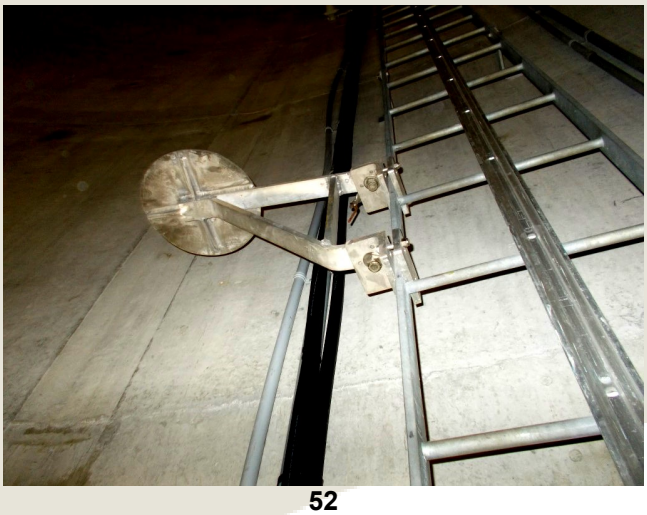

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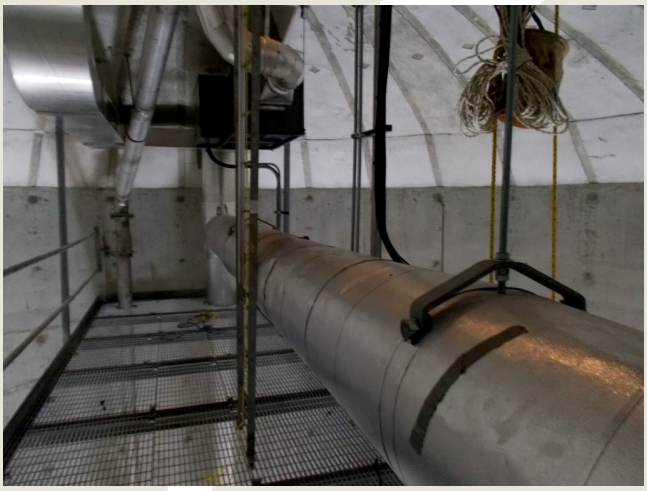

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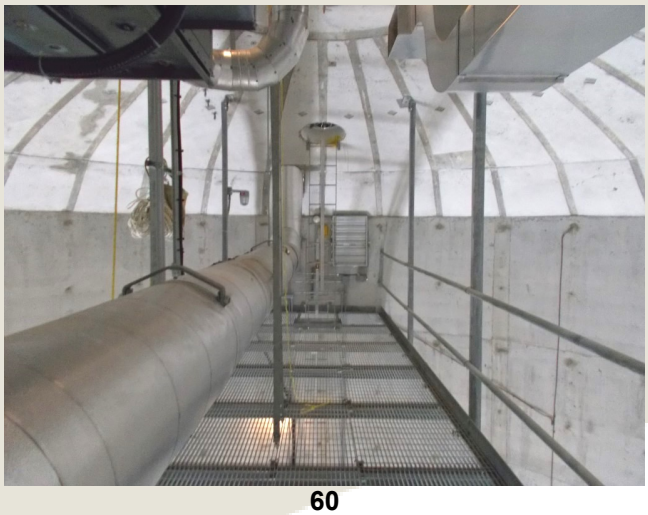

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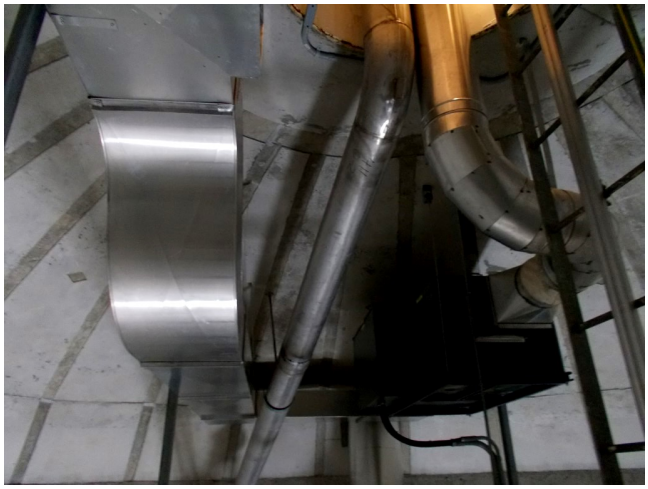

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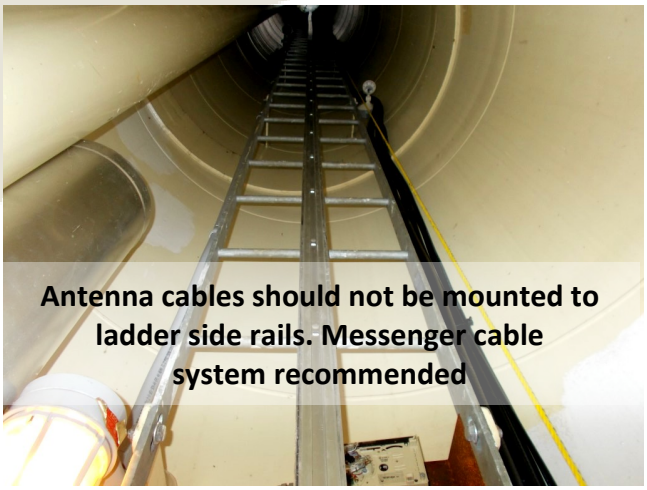

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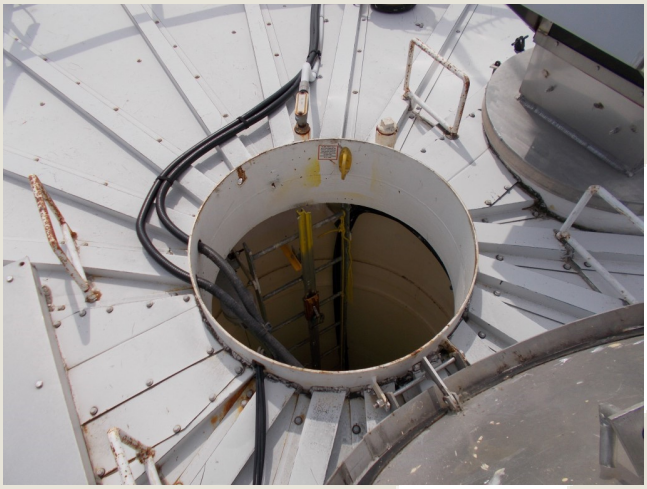

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Watertight cap installed during inspection

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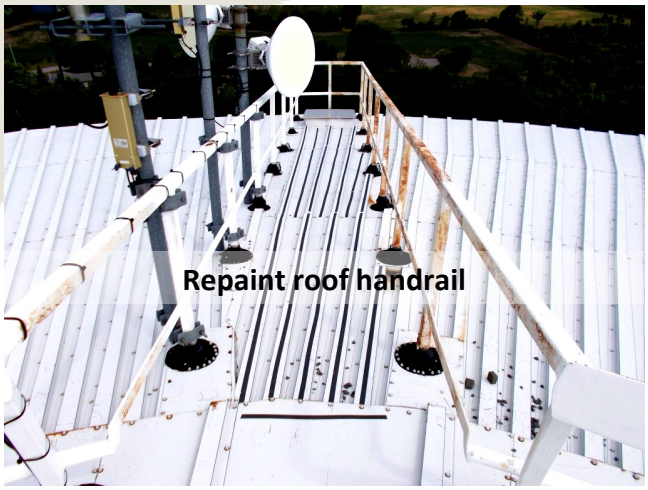

Repaint roof handrail

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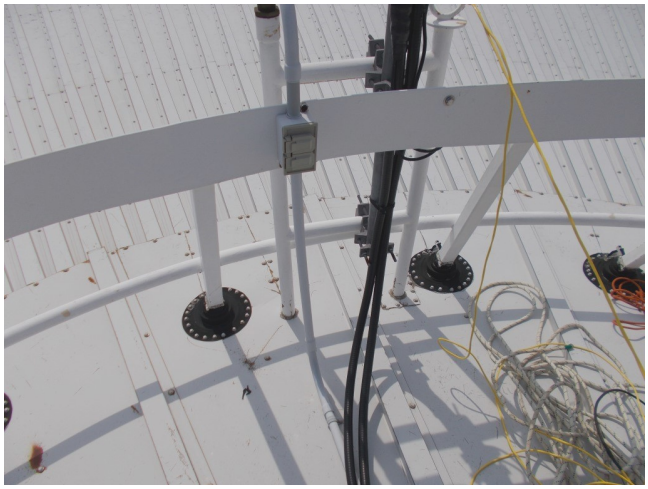

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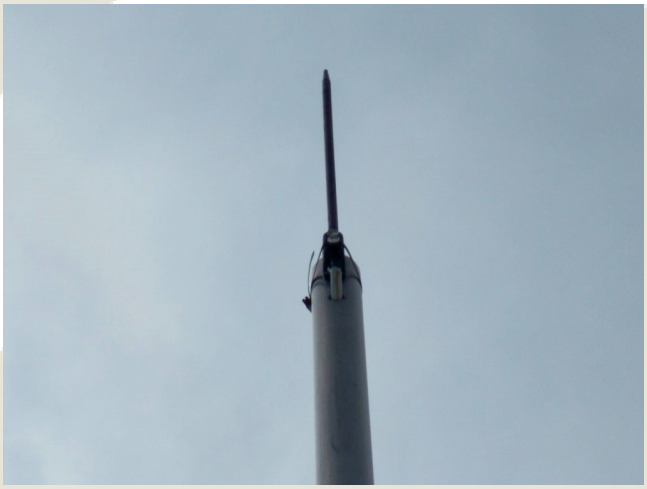

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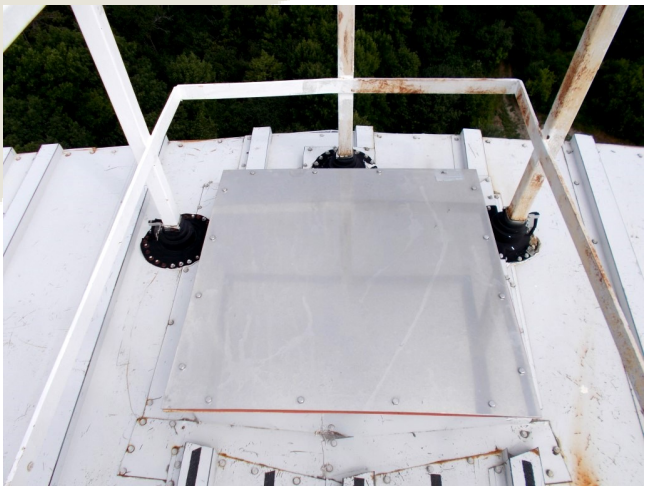

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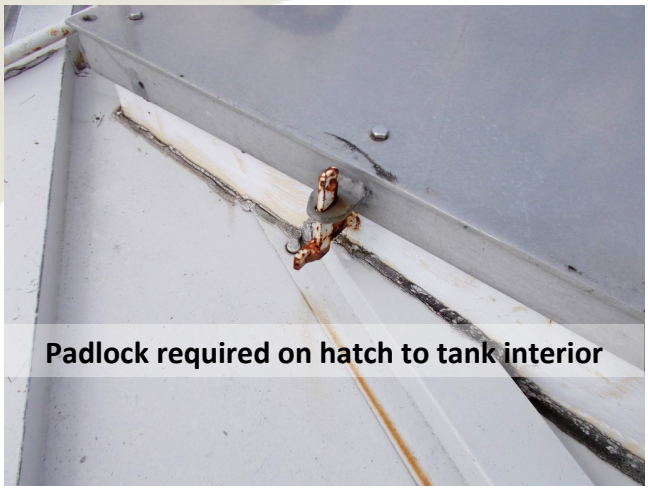

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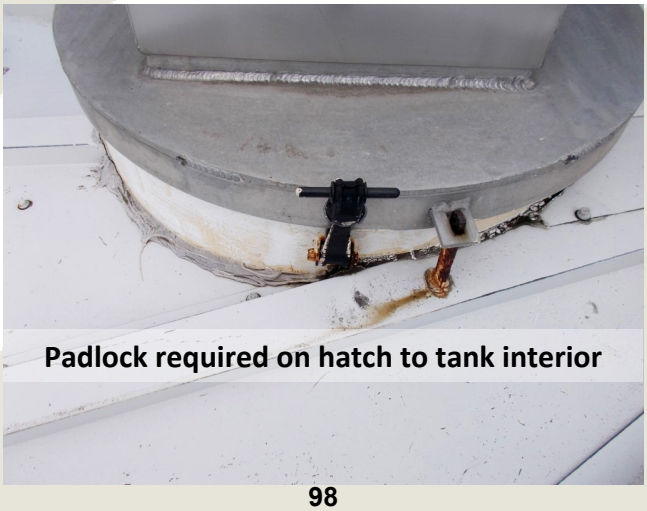

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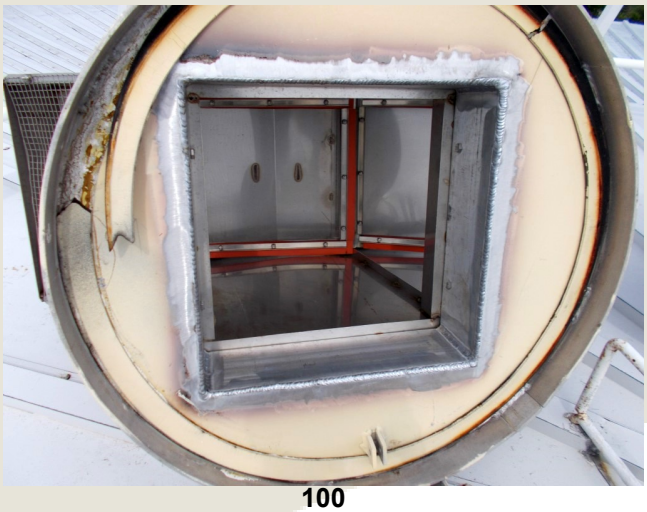

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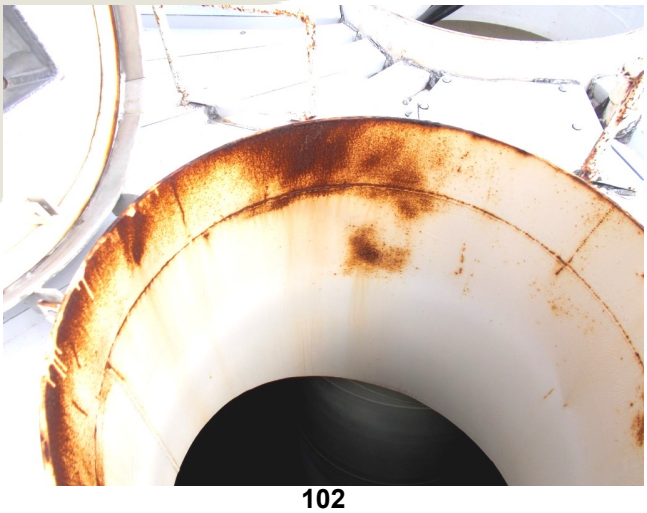

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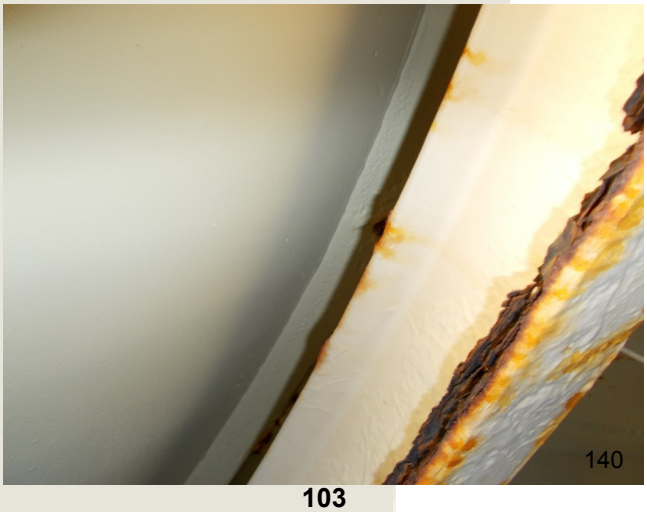

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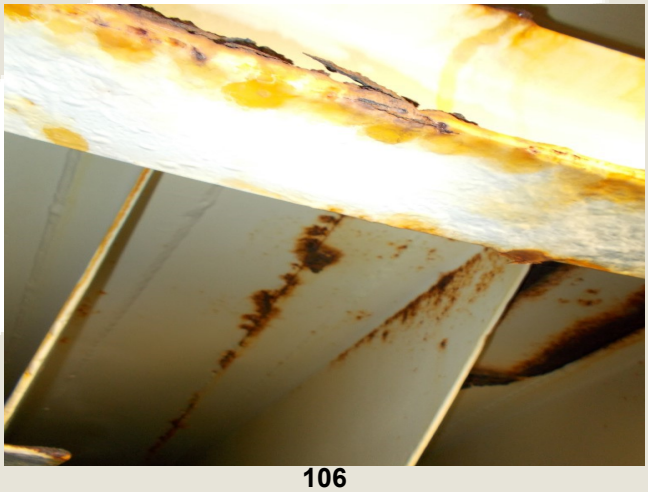

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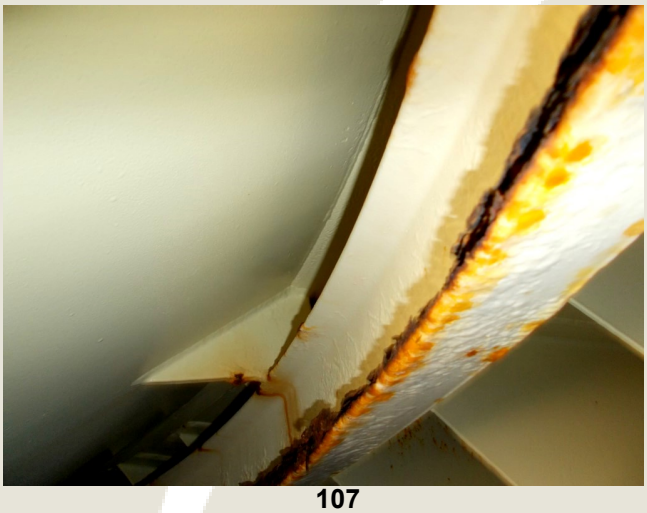

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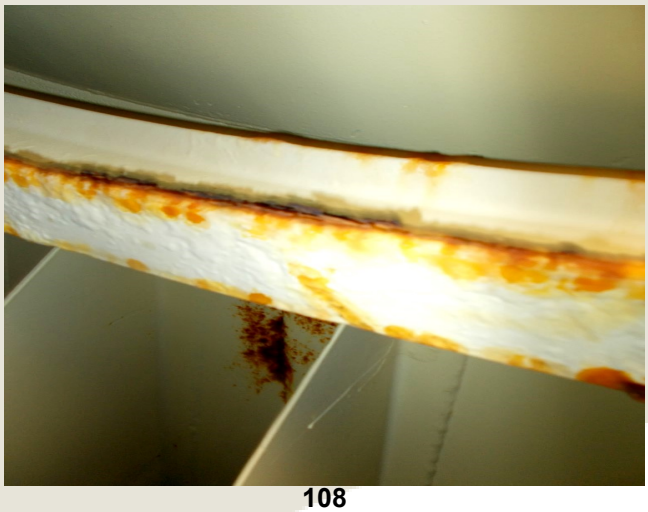

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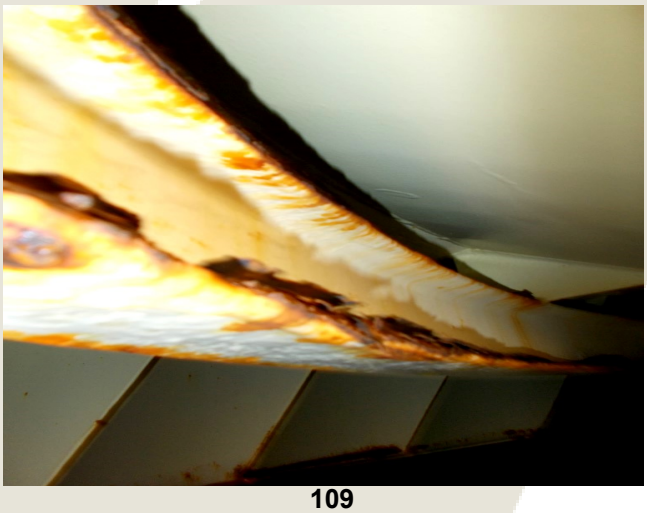

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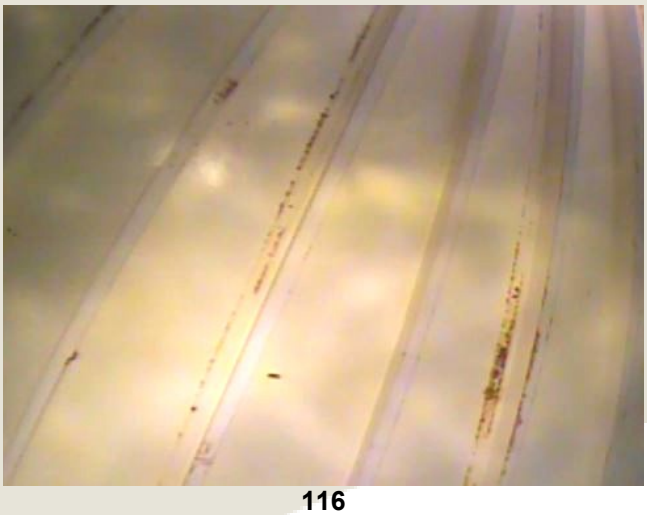

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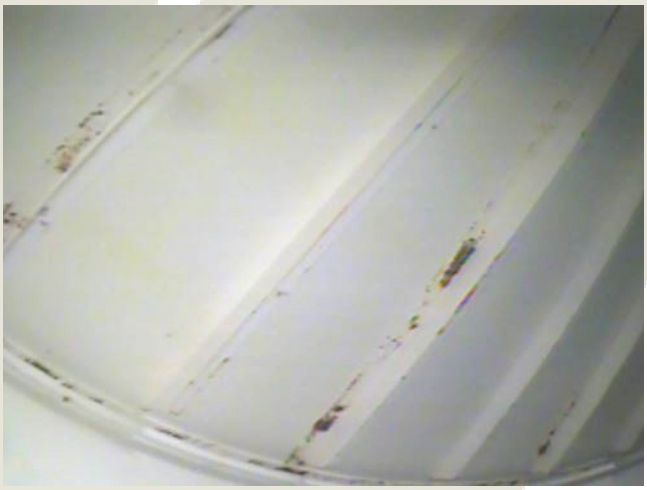

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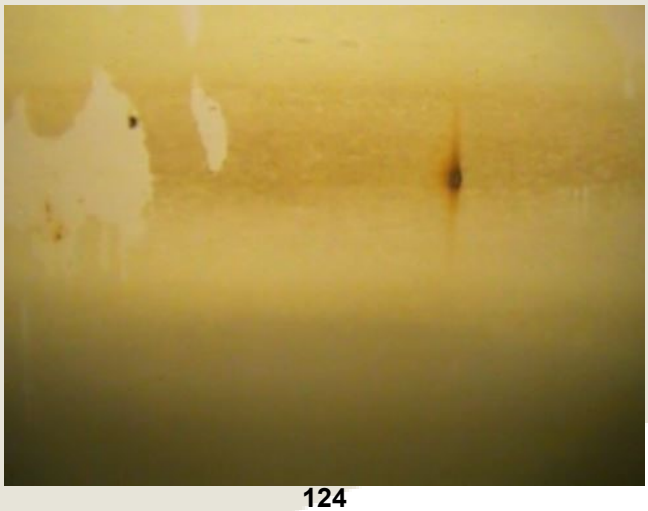

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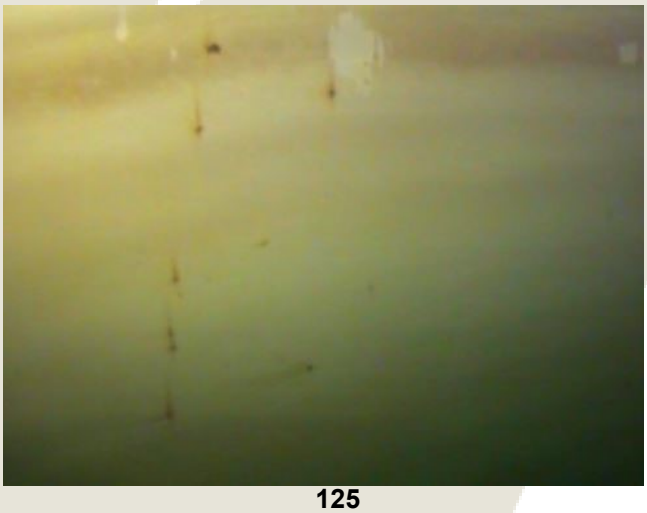

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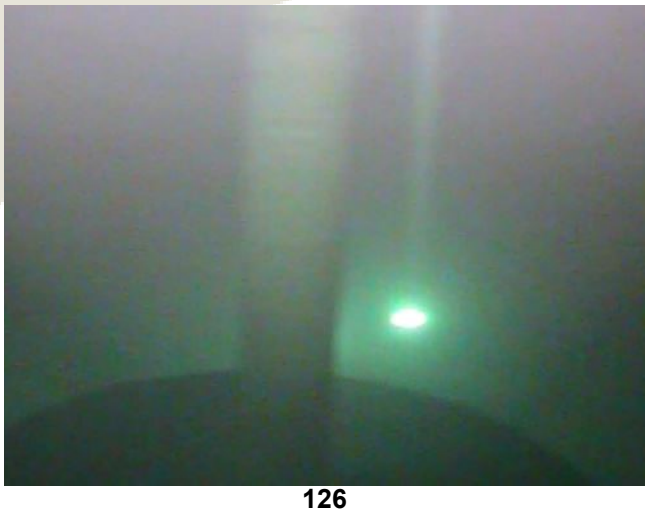

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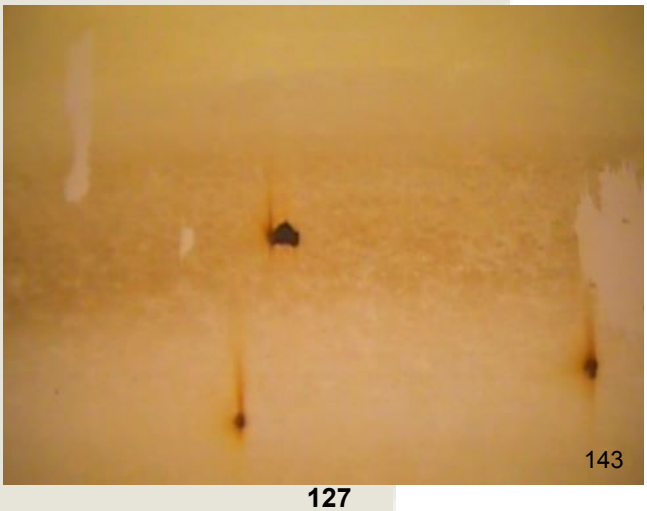

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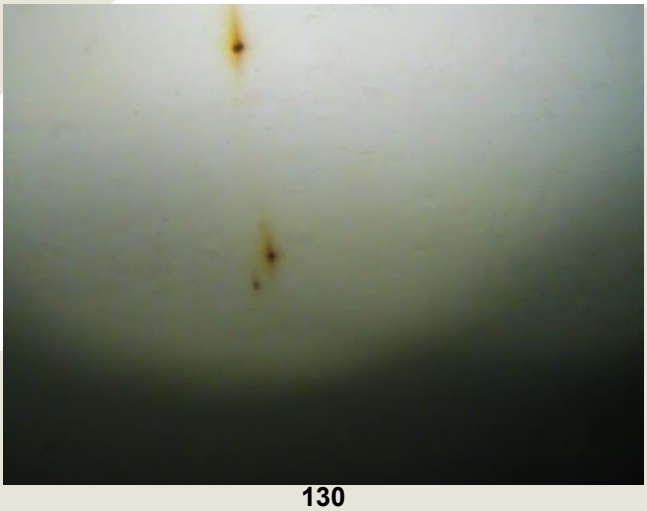

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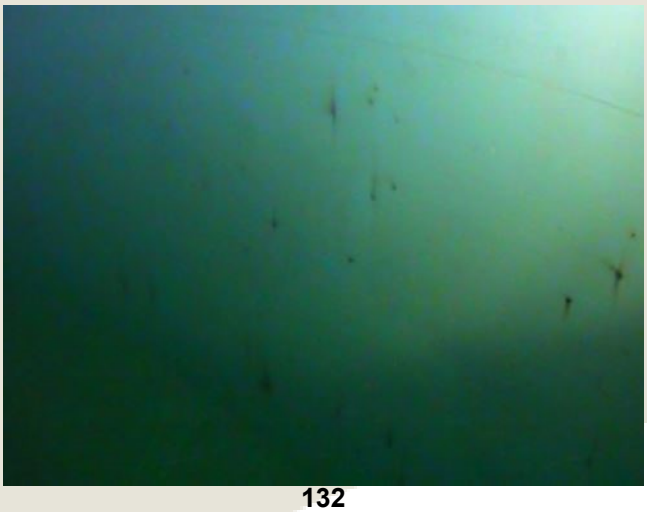

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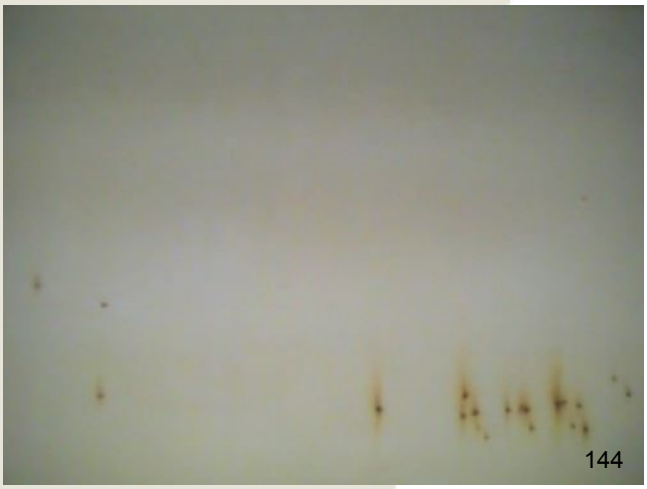

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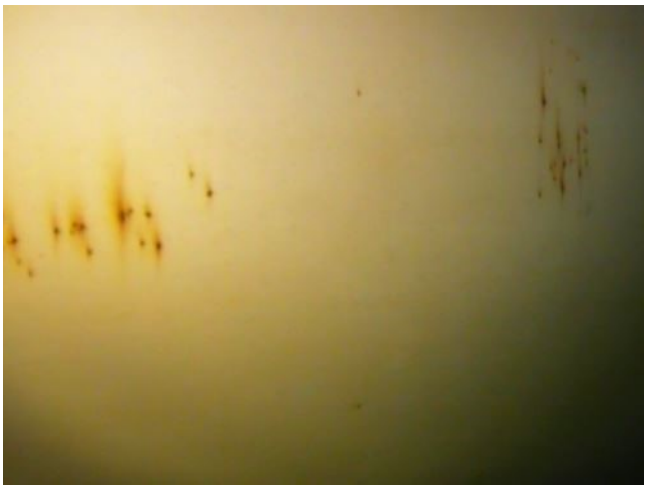

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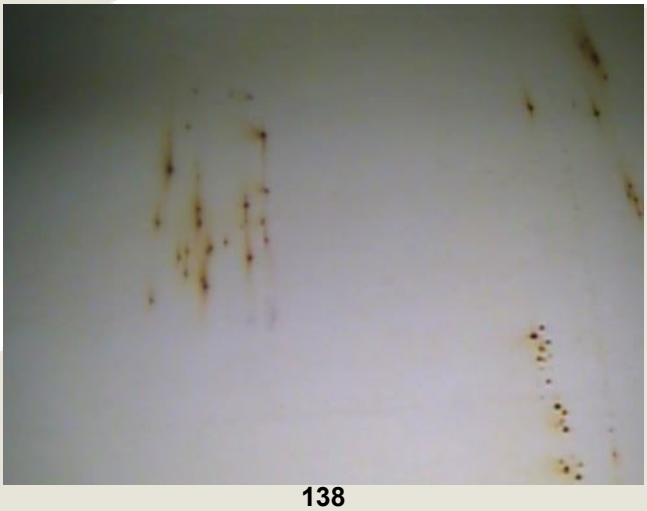

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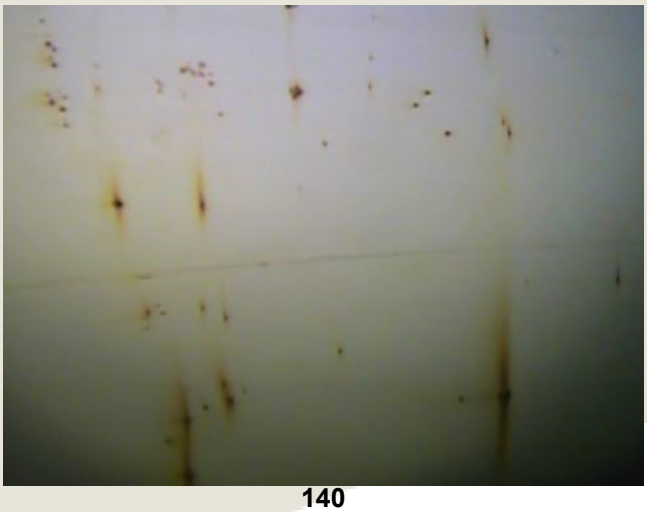

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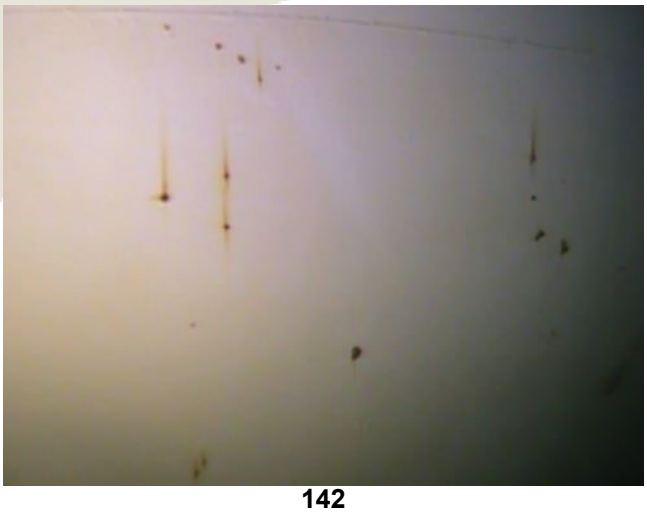

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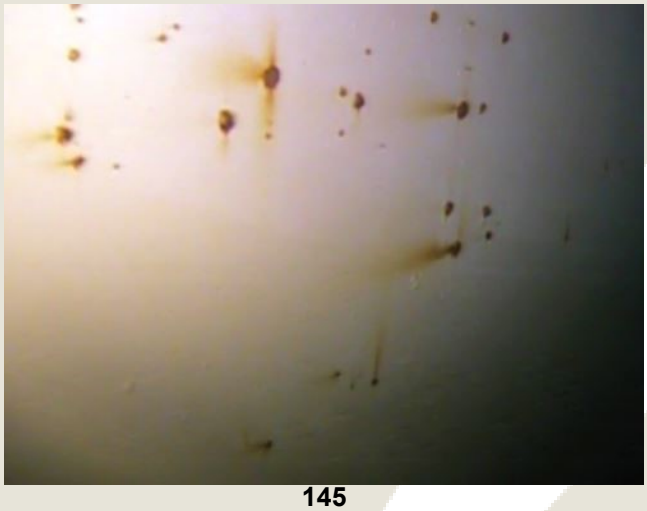
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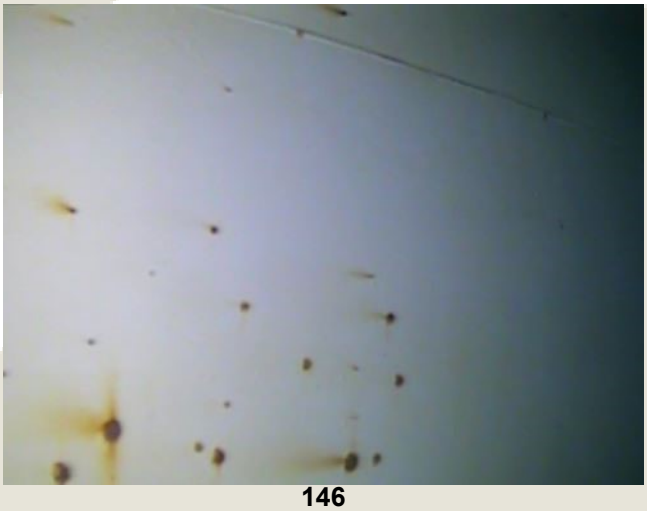
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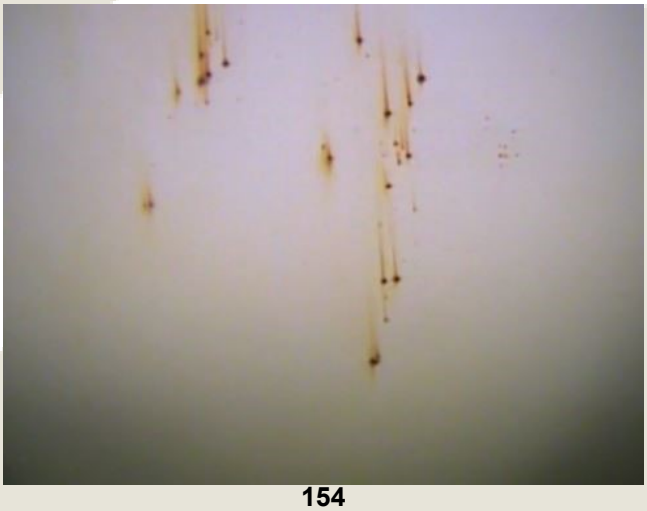

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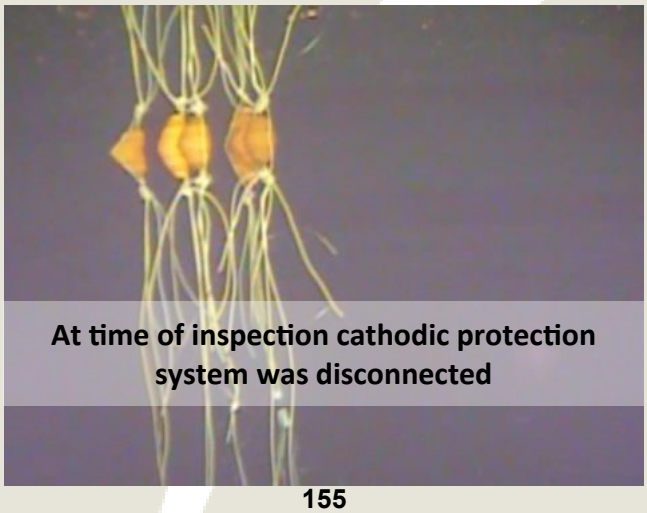

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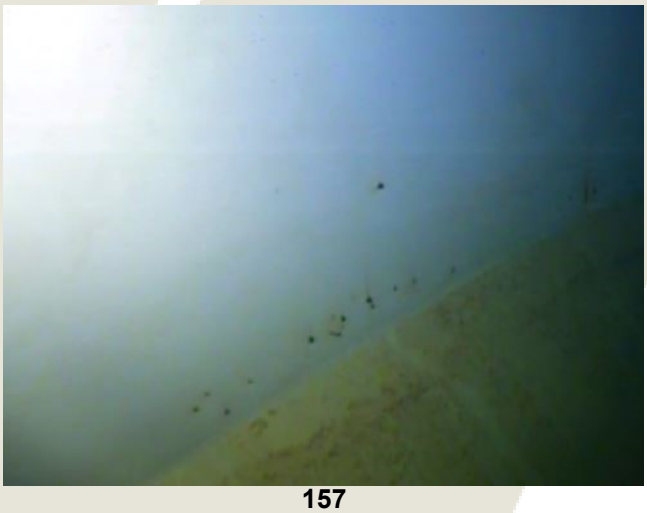

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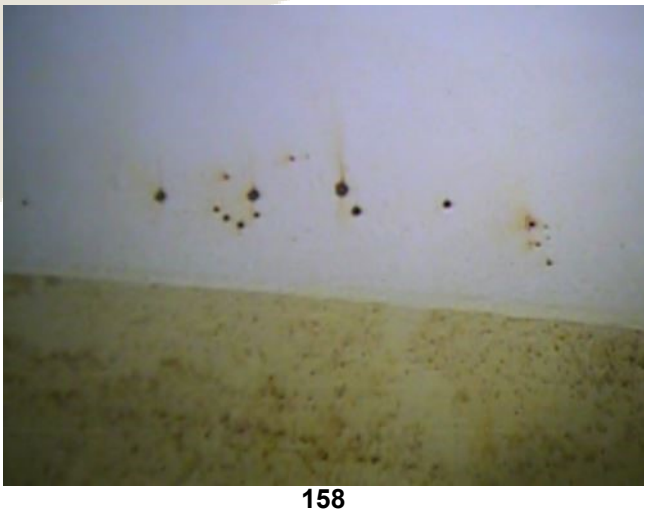

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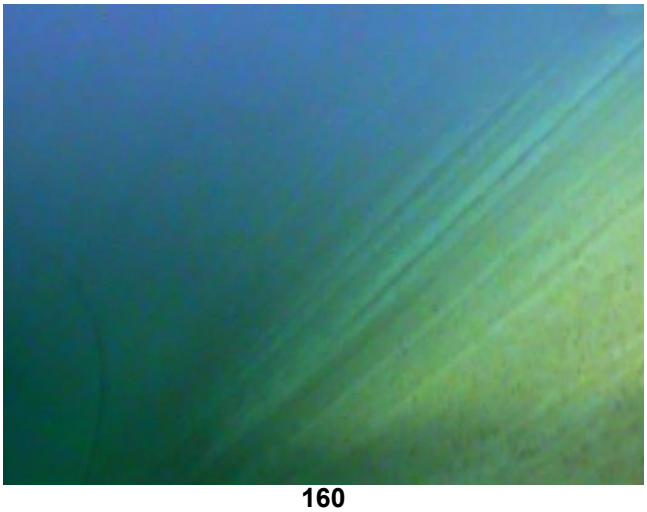

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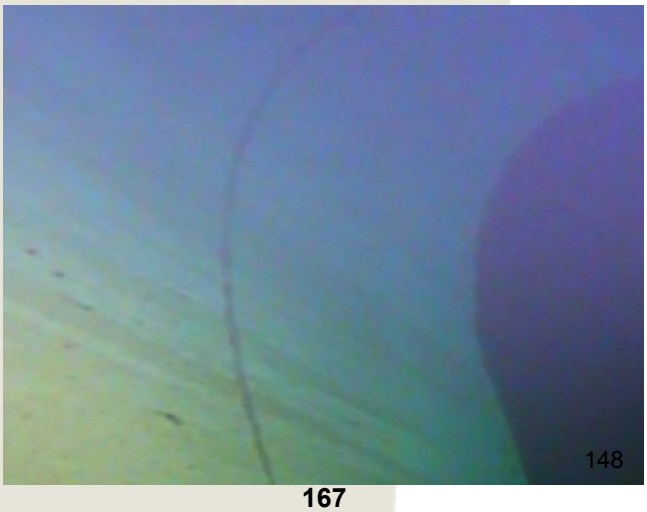

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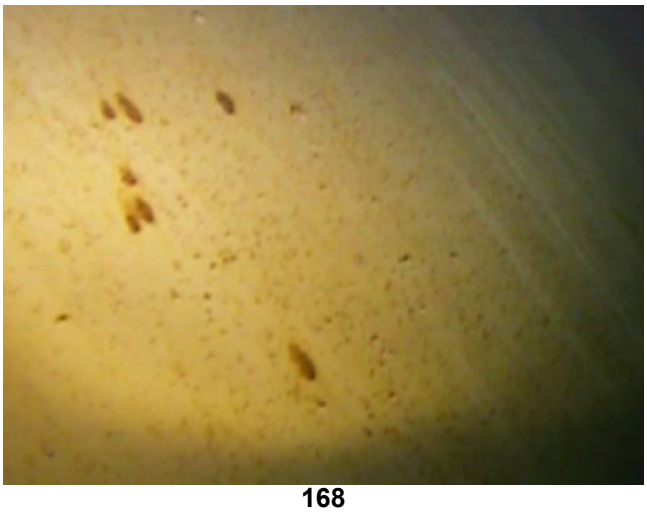

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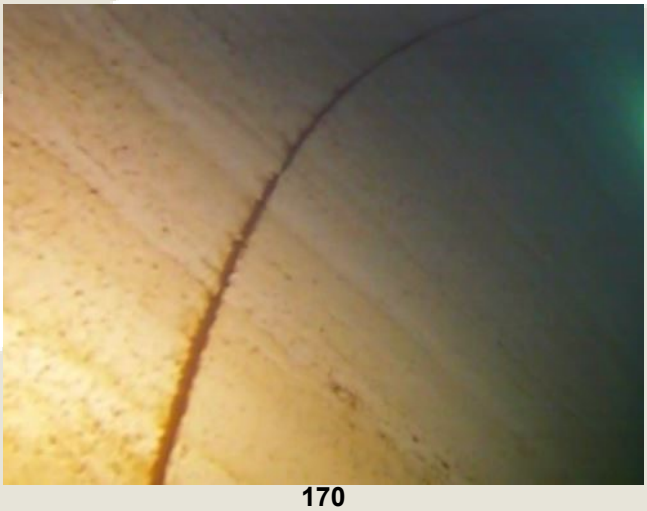

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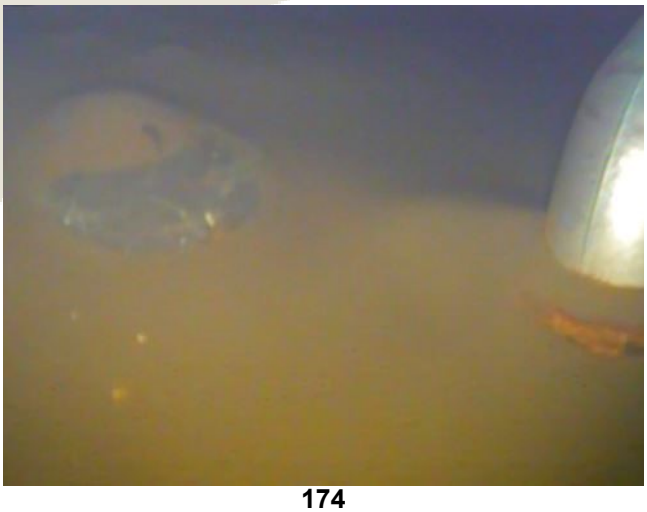

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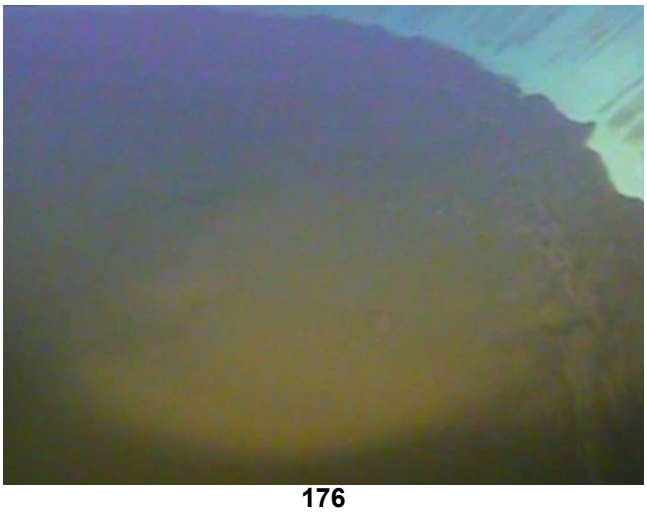

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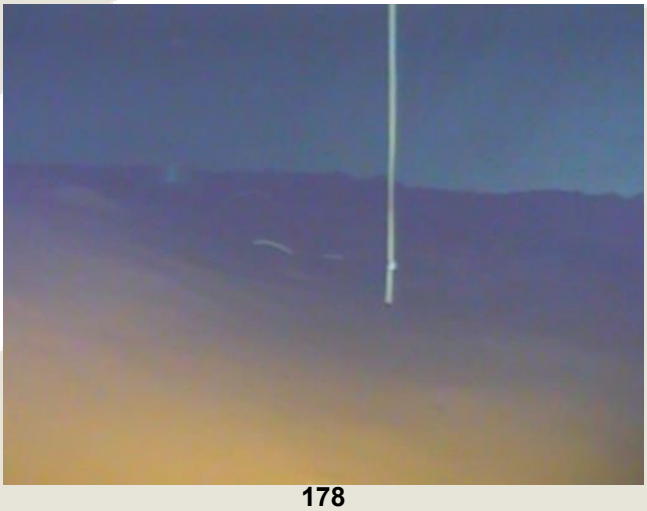

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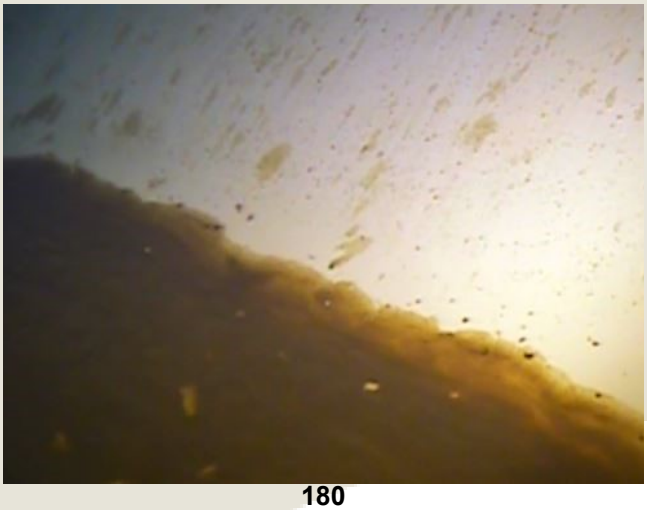

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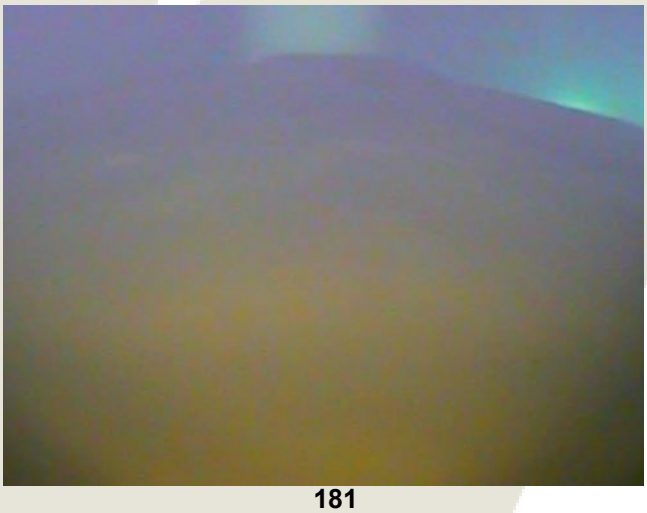

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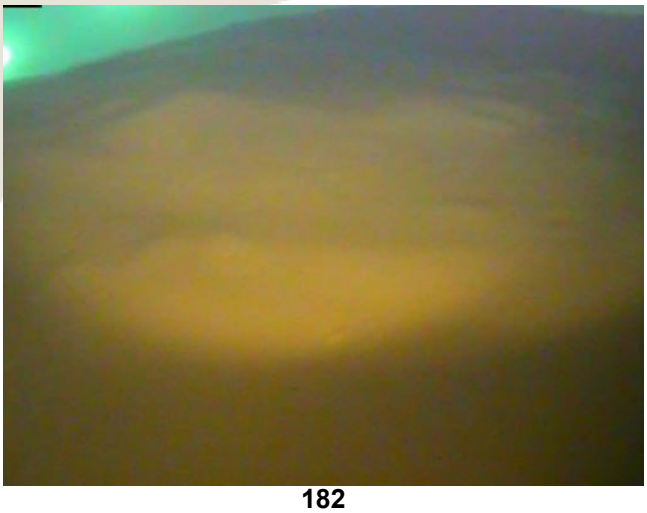

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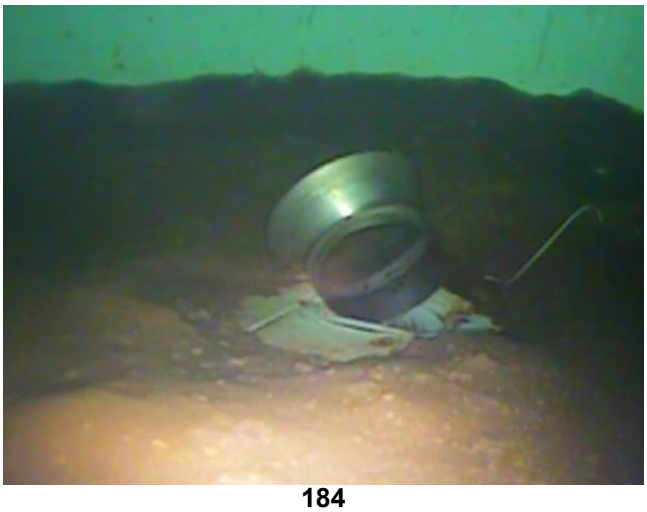

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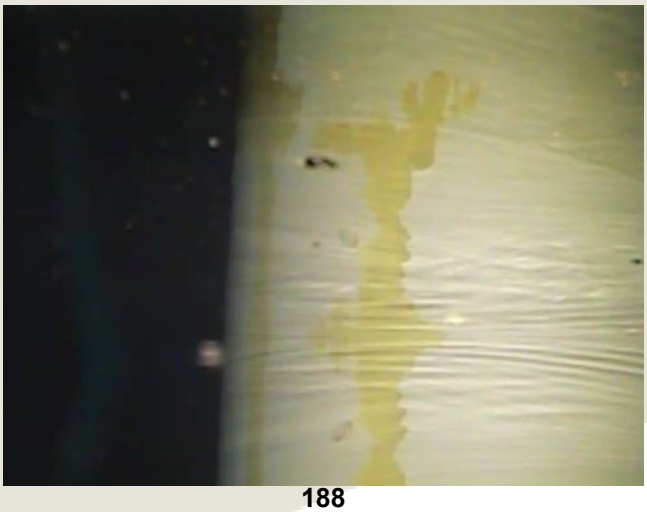

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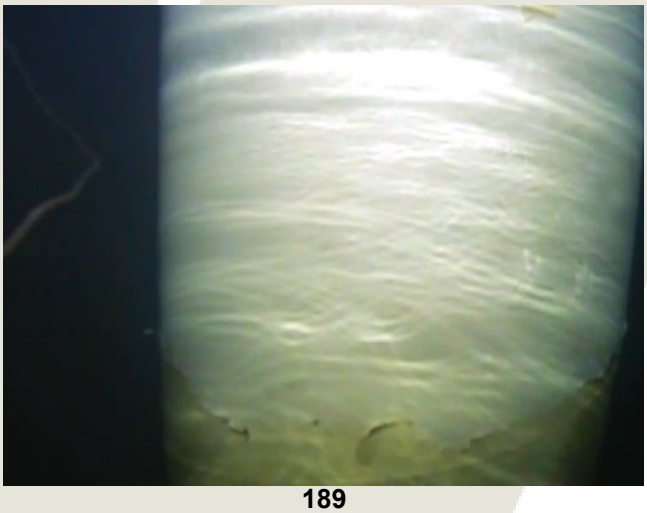

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Landmark Municipal Services

3091 Harrison Court
Burlington, ON CAN L7M 0W4
905.319.7700 Phone
905.319.7706 Fax

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August 23, 2018

Ontario Clean Water Agency – Kawartha hub
123 East Street South
PO Box 279
Bobcaygeon, ON K0M 1A0

Att: **Mr. Geoff Reddin**
greddin@ocwa.com

Tel: 705.738.9737

Re: **LMS Job #LM18041**
Remote Inspection & Report - Bobcaygeon Composite Elevated Tank;
Protective Coatings & Linings Report

Mr. Reddin,

An ROV underwater camera tank inspection was performed at the above mentioned potable water storage facility on July 16, 2018. The ROV unit and tether cable were disinfected in accordance with AWWA-C652-11 Method #2 guidelines (200ppm solution) prior to entry into the tank interior. Landmark's ROV equipment is designated for potable water use only.

Note: Possible issues and defects can only be visually assessed with the ROV.

This letter is a summary of my findings and recommendations for the above noted water storage tank and the exterior and interior coatings.

Exterior

This exterior of this tank is covered in a fluorocarbon coated steel cladding that is in fair condition. The sheen is fairly good on the sides and cone, but on the roof it is much duller. There are some corroded fasteners on the roof around some of the flashings and openings. The paint on part of the roof handrail and the grab bars has weathered away and the exposed steel is corroded.

Dry Film Thickness (DFT) readings were taken as follows:
Access Tube - Dry: 7 - 12 mils DFT

Interior

The interior of this tank is lined with what appears to be an epoxy, which is in poor condition. There are many corrosion cells on the shell and cone, as well as the osmotic blisters that lead to them. The ceiling is corroded at many of the stiffener edges and on weld seams, and the painter's rails are extremely corroded. The sediment level is very heavy, with buildup of up to 20 inches deep, and appears to consist of very fine sediment and flocking material.

Dry Film Thickness (DFT) readings were taken as follows:
Interior Roof: 7 - 14 mils DFT

Recommendations - Exterior

The exterior cladding of this tank is not in need of any maintenance at this time, but the roof handrail and other appurtenances should be mechanically cleaned and re-painted with an epoxy / urethane system.

We recommend removal of some cladding panels to inspect the protective coating system.

Interior

Within the next 1 to 2 years the interior lining of this tank should be completely removed via abrasive blast cleaning to SSPC-SP10 Near-White Metal Clean, then re-lined with an AWWA D102 ICS-3 or ICS-4 system. Any corrosion pits measuring more than 25% of the total thickness of the steel should be repaired by pool welding or welding in patch plates. If too much time goes by the corrosion cells on the interior walls will become leaks, which can be catastrophic in the winter months.

Yours Sincerely,
Landmark Municipal Services

David Baker,
NACE Certified Coating Inspector –Level 2, CIP #329173

Landmark Municipal Services

3091 Harrison Court
Burlington, ON CAN L7M 0W4
905.319.7700 Phone
905.319.7706 Fax

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August 23, 2018

Ontario Clean Water Agency
123 East Street South, PO Box 279
Bobcaygeon, ON K0M 1A0

Att: **Mr. Geoff Reddin**
greddin@ocwa.com

Tel: 705.738.9737

Re: **LMS Job #LM18041**
Remote Inspection & Report - Bobcaygeon Composite Elevated Tank;
Quote #18144

Landmark Municipal Services is pleased to provide budgetary pricing for the following repairs & upgrades at the above mentioned potable water storage facility: **H.S.T. not included*

Security

1) Install 'City of Kawartha Lakes' keyed padlocks on roof hatches to tank interior **$ No Charge**

Support Structure

2) Apply anti-graffiti coating on first 8 feet of pedestal **$ 12.500**

Accessories

3) Install anti-slip tape on smooth ladder rungs **$ 3,000**

4) Kickplate required on roof handrail (120ft) **$ 6,000**

5) Surface prep and paint roof handrail **$ 5,500**

6) Supply and install messenger cable system and relocate cables from ladder siderails **$ 3,800**

Fall Arrest System

7) Fall Arrest System Replacement recommendations: **$ 9,000**

- Remove and replace Aluminum TS Rail on ladder to top landing
- Remove and replace Aluminum TS Rail on ladder to tank floor manhole
- Remove and replace Aluminum TS Rail on ladder to tank roof (access tube dry side)

Fall arrest trolleys are available for $675 ea

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Confined Space & Rescue

8)	Supply and install rescue port base beneath top landing grating	**$ 3,500**

Coatings and Linings – (refer to Protective Coating and Lining Report)

9)	Tank Interior: Full removal and replacement	**$ 195,000 - $300,000**
10)	Remove sections of exterior cladding and inspection coating system	**$ 17,500**
11)	Remove and replace paint rail system	**$ 40,000**

Ontario
MINISTRY OF LABOUR

Print This Page

Fixed Rail Ladder (FRL) Fall Protection System

Issued: May 20, 2014

Content last reviewed: May 2014

Disclaimer: This resource has been prepared to help the workplace parties understand some of their obligations under the Occupational Health and Safety Act (OHSA) and regulations. It is not legal advice. It is not intended to replace the OHSA or the regulations. FOR FURTHER INFORMATION PLEASE SEE FULL DISCLAIMER

Hazard summary

A worker descending a vertical ladder on a water tower in 2014 was critically injured after falling five metres while properly using a Class Frontal-Fixed Rail Ladder (Class FRL) Fall Protection System. A Class FRL Fall Protection System is a type of vertical fall protection using a permanently installed metal rail anchoring system with an automatic fall arresting device called the "trolley" or "carriage".

The investigation revealed a weakness in the design of some Class FRL Fall Protection Systems, which may not adequately protect workers who fall backward or who squat and roll backwards into a fall while connected by a body harness to the trolley which slides along the vertical rail. If a worker leans back, the trolley's internal braking system can be pulled off the rail, allowing the trolley to slide down the rail. If a worker falls backwards or squats and rolls backward into a fall (as opposed to falling straight down or inwards towards the ladder) the trolley may not lock, allowing a worker to fall freely. In the 2014 incident, the worker fell from a water tower ladder as shown in Figure 1.

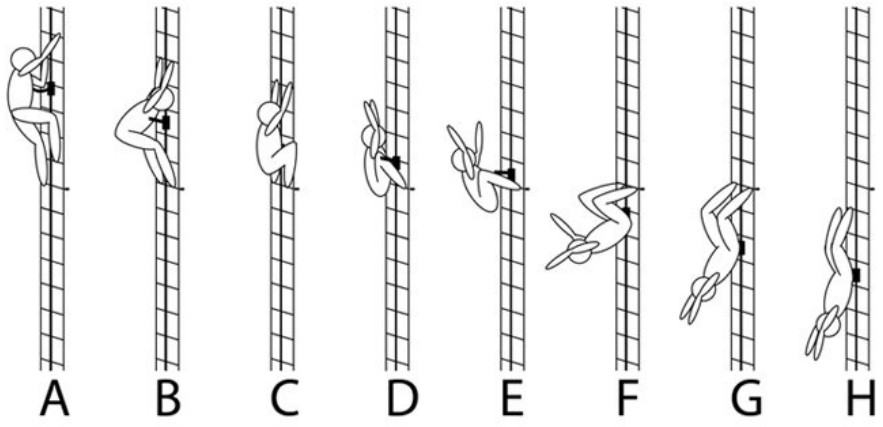

Figure 1: How the water tower worker fell

A. The worker is descending properly using the fall protection system.
B. The worker bends at the waist.
C. The worker's legs fold into a squat position while the worker's hands catch the next rung. The squat position allows the trolley to travel below the height of the worker's knees.
D. As the worker begins to roll backward their hands release from rung, and the tension in the trolley connection increases enough to remove all the slack out of the full body harness and slide the chest D-ring towards the waist.
E. This tension in the connection to the trolley forces the worker into a tight squatting position while rotating around the rung that the worker's feet are on.
F. The trolley connection remains in tension as the trolley travels below the rung that the worker's feet are on.
G. The connection to the trolley, now in tension between the worker's legs prevents the engagement of the braking mechanism that would stop the workers motion.
H. The worker, with back to the ladder, continues to fall head first while still attached to the fall protection system.

In 2010, the Ministry of Labour published a similar Alert, Class Frontal Fixed Rail Ladder (FRL) Fall Protection System, Alert #26/0510, after a worker was injured after falling back, then down 20 metres from a ladder attached to a tower while using a Class FRL Fall Protection System. In 2010, the investigation determined that the Class FRL Fall Protection System might not adequately protect workers who fall backward in a standing position.

Locations and sectors

Class FRL Fall Protection Systems are used on vertical access ladders which normally do not have a cage, such as the ladders on communication towers, chimneys and water tanks (towers).

Precautions

Even though a Class FRL Fall Protection System may be currently certified to CSA standards and/or have a CSA standards stamp on the side of the trolley unit, this should not be interpreted to guarantee worker safety and employers should not rely on such a stamp. Further investigations into the system are needed to ensure the system protects against a squatting position/rollback fall or a fall backwards.

Class FRL Fall Protection Systems whose design characteristics require the connection between the worker and the trolley to be in tension and where the trolley remains disengaged regardless of the tension force applied should not be used. Employers must take reasonable precautions to protect workers in these circumstances. This may include using alternative fall protection or access systems, as appropriate, for the adequate protection of the health and safety of workers using vertical access ladders.

Employers who own or rent structures which have a Class FRL Fall Protection System installed must ensure that the Class FRL Fall Protection System is capable of protecting a worker in the case of a squatting position/rollback fall or a fall backwards. The Ministry recommends that employers contact the manufacturer to ensure that the particular Class FRL Fall Protection System is capable of protecting a worker from any type of fall (including a backward fall and falling from a squatting position) before it is used.

Note: This Alert replaces the Class FRL Fall Protection System, Alert #26/0510 published in 2010 by the Ministry of Labour.

Resources

For more information contact:

Infrastructure Health and Safety Association
www.ihsa.ca

Or contact the Ministry of Labour Health & Safety Contact Centre toll-free at 1-877-202-0008.

For further reference see also:

Ministry of Labour
Ontario.ca/labour

ServiceOntario e-laws
www.e-laws.gov.on.ca

Remember that while complying with occupational health and safety laws, you are also required to comply with applicable environmental laws.

Please photocopy Ministry of Labour Alerts, distribute them widely and post them where people will see them.

ISSN: 1195-5228

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Municipal Services

Storage Tank Maintenance
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Single Source Responsibility

Expert Inspection, Maintenance And Repairs
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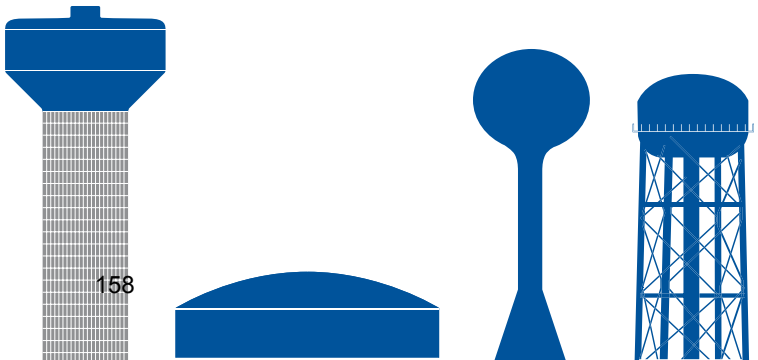

Expert inspection, maintenance, and repairs for all types of water storage tanks

- Safe, efficient, issue-free operation of your water storage infrastructure
- Full compliance with all applicable regulations across Canada

Landmark Municipal Services (LMS) brings more than 30 years of insight and innovation in water storage to owners and operators of tanks and systems of all types. Our complete range of services and packages provide predictability, continuity and flexibility for this essential function of municipal governments.

Inspections

Regular, scheduled inspections are critical for long-term efficiency. LMS conducts various types of inspections, all with comprehensive reports detailing repairs performed or recommended and upgrade requirements, with photo documentation and related cost estimates.

CIR: **Clean, Inspect & Report:** AWWA (American Water Works Association) recommends that water storage tanks be washed out and inspected on a minimum three-year cycle.

SIR: **Safety Inspection & Report:** A thorough interior and exterior review of structure and operations for compliance with applicable government regulations.

ROV: **Remotely Operated Vehicle:** ROV inspections eliminate the inconvenience and expense of taking your tank out of service. LMS provides real-time, in-water evaluations with a remotely operated vehicle.

LMS inspections provide a complete review of all critical factors:

- Site works
- Foundations
- Support structure
- Ladders/landings
- Accessories
- Valves and piping
- Metal conditions
- Exterior coatings
- Interior linings
- Antenna and communications equipment
- Safety and rescue equipment

Safety Upgrades and Training

LMS can provide safe access and rescue systems that meet or exceed the requirements of the Occupational Health & Safety Act for "vessel entry and rescue" as well as "fall arrest."

Tank Modifications

Skilled LMS professionals provide practical, proven and fully engineered modifications for all types of storage tanks, leveraging experience as one of the leading tank builders in North America. Our vertical integration adds design, fabrication and coatings expertise when needed, with single source management and responsibility.

Coatings and Linings

LMS services include all surface preparation and recoating of all interior and exterior areas. Options range from spot preparation to total blast cleaning with full containment for environmental protection. All lining materials applied to interior surfaces are ANSI and NSF 61 approved.

Safety is the Key

Inspections:

- Clean, Inspect & Report (CIR)
- Safety Inspection & Report (SIR)
- Remotely Operated Vehicle (ROV)

Safety:

- Confined space
- Fall arrest
- Training

Maintenance:

- Tank Asset Management Program (TAMP)
- Annual programs
- Coatings/linings

Lightning Protection:

- Design
- Installation
- Inspection

Antenna and Communications Systems

- Design
- Structural fabrication & installation
- Inspection

Demolition

- Partial
- Total

Modifications

- Engineering
- Tank hydrodynamic mixing systems
- Site works
- Balconies/handrails
- Manholes
- Hatches
- Venting and vacuum relief
- Welding and fabrication
- Electrical/instrumentation
- Heat trace
- Insulation and cladding
- Security systems

Landmark delivers consistent, high quality results.

Contact us today to discuss the best solution for your next project.

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Landmark Coatings

Specialty Mobile Operations

Uncompromising commitment to safety. World class technical skill. Go-anywhere mobility. Landmark delivers factory applied quality to your site.

Developed and refined throughout 25 years of storage tank coatings and lining work, Landmark's specialty crews work wherever you need them…on projects that we design, fabricate and build, or on existing infrastructure requiring repair and recoating. The Society for Protective Coatings (SSPC) has recognized our technical skills and processes with their prestigious QP-1 certification, so you can rely on thoroughly tested multi-craft services on the most demanding jobs, with the added benefits of uncompromising safety and nationwide mobility.

We work in a wide range of applications for the private sector, the military and municipal authorities:

- Industrial facilities
- Terminals
- Petrochemical plants
- Water and wastewater
- Oil and gas exploration and production
- Aircraft fueling facilities
- Lead abatement

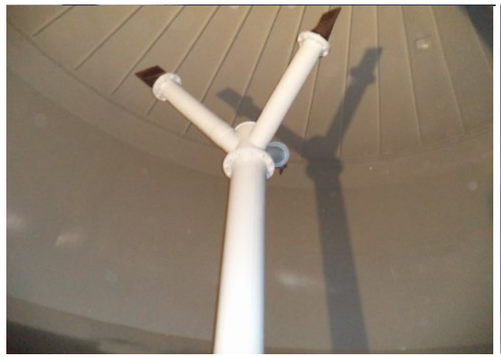
Safety

Safety is the Key

Landmark's uncompromising commitment to safety protects people, property and the environment. We apply equally rigorous standards for all locations, require ongoing training and testing for all crews, and utilize site evaluations, Hazard Identification and Risk Assessments (HIRA) and root cause analysis to continually drive performance improvement. Landmark employs the best available safeguards for the job, such as advanced, self-contained respiratory equipment on many applications. And we stay at the forefront of best practices and efficient reporting with our membership in ISNetworld. Core values and comprehensive safety and health programs, along with SSPC C-3 accredidation for de-leading steel structures, safeguards against environmental impact.

Skill

Landmark's technical capabilities start with specification assistance, based on in-depth knowledge of industry suppliers and their latest products, and insights from our own operations. Our crews are fully equipped to perform surface preparation and coatings work on virtually any type of steel structure, utilizing a broad array of coatings including polyurethanes, 100% solids and fiberglass reinforced systems. Our crews perform all coatings work in accordance with the Landmark Quality Assurance Manual for Surface Preparation and Coating. They are trained to implement all of the required process controls and conduct workmanship inspections to meet or exceed all applicable standards and client expectations.



Routine quality evaluations include but are not limited to:

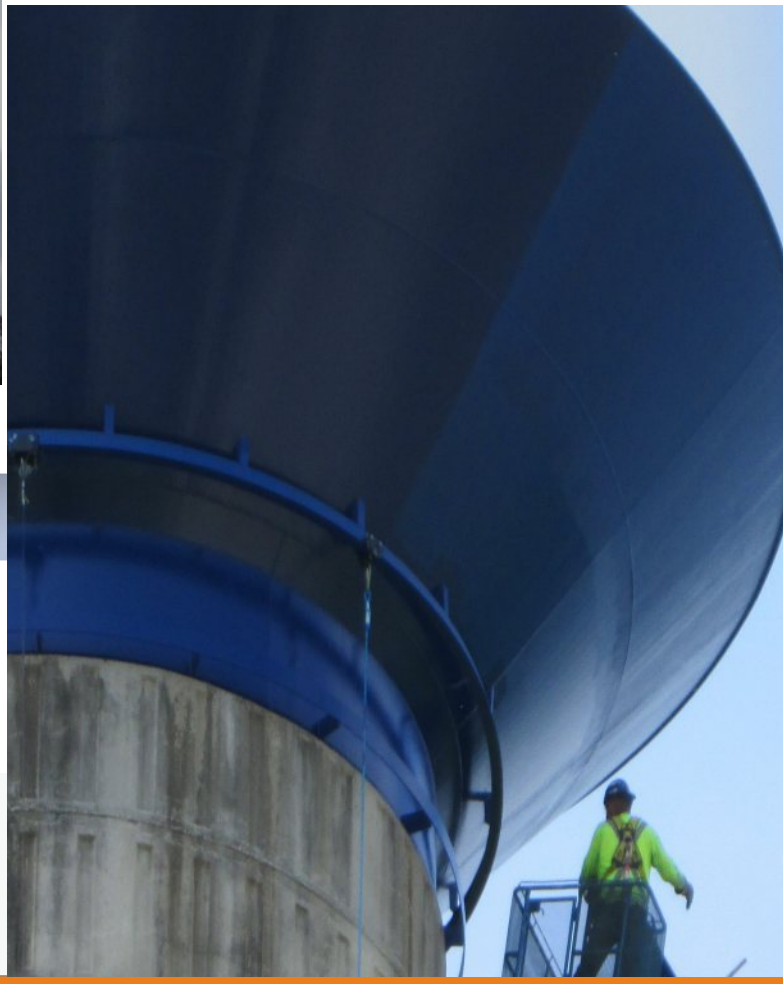
- Measurement of environmental conditions
- Verification of surface cleanliness prior to coating or lining
- Wet and dry film thickness measurement
- Holiday testing (low or high voltage, depending on lining thickness)

Daily logs track all inspection activity, and are available upon request.

Specialized equipment enables Landmark to manage dehumidification on work in enclosed spaces such as tank lining and recoating, and to protect the environment with blast media recycling and a full or partial containment on exterior surface preparation and coating. In addition, site specific plans for environmental monitoring, hazardous material management, and disposal of wastes are developed for all tank rehabilitations where existng coatings contain toxic metals. And for high-profile projects with community impact, Landmark has perfected the art of translating even the most intricate graphics to the public stage with precise reproduction. The utilization of dust collection systems ensures complete extraction of dusts for not only a cleaner surface prior to paint application, but as well as containment of dusts generated. This provides necessary air exchanges for confined space work.

Mobility

Landmark capabilities are completely mobile for deployment nationwide or beyond, without limitations. Specially outfitted trailers move containerized equipment to the project site, and then serve as mobile command centers for the crews. All required assets are at hand, coordinated with local supply lines as appropriate.



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Elevating Expectations

Landmark Industrial Coatings
3091 Harrison Court
Burlington, Ontario L7M 0W4
Phone 905.319.7700 Fax 905.319.1373

www.teamlandmark.com

BOBCAYGEON COMPOSITE ELEVATED TANK - ROV INSPECTION AND REPORT: JULY 16, 2018

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

Sheridan Centre
2225 Erin Mills Parkway, Suite 1200
Mississauga, Ontario L5K1T9

TEL: 905-491-3030
FAX: 905-855-3252
www.ocwa.com

June 11, 2019

Corby Purdy
Supervisor, Infrastructure Design and Construction
City of Kawartha Lakes
12 Peel Street
Lindsay, Ontario K9V 5R8

Re: Proposal No: Z1235P19023-00 – Bobcaygeon Elevated Tank Recoating and Rehabilitation (Rev. 1)

Dear Mr. Purdy:

The Ontario Clean Water Agency (OCWA) is pleased to submit a revised proposal to undertake the Bobcaygeon Elevated Tank Recoating and Rehabilitation project in the City of Kawartha Lakes (City). The previous proposal, dated April 4, 2019, included work on the Fenelon Falls Standpipe and Woodville Standpipe as well. This revised proposal is for the Bobcaygeon Elevated Tank only.

1 Background

1.1 Previous Inspection Report and Budget

In July 2018, Landmark Municipal Services (Landmark) was retained to inspect the Bobcaygeon Elevated Tank and to identify the rehabilitation and safety upgrade works required. Overall, Landmark estimated that the construction cost was $401,000. It should be noted that this is a budgetary estimate for construction only and based on OCWA's experience in managing many tower/standpipe rehabilitation projects, the actual tendered cost to complete the work will most likely be higher. It is recommended that a contingency amount (15%) be added to the Landmark estimate for budgeting purposes.

The Landmark inspection report identified various rehabilitation and safety upgrade works required on the tank such as installing a kickplate on roof handrail, coating of the roof handrail, installing a cable system, installing a new fall arrest system according to the new standard, removing the existing interior coating system and installing a new coating system, etc. Refer to the Landmark Inspection Report dated August 23, 2018 for more details.

1.2 OCWA Experience

OCWA can provide turn-key engineering services to enable the implementation of the required works identified above. OCWA has completed similar work (coatings application, safety upgrades and other repair works) for many municipalities over the last 15 years. The most recent examples being the Lambton County – Forest Standpipe (2018), Essex County – Essex Water Tower (2018), and Wasaga Beach Water Tower (2017).

Figure 1: Photo of the recoated and rehabilitated Essex Water Tower and Wasaga Beach Water Tower.

The following is a list of some other recent rehabilitation and recoating projects OCWA has completed:

- Township of Leeds and the Thousand Islands – Lansdowne Standpipe – 2019 (construction underway)
- Union Water Supply System – Leamington Water Tower – 2016
- City of Stratford – Forman Water Tower – 2015
- Municipality of Callander – Callander Standpipe – 2014
- Municipality of Greenstone – 2 Water Towers – 2014
- Town of Hearst – Hearst Water Tower – 2013
- Municipality of South Bruce - Wiarton Standpipe – 2013
- City of Stratford – Dufferin Standpipe – 2012
- Haldimand County - Hagersville Standpipe – 2011
- Union Water Supply System – Harrow Water Tower – 2011

2 Scope of Work and Methodology

2.1 Phase 1: Specifications and Tender Preparation

OCWA proposes to develop technical specifications and complete tender documents for the surface preparation, interior coating repairs and safety upgrade works. As-built drawings of the Bobcaygeon tank will be required for inclusion in the tender and the City should provide these to OCWA upon commencement of the project.

OCWA will review the specific items to be included in the tender scope for the Bobcaygeon tank with the City prior to completing the tender documents. Some items may be specified as "Provisional" in the tender documents. Provisional items can then be added/removed from the scope of the contract, to allow the City the flexibility to adjust the project to meet the City's budget.

As the service provider for operation of the tank, OCWA will lead, manage and coordinate on scheduling of the works and the removal of the tank from service. Coating materials will be specified to provide minimum drying times to ensure that the tank can be put back into service as quickly as possible.

We propose to provide the following services to assist the City in the implementation of the required works:

- Review the Landmark inspection report to finalize the scope of work required.
- Review the lead concentration findings (if any) and include appropriate wording in the specifications for lead abatement procedures.
- Issue the Request for Tender on Jaggaer (formerly BravoSolution), an online public procurement website.
- Develop the engineering specifications for the coating removal and application, safety upgrades and other works. This involves preparing detail specifications for the identified works and including the materials and methods that should be utilized. This will also include environmental control specifications, as well as, methods for sampling, measuring and testing the materials applied. OCWA has extensive experience in the selection of suitable lining/coating systems to meet the regulatory compliance requirements. We specify systems that are intended to provide corrosion protection for upwards of 15 years while ensuring that there are no unpleasant taste or odour issues in the water supply.
- Using OCWA's standard construction template, prepare a construction contract for inclusion in the tender package.
- Prepare a draft and final tender package using OCWA standard documentation.
- Undertake tender administration. This involves issuing the tender package, arranging and conducting a mandatory pre-tender site visit for prospective tenderers, recording and answering tenderers' questions, preparing and issuing addenda if necessary, and receiving the tenders at OCWA's office.
- Evaluate the tenders received and make recommendation to the City for the award of contract.
- Prepare and issue a contract award letter and contract agreement. OCWA will sign the contract agreement with the selected contractor and will pay the contractor and then invoice the City.

2.2 Phase 2: Contract Administration

The following describes our proposed project deliverables during the contract administration phase.

Immediately, following the contract execution OCWA will arrange a pre-construction meeting with the Contractor. This activity will commence the contract administration part of our project management services. This service includes the provision of specialist coating inspection services during the work to ensure that the coating is done to the required standards. For the coating inspection services, we propose to retain PW Makar Coatings Inspection Ltd. (this firm is a licensed coatings inspection company with NACE Level 3 inspectors). OCWA has worked successfully with PW Makar on many similar tank rehabilitation projects over the past 15 years. Pricing for four coating inspection visits by the coating inspector is included in our proposal. Additional visits, if required, will be charged at the rate provided in the Time Task Matrix.

Since the installation of fall arrest systems and other safety upgrades to the Bobcaygeon tank involves welding work, we propose to retain a welding inspector (Team Industrial Services) for welding inspection services. We have included two welding inspections in our proposal. Additional visits, if required, will be charged at the rate provided in the Time Task Matrix.

Provisional item – we propose to set aside a budget of $4,000 for the provision of structural engineering review of the safety upgrades to the tank. The service of a structural engineer's review would only be used if necessary. If required, OCWA will contract a structural engineer for the review through our Engineer Vendor of Record (VOR) service. We will then invoice the City for this service.

Contract Administration will also include the following tasks:

- Monitoring the performance of the contractor;
- Supervising the coatings inspector and welding inspector;
- Providing monthly (or when requested) status updates to the City;
- Verifying invoices and preparing payment certificates;
- Keeping project records;
- Review of shop drawings;
- Review and acceptance of submittals;
- Recommending and issuing Contract Change Orders;
- Project completion documentation;
- Arrange for an end of warranty ROV inspection of the Bobcaygeon Tank interior coating; and
- Monitoring of rectification of deficiencies and warranty issues.

3 Project Team

OCWA has assigned the following staff on this project.

Raj Roopchand, MSc., P.Eng., NACE Member – Senior Technical Advisor

Raj is a registered Professional Engineer in the Province of Ontario and has close to 25 years of experience in design, management of construction, operation and maintenance of water and wastewater systems. Raj has developed over his many years of experience thorough knowledge of pertinent standards and regulations that apply to water and wastewater systems. He holds a Master of Science degree in Engineering Hydrology and has good knowledge and technical skills in water/wastewater systems and network hydraulics. Raj has successfully completed numerous water tower/standpipe rehabilitation projects that are similar to this project. In fact, Raj was involved on all water tower/standpipe rehabilitation projects completed by this department in the last 15 years including the ones listed under Section 1.2. **Raj will provide technical advice and senior review for this assignment.**

James Su, P.Eng., LEED Green Associate – Project Manager/Engineer

James has been with OCWA for approximately 10 years. He has completed various engineering work from water/wastewater plant studies to major construction projects. He has conducted various energy efficiency works and holds the designation of *Leadership in Energy and Environmental Design (LEED) Green Associate*. James has administered and managed many tenders and construction contracts throughout his career, and this experience will be very beneficial for the completion of this project. James was involved with the Essex water tower rehabilitation along with Raj and currently managing the Lansdowne Standpipe rehabilitation. **James will be the project manager/engineer for this assignment.**

Other OCWA staff will be involved on an as needed basis.

4 Schedule

We understand that time is of the essence in order to commence and complete this work during the summer/fall months. OCWA is ready to start the project immediately upon approval. The full project is expected to take approximately 5 months to substantial completion according to the following timetable, and assuming the project is approved by June 25, 2019.

TASK NO.	TASK	COMPLETION BY
1	Draft Tender Package	July 16, 2019
2	Final Tender Package Issued	July 23, 2019
3	Tender Closed	August 13, 2019
4	Contract Awarded	August 30, 2019
5	Start of Construction	September 16, 2019
6	End of Construction	November 15, 2019

This is a tentative schedule and it may change depending on the final scope of work, timing of City decisions, contractor availability and weather conditions.

As tendering is likely to occur in July 2019 and construction work to start in September, there is a possibility of higher than expected prices as most contractors would likely already have work committed for the year. We would suggest putting a line item in the tender to identify any credits to the City should the work be deferred to start in the Spring of 2020. The City would still have the option of choosing when to start work.

5 Overall Project Budget

In reviewing the above scope of work, OCWA proposes a project management budget of **$79,600** (exclusive of HST) for OCWA's professional fees, disbursements and OCWA's travel expenses. Please refer to the Time Task Matrix in Appendix A for a break-down of the budget. OCWA proposes to invoice monthly on a time and material basis. If additional services are required outside of the scope of this proposal, this cost would be in accordance with our Engineering Schedule of Rate attached in Appendix B.

Please note OCWA's budget includes OCWA's operational efforts in taking the Bobcaygeon tank offline and bringing it back online with disinfection, additional efforts with monitoring the WTP and overall operational coordination with the contractor throughout the project.

An overall project budget estimate is provided in Table 1 assuming all the recommended items in Landmark's inspection reports are included.

Table 1: Estimated Project Budget

	BUDGET AMOUNT (WITHOUT HST)
Construction - Bobcaygeon Elevated Tank	$401,000
Construction – Contingency (15% of $401,000)	$60,150
Sub-total Construction	**$461,150**
OCWA Engineering and Project Management	$47,470
OCWA Operational Support (taking Bobcaygeon tank offline/online, overall operational coordination)	$8,000
Specialist Inspections and Review (Coating inspections, welding inspections, structural review, warranty ROV inspection)	$24,130
Sub-total Non-Construction	**$79,600**
Total Overall Project Budget Estimate	**$540,750**

Please note the construction cost of $461,150 is an estimate only based on previous quotes from Landmark and may change depending on the bid prices received. Regardless of the construction costs, OCWA's project management fee of $79,600 will remain the same.

We understand the City may have a limited budget. At the time of tender preparation, we will confirm the items to be included in the tender and the items to be specified as "Provisional". The City can then decide on which "Provisional" items to exclude from the contract after the bids are received.

OCWA's proposal constitutes a firm and binding offer to the City of Kawartha Lakes and shall remain irrevocable until July 5, 2019. Thank you for considering OCWA's services.

We are ready to start the project upon receipt of approval notice. Should you have any questions on the above, please feel free to contact the undersigned.

Sincerely,

James Su, P.Eng., LEED Green Associate

Project Manager/Engineer
Tel: 905-491-3043
Email: jsu@ocwa.com

LBabel

Lisa Babel, P.Eng.

Director of Project Planning and Delivery Group
Tel: 905-491-3059
Email: lbabel@ocwa.com

cc: Geoff Redden, General Manager, OCWA
Brent Martin, Senior Operations Manager, OCWA

COUNTERSIGNATURE:

By signing below, I accept the scope of work described in the above proposal and provide permission on behalf of the City to proceed.

_____ _____

(Signature) Date

APPENDIX A

Time Task Matrix

Ontario Clean Water Agency
Agence Ontarienne des Eaux

City of Kawartha Lakes
Bobcaygeon Elevated Tank Recoating and Rehabilitation
Time Task Matrix

Task Description	Technical Advisor Rajkumar Roopchand	Project Manager Jamee Su	Administration	Total Hours	Fees	Disbursements 6%	Other Expenses	Total Cost
Hourly Rates	$185	$120	$86					
Tendering Phase								
Project management (administration, scheduling & reporting)	4	8	2	14	$1,792	$108		$1,899
Background review of reports	4	4		8	$1,140	$68		$1,208
Develop technical specifications for coating repairs and upgrade works and including the material and methods to be utilized	12	10		22	$3,180	$191		$3,371
Develop terms and conditions for the construction contract	2	6		8	$1,050	$63		$1,113
Prepare a draft tender package	4	10		14	$1,860	$112		$1,972
Prepare final tender document	2	4		6	$810	$49		$859
Issuance of tender		2		2	$240	$14		$254
Mandatory on site bidders meeting	10	10		20	$2,850	$171	$100	$3,121
Undertake tender administration, issue addenda responding to questions	4	8		12	$1,020	$97		$1,117
Evaluate tenders received and make recommendation for the award of contract	1	6		7	$885	$53		$938
Prepare and issue contract award letter and contract agreement for execution	1	6		7	$885	$53		$938
Select convenient construction start date and issue Order to Commence Work		2		2	$240	$14		$254
Subtotal Task Hours	44	76	2	122				
Subtotal Task Costs	$7,260	$9,120	$172		$16,552	$993	$100	$17,644
Contract Administration Phase								
Project management (administration, scheduling & reporting)	6	14	6	26	$3,186	$191		$3,377
Arrange and attend pre construction meeting (and provide meeting minutes)	10	14		24	$3,330	$200	$100	$3,630
Monitoring the performance of the contractor & updating City	4	12		16	$2,100	$126		$2,226
Supervising coatings inspector and welding inspector	2	14		16	$2,010	$121		$2,131
Coordinating construction work with the contractor	2	10		12	$1,530	$92		$1,622
Verifying invoices and preparing payment certificates	2	12		14	$1,770	$106		$1,876
Site meetings during construction - 3 site meetings/visits	10	30		40	$5,250	$315	$300	$5,865
Review and acceptance of submittals	8	8		16	$2,280	$137		$2,417
Recommending and issuing Contract Change Orders	4	8		12	$1,620	$97		$1,717
Project completion documentation	2	8		10	$1,290	$77		$1,367
Monitoring of rectification of deficiencies during warranty period and release of maintenance holdback. Final project documentation	2	10		12	$1,530	$92		$1,622
Attend end of warranty ROV inspection of Bobcaygeon tank	2	12		14	$1,770	$106	$100	$1,976
Other Expenses								
OCWA operational support (taking Bobcaygeon tank off line and bringing it back online with disinfection, efforts at the WTP, operational coordination throughout project)							$8,000	
Coating inspections by P.W. Makar (4 inspections plus reports) ($2,630/inspection)							$10,520	
Welding inspections by Team Industrial Services (2 inspections plus reports) ($2,260/inspection)							$4,520	
End of warranty ROV coating inspection by P.W. Makar							$5,090	
Provisional Allowance - Structural Engineering Review (if required)							$4,000	
Subtotal Task Hours	54	152	8	212				
Subtotal Task Costs	$8,910	$18,240	$516		$27,666	$1,660	$32,630	$61,956
Total Project Hours and Fees								
Total Project Hours	98	228	8	334				
Total Project Fees	$16,170	$27,360	$688		$44,218	$2,653	$32,730	$79,600
HST (13%)								$10,348
Grand Total Project Cost								$89,948

APPENDIX B
Rate Schedule

Engineering Schedule of Rates – 2019

CATEGORY	DESCRIPTION	HOURLY RATE
PME11	Director	$170.00
PBE 09	Senior Specialist/Project Manager	$165.00
PBE 08	Senior Engineer/Project Manager	$148.00
PBE 07	Engineer/Project Manager	$132.00
PBE 06	Intermediate Engineer/Project Manager	$120.00
PBE 04/05	Junior Engineer/Project Manager	$100.00
TECH2	Engineering Technologist	$100.00
	Student Engineer	$50.00
OAD08	Administrative Assistant	$60.00
OAD10	Financial Analyst	$86.00

Currency: Canadian Dollars, excluding HST

Expenses and Disbursements:

General office expenses including long distance, cellular/data charges, printing, office supplies and courier charges will be charged at 6% of Professional Fees.

Special expenses such as travel and living expenses, third party consultants, capital equipment, contractors fees, permitting fees and any other items not otherwise listed will be charged at cost plus 5% administration fee.

Invoicing:

Professional fees and expenses will be invoiced monthly unless otherwise stated and are payable within 30 days. Taxes will be added as applicable.

Technology and Operations Expertise:

Technology and Operations experts will be charged at specific individual rates to be provided as needed.

Overtime

Overtime will be charged at 1.5 times the rates stated above, but only if pre-approved by client.

Terms and Conditions:

OCWA standard terms and conditions will apply.

Revision:

This Schedule of Rates is valid until December 2019.

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PUR2019-032

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: All

Title: Request for Proposal 2019-58-CP Design and Contract Administration Services of the Ops Community Centre Revitalization

Author and Title: Marielle van Engelen, Buyer
Jenn Johnson, Manager Parks, Recreation and Culture

Recommendation(s):

That Report PUR2019-032, **Request for Proposal Design and Contract Administration Services for the Ops Community Centre Revitalization**, be received;

That Salter Pilon Architecture of Barrie, Ontario being the highest scoring proponent be selected for award of Request for Proposal 2019-58-CP Design and Contract Administration Services for the Ops Community Centre Revitalization;

That subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award Proposal 2019-58-CP; and

That the Financial Services Division be authorized to issue a purchase order.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the Council Meeting of September 12, 2017, Council adopted the following resolution:

> **Resolved That** Report Mayor 2017-002, **Arena Capital Plan**, be received;
> **That** the Manvers, Bobcaygeon, Fenelon Falls, Lindsay, and Woodville arena facilities be maintained as required for operations;
> **That** the Ops arena facility be scheduled for a complete refurbishment;
> **That** a new arena complex be explored in the Oakwood/Little Britain area, with the goal of combining the two existing facilities;
> **That** a new arena complex be explored in the Village of Omemee to replace the existing Emily/Omemee complex; and
> **That** staff report back by 2nd quarter of 2018 on the implementation and budget requirements for all actions above.
>
> **CARRIED CR2017-749**

This report addresses that direction, specifically the refurbishment of the Ops arena.

Request for Proposal 2019-58-CP Design and Contract Administration Services for the Ops Community Centre Revitalization was released and advertised in accordance with the Purchasing Policy.

The proposal requested pricing for the development of preliminary design options and construction cost estimates. A percentage (%) based fee of the cost estimate was requested for the detailed design and contract administration portion of the project.

The Proposal Closed on Thursday June 27, 2019 and was opened in public by Pat Dunn, Councilor and Marielle van Engelen, Buyer with the following results:

Proposal Received from
Salter Pilon Architecture Inc. Barrie, Ontario
Ronald Awde Architect Bethany, Ontario
Julius Horvath Architect Vaughan, Ontario
ATA Architects Inc. Oakville, Ontario

Submissions were carefully reviewed and evaluated by the evaluation committee by consensus to the criteria described in the RFP, and Salter Pilon Architecture Inc. was found to be the highest scoring proponent.

Rationale:

Staff recommends that Salter Pilon Architecture of Barrie, Ontario being the highest scoring proponent be selected for the award for Request for Proposal 2019-58-CP Design and Contract Administration Services for the Ops Community Centre Revitalization.

Other Alternatives Considered:

No other alternative is being considered as a competitive procurement process was conducted.

Financial Impacts:

Capital Project Number	Project Budget	Other Committed Funds	Capital Project balance	Purchase Amount (excl. HST)	10% Contingency	HST Payable	Total Amount	Project Balance
950190301	$250,000	$0	$250,000	$62,490	$6,249	$1,210	$69,949	$180,051

This project has multiple phases. The first phase consists of the development of design options and associated costing. The second phase is the detailed design drawing, construction with contract administration.

Any remaining surplus or deficit will be dealt with through the capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The actions impacted by the recommendations within the report are influenced by Goal 2: An Exceptional Quality of Life, specifically 2.2: Improved Wellness, Well-Being & Community Health. Also, Enabler 4: Efficient Infrastructure and Asset Management, E4.2: Well managed and maintained municipal assets is impacted.

Review of Accessibility Implications of Any Development or Policy:

Accessibility requirements will be included in the design and construction of the facility.

Consultations:

Supervisor, Cost Accounting

Department Head E-Mail: cshanks@kawarthalakes.ca

Department Head: Craig Shanks, Director of Community Services

Department File: 2019-58-CP

The Corporation of the City of Kawartha Lakes

Council Report

Report Number CS2019-013

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: 3

Title: Fenelon Falls Powerlinks Funding Request

Description: Request from Powerlinks Committee to have funds released from Powerlinks Reserve for a design study of the Lower Gorge area

Author and Title: Craig Shanks, Director of Community Services

Recommendation(s):

That Report CS2019-013, **Fenelon Falls Powerlinks Funding Request**, be received; and,

That the Powerlinks Committee project to review the Lower Gorge area for potential boat docking be approved in the amount of $25,000.00 with the allocation to come from the Powerlinks Reserve (1.32065).

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At a recent Fenelon Falls Powerlinks Committee meeting the Committee discussed terms for the potential Lower George Redevelopment - an ambitious, long term vision for enhancing and pedestrianizing the lower gorge. Specifically, this includes;

- docking on south side of gorge
- docking on north side of gorge
- enhancements to Clifton Park
- a pedestrian bridge over the gorge
- an accessible pathway from the park to the docking on the north side of the gorge.

The Committee agreed these would all be exciting additions for Fenelon Falls.

To facilitate discussion and as a means to pursue land acquisition and determine priority, the Committee suggested Powerlinks proceed with design and engineering for these projects to assist with scope and budget. The committee agreed, save for engineering. It was felt that aspect of the project should be researched individually only after community partners come forward in support of the project. It was suggested that the Committee focus on design concept only at this time.

At the November 8th, 2018 Powerlinks Committee meeting the following resolution was passed:

That the Fenelon Falls Powerlinks Committee of Council requests Council approve $25,000 to be released from the Powerlinks Fund for the purpose of providing a design study and illustrations of envisioned improvements to the Fenelon Falls Lower Gorge area.

Passed

This report is provided to Council to request the release of $25,000.00 for the Powerlinks Reserve (1.32065).

Rationale:

The Fenelon Falls Powerlinks Committee is a Committee of Council mandated to manage and make recommendations to Council for the use of the Powerlinks Reserve Fund for the betterment and enhancement of Fenelon Falls.

The Committee is further interested in developing the lower gorge area for more boat traffic and docking for Fenelon Falls. This will entail docking, property enhancement, walkways and accessibility items.

The total cost of the design project is estimated at $25,000.00. It is understood that this is a design and conceptual drawing project that would have future costs

associated. The intent would be to find funding partners and land partners if the project were supported and implemented.

Other Alternatives Considered:

Council could choose not to allocate Powerlinks Funds for this project, or could choose to provide funds from some other source.

Financial/Operation Impacts:

The Fenelon Falls Powerlinks Reserve (1.32065) has a balance (2018 yearend) of $285,758.91. With the recommendations outlined within this report, if approved the balance remaining will be $260,758.91 for distribution in further years.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The recommendation within this Report contributes to the Council Adopted Strategic Plan. It can identify one of the Goals, namely:

- Goal 1 – A Vibrant and Growing Economy
- Goal 2 – An Exceptional Quality of Life
- Goal 3 – A Healthy Environment

Link to Strategic Plan
http://links/corpdocs/Corporate/2016%20Strategic%20Plan%20-%20City%20of%20Kawartha%20Lakes.pdf?Web=1

Consultations:

Fenelon Falls Powerlinks Committee
Councillor Elmslie
Treasury

Attachments:

Attachment A – Minutes from November 18, 2018 Fenelon Falls Powerlinks Committee Meeting

FF Powerlinks Minutes 8 November

Department Head E-Mail: cshanks@kawarthalakes.ca

Department Head: Craig Shanks

Department File:

Fenelon Falls Powerlinks Committee Meeting
Minutes
8 November, 2018
59 River Dr., Fenelon Falls

Attendees: Chris Handley, Sandra Barrett, Mike Barkwell, Bob Pennock, John McLennan, Craig Shanks, Councillors Doug Elmslie and Steve Strangway, Craig Backman (by phone)
Regrets: Brian Rump,

1. The meeting was called to order at 5:15 p.m.

2. Approval of the Agenda Moved by Steve, seconded by Bob Passed.

3 Pecuniary Interest - None registered

4 Approval of the Minutes of 26 February, 2018 Moved by Doug, seconded by Sandra Passed

5 Business Arising from the Minutes

a) Splash Pad – Doug, Bob, Chris

The splash pad has been hugely successful over the hot summer. Adding to this was that the beach was only posted once, the cement piers have been removed from the swimming area, and there were markedly fewer geese on the beach (possibly due to increased public usage.)

The Munchie Hut was left, as is, for now, with a clean up, as there was no time or money in the budget to move forward with the changes. It has been determined that the building must be replaced. The Rotary Club has already raised the funds for the demolition. The CKL intends to include the capital funds in 2019 CKL budget to allow for rebuilding the facility with 3 washrooms, change rooms and outdoor showers. The Rotary Club will continue to fundraise for the new, higher financial commitment as their contribution to the re-build. The splash pad will be able to remain functional during the construction period.

b) Lighting of the Falls – Bob

Bob reported that there are several considerations that have to be made to be able to install any lighting or fountains in or near the falls. Bright lights on the Perch Restaurant have, in the past, attracted bugs at night and can be a distraction for fish. Fountains and sprays are disturbing to the fish habitat. These issues are being pursued as Bob still has a contact with a possible memorial donation.

c) Lower Gorge Redevelopment– Doug and Chris

Chris discussed his vision with the group for what he terms Lower George Redevelopment - an ambitious, long term vision for enhancing and pedestrianizing the lower gorge. Specifically, this includes a) Docking on South Side of Gorge, b) Docking on North Side of Gorge, c) Enhancements to Clifton Park, d) a pedestrian bridge over the gorge and e) an accessible pathway from the park to the docking on the north side of the gorge. The group agreed these would all be exciting additions for Fenelon Falls.

To facilitate discussion and as a means to pursue land acquisition and determine priority, Chris suggested Powerlinks proceed with design and engineering for these projects to assist with scope and budget. The committee agreed, save for engineering. It was felt that aspect of the project should be researched individually only after community partners come forward in support of the project. It was suggested that the committee focus on design concept only at this time.

Motion: that the Fenelon Falls Powerlinks Committee of Council requests Council approve $25,000 to be released from the Powerlinks Fund for the purpose of providing a design study and illustrations of envisioned improvements to the Fenelon Falls Lower Gorge area.

Moved by Doug, seconded by Bob Carried

It was further recognized by the committee that some land acquisition may be required to facilitate the complete build out of that vision. Chris asked Steve Strangway to lead a task force to investigate current ownership of the subject lands and discuss requirements for receiving these lands by donation or otherwise for the purpose of facilitating these community improvements.

d) Train Bridge Rehabilitation -- Chris

The swing bridge is owned by the CKL, is functional, but needs some TLC. The TSW sees it as being operational by others, not them, and is okay if it has the suitable navigational lights, signage as required by Transport Canada and if it does not negatively impact on boat and visitor traffic. It is unknow exactly what up-grades or repairs it may need to become functional. It might be possible to hire summer students to operate it.

Chris will talk with Chris Appleton to set out an approach with the TSW.

e) Park Benches – Bob, Doug

Bob reported that the meeting with Fenelon Forward was mainly informational for them. Also that the CKL will be doing the engineering study on streetscaping in 2019 and benches is a part of that plan. Safety is a major consideration of the CKL. There has been a large number of memorial butterfly benches purchased and placed around the village. He will continue to formulate a marketing plan, possibly with the Downtown Revitalization committee.

f) Marquee Sign – Doug

The sign is installed, lighted and hugely successful, both in the opening night, with tourists, cottagers, boaters and locals. It is considered a major community success story in having retained a large piece of history and being restored with local donations and club support.

g) Status of the Fountain -- Bob

It would be problematic to install the fountain in the gorge. Above the falls would likely spray cars crossing the bridge when there are winds. Below the falls there is too high a water flow. There is also some pushback from the TSW on the possible interference with boat traffic. Bob is looking into a possible location at the beach.

h) Tourist Signage – Wayfinding – Chris

Directional Signage project is nearly complete. Stones were approved by CKL in early fall and erected by Jackett shortly thereafter. Unfortunately, it became too wet and too late to be able to etch the stones safely in the fall so this will have to be completed in the spring. Thank you to the FFDCC for leading this project.

6. New Business

Informational Items

Rain Garden – the Horticultural Society has made this as a filter for rain water across from the Museum. They are considering expanding it and may be asking us to share the $15,000 expected cost to do so.

Boxwood Park Garden – Kathy Armstrong of the Horticultural Society has some concerns that there are several dying trees, a deteriorating staircase with some stone steps needing replacement, some invasive species and a retaining wall needing repair.

7. Chris has invited the committee to his home at 6 pm on December 14th to join together for dinner. Please let him know if you are able to attend. Thanks, Chris!

7. Next Meeting

At the call of the Chair.

8. Adjournment 6:45 pm

_____ _____

Chris Handley (Chair) Mike Barkwell (Vice Chair)

The Corporation of the City of Kawartha Lakes

Council Report

Report Number CEM2019-001

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: 3

Title: Fenelon Falls Cemetery Board Transition Update

Description: Update on plan for transition of Fenelon Falls Cemetery Board into the Kawartha Lakes Cemetery Board

Author and Title: Craig Shanks, Director of Community Services

Recommendation(s):

That Report CEM2019-001, **Fenelon Falls Cemetery Board Transition Update**, be received.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the Council Meeting of December 11, 2018 Council adopted the following resolution:

> **That** the proposed terms of reference for various legislated and non-legislated Committees and Boards of Council, as outlined in Appendix B and C to Report CAO2018-006, save and except Appendices C2 being the Bobcaygeon Legacy C.H.E.S.T. Fund Grant Committee, C3 being the Lindsay Legacy C.H.E.S.T. Fund Grant Committee, and C6 being the Fenelon Falls Museum Board, be approved, and replace all predecessor versions of terms of reference; and

Terms of Reference were not provided for the Fenelon Falls Cemetery Board. The previous Council recommended that this Board consolidate with the Kawartha Lakes Cemetery Board. Correspondence was received from the Board, dated November 29, 2018 (see Appendix A) requesting that Council maintain the current Board to allow time for them to review and provide recommendations to Council on this Board. They have committed to a report back to Council in Q1 2019. Councillor Elmslie is recommended for reappointment to this Board (under their current terms of reference) to oversee and assist in this review and report back.

This report addresses that direction.

Rationale:

Through discussions with the Fenelon Falls Cemetery Board a plan has been implemented to consolidate the Board with the Kawartha Lakes Cemetery Committee for January 1, 2023 (end of the current Council term).

This action will allow staff to work with the Cemetery Board and caretaker on its operations and will also allow the current Board and its Council representative to complete their terms. Staff are already working with the cemetery caretaker on various operations and will continue to do so until the 2023 merger.

A merger will see the Fenelon Falls Cemetery be managed within the Kawartha Lakes Cemetery Board portfolio. This will allow for a smooth transition for the cemetery operations and management.

Other Alternatives Considered:

Council could choose to implement a merger sooner, however this is not being recommended based on the wishes of the volunteer Fenelon Falls Cemetery Board and to allow them to complete their term and for a smooth transition into the Kawartha Lakes Cemetery Board transition.

Financial/Operation Impacts:

There are no financial implications within this report.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The actions within this Report contributes to the Council Adopted Strategic Plan. It can identify one of the Goals, namely:

- Goal 2 – An Exceptional Quality of Life

Link to Strategic Plan
http://links/corpdocs/Corporate/2016%20Strategic%20Plan%20-%20City%20of%20Kawartha%20Lakes.pdf?Web=1

Consultations:

Fenelon Falls Cemetery Board
Councillor Doug Elmslie

Attachments:

Appendix A: Correspondence from the Fenelon Falls Cemetery Board

FF Cemetery Board Letter, Nov 29, 2018.p

Department Head E-Mail: cshanks@kawarthalakes.ca

Department Head: Craig Shanks

Department File:

84 Concession Road
P.O. Box 63
Fenelon Falls, ON K0M 1N0

2018.11.29

To: Mayor and Council
City of Kawartha Lakes

From: Mrs. J. Walter
Chairman
Fenelon Falls Cemetery Board

Re. Report CAO 2018-006 Committees Update and Terms of Reference.

Thank you for receiving this letter and for consideration of the request from The Fenelon Falls Cemetery Board. On Nov. 29th the Chairman, Secretary, Custodian and Ward 3 Councillor met with the Director of Community Services. At that meeting the recommendation to merge the F.F. Cemetery Board with the City of Kawartha Lakes Cemetery Board was discussed. It was the first time that Board members were made aware of the proposal.

In light of this, we would request a deferral of the decision to the first quarter of 2019, in order to allow all members of the FF Cemetery Board to be made aware of the proposal, at its' next regularly scheduled meeting. The Director of Community Services is in agreement with this proposal.

Thank you in advance for your consideration of our request.

Sincerely,

J. A. Walter

(Mrs.) Jackie Walter
Chairman
Fenelon Falls Cemetery Board

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PRC2019-007

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: 8

Title: Bertha Street Public Boat Launch Option

Description: Request to review this road allowance for potential boat launch

Author and Title: Craig Shanks, Director of Community Services

Recommendation(s):

That Report PRC2019-007, **Bertha Street Public Boat Launch Option**, be received.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the January 22, 2019 City of Kawartha Lakes Committee of the Whole meeting and the subsequent February 5, 2019 and April 23, 2019 City of Kawartha Lakes Council meeting the following resolution(s) was passed,

> **That** the deputation of Nick Lasch, regarding the public water access at the south end of Chemong Lake on Frankhill Road, be received.
>
> **CW2019-003, CR2019-078**
>
> **That** the deputation of Mr. Lasch and the background information he provided be referred to staff for review; and
> That staff examine the feasibility of and options to make the boat launch more accessible and recognized as a municipal boat launch with a report back in Q1 of 2019.
>
> **CW2019-004, CR2019-079**

This report is brought forward in regard to that Council.

> **CR2019-272**
> **Moved By** Councillor Richardson
> **Seconded By** Councillor Veale
>
> **That** Report CS2019-006, **Frank Hill Road Public Water Access**, be received; and
>
> **That** the Frank Hill Road Public Water Access property be left as status quo and not designated and recognized as a Category C City Boat Launch.
>
> **CR2019-272**
>
> **That** staff be directed to investigate a the public water access on Bertha Street as a possible site for a City Boat Launch, with a report to Council by end of Q3 2019.
>
> **CR2019-273**

This report addresses that direction.

Rationale:

Staff have reviewed the Bertha Street site and discussed with Public Works. Currently the street is an unopened road allowance used by various property owners as access to their properties on both the North and South sides. Pictures of the site are attached as Appendix A.

Public Works advises that they currently provide no maintenance to this unopened road allowance. There is also a drainage course running along the southern portion of the allowance.

While the allowance does lead to water, it is not large enough to accommodate boat trailer parking and any use as a boat launch would have the potential do negatively impact both the private property access as well as the drainage. There would also be new costs associated with both the maintenance of the unopened road allowance and the preparation of and ongoing maintenance of a launch site. For these reasons staff are recommending against any provision for this site to be used as a public boat launch.

Other Alternatives Considered:

There are no other options being considered at this time.

Financial/Operation Impacts:

There would be no costs with the recommended actions within this report.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The action within this report contributes to the Council Adopted Strategic Plan. It can identify one or more of the Goals, namely:

- Goal 2 – An Exceptional Quality of Life
- Goal 3 – A Healthy Environment

Link to Strategic Plan
http://links/corpdocs/Corporate/2016%20Strategic%20Plan%20-%20City%20of%20Kawartha%20Lakes.pdf?Web=1

Consultations:

Public Works

Attachments:

Attachment A: Pictures of Bertha Drive

Bertha Street 1.jpg Bertha Street 2.jpg Bertha Street 3.jpg Bertha Street 4.jpg Bertha Street 5.jpg

Department Head E-Mail: cshanks@kawarthalakes.ca

Department Head: Craig Shanks

Department File:

11

The Corporation of the City of Kawartha Lakes

Council Report

Report Number RD2019-003

Date: July 16, 2019
Time: 1:00 p.m.
Place: Council Chambers

Ward Community Identifier: 8

Title: Condition and Ongoing Maintenance of Scenic Hill Road

Description: Maintenance review of Scenic Hill Road.

Author and Title: Bryan Robinson, Director, Public Works

Recommendation(s):

That Report RD2019-003, **Condition and Ongoing Maintenance of Scenic Hill Road**, be received.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the Council Meeting of April 23, 2019 Council adopted the following resolution:

12.1.2 CW2019-088

> **That** the deputation of Michael Cara regarding **Condition and Ongoing Maintenance of Scenic Hill Road**, be received and referred to staff for report back to Council by end of Q2 2019; and
>
> **That** staff be directed to investigate interim maintenance options to provide some immediate relief to residents driving on Scenic Hill Road.

Carried

This report addresses that direction.

Scenic Hill Road has two road segments identified within this area:

1) From North End to Valley Road (Unassumed)
2) From Valley Road to Lawson Court (Assumed).

Rationale:

Council has requested details from Staff about immediate relief and ongoing maintenance of Scenic Hill Road.

Scenic Hill Road is a boundary road allowance between the City of Kawartha Lakes and Selwyn Township. An existing Boundary Road Agreement exists for this section of road that clarifies maintenance obligations.

The section of Scenic Hill Road running north from Valley Road is an unassumed road. The Boundary Road Agreement does not identify this section of road and neither municipality provides maintenance on this section of road.

The section of Scenic Hill Road from Valley Road south to Lawson Court is a municipally assumed road. The Boundary Road Agreement clarifies that routine maintenance of the road is the responsibility of the City of Kawartha Lakes. Routine maintenance was performed on Scenic Hill Road as follows:

- On March 23, 2019 grading was performed
- On April 30, 2019 grading was performed
- On June 3, 2019 road was dragged

All of this work was performed based on the requirements of achieving minimum maintenance standards as directed by Council.

In order to provide improvement to the road, Scenic Hill Road from Valley Road to Lawson Court was part of the 2019 capital gravel resurfacing program. The program occurred as follows:

- June 17, 2019 gravel was applied
- Grading and compaction occurred on June 18, 2019
- Calcium Chloride was applied to the fresh gravel on June 25, 2019.

Moving forward, the road will continue to see regular maintenance as required under minimum maintenance standards and capital gravel in accordance with that program.

Other Alternatives Considered:

There are no other alternatives considered.

Financial/Operation Impacts:

There are no additional financial implications from this report. All work was budgeted as part of either operational or capital programs.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

This report aligns with the Corporate Strategic Goals namely:

- Goal 2 – An Exceptional Quality of Life
- Goal 3 – A Healthy Environment

Through effective and responsible road maintenance and capital improvements, the City is contributing positively towards quality of life. Through adhering to the City's Salt Management Plan and approved LOS for calcium chloride application, the City is being responsible towards the environment.

Review of Accessibility Implications of Any Development or Policy:

N/A

Servicing Implications:

N/A

Consultations:

Manager of Roads Operations
Supervisor of Roads Operations

Supervisor of Technical Services

Attachments:

N/A

Department Head E-Mail: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson, P. Eng.

Department File:

The Corporation of the City of Kawartha Lakes

Council Report

Report Number ENG2019-012

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: ALL

Title: CP2017-004 Credit Granting Policy Update Related to Municipal Drains

Description: Drainage Task Force Recommendations (ENG2018-018)

Author and Title: Lisa Peimann, Executive Assistant, Engineering and Corporate Assets

Recommendation(s):

That Report ENG2019-004, **CP2017-004 Credit Granting Policy Update Related to Municipal Drains**, be received; and

That Section 1.3 of Policy CP2017-004, entitled Credit Granting Policy, be included to read:

For new municipal drain construction, property owners with a lot size of 1 acre of less are eligible to claim a rebate of up to $500.00 towards their assessed cost for new drain construction provided they are receiving no other grants or rebates from any other source. This rebate will be funded from the Municipal Drains annual capital program.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the Council Meeting of September 25, 2018, Council adopted the following resolution:

CR2018-572

That Report ENG2018-018, **Drainage Task Force Recommendations,** be received; and,

That the recommendations contained in Report ENG2018-018 be presented to the new Council through consideration of the revised terms of reference and appointments for the City's Drainage Board.

Carried

Through Report ENG2018-018 (attached as Appendix A), the Drainage Task Force developed a list of recommendations for the City's consideration to help facilitate the existing processes when implementing the Drainage Act as well to update the terms of reference for the Drainage Board.

The recommendations of the Drainage Task Force are summarized in the following 11 points:

1. Maintain current Drainage Board Composition.
2. Maintain the function of Council appointing 5 members of the public to the Drainage Board every 4 years.
3. Increase the thoroughness of the interview process prior to appointing members to the Drainage Board.
4. Change the Drainage Board from an advisory board to an authority board. Council would give the Drainage Board the authority to make final decisions.
5. Continue to have related drainage by-laws go to Council for approval and budgeting.
6. The Drainage Superintendent be required to assist and monitor the progress of new drain construction and bring progress updates back to the Drainage Board for their information.
7. Direct the Engineering department in collaboration with the Purchasing division and the Clerk's Office to design a standard tender template for new drain construction with consistent expectations and general conditions for all drainage construction work within the City of Kawartha Lakes.
8. Engineering staff should prepare a very rough cost estimate for each new drain project using the calculation of water shed size multiplied by the City's average cost per hectare to provide to petitioners and include in the

selection process for hiring the engineer. It should be made clear that this is a very rough estimation provided for reference only and that actual costs will vary widely depending on the project.

9. The Drainage Board and Drainage Superintendent consult with the Communications, Advertising and Marketing division to develop a new and improved communication and public education processes.
10. Engineering department staff begin the pre-scoping process immediately upon the filing of a petition and prioritize the completion of a proper pre-consultation process on each new drain construction project with the consent of the petitioner.
11. Council create a grant reserve for new drain construction and update Council Policy CP2017-004 Credit Granting Policy in order to allow residents with a lot size of 1 acre or less to be eligible to claim a rebate of up to $500.00 towards their assessed cost for new drain construction provided they are receiving no other grants or rebates from any other source.

With the exception of points 4 and 11 all of the recommendations have been or are in the process of being implemented administratively. Points 4 and 11 require a Council resolution in order to implement.

This report addresses the resolutions required for recommendations 4 and 11 above.

Rationale:

Recommendation number 4 – Change the Drainage Board from an advisory board to an authority board. Council would give the Drainage Board the authority to make final decisions.

This action was completed at the December 11, 2018 Council Meeting through the following resolution:

17.1.5 By-law 2018-237

A By-law to Repeal and Replace By-law 2015-054, being a By-law to Establish The City of Kawartha Lakes Drainage Board.

CR2018-679
Moved By Councillor Yeo
Seconded By Councillor Dunn

That the By-Laws shown in Section 17.1 of the Agenda, namely: Items 17.1.1 to and including 17.1.15 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

Carried

Recommendation number 11 - Council create a grant reserve for new drain construction and update Council Policy CP2017-004 Credit Granting Policy in order to allow residents with a lot size of 1 acre or less to be eligible to claim a rebate of up to $500.00 towards their assessed cost for new drain construction provided they are receiving no other grants or rebates from any other source.

This recommendation has been partially implemented. The original request was to have Council create a “grant reserve”. A reserve is not necessary for the intended purpose of the rebate. As a result, the Municipal Drains Program in the annual capital budget has been increased by an additional $6,000.00 to fund any anticipated rebates.

As the funding component is already implemented this report is addressing the policy update. It is being recommended to add Section 1.3 to Council Policy CP2017-004 Credit Granting Policy as per Recommendation number 11 above. The policy has been amended and included as Appendix B to this report.

Other Alternatives Considered:

No other alternatives have been considered.

Financial/Operation Impacts:

There are no financial impacts as the funds are accounted for in the approved 2019 Capital Budget.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The recommendations of this report align with the following goals of the Corporate Strategic Plan:

Section 3.1.7 of the Strategic Plan recognizes the protection of prime agricultural land by including policies in the Official Plan and working with the agricultural community to identify opportunities to support the sector.

Review of Accessibility Implications of Any Development or Policy:

N/A

Servicing Implications:

N/A

Consultations:

Corporate Services

Attachments:

Appendix A – ENG2018-018 Drainage Task Force Recommendations

ENG2018-018 Drainage Task Force I

Appendix B – CP2017-004 Credit Granting Policy

CP2017-004 Credit Granting Policy Revise

Department Head E-Mail: jrojas@kawarthalakes.ca

Department Head: Juan Rojas, Director of Engineering and Corporate Assets

The Corporation of the City of Kawartha Lakes

Council Report

Report Number ENG2018-018

Date: September 25, 2018
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: All wards

Title: Drainage Task Force Recommendations

Author and Title: Juan Rojas
Director of Engineering and Assets

Recommendation(s):

RESOLVED THAT Report ENG2018-018 Drainage Task Force Recommendations be received.

THAT the recommendations contained in Report ENG 2018-018be presented to the new Council through consideration of the revised terms of reference and appointments for the City's Drainage Board.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the Council Meeting of August 22, 2017 Council adopted the following resolution:

CR2017-703
RESOLVED THAT Report ED2017-007, Farm Drainage, be received; and

THAT staff develop a Terms of Reference for Council approval of a Drainage Issues Task Force to review the City's municipal drain program and recommend potential improvements and efficiencies to that program for Council's consideration.

The report that preceded this resolution was ED2017-007, and it outlined the recommendations of the Agricultural Development Advisory Board as seen below.

> **THEREFORE BE IT RESOLVED THAT** ADAB recommends that Council strike a Drainage Issues Task Force with representation from Council, the Drainage Board, the Agricultural Development Advisory Board, and staff from the Engineering Department, including the Drainage Superintendent, and from the Kawartha Region Conservation Authority to review the current drainage program, policies and industry best practices to develop recommendations for council to reduce costs and shorten timelines for delivery of the program and services.

Based on the Council resolution of August 22,2017 the terms of reference for the Taskforce were developed and brought forward on January 30, 2018 (see appendix A) for Council review and adoption through report ED2018-002. The following resolution was passed at the January 30th , 2018 meeting.

10.3.16 ED2018-002

> **Recommended Terms of Reference City of Kawartha Lakes Drainage Task Force**
> Kelly Maloney, Agriculture Development Officer
>
> **CR2018-031**
>
> **That** Report ED2018-002, **Recommended Terms of Reference City of Kawartha Lakes Drainage Task Force**, be received; and
>
> **That** the Terms of Reference for the City of Kawartha Lakes Drainage Task Force in the form attached as Appendix A to Report ED2018-002 be approved and adopted by Council.
>
> **CARRIED**

Based upon the above approved resolution and terms of reference for the Drainage Taskforce , the Clerk's office advertised for the following composition for members.

- one (1) member of City Council (maximum of three (3));
- one (1) member representing the Drainage Board
- one (1) member representing the Agriculture Development Advisory Board
- one (1) member representing the Kawartha Region Conservation Authority;
- one (1) member from the drainage industry (maximum of two (2)); and
- one (1) member of the public (maximum of three (3)).

The based on the applications that were submitted to the Clerk's office the following individuals were selected to be members of the Drainage Taskforce.

- Jim Oriotis
- Ron Warne
- Paul Brown (Chair)
- Craig McGill
- Dale Hamilton
- John Pollard
- Andrew Veale

Staff resources consisted of the following individuals

- Juan Rojas
- Mike Farquhar
- Paul Herlihey
- Ashley Webster (Recording Sectary)

Over the course of 4 months from May 23rd to August 13th the Taskforce met 5 times to review information provided by staff and discuss the objectives that were laid out in the Taskforce terms of reference.

- Review the existing policies, procedures and operating processes for establishing and maintaining municipal drains and providing outlets to tile drains relative to the Drainage Act and other legislated mechanisms with a goal to reduce time and cost to landowners and the municipality;
- Improving the drain establishment and maintenance processes would include reviewing practices in other municipalities with similar drainage systems in Ontario to identify a set of best practices for adoption.
- Process improvements should be focused on the customer (landowner) with time and cost as the key factors.

Rationale:

Based on, the information provided by staff and the discussions held within the Taskforces 5 meetings, a list of recommendations were developed by the Taskforce to help facilitate the City's existing process's when implementing the Drainage Act as well as update the terms of reference for the Drainage Board.(see attached appendix B).

The recommendations of the Drainage Task Force can be summarized in the following 11 points.

1. Maintain current Drainage Board Composition (2 Councillors and 5 appointed members of the public). (**Staff's recommendation would be to have 3 members of the public appointed to the Board)**
2. Maintain the function of Council appointing 5 members of the public to the Drainage Board every 4 years. (**Staff's recommendation would be appointing 3 members of the public to the Drainage Board for a 4 year term)**
3. Increase the thoroughness of the interview process prior to appointing members to the Drainage Board. (**Staff recommendation would be to include Council appointees in interview process)**
4. Change the Drainage Board from an advisory board to an authority board. Council would give the Drainage Board the authority to make final decisions.
5. Continue to have related drainage by-laws go to Council for approval and budgeting.
6. The Drainage Superintendent be required to assist and monitor the progress of new drain construction and bring progress updates back to the Drainage Board for their information.
7. Direct the Engineering department in collaboration with the Purchasing division and the Clerk's Office to design a standard tender template for new drain construction with consistent expectations and general conditions for all drainage construction work within the City of Kawartha Lakes.
8. Engineering staff should prepare a very rough cost estimate for each new drain project using the calculation of water shed size multiplied by the City's average cost per hectare to provide to petitioners and include in the selection process for hiring the engineer. It should be made clear that this is a very rough estimation provided for reference only and that actual costs will vary widely depending on the project.

9. The Drainage Board and Drainage Superintendent consult with the Communications, Advertising and Marketing division to develop a new and improved communication and public education processes.
10. Engineering department staff begin the pre-scoping process immediately upon the filing of a petition and prioritize the completion of a proper pre-consultation process on each new drain construction project with the consent of the petitioner.
11. Council create a grant reserve for new drain construction and update Council Policy 2017-004 Credit Granting Policy in order to allow residents with a lot size of 1 acre or less to be eligible to claim a rebate of up to $500.00 towards their assessed cost for new drain construction provided they are receiving no other grants or rebates from any other source.

With the exception of points 4 and 11 all of the recommendations can be implemented administratively. Points 4 and 11 will need a Council resolution in order to implement.

Point 4 recommends that the Drainage Board become an approval board in order to facilitate quicker review of petitions and drainage issues. Currently the Drainage Board is an advisory board in accordance with CKL By-Law 2007-186, A by-law to establish the City of Kawartha Lakes Drainage Board, the role of the drainage board is to act as an advisory body in regards to municipal / agricultural drainage matters (within the procedures of the Drainage Act) and to provide recommendation to Council regarding such matters. Prior to 2004 the Drainage Board was an approval board with powers laid out under Section 6 of the City of Kawartha Lakes Act, 2000

Section 6 of the *City of Kawartha Lakes Act, 2000* deals with drainage matters and states that:

(1) *The council may by by-law,*
- *(a) establish a drainage board;*
- *(b) delegate to the drainage board any of the council's powers and duties under the Drainage Act, except for its power to make by-laws and resolutions; and*
- *(c) require the drainage board to exercise the council's powers and duties with respect to any matter under the Drainage Act in which the council is required by law to hold hearings or afford an opportunity to be heard.*

(2) *The council shall appoint the members of the drainage board from among person who are,*
- *(a) members of the council; or*
- *(b) eligible to be elected as members of the council.*

(3) *Members of the drainage board shall be paid the remuneration and expenses authorized by the council and those payments shall be deemed not to form part of the cost of the drainage works.*

(4) *The council may impose conditions in the by-law with respect to any matters delegated to the drainage board.*

(5) *Section 252 of the Municipal Act, 2001 applies to the drainage board as if it were a committee of the council.*

The format and terms of reference had been previously reviewed in 2010 under report CAO 2010-007, which had recommended the current structure of the Drainage board.

Point 11 recommends that costs associated with residential lots 1 acre or less that are within the drainage shed area of a **new petition drain** and associated to the costs of **construction** be borne by the City to a upset limit amount of $500. The committee by doing this would help eliminate any unnecessary delays with the petition process for a new drain as well as help lessen any appeals to the Court of Revision due to assesment of costs to residential lots.

Finance looked to an average of three previous drain assessment schedules, looking at 1 acre lots or less and the cost that were levied out to these lots. Finance found that the average cost per drain over the selected sample to be a total of $6000. In order to implement Point 11 the City could increase its capital contribution by $6000 to the Municipal Drains program (RD1813). This would bring the total capital contribution for the program from $40,000 to $46,000. The current program is used for the City's right of way contribution costs only. This program is currently funded by the general tax levy.

Other Alternatives Considered:

All recommendations with the exception of Point 4 and 11 could be implemented administratively. Council could choose to maintain the status quo with regards to Points 4 and 11.

Financial/Operation Impacts:

If Point 11 is implemented it would mean a yearly additional cost of $6,000 to the capital program RD1813 Municipal Drains Program.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The recommendations of this report align with the following goals of the Corporate Strategic Plan:
Section 3.1.7 of the Strategic Plan recognizes the protection of prime agricultural land by including policies in the Official Plan and working with the agricultural community to identify opportunities to support the sector.C05

Consultations:

Finance

Drainage Board Task Force

Attachments:

Appendix A Drainage Task Force Terms of Reference.p

Appendix B Task Force Minutes August 13 Accessible.

Department Head E-Mail: jrojas@kawarthalakes.ca
Department Head: Juan Rojas, Director of Engineering and Corporate Assets

Council Policy

Council Policy #:	CP2017-004
Council Policy Name:	Credit Granting Policy
Date Approved by Council:	April 18, 2017
Date Revision Approved by Council:	
Related SOP, Management Directive, Council Policy	

Policy Statement and Rationale:

Council wishes to have a policy that will allow the City ~~Ot~~to extend credit to customers within specific areas.

Scope:

This Policy will apply to all charges where the service is received in advance of payment and is not covered through an existing Agreement.

Policy:

1.0 Charges Recovered through Property Tax Bills

1.1 Charges under the *Drainage Act*, and *O.Reg. 586/06 Local Improvements – Priority Lien Status* are priority liens to the municipality and can be recovered by adding the charges to the Property Tax Roll. This Policy provides the opportunity to extend repayment of capital costs over an extended timeframe when specific parameters are met.

1.2 The City shall allow for a debenture for a period of 10-years to be repaid through the annual property taxes for work under the *Drainage Act* or work on private property, under *O.Reg. 586/06 – Local Improvement Charges – Priority Lien Status*, dealing with water and or sewer connections if the amount due exceeds $1,000.00.

~~1.2~~1.3 For new municipal drain construction, property owners with a lot size of 1 acre or less are eligible to claim a rebate of up to $500.00 towards their assessed cost for new drain construction provided they are receiving no other grants or rebates from any other source. This rebate will be funded from the Municipal Drains annual capital program.

~~1.3~~1.4 The property owner shall notify the City of their interest to participate in the program within the timeframe provided in the initial correspondence.

~~1.4~~1.5 Applications after the By-law has been passed shall not be considered.

~~1.5~~1.6 Interest shall be charged at the lending rate charged by Infrastructure Ontario (or subsequent ministry or agency) to municipalities plus 2%.

~~1.6~~1.7 Debentures shall be recovered through the annual tax bill.

~~1.7~~1.8 An administration charge shall be collected in accordance with the Consolidated Fees By-law.

~~1.8~~1.9 Additional penalty and interest charges shall be levied if the payments are not made on or before the installment due dates.

~~1.9~~1.10 The debenture charge may be paid in full advance with penalty.

2.0 Credit for Services Received in Advance of Payment

2.1 Where a potential customer wishes to use a service of the City and be invoiced for the service a Credit Application shall be submitted.

2.2 A Personal Guarantee shall be included with the Credit Application.

2.3 Where there is no Credit Application filed, incomplete credit history, or a poor credit report, the customer shall be provided the opportunity to have an account as long as a deposit is placed with the City and the account remains in a credit balance.

Revision History:

Proposed Date of Review:

Revision	**Date**	Description of changes	**Requested By**
0.0	[Date]	Initial Release	

The Corporation of the City of Kawartha Lakes

Council Report

Report Number ENG2019-013

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: 1, 2, 3, 4, 5, 6, 7, 8

Title: Request for City Wide Speed Reduction

Author and Title: Joseph Kelly, Senior Engineering Technician

Recommendation(s):

That Report ENG2019-013, **Request for City Wide Speed Reduction**, be received.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the Council Meeting of November 13, 2018 Council adopted the following resolution:

CR2018-61
Moved by Councillor Dunn
Seconded by Councillor Veale

THAT the deputation of Phillip Lee, regarding Speed Issues on William Street North, Lindsay, be received and referred to staff for report to Council be end of Q1 2019 on city-wide speed issues.

This report addresses those directions.

Rationale:

Staff sought clarification from Councillor Dunn regarding the intent of the direction and the specificity of “city-wide speed issues”. Staff was instructed that the intent of the resolution was to investigate the feasibility of reducing the general speed limit of urban or settlement areas from 50 km/h to 40 km/h.

The theory of a 40 km/h speed limit in urban areas is gaining traction since the 2012 Ontario’s Chief Coroners report recommending an overhaul in residential speed limits. The reports recommendation can be simplified due to mortality rates. Deputy Chief Coroner Dr. Bert Lauwers has said that the higher rate of speed at which a pedestrian is struck, the greater the chance of death.

The City of Kawartha Lakes; like most municipalities, treat speed reductions on a per road basis, as there has not been an instrument under the Highway Traffic Act to easily designate entire areas with a lowered speed without detrimental costs due to the massive amount of signs that would be required.

As a response to the corners report, new legislation has been approved that has granted the power to Municipalities to designate reduced speed “areas” under the Highway Traffic Act with signs only at entrances and exits to the area. The City of Kawartha Lakes can use this to designate neighborhoods, communities, or entire villages and towns.

City of Ottawa

The legislation is still relatively new. So far, the only Municipality that staff is aware to have implemented the speed area zones is the City of Ottawa as part of their new Gateway Signage program. It’s currently being phased in over certain communities at an estimated total cost of 1.8 million dollars. Staff interviewed their Traffic Engineer and found that it’s still in the early phase with few

neighborhoods signed. At this time it is too early to perform studies to determine their effectiveness in lowering the overall operating speeds of vehicles.

Police Services

Staff sent out questionnaires to the Kawartha Lakes Polices Services and to the Community Policing Committee for comment from the Ontario Provincial Police. The questionnaire to the Community Policing Committee is attached as Appendix A.

Kawartha Lakes Police Services representative, Admin Sergeant Dave Murtha, provided a response via e-mail which is attached as Appendix B. In summary Sergeant Murtha provided data which supports his statement that “it does not appear that speed is a significant contributing factor to collisions taking place in town. Based on that, I do not foresee a reduction in speed having a significant impact on the number of collisions taking place.”

Sergeant Murtha noted there would likely be an increase in Provincial Offence Notices (speeding tickets) issued within the town and an increase in public complaints. There would be a period of time where enforcement levels would need to increase to deal with this, however, Sergeant Murtha believes current enforcement levels can be maintained with a strong public education program.

Staff agrees that an educational program from the City of Kawartha Lakes is a must should this go forward.

Although some discussion may have occurred at the Community Policing Committee meeting in which the questionnaire was presented, the Ontario Provincial Police did not provide any comments to staff.

Effectiveness of 40 km/h Zones

The mortality statistics from the corners report would suggest that lowering the default urban speed would be an overall benefit for society. This would only be true if compliance rates were high enough.

It should be noted that lone 40 km/h zones have limited effectiveness in reducing operating speeds and are not normally used for traffic calming. The City of Kawartha Lakes uses road engineering characteristics to determine appropriate speed limits on roads. It is unknown if zoning entire communities is more effective than one off 40 km/h zones for general traffic calming.

Some 40 km/h areas would require heavy enforcement at first, however, with a well-designed, sustained education campaign; it is possible a paradigm shift could occur bringing down operating speeds as a whole.

Highway Traffic Act Requirement

Under the Highway Traffic Act, the Municipality can pass a by-law designating an area with a rate of speed less than 50 km/h. Roads can also be excluded from the area as part of the by-law.

A sign shall be erected at all entrances of the area indicating the rate of speed for all the roads within that area and signs shall be erected at all exits of the area. The signs required at all entrances and exits to the areas are shown in Figure 1.

Figure 1 Example of the required signage

City of Kawartha Lakes signage requirements would depend on the implementation and rollout of the program. See the Options section below for more.

Municipal Services

The CKL Roadway Level of Service Policy - Maintenance Priority Classification System classifies roads based on a factor of traffic volumes and speed limits. This classification is used with the Ontario Minimum Maintenance Standards and CKL service policy to determine the level of service the roads receives. Most roads will remain in the same class; however roads which have average daily traffic volumes of 500-2000 vehicles will see a reduction of service as reducing the speed limit to 40 km/h will reduce the road classification from three to four. Roads with volumes of 4000 to 4999 will see its class reduced from four to five. Maps in Appendix C show which roads are affected.

Alternatively, Council can choose to amend the servicing policy to keep the level of service as-is.

Options

It is important to note that all options which include implementing the 40 km/h area speed zoning should only be done so after public consultations and planned education campaign which can be sustained through the initial enforcement blitz.

Maps showing the signage requirements of the different options are attached as Appendix C.

Option 1 – Status Quo plus Community Safety Zones

Staff can continue to use the Transportation Associations of Canada's Guide to Establishing Speed Limits and best practices to investigate lowering speed limits on roads on an as-needed basis. As part of our Traffic Calming Management strategies, community safety zones can be considered at key problematic 40 km/h zones. Speed fines can be doubled; however community safety zones are not very effective without heavy enforcement.

Option 2 – All Designated Community Speed Zones - With Exclusions

The City of Kawartha Lakes current consolidated speed by-law includes 23 towns, villages, settlement areas or hamlets designated as "Community Speed Zones" which have a speed limit of 50 km/h. Council can pass a by-law designating settlement areas large enough in the Community Speed Zone under the speed by-law to now be a 40 km/h area.

Figure 2 shows the sign requirements and cost to designate all of the existing community speed zones to 40 km/h areas excluding ones which have less than three assumed roads. Logical exclusions are included and noted, such as commercial arterials. This can be phased in over time and would not overrule current by-laws until signs are installed.

Option 3 – Urban Settlement Areas

Five communities are designated as Urban Settlement Areas under the Official Plan. This could be a logical starting point for a 40 km/h urban area zone as the driving environment of these communities area similar to each other but much different than the rest of the municipality.

Figure 3 show the sign requirements and costs to designate all of the urban settlement areas to 40 km/h areas. Logical exclusions are included and noted.

Figure 2 – Chart showing sign requirements for all communities

Community	Number of Signs	Cost	Notes
Bethany	30	$13,500.00	Highway 7A not in jurisdiction
Bobcaygeon	46	$20,700.00	East Street excluded
Burnt River	7	$3,150.00	
Coboconk	26	$11,700.00	Highway 35 not in jurisdiction
Fenelon Falls	18	$8,100.00	CKL Rd 121 west end to Elliot St excluded
Janetville	8	$3,600.00	
Kinmount	6	$2,700.00	
Kirkfield	8	$3,600.00	
Lindsay	68	$30,600.00	Non-residential arterials excluded
Little Britain	8	$3,600.00	
Norland	24	$10,800.00	Highway 35 not in jurisdiction
Oakwood	18	$8,100.00	Highway 7 not in jurisdiction
Omemee	40	$18,000.00	King Street and Ski Hill Rd excluded
Pontypool	12	$5,400.00	
Seagrave	6	$2,700.00	
Sonya	6	$2,700.00	
Victoria Road	8	$3,600.00	
Woodville	10	$4,500.00	
Total	**349**	**$157,050.00**	**Total + 10% Contingency $172,755.00**

Figure 3 – Chart showing sign requirements for urban settlement areas

Community	Number of Signs	Cost	Notes
Bobcaygeon	46	$20,700.00	East Street excluded
Fenelon Falls	18	$8,100.00	CKL Rd 121 west end to Elliot St excluded
Lindsay	68	$30,600.00	Non-residential arterials excluded
Omemee	40	$18,000.00	King Street and Ski Hill Rd excluded
Woodville	10	$4,500.00	
Total	**182**	**$81,900.00**	**Total + 10% Contingency $90,090**

Option 4 –Major Urban Communities

CKL has three areas which have common major urban community characteristics. These areas have commercial, industrial, and residential areas in varying densities with areas of heavy traffic not seen in the rest of the Municipality. Road networks in these areas vary in function with needs ranging from local access to roads focusing on the movement and flow of traffic. Council can choose to apply the 40 km/h area zones to only these major areas.

Figure 4 – Chart showing sign requirements for major urban communities

Community	Number of Signs	Cost
Bobcaygeon	46	$20,700.00
Lindsay	68	$30,600.00
Fenelon Falls	18	$8,100.00
Total	**132**	**$59,400.00**
Total + 10% Contingency		**$65,340.00**

Recommendation

Council may choose to hold public consultations to help decide which, if any roll out of a 40 km/h area program to proceed with. Staff also recommends the design of an education campaign that can be ready when roll out approaches.

Other Alternatives Considered:

N/A

Financial/Operation Impacts:

Financial impacts range from $0.00 to $172,755.00 depending on the Option Council chooses. This would be through 2020 Capital Projects budget.

Relationship of Recommendation(s) to the 2016-2019 Strategic Plan:

The City's Strategic Plan outlines Council's Vision of a Vibrant and Growing Economy, Quality of Life and a Healthy Environment.

Providing life safety and protection is a priority objective of the City.

Review of Accessibility Implications of Any Development or Policy:

N/A

Servicing Implications:

N/A

Consultations:

Dave Murtha, Admin Sergeant
Kawartha Lakes Police Service

Attachments:

Appendix A – Questionnaire to Committee Policing Committee

ENG2019-013 - Appendix A.pdf

Appendix B – KLPS Correspondence

ENG2019-013 - Appendix B.pdf

Appendix C – Sign Requirement Maps

ENG2019-013 - Appendix C.pdf

Department Head E-Mail: jrojas@kawarthalakes.ca

Department Head: Juan Rojas, Director of Engineering and Corporate Assets

Department File:

Engineering & Corporate Assets
Engineering Division – Technical Services
12 Peel Street, P.O. Box 9000, Lindsay, Ontario, K9V 5R8
Phone: (705) 324-9411 Ext.1168 Fax: (705) 324-2982
Toll Free: 1-888-822-2225
e-mail: jkelly@kawarthalakes.ca

MEMO

TO: **Toni McKenney, Community Policing Committee**
FROM: **Joseph Kelly – Senior Engineering Tech, Technical Services**
RE: **Settlement Area 40 Km/hr Zone Questionnaire**
DATE: **April 29, 2019**

Officer McKenney,

Council had directed staff to investigate the feasibility of establishing speed zones of 40 km/h over entire communities and report back on. Staff is requesting comment from the OPP and KLPS during this consultation period, if representatives wish to do so. Below are a few questions. If you wish to not make a comment, a no comment reply would be appreciated.

Questions

New legislation in the Highway Traffic Act (HTA) allows for Municipalities to pass by-laws designating a speed limit under 50 km/hr for entire “areas”. Staff is investigating the feasibility of designating all “settlement areas” as 40 km/hr speed zones with some roads exempt. This means, if passed, all towns, villages, and hamlets which currently have a speed limit of 50 km/hr by way of by-law or the HTA will then have a speed limit of 40 km/h with limited signage at entrances. Major, mutli-lane arterial roads will likely be exempt and be signed at 50 km/h.

1) From an enforcement perspective, is there anything staff and Council should be aware of before final decisions are made on the matter, either positive or negative?
2) Would representatives enforcing the rural communities in CKL like to take a position in favor or in opposition on this matter?
3) Are there any collision or fatality statistics which support either decision for or against the matter, or which could otherwise be helpful that you would like to provide?
4) Any other comment is most welcome

Please e-mail any comment or questions to the undersigned by June 4, 2019. Thank you for your time and attention.

Sincerely,

Joseph Kelly, Senior Engineering Tech
jkelly@kawarthalakes.ca

From: David Murtha
Sent: Monday, April 29, 2019 3:24 PM
To: Joseph Kelly
Subject: 40 KM SPEED LIMIT

Hello Joe,

Sorry for the delay in getting this information to you. The data collection took longer than I had expected.

Earlier this month you advised me that City Council has asked for a report on the feasibility on instituting 40 km/ hour zones across whole neighborhoods within the Town of Lindsay. You asked if there is any comment the City of Kawartha Lakes Police Service would like to make from an enforcement perspective to be included in the report. In response, I have collected some data that I believe may be helpful for consideration in your report to City Council.

During the period of time between January 1, 2018 and April 24, 2019, a total of 366 on scene collisions were reported to our police service. “On scene collisions” are motor vehicle collisions in which a member of the police service has attended to investigate the collision, as opposed to collisions in which the involved drivers report on their own to the Collision Reporting Centre. Of the that total number, the investigating officer determined that only 4 involved drivers had been exceeding the posted speed limit. There were also 8 collisions in which the investigating officer determined that an involved driver was driving too fast for the weather or road conditions, (driving too fast for snow or ice covered roads during the winter is an example). Taking this into consideration, I do not believe that reducing the speed limit within the town to 40 km/ hour would have a significant impact on the number of motor vehicle collisions taking place.

From an enforcement perspective, from January 1, 2019 to April 24, 2019 our police service has issued 450 Provincial Offence Notices for offences under the Highway Traffic Act. Of that total number of offence notices issued, 252 or 56% were for the offence of speeding. I will break this figure down further to differentiate between speeding offences taking place within the Town of Lindsay (within 40km/ hour to 60km/ hour speed limit zones), as opposed to speeding offences taking place outside of the town on roadways with an 80/km an hour speed limit. On average, 28% of the offence notices issued for speeding were issued within the town limits, (posted 40 km/hour to 60 km/hour zones). The remaining 72% of the offence notices issued for speeding were issued outside of the Town of Lindsay on roadways with a posted 80 km/ hour zone. The vast majority of offence notices issued for speeding within the Town of Lindsay were issued on Angeline Street north or south, as opposed to on streets in residential neighbourhoods. I do believe there would be an increase in the number of Provincial Offence Notices issued for speeding by our police service within the Town of Lindsay if the posted speed limit was reduced to 40 km/ hour.

From January 1, 2019 until April 24, 2019 I have received 45 traffic complaints from members of the public. Of that total number of traffic complaints I have received, 16 or 35% were for reports of vehicles speeding on roadways with a posted 40km/ hour zone to a 60 km/ hour zone within the Town of Lindsay. The remaining 29 traffic complaints were for a variety of other concerns, (parking, improper use of crosswalks, vehicles not stopping for school buses, etc.). Taking the figures of enforcement and complaints from the public into consideration, (28% of total speeding offence notices issued within the

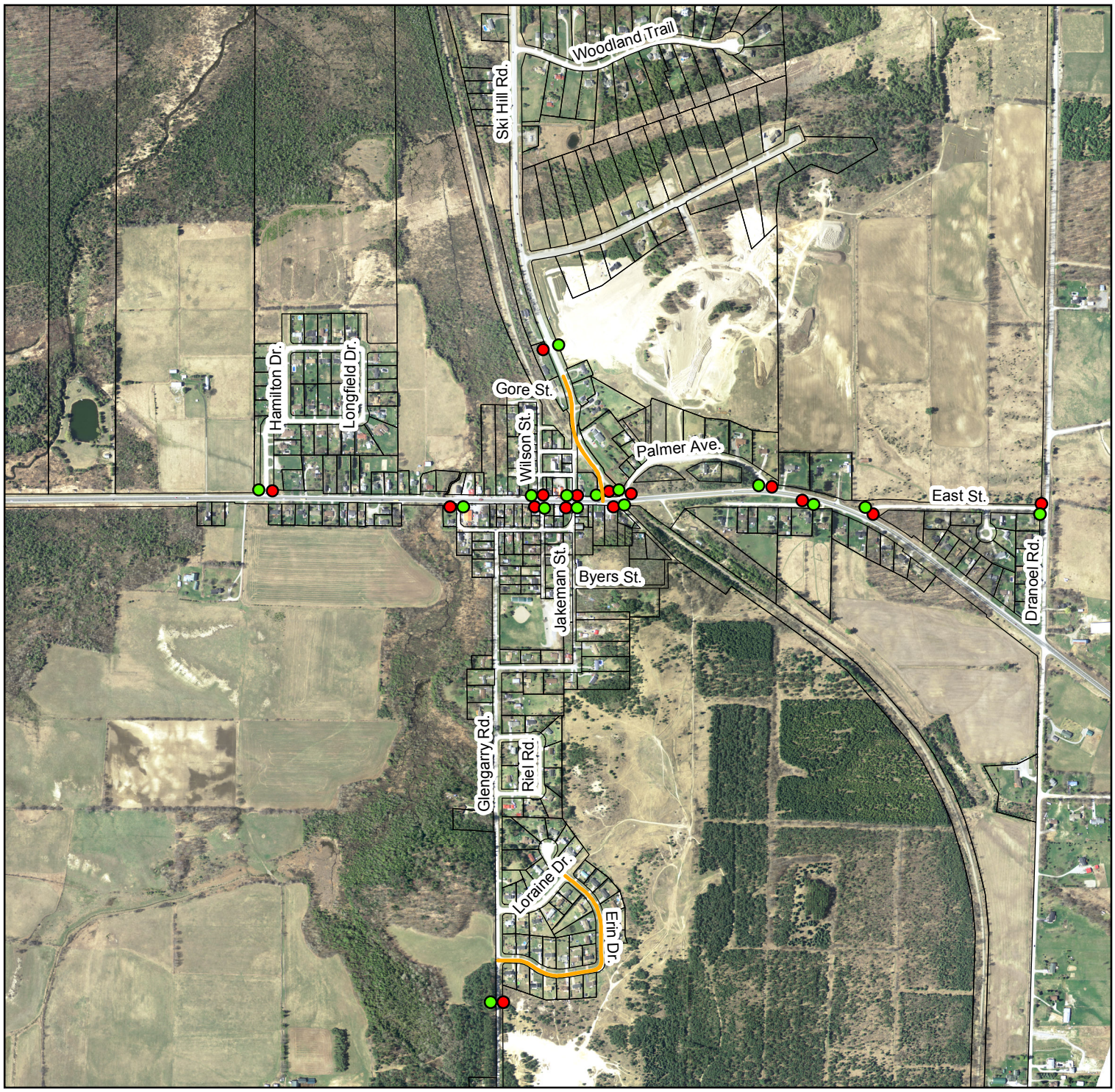
town, compared with 35% of traffic complaints received relate to reports of speeding within the town) there is not much disparity. Based on those figures, it would appear that speeding is more of a concern outside of the town, in posted 80 km / hour zones as opposed to within the town's current 40 km / hour to 60 km / hour zones.

Is this information contained in an email sufficient for you to use? Or would you prefer it in another format, (i.e. on KLPS letterhead)? Please let me know.

Thank you for your patience Joe.

Dave Murtha
Administrative Sergeant &
Community Response Program
City of Kawartha Lakes Police Service

Appendix C
Sign Requirements
Bethany



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

Map produced by the City of Kawartha Lakes Engineering Department with data obtained under license. Reproduction without permission is prohibited.

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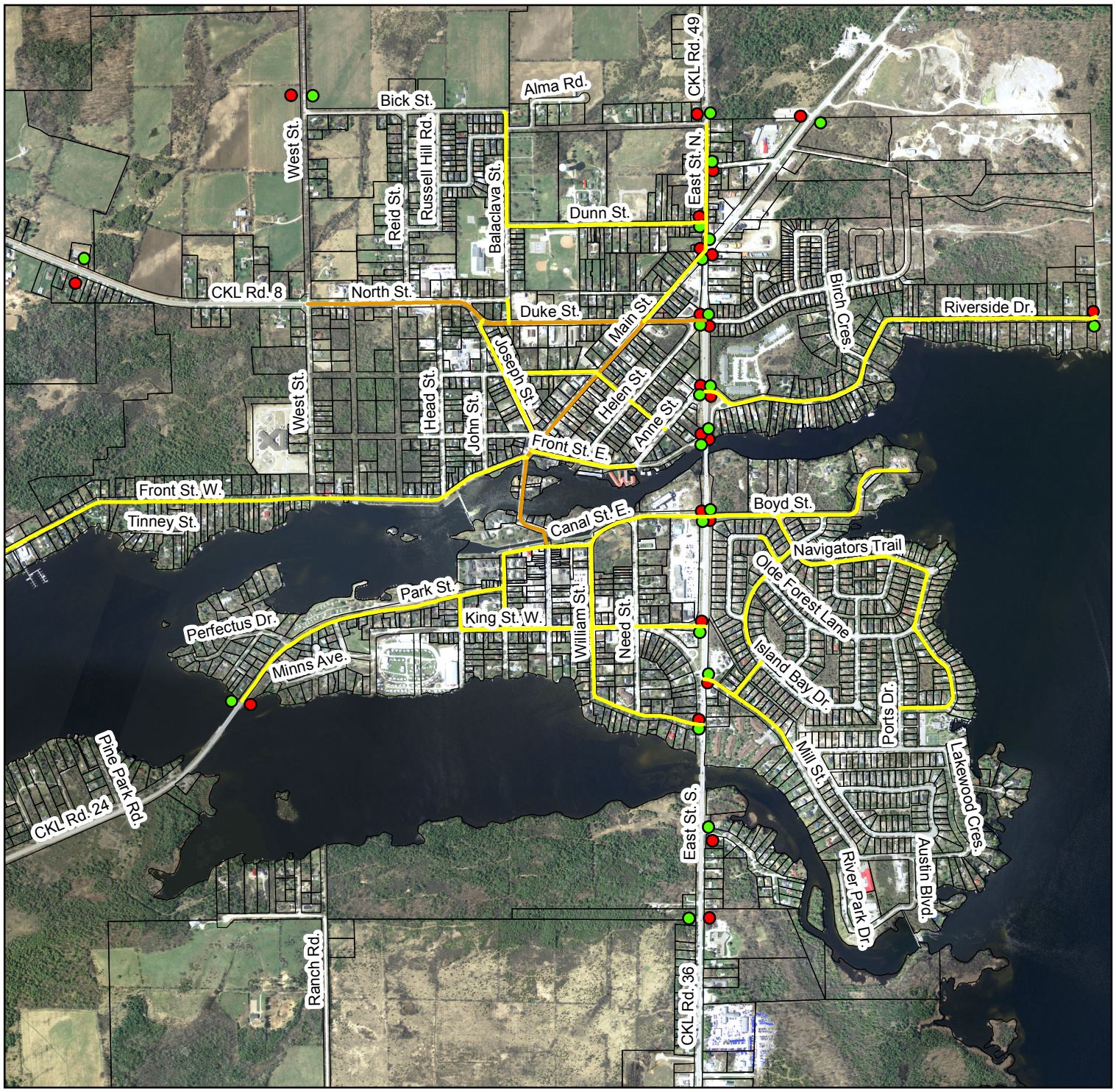
All distances and locations are approximate and are not of survey quality. This map is illustrative only. Do not rely on it as being a precise indicator of privately or publicly owned land, routes, locations or features, nor as a guide to navigate.

0 500 1,000 Meters

Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Bobcaygeon



Speed Area Zone

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Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Burnt River

Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 250 500 Meters

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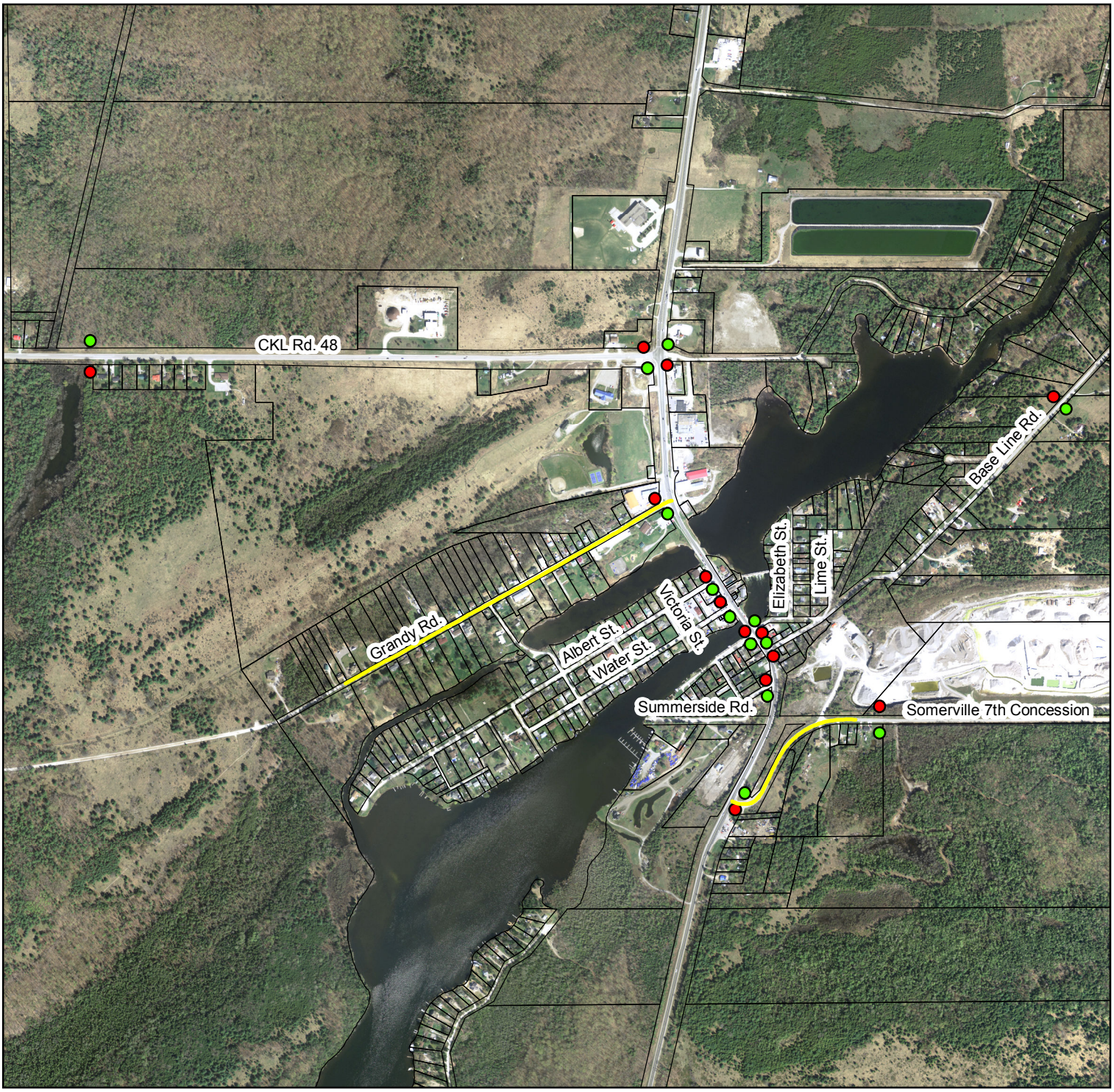
Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Coboconk



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 500 1,000 Meters

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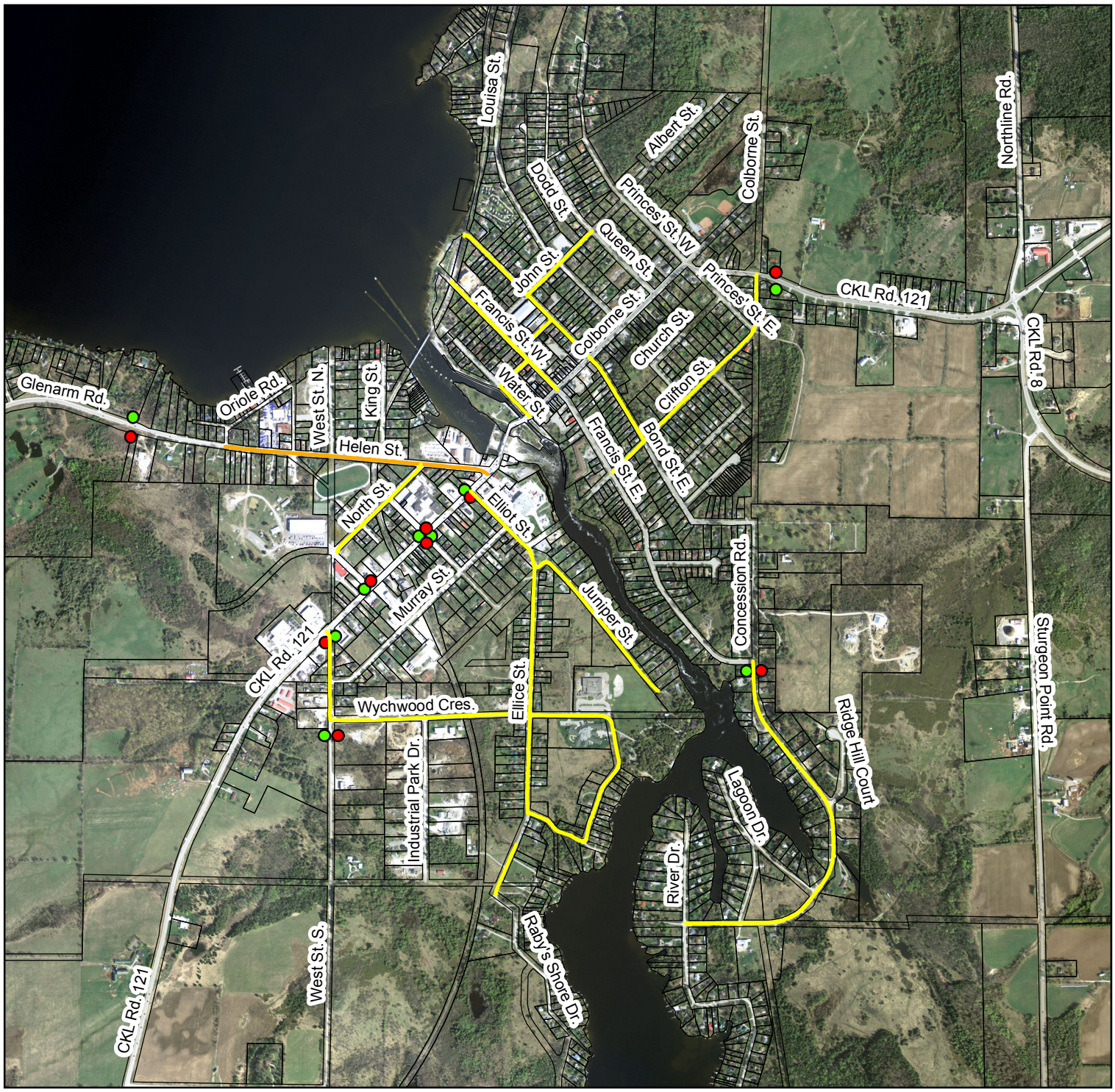
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Fenelon Falls



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 500 1,000 Meters

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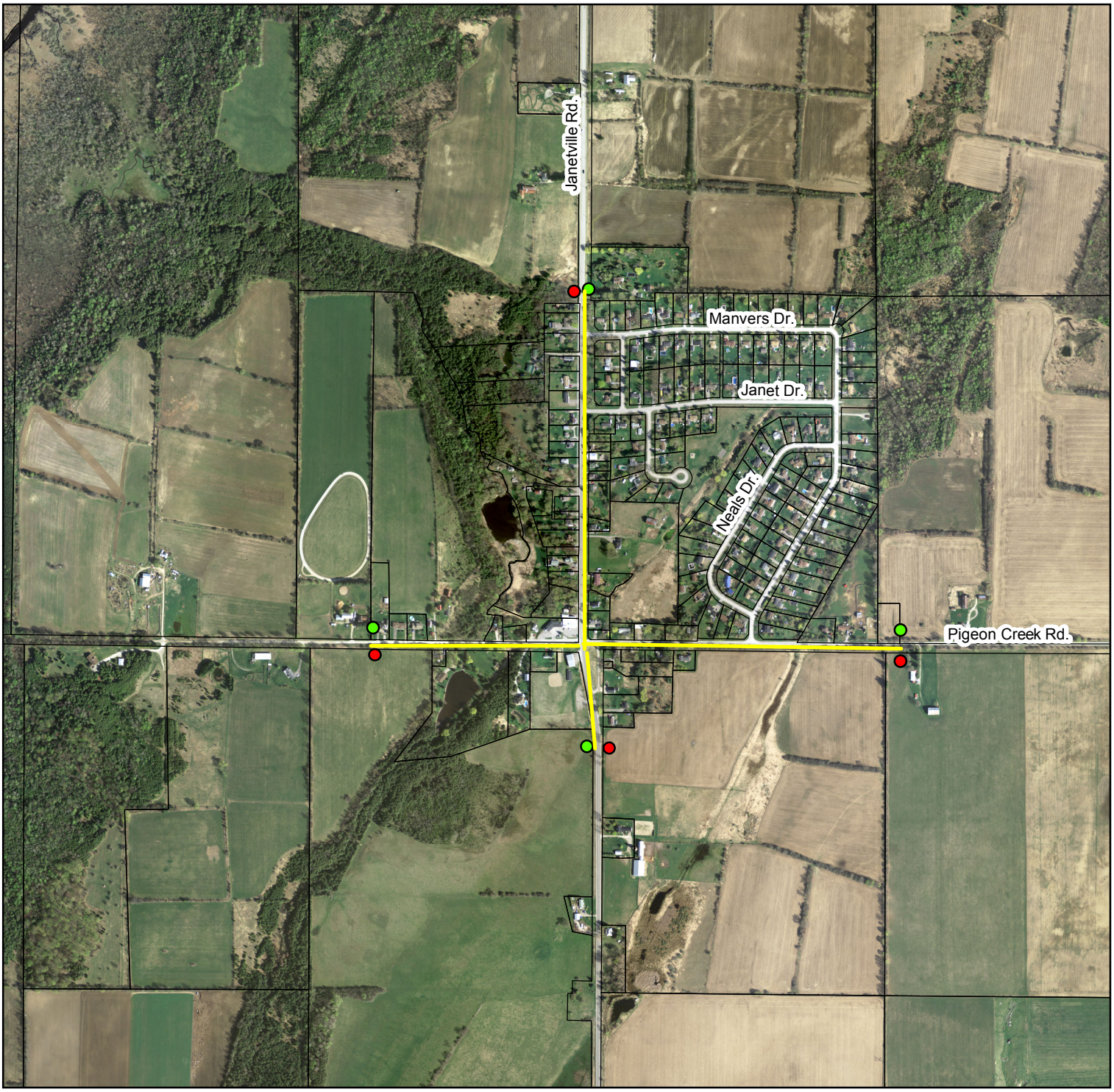
Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Janetville



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 250 500 Meters

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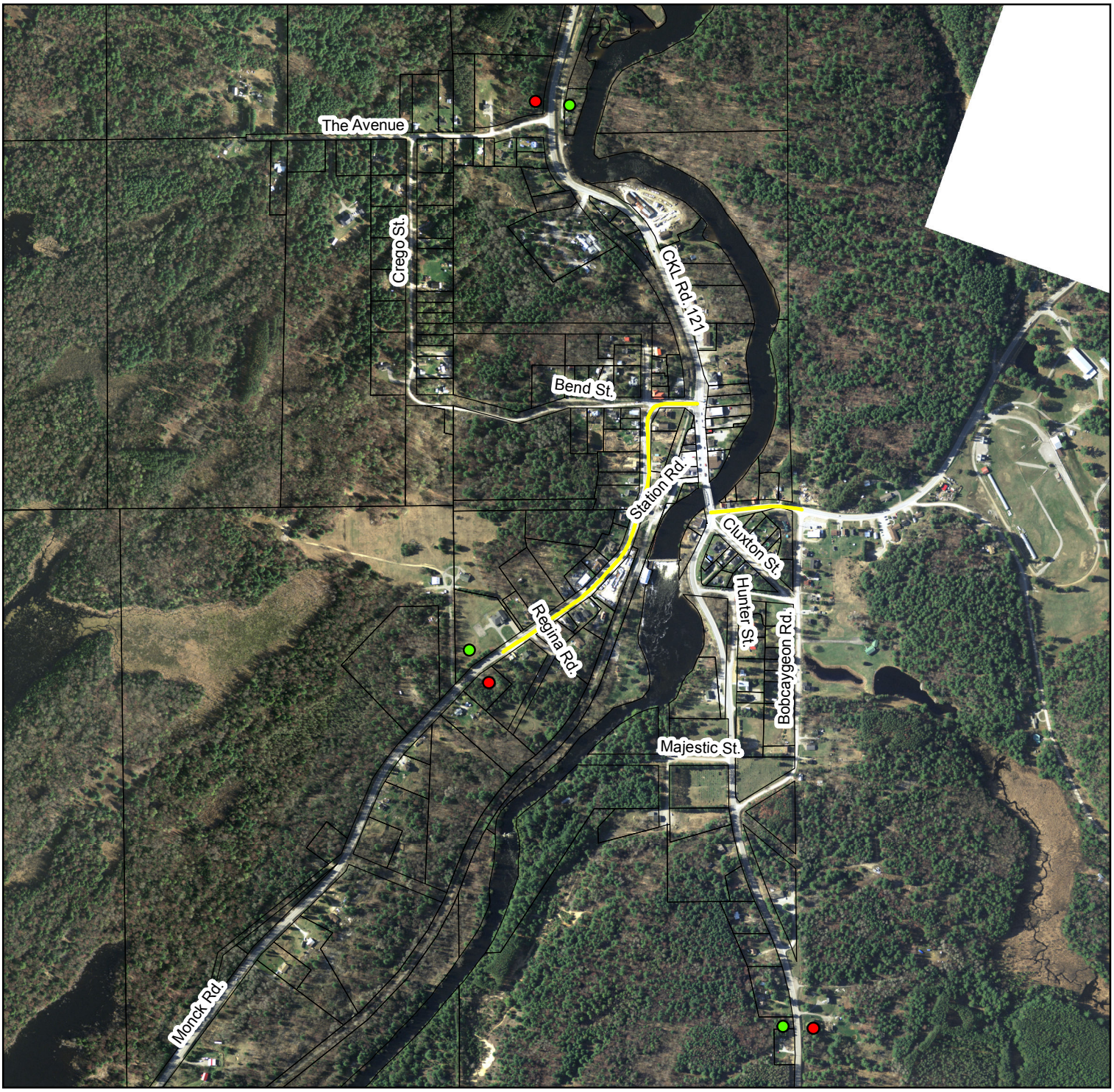
Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Kinmount



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 250 500 Meters

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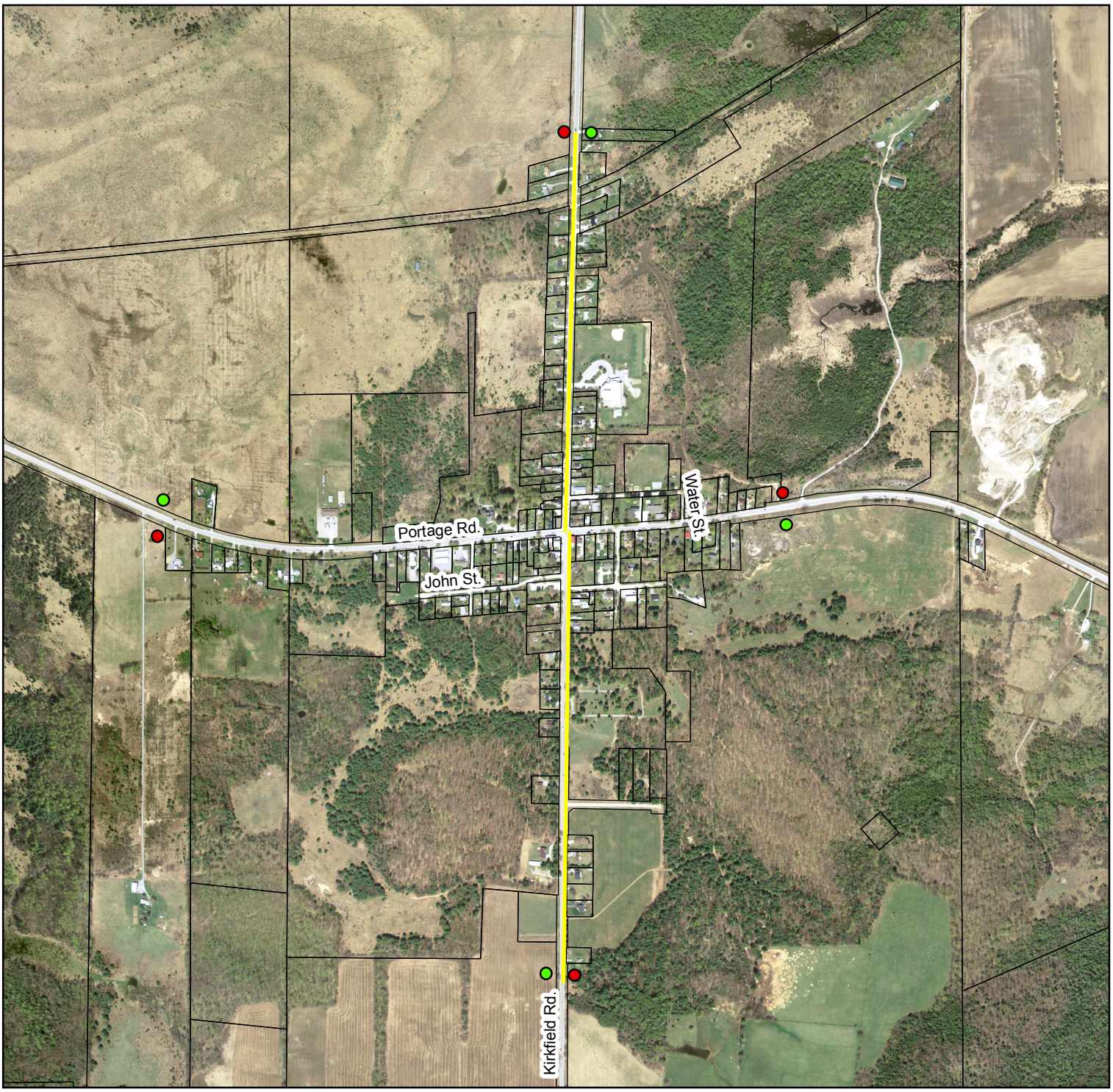
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Kirkfield



Speed Area Zone

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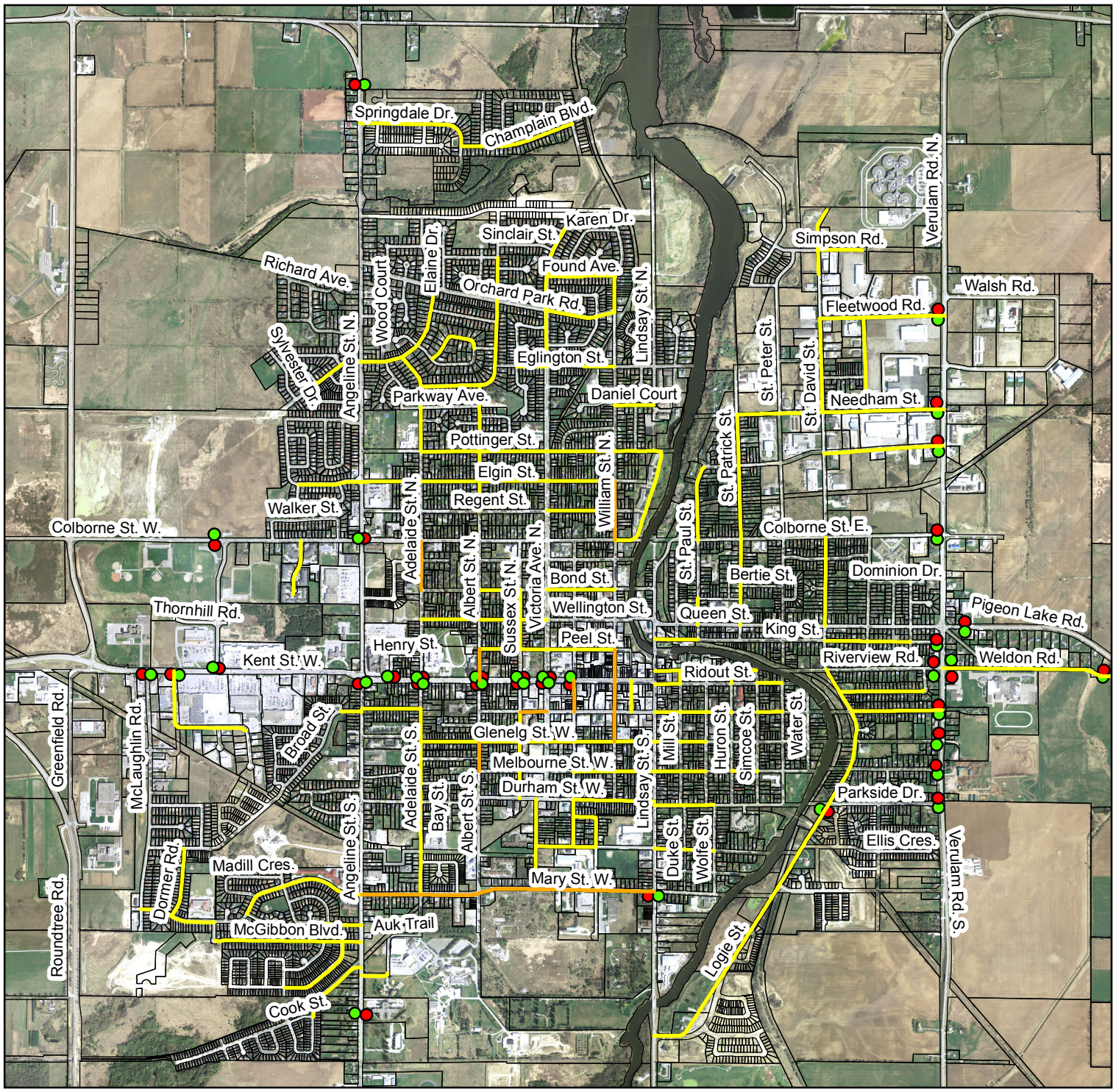
Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Lindsay



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

MAXIMUM 40 km/h AREA BEGINS

MAXIMUM 40 km/h AREA ENDS

0 1,000 2,000 Meters

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Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Little Britian

Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 250 239 500 Meters

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Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Norland

Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 250 500 Meters

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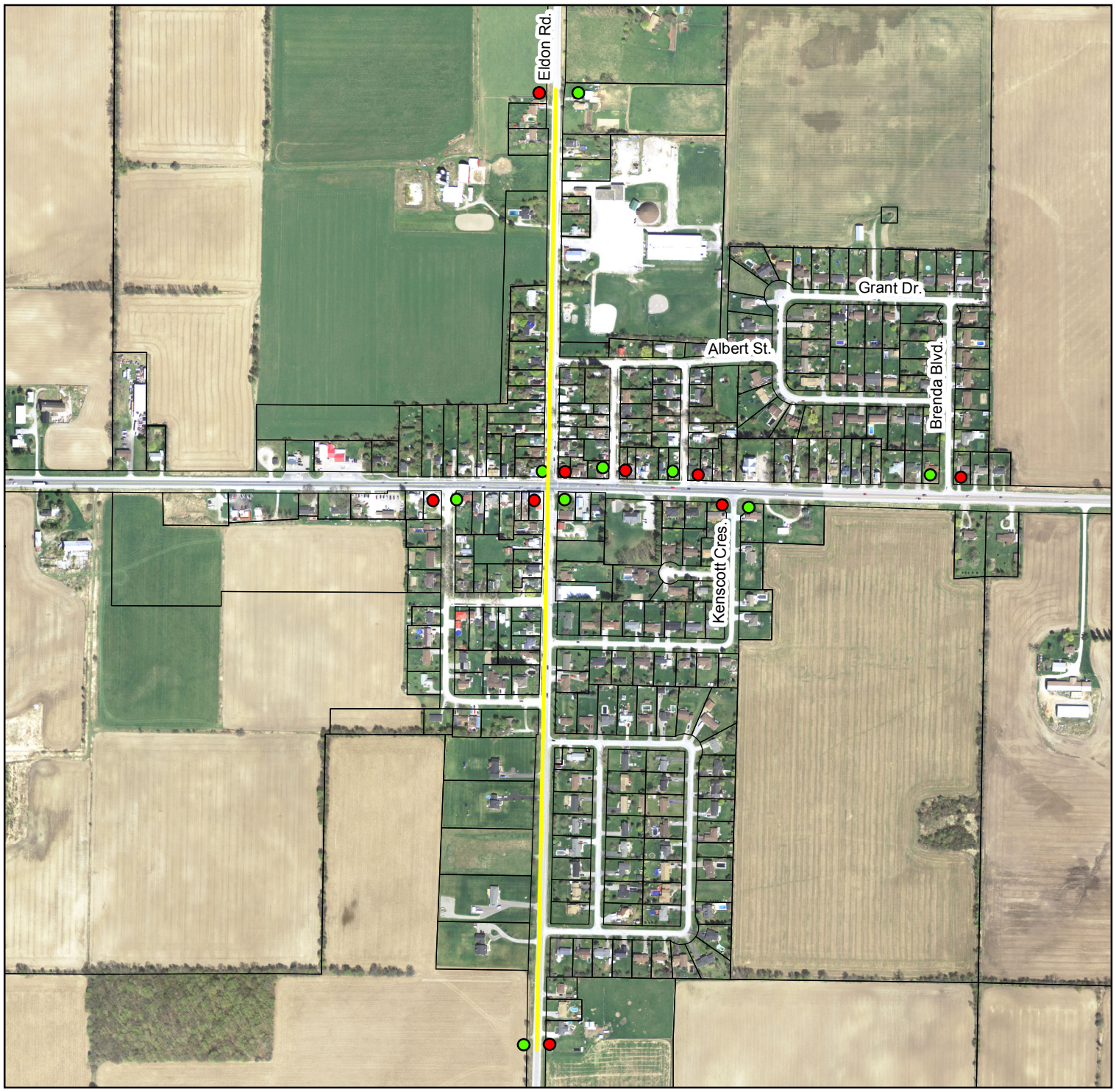
Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Oakwood



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 250 500 Meters

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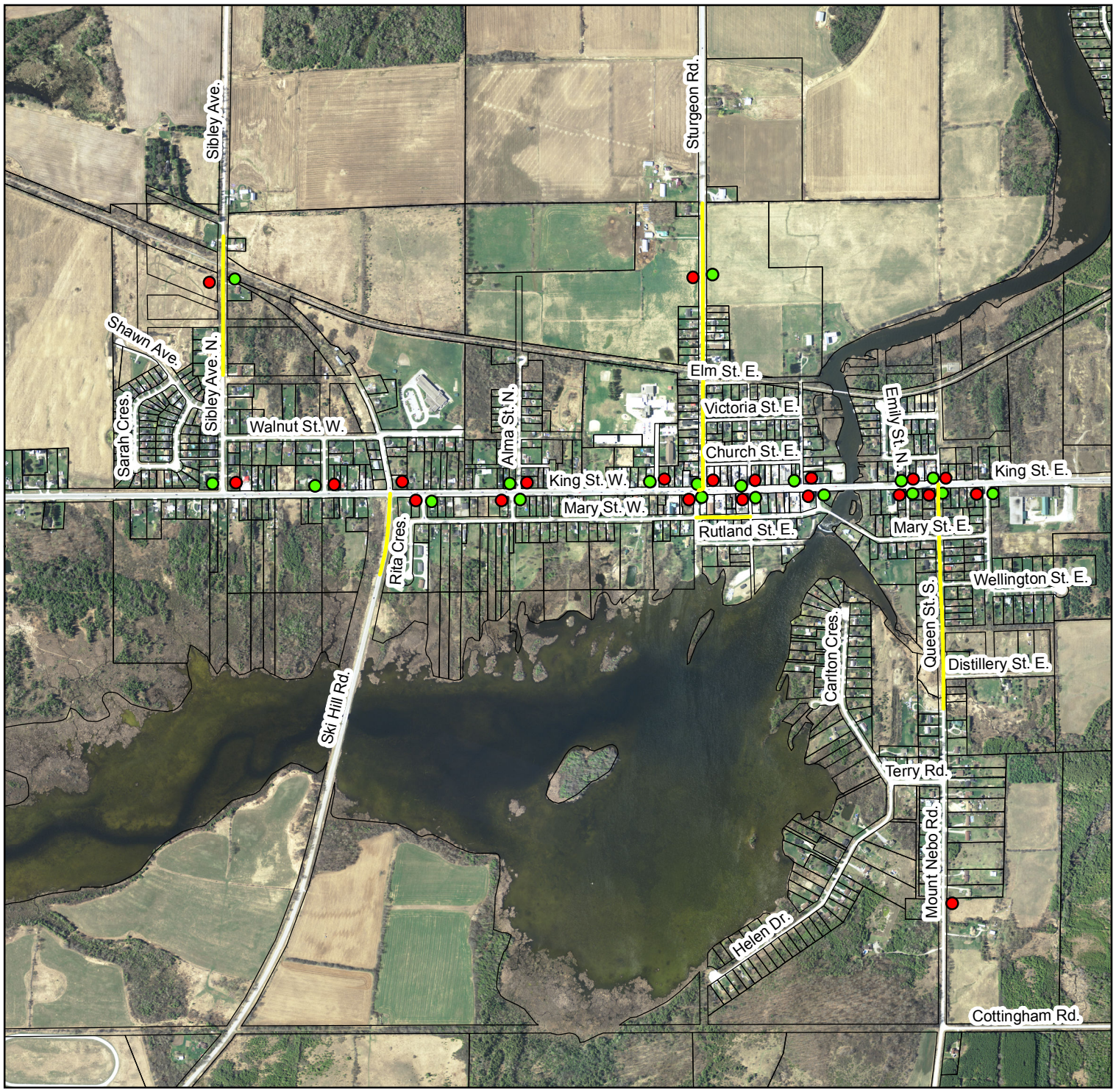
Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Omemee



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 250 500 1,000 Meters

Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

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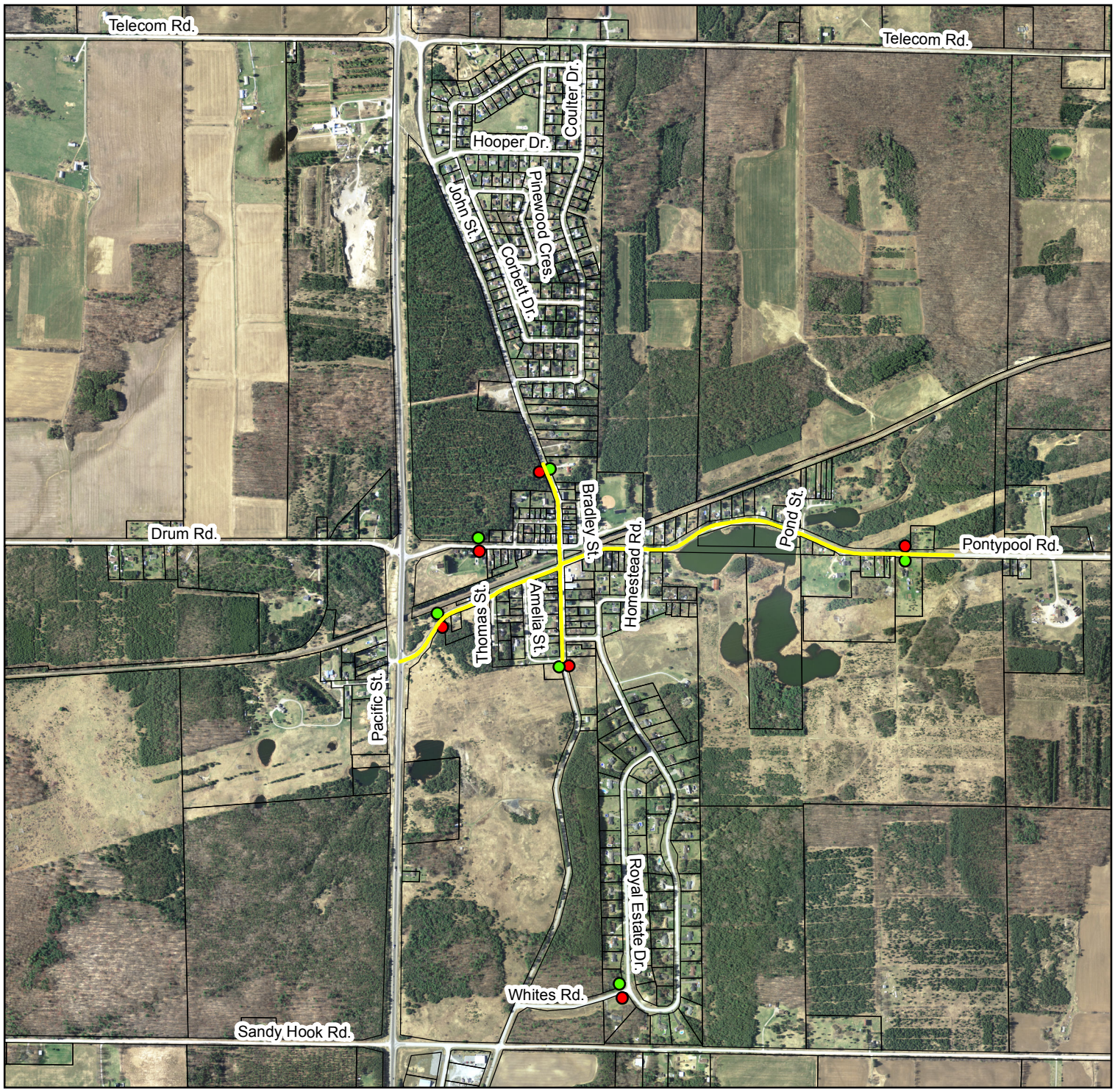
Appendix C
Sign Requirements
Pontypool



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 500 1,000 Meters

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Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Seagrave

Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 500 1,000
Meters

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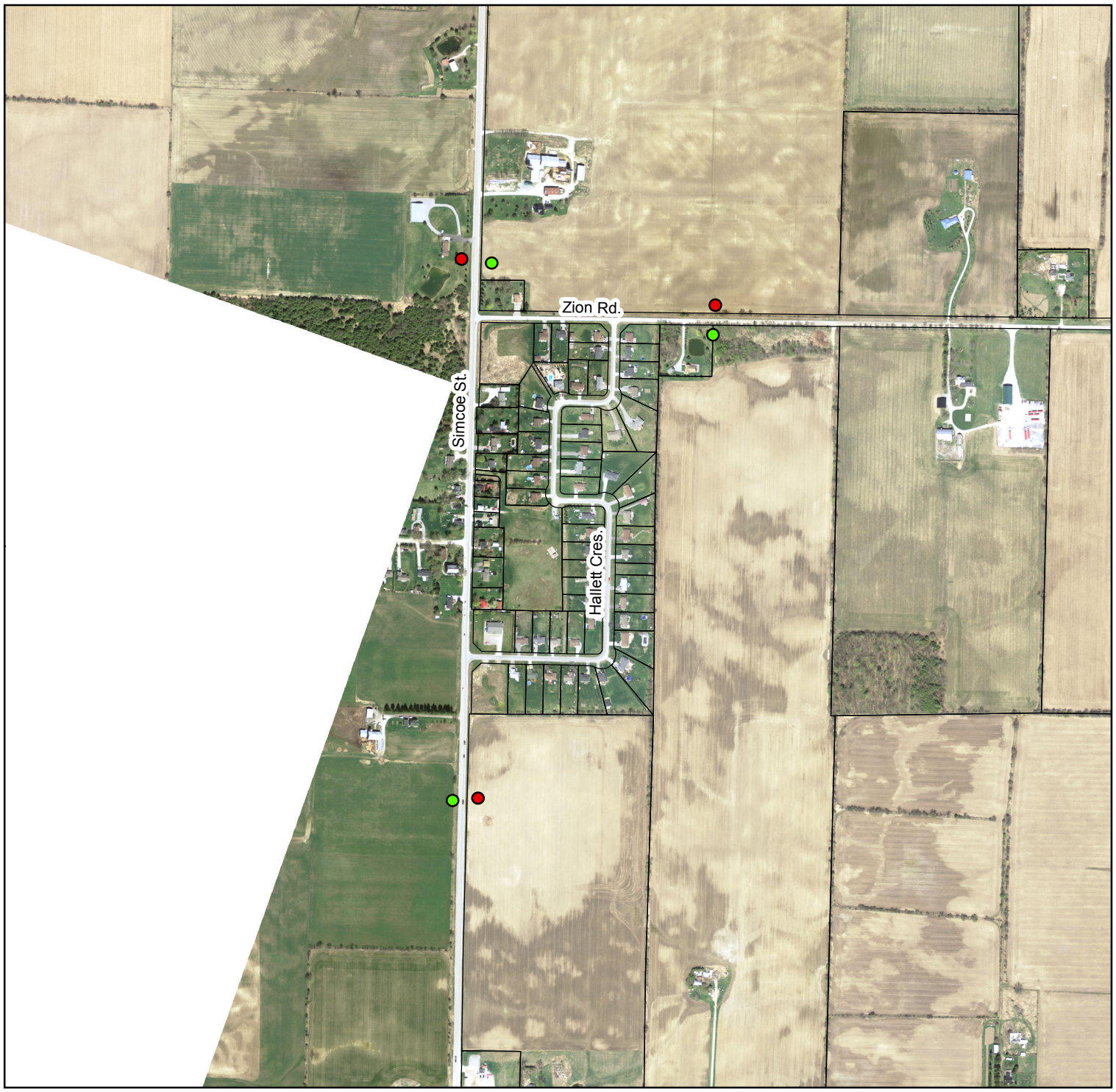
Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Sonya



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 250 500 Meters

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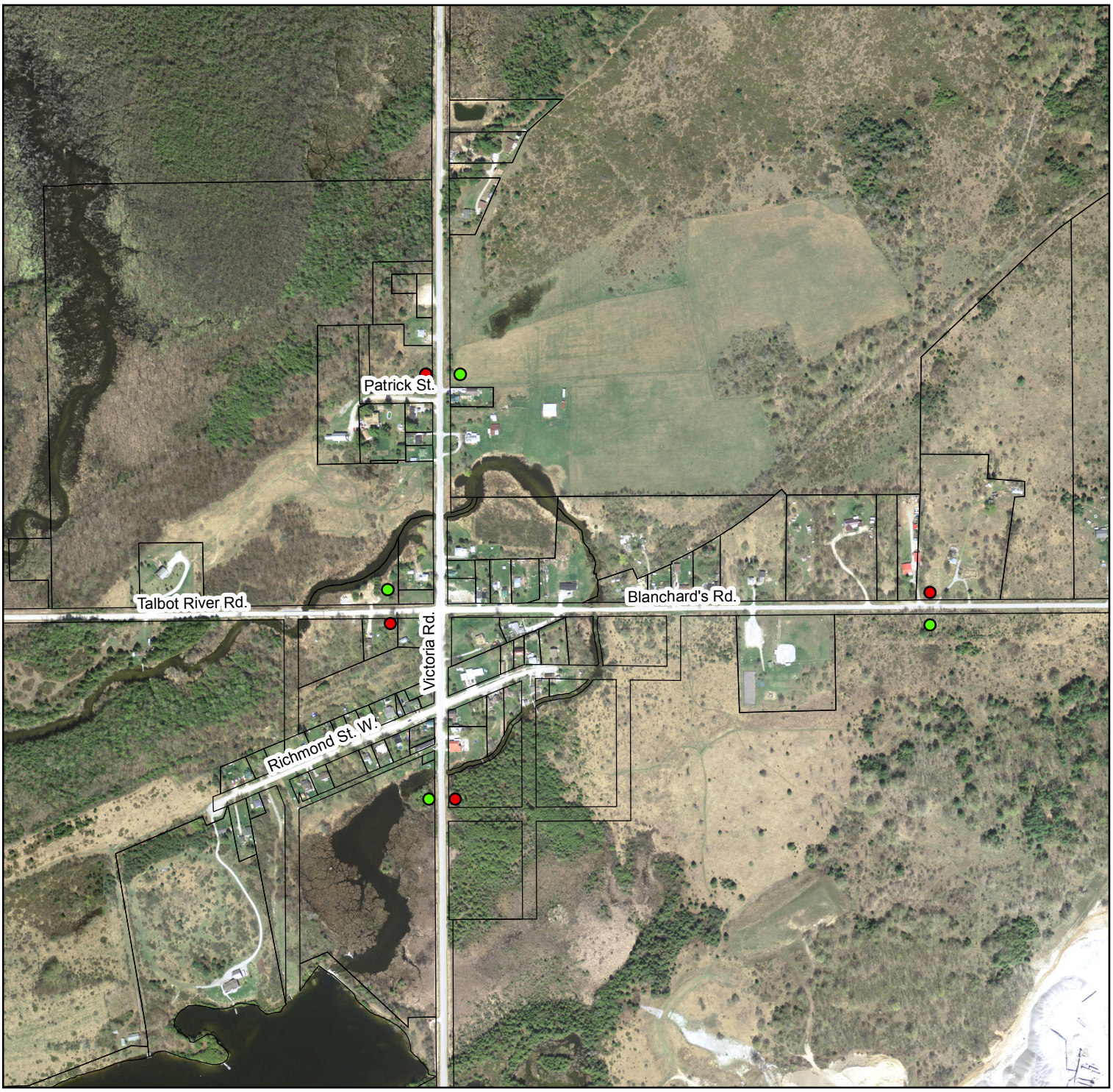
Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Victoria Road



Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 200 400 Meters

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Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

Appendix C
Sign Requirements
Woodville

Speed Area Zone

- 40 Area Begins
- 40 Area Ends
- Road Class Change 3 to 4
- Road Class Change 4 to 5

0 500 1,000 Meters

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Projection: Transverse Mercator
Coordinate System: NAD83, Zone 17

The Corporation of the City of Kawartha Lakes

Council Report

Report Number ENG2019-015

Date: July 16, 2019
Time: 2:00 p.m.
Place: Council Chambers

Ward Community Identifier: Ward 4

Title: Webster Municipal Drain Consideration report

Author and Title: Michael Farquhar, Supervisor of Technical Services, Engineering and Corporate Assets

Recommendation(s):

That Report ENG2019-015, **Webster Municipal Drain Consideration Report**, be received;

That the Engineer's Report for the Webster Municipal Drain is adopted and the City Clerk be instructed to prepare the necessary by-law;

That Council proceed with the first and second reading of the by-law to provisionally adopt the report; and

That staff be instructed to make the necessary arrangements for a Court of Revision to be held on the Engineer's Report for the Webster Municipal Drain.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the October 10th 2017, Council meeting the following resolution was adopted for the Webster Municipal Drain petition.

> **CR2017-874**
> **Resolved That** Report ENG2017-023, **Petition for Drainage Works by Owner – Webster**, be received;
>
> **That** Council proceeds with the petition submitted by Alan Webster (Victor Webster Farms Ltd.) for drainage works by owners for Concession 5, Part Lot 11, Geographic Township of Eldon and instruct the City Clerk to proceed with the notices required under Section 5 of the Drainage Act;
>
> **That** Council appoints and retains, R. Dobbin Engineering Inc. in accordance with the Drainage Act, as the Engineer of Record, and to proceed with the requirements of a petition drain; and;
>
> **That** should, R. Dobbin Engineering Inc. not be available, that Council instructs staff to retain an alternate qualified Engineer from the standing list.
>
> **Carried**

Since that time the Engineer of Record Michael Gerrits of R. D. Dobbin has held 2 public meetings for the land owners in the drainage shed of the proposed drain.

The first meeting was on November 1st, 2017. The purpose of the meeting was to advise land owners in the drainage area that a petition had been for filed for drainage by Alan Webster, and Council's recommendation to move forward with this petition under the drainage act.

The second meeting was held on June 6th, 2018 with the owners in the drainage shed of the petition to review the draft design and cost schedule. At this meeting it was discussed that any land owners wishing to have direct benefit from the proposed drain should consider signing onto the current petition.

As a result of the meeting and further discussions with Engineer of Record Michael Gerrits; Mathew Wechsel (agent for Ella Wechsel) decided it would be beneficial to sign onto the current petition.

The subject area/land is bounded by Prospect Road to the West and CKL Road 8 to the North. There are no existing Municipal Drains within the vicinity. The area of the land identified as Concession 5 N ½, Lot 8 and Lot 9 W ½ Lot 10, Geographic Township of Eldon.

On July 2nd, 2019 the City of Kawartha Lakes Drainage Board held a Meeting to Consider the Engineer's Report (attached as Appendix A) prepared by Engineer of Record Michael Gerrits of R.Dobbin engineering pursuant to Section 4 of the Drainage Act, RSO 1990.

Mr. Michael Gerrits gave a presentation of the Engineers Report to the City of Kawartha Lakes Drainage Board and answered questions from the Board and members of the public who were in attendance.

Mr. Gerrits answered questions about property locations within the drainage shed. Mr. Gerrits acknowledge that based on his discussions with land owners on July 2, 2019 that some property locations would be removed from the drainage shed of the drain and the assessment schedule of the report amended accordingly at the court of revision. Please Appendix D Webster drain court of revision recommendations.

Engineer of Record Michael Gerrits outlined the scope of the project and the estimated cost of $271,850.00 to complete the proposed drainage works.

Following the presentation the City of Kawartha Lakes Drainage Board passed the following recommendation (July 2nd, 2019 Drainage Board meeting minutes attached as Appendix B).

> **DB2019-016**
> **Moved By** M. Verbik
> **Seconded By** J. Oriotis
>
> **Recommend that** the City of Kawartha Lakes Drainage Board recommend that Council adopt the Engineer's Report for the Webster Drain and instruct the Clerk to prepare the necessary by-law; and,
>
> **That** Council proceeds with the first and second reading of the by-law to provisionally adopt the report; and,
>
> **That** Council instructs staff to make the necessary arrangements for a Court of Revision to be held on the Engineer's Report for the Webster Drain.
>
> **Carried**

Rationale:

The City of Kawartha Lakes Drainage Board, representing the City, has held the Consideration Meeting on July 2nd, 2019 and supported advancing the Webster Municipal Drain.

When such a by-law is given two readings by Council, the report shall be deemed adopted and the by-law known as the provisional by-law.

A copy of the provisional by-law and a notice of the time and place of the first sitting of the Court of Revision will be sent by prepaid mail to each person or body entitled to notice. This notice shall inform each owner that they may appeal their assessment to the Court of Revision which shall consist of three or five members appointed by the Council of the initiating municipality (Section 97 of the Drainage Act). The Drainage Board has appointed three of its members as the Court of Revision.

Other Alternatives Considered:

Where a report is not adopted by Council, any petitioner may appeal to the Tribunal or, where lands used for agricultural purposes are included in the area to be drained, the Minister may refer the matter to the Tribunal. In light of the Drainage Board's position, it is recommended that Council adopt the Webster Municipal Drain Report.

Financial/Operation Impacts:

The Drainage Act requires that the cost of a drain constructed under the Act shall be assessed to the lands and roads within the watershed of the drain. The Engineer's Report includes an assessment schedule (Appendix A), which indicates the total assessment for each property assessed on the drainage works, including assessments on roads.

When the construction is completed and the final costs of the project are known, a by-law is passed to levy the final cost pro-rated with the assessments in the Engineer's Report. An invoice is sent to each assessed owner advising of the amount due within 30 days. The City of Kawartha Lakes estimates the assessed amount is $95,245.00 for lands and roads belonging to or controlled by the municipality.

Relationship of Recommendation(s) to the 2016-2019 Strategic Plan:

Section 3.1.7 of the Strategic Plan recognizes the protection of prime agricultural land by including policies in the Official Plan and working with the agricultural community to identify opportunities to support the sector.

Consultations:

The City of Kawartha Lakes Drainage Board
City Clerk's Office
Drainage Superintendent

Attachments:

Appendix A: Webster Drain Report

Webster Drain Report (June 3 2019)

Appendix B: Minutes of the City of Kawartha Lakes Drainage Board Meeting of July 2, 2019

Post-Meeting Minutes - Drainage Bc

Appendix C: Draft By-law

By-Law 2019-.docx

Appendix D: Webster Drain Court of Revision Recommendations

2017-847 Webster Drain Revisions Recor

Department Head E-Mail: jrojas@kawarthalakes.ca

Department Head: Juan Rojas

Department File:

Dobbin Engineering Inc.

4218 Oil Heritage Road
Petrolia, Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233
www.dobbineng.com

June 3, 2019

The City of Kawartha Lakes
26 Francis Street
Lindsay, ON
K9V 5R8

Mayor, Council and Drainage Board:

Re: Webster Drain

In accordance with your instructions, I have undertaken an examination of Part of Lot 11, Concession 5, and Part of Lot 10, Concession 5 with regards to providing the lots with a legal outlet for subsurface water generated on the properties.

The Lake Simcoe Regional Conservation Authority has approved the May 8, 2019 design of the Webster Drain. The design presented in this report is the same design that has been approved.

Summary of Work

The work includes the following:

- Prepare an Engineers Report under the Drainage Act to address the petitions (2).
- Replace the Glenarm Road centreline culvert.
- Replace the Prospect Road centreline culvert.
- Construct an open channel across the W1/2 of Lot 10, Concession 5 and complete a ditch cleanout and deepening for 310m west of Prospect Road on the S1/2 of Lot 10, Concession 4 and Lot 9, Concession 4.
- Allowances have been made to Pt. Lot 11 and W1/2 L Lot 10, Concession 5 and to S1/2 L Lot 10 and Lot 9, Concession 4.
- The estimated costs are estimated to be $256,450 which includes engineering, tendering and an allowance for inspection.

Authorization under the Drainage Act

The City of Kawartha Lakes received two petitions for drainage, one on September 13, 2017 from Victor Webster Farms Ltd and a second petition from Ella Webster on July 12, 2018. This Engineers Report has been prepared under Section 4 of the Drainage Act as per the petitions received by the City of Kawartha Lakes. Section 4 (1) of the Drainage Act states:

A petition for the drainage by means of a drainage works of an area requiring drainage as described in the petition may be filed with the Clerk of the local Municipality in which the area is situate by,

(a) the majority in number of the Owners, as shown by the last revised assessment roll of lands in the area, including the Owners of any roads in the area;

(b) the Owner or Owners, as shown by the last revised assessment roll, of lands in the area representing at least 60 per cent of the hectarage in the area;

(c) where a drainage works is required for a road or part thereof, the engineer, road superintendent or person having jurisdiction over such road or part, despite subsection 61(5);

(d) where a drainage works is required for the drainage of lands used for agricultural purposes, the Director. R.S.O. 1990, c.D.17, s.4(1).

The petitions were determined to be valid based on Section 4 (1) (b).

Existing Conditions

There exists an open channel in Lot 9, Concession 4 that extends in a north-easterly direction to the east edge of the S1/2 Lot 10, Concession 4. It then extends in a north-easterly direction 820m to its head in the W1/2 Lot 10, Concession 5.

North of the open channel exists a small surface course that crosses Glenarm Road, approximately 360m east of Prospect Road.

At the time of site visits the lands east of the low run were cleared and appeared to be cropped. The clearing extended to the west of the low run.

The Lake Simcoe Region Conservation Authority provided mapping with the following information.

- The Lands in Lot 10, Concession 5 were labelled as wetland.
- The catchment areas is located within a regulated area.
- The low run from Station 0+150 to 1+302 was considered a watercourse.
- The low run from Station 0+150 to 1+302 was considered a meanderbelt (erosion limit).

On Site Meetings

An onsite meeting was held on November 1, 2017. The following is a summary of the meeting:

- The City of Kawartha Lakes received a petition for outlet of sub-surface water on L11, Concession 5.
- The petition was determined to be valid.
- R. Dobbin Engineering will need to do a detailed topographic survey for the alignment and to determine the drainage area.

A second meeting was held on June 6, 2018. The purpose of the second meeting was to update the Landowners and answer any questions with respect to the alignment, grades and the length of works required for a sufficient outlet. After some discussion, some Landowners expressed an interest in signing a petition for drainage. The following is a summary of the subsequent meeting:

- The City of Kawartha Lakes received a petition for outlet of sub-surface water on L10, Concession 5.
- The petition was determined to be valid.
- R. Dobbin Engineering will need to do a detailed topographic survey for the alignment and to determine the drainage area.
- The Landowner of Part of Lot 11, Concession 5 and the Landowner of the W1/2 of Lot 10, Concession 5 were contacted separately by telephone to discuss the petition.

Recommendations

Based on our knowledge of the drain and discussions at the November 1, 2017 and June 6, 2018, meetings it is therefore recommended that the following work be carried out:

1. A new drain called the Webster Drain will be constructed following the existing lowlands to provide an outlet for surface and subsurface water in Part of Lot 11, Concession 5.

Design

The proposed open channel drain shall be designed to accommodate a drainage coefficient of 37 mm/24 hours. This is generally acceptable for lands used for cash crops with provisions for surface water. Open channel design criteria includes an assumed minimum tile depth of 600mm plus diameter of tile and a minimum 100 mm freeboard to the design flow elevation.

Culvert design criteria includes rural road crossing be designed to accommodate the 1 in 10 year storm event and County roads be designed to accommodate the 1 in 25 year storm event.

The design has included an open channel rather than a closed tile. This will maintain the general overall drainage patterns in the area and maintain a surface flow route thorough the regulated area. The backslopes in earth cuts will be to 3H:1V to help minimize bank erosion.

The drain's alignment includes a section of land that is regulated by the Lake Simcoe Regional Conservation Authority. Prior to submitting the report a meeting was held with the Lake Simcoe Regional Conservation Authority to review the design to ensure a permit would be provided by the Lake Simcoe Regional Conservation Authority. At the request of the Lake Simcoe Regional Conservation Authority the working areas were added to the overall plan. Standard erosion and sediment control measures have been implemented into the design. The Lake Simcoe Regional Conservation Authority has confirmed a permit will be issued once the Court of Revisions appeal period has ended and if applicable, when the Tribunal appeal period has ended.

Estimate of Cost

It is recommended that the work be carried out in accordance with the accompanying Specification of Work and Profile that forms part of this Report. There has been prepared an Estimate of Cost in the amount of $271,850, including engineering of the report, attending the Meeting to Consider the Report, attending the Court of Revision, preparing a tender document for distribution by the City of Kawartha Lakes and an allowance for inspection. Appearances before appeal bodies have not been included in this cost estimate.

A plan has been prepared showing the location of the work and the approximate drainage area. A profile is included showing the depths and grades of the proposed work.

Assessment

As per Section 21 of the Drainage Act, the Engineer in his report shall assess for benefit and outlet for each parcel of land and road liable for assessment.

Lands, roads, buildings, utilities, or other structures that are increased in value or are more easily maintained as a result of the construction, improvement, maintenance, or repair of a drainage works may be assessed for benefit. (Section 22)

Lands and roads that use a drainage works as an outlet, or for which, when the drainage works is constructed or improved, an improved outlet is provided either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek, or watercourse may be assessed for outlet. The assessment for outlet shall be based on the volume and rate of flow of the water artificially caused to flow into the drainage works from the lands and roads liable for such assessments. (Section 23)

The Engineer may assess for special benefit any lands for which special benefits have been provided by the drainage works. (Section 24)

A Schedule of Assessment for the lands and roads affected by the work and therefore liable for the cost thereof will be prepared as per the Drainage Act. Also, assessments may be made against any public utility or road authority, as per Section 26 of the Drainage Act, for any increased cost for the removal or relocation of any of its facilities and plant that may be necessitated by the construction or maintenance of the drainage works. Items to be assessed under Section 26 shall be the actual cost plus a portion of the engineering (25% of the cost).

The cost of any approvals, permits or any extra work, beyond that specified in this report that is required by any utility, conservation authority, government ministry or organization (federal or provincial), or road authority shall be assessed to that organization requiring the permit, approval, or extra work.

The estimated cost of the drainage works has been assessed in the following manner:

1. The costs of the Glenarm Road road crossing have generally been assessed with 95% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
2. The costs of the Prospect Road road crossing have generally been assessed with 73% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
3. The Landowner of the W1/2 of L10, Concession 5 has agreed to compensation in lieu of an access culvert. 50% of the estimated cost of the access culvert have been assessed as an outlet assessment on upstream lands based on equivalent hectares.
4. The remaining cost of the drainage works have been assessed with approx. 60% of the estimated cost assessed as a benefit assessment and the remainder assessed as outlet assessment to the upstream properties based on equivalent hectares.

Agricultural Grant

It is recommended that application for subsidy be made for eligible agricultural properties. Any assessments against non-agricultural properties are shown separately in the Schedule of Assessment.

Access and Working Area

Access to the worksite and the working area shall generally be from Glenarm Road, Prospect Road and along the drainage works.

The working area between station 0+150 and Prospect Road shall be from the north side of the existing channel and shall extend 20 metres from the top of bank with a 2 m wide strip on the southerly side.

The working area between Prospect Road and Glenarm Road shall be from the east side of the proposed channel and the south side of the existing and shall extend 30 metres east or south from the top of bank with a 2 m wide strip on the northerly and westerly sides.

Allowances

Under Section 29 of the Drainage Act, the Engineer in the report shall estimate and allow in money to the Owner of any land that it is necessary to use for the construction or improvement of a drainage works or for the disposal of material removed from drainage works. This shall be considered an allowance for right-of-way.

Under Section 30 of the Drainage Act, the Engineer shall determine the amount to be paid to persons entitled thereto for damage, if any, to ornamental trees, lawns, fences, land and crops occasioned by the disposal of material removed from a drainage works. This shall be considered an allowance for damages. Section 30 allowances for drain replacement will be paid at the crop rate regardless of the land use.

Under Section 33 of the Drainage Act, the Engineer can provide and allowance for loss of access to an Owner instead of providing for the construction of an access.

Allowances for right-of-way are based on a land value of $12,350.00 per hectare. Allowances for crop loss are based on $1,500.00 per hectare for the first year and $750.00 for the second year (total $2,250.00 per hectare). Allowances for loss of access are $5,280.00 and are based on 50% of the cost of the required access.

Restrictions

No trees may be planted within the working area. If trees must be removed because they interfere with the drainage work or with access or other maintenance activities, they shall be removed at the expense of the Landowner. Permanent structures are not to be erected within 10 metres of either side of the drainage works.

Attention is also drawn to Sections 80 and 82 of the Drainage Act, which refer to the removal of obstructions in a drain and damage caused to a drain.

Existing Private Drainage

All existing subsurface drainage encountered during the construction of the proposed drains shall be reconnected to the proposed open channel.

Maintenance

Upon completion of the work, the drainage works shall be maintained as per the Schedule of Maintenance unless otherwise altered under provisions of the Drainage Act or as outlined below.

- The costs of the Glenarm Road road crossing shall be maintained with 95% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
- The costs of the Prospect Road road crossing shall be maintained with 73% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
- The channel shall be maintained as per the specifications and to the depths and grades as shown on the drawings contained in this Engineers Report.

All of the above is submitted for your consideration.

Yours truly,

June 3, 2019

Michael Gerrits, P. Eng.
R. Dobbin Engineering Inc.

LICENSED PROFESSIONAL ENGINEER
M.R.M. GERRITS
June 3, 2019
90117843
PROVINCE OF ONTARIO

City of Kawartha Lakes
Webster Drain
June 3, 2019

ALLOWANCES

Allowances have been made as per Sections 29, 30 & 33 of the Drainage Act for damages to lands and crops and loss of access.

Conc.	Lot or part	Roll No.	Owner	Section 29	Section 30	Section 33	Total
4	N 1/2 Lot 9	10-161	R. Graves	3,800	690	-	4,490
	S 1/2 Lot 10	10-162-10	C. Jackson	4,450	810	-	5,260
5	W 1/2 Lot 10	10-200	E. Wechsel	20,400	3,720	5,280	29,400
	Pt Lot 11	10-206	Victor Webster Farms Ltd.	-	200	-	200
			TOTAL ALLOWANCES	$ 28,650	$ 5,420	$ 5,280	$ 39,350

City of Kawartha Lakes
Webster Drain
June 3, 2019

Estimate of Cost

	Quantity	Unit	Material	Labour	
Allowances:					39,350
Brushing	0.11	Ha	-	1,120	1,120
Excavation of Drain	3036	cu.m	-	22,770	22,770
Levelling of Excavated Material	1120	m	-	5,600	5,600
Rock Excavation c/w Shatter & Vibration Monitoring	649	cu.m	-	63,300	63,300
Prospect Road					
Remove Existing 600ø & 900mmø CSPs	2	ea	-	960	
1600mmø CSP (Open Cut)	18	m	7,620	1,600	
Bedding Material	74	t	1,480	640	
Granular "B"	82	t	820	640	
Place Backfill	60	t	-	640	
Granular "A"	30	t	600	320	
Rip Rap Culvert Inlet and Outlet	30	sq.m	1,500	1,500	
Fence Removal and Reconstrction	40	m	200	960	
Traffic Control	1	LS	450	400	
Restoration	1	LS	600	500	
			13,270	8,160	21,430
Glenarm Road					
Remove Existing 600mmø CSP	1	ea	-	640	
1400mmø CSP (Open Cut)	26	m	9,210	2,240	
Bedding Material	100	t	2,000	960	
Granular "B"	154	t	1,540	1,280	
Place Backfill	150	t	-	640	
Granular "A"	42	t	840	480	
Rip Rap Endwall	45	sq.m	2,250	2,250	
Traffic Control	1	LS	600	1,200	
90 mm Asphalt (50mm HL8 & 40 mm HL4)	80	sq.m	2,400	720	
Fence Removal and Reconstrction	20	m	100	480	
Restoration	1	LS	600	500	
			19,540	11,390	30,930
Silt Fence	1	ea	250	-	250
Miscellaneous					13,610
	Sub Total				198,360
	Engineering				48,740
	Tendering				2,500
	Conservation Review Fee				470
	Inspection Allowance (Estimate)				21,780
	Total Estimate				**$271,850**

SCHEDULE OF ASSESSMENT

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total	Equivalent Ha.
Agricultural Land									
4	N 1/2 Lot 9	2.0	10-161	R. Graves	-	7,590	262	7,852	2.0
	S 1/2 Lot 10	5.7	10-162-10	C. Jackson	-	5,675	1,482	7,157	5.7
	Pt N 1/2 Lot 10	1.6	10-163	D. Brown	-	-	941	941	1.6
5	W 1/2 Lot 10	44.3	10-200	E. Wechsel	-	57,314	28,462	85,776	44.3
	Pt E 1/2 Lot 10	28.8	10-204	T. Bottan	-	-	19,073	19,073	28.8
	Pt Lot 11	53.6	10-206	Victor Webster Farms Ltd.	-	5,675	44,370	50,044	53.6
	Pt Lot 12	3.5	10-207	S. Panu	-	-	2,887	2,887	3.5
					-	76,253	97,477	173,730	
			Total Special Benefit		-				
			Total Benefit		76,253				
			Total Outlet		97,477				
			Total - Agricultural		173,730				
Non-Agricultural Lands									
4	Pt N 1/2 Lot 10	0.4	10-163-01	J. McFeeters	-	-	232	232	0.4
	Pt. Lot 11	0.5	10-206-01	T. Bottan	-	-	608	608	0.7
	Pt. Lot 12	0.4	10-207-01	L. Swailes	-	-	678	678	0.8
6	Pt. Lot 11	0.2	20-023	W. Allison	-	-	364	364	0.4
	Pt. Lot 11	0.3	20-023-10	S. Charles	-	-	414	414	0.5
	Pt Lot 11	0.7	20-028	CSI GP Glenarm Ltd.	-	-	579	579	0.7
					-	-	2,876	2,876	
			Total Special Benefit		-				
			Total Benefit		-				
			Total Outlet		2,876				
			Total - Non-Agricultural		2,876				

SCHEDULE OF ASSESSMENT

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total	Equivalent Ha.
Public Lands									
5	Pt E 1/2 Lot 10	1.2	10-204-01	City of Kawartha Lakes	-	-	2,623	2,623	3.6
Prospect Road		1.8		City of Kawartha Lakes	28,436	-	1,047	29,482	5.4
Glenarm Road		4.6		City of Kawartha Lakes	45,714	-	14,348	60,062	18.2
Sandringham Road		1.2		City of Kawartha Lakes	-	-	3,078	3,078	3.7
					74,150	-	21,095	95,245	

Total Special Benefit	74,150
Total Benefit	-
Total Outlet	21,095
Total - Public Lands	95,245
Total - Public Lands	95,245
Total Non-Agricultural Lands	2,876
Total Agricultural Lands	173,730
Total Assessment	$ 271,850

NOTE NET ASSESSMENTS = TOTAL ASSESSMENT LESS AVAILABLE GRANTS LESS ALLOWNACES

SCHEDULE OF MAINTENANCE

For Maintenance of the open channel portion of the drain from Station 0+150 to Station 1+302.
Road crossings will be maintained as per the Engineers Report.

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total	Equivalent Ha.
Agricultural Land								
4	N 1/2 Lot 9	2.0	10-161	R. Graves	332	1	333	2.0
4	S 1/2 Lot 10	5.7	10-162-10	C. Jackson	255	27	282	5.7
	Pt N 1/2 Lot 10	1.6	10-163	D. Brown	-	11	11	1.6
5	W 1/2 Lot 10	44.3	10-200	E. Wechsel	2,484	300	2,784	44.3
	Pt E 1/2 Lot 10	28.8	10-204	T. Bottan	-	303	303	28.8
	Pt Lot 11	53.6	10-206	Victor Webster Farms Ltd.	255	1,170	1,425	53.6
	Pt Lot 12	3.5	10-207	S. Panu	-	76	76	3.5
					3,326	1,889	5,215	
			Total Benefit		3,326			
			Total Outlet		1,889			
			Total - Agricultural		5,215			
Non-Agricultural Lands								
4	Pt N 1/2 Lot 10	0.4	10-163-01	J. McFeeters	-	3	3	0.4
	Pt. Lot 11	0.5	10-206-01	T. Bottan	-	16	16	0.7
	Pt. Lot 12	0.4	10-207-01	L. Swailes	-	18	18	0.8
6	Pt. Lot 11	0.2	20-023	W. Allison	-	10	10	0.4
	Pt. Lot 11	0.3	20-023-10	S. Charles	-	11	11	0.5
	Pt Lot 11	0.7	20-028	CSI GP Glenarm Ltd.	-	15	15	0.7
					-	72	72	
			Total Benefit		-			
			Total Outlet		72			
			Total - Non-Agricultural		72			

SCHEDULE OF MAINTENANCE

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total	Equivalent Ha.
Public Lands								
5	Pt E 1/2 Lot 10	1.2	10-204-01	City of Kawartha Lakes	-	79	79	3.6
Prospect Road		1.8		City of Kawartha Lakes	-	14	14	5.4
Glenarm Road		4.6		City of Kawartha Lakes	-	398	398	18.2
Sandringham Road		1.2		City of Kawartha Lakes	-	81	81	3.7
					-	573	573	

Total Benefit	-
Total Outlet	573
Total - Public Lands	573
Total - Public Lands	573
Total Non-Agricultural Lands	72
Total Agricultural Lands	5,215
Total Assessment	$ 5,860

Webster Drain
City of Kawartha Lakes
June 3, 2019

SPECIFICATION OF WORK

1. Scope of Work

The work to be included in this specification includes the deepening of an existing channel and the excavation of a new channel to be incorporated as the Webster Drain from the Part of L9, Concession 4, through the S1/2 of L10, Concession 4, through the W1/2 of L10, Concession 5 to its top end at the S Pt of L11, Concession 5 in the City of Kawartha Lakes.

2. General

Each tenderer must inspect the site prior to submitting their tender and satisfy themselves by personal examination as to the local conditions that may be encountered during this project. The Contractor shall make allowance in their tender for any difficulties which he may encounter. Quantities or any information supplied by the Engineer is not guaranteed and is for reference only.

All work and materials shall be to the satisfaction of the Drainage Superintendent who may vary these specifications as to minor details but in no way decrease the proposed capacity of the drain.

The Contractor shall be responsible for the notification of all utilities prior to the start of construction.

Measurement for Payment Clauses has not been included in these specifications and will be part of the Construction document. If the Construction document has not identified Measurement for Payment Clauses, the Contractor must notify the City of Kawartha Lakes and request clarification 2 days prior to pricing the project.

3. Plans and Specifications

These specifications shall apply and be part of the Contract along with the General Specifications for Closed Drains and the General Specifications for Open Drains. This Specification of Work shall take precedence over all plans and general conditions pertaining to the Contract. The Contractor shall provide all labour, equipment, and supervision necessary to complete the work as shown in the Plans and described in these specifications.

Any work not described in these specifications shall be completed according to the Ontario Provincial Standard Specifications and Standard Drawings.

Any reference to the Owner contained in these Contract Documents shall refer to the City of Kawartha Lakes or the Engineer authorized by the City of Kawartha Lakes to act on its behalf.

4. Health and Safety

The Contractor at all times shall be responsible for health and safety on the worksite including ensuring that all employees wear suitable personal protective equipment including safety boots and hard hats.

When applicable the Contractor shall be responsible for traffic control as per the Ontario Traffic Manual Book 7 – Temporary Conditions (latest revision).

The Contractor shall be responsible to ensure that all procedures are followed under the Occupational Health and Safety Act to ensure that work sites are safe and that accidents are prevented. In the event of a serious or recurring problem, a notice of non-compliance will be issued. The Contractor will be responsible for reacting immediately to any deficiency and correcting any potential health and safety risk. Continuous disregard for any requirement of the Occupational Health and Safety Act could be cause for the issuance of a stop work order or even termination of the Contract.

The Contractor shall also ensure that only competent workers are employed onsite and that appropriate training and certification is supplied to all employees.

5. Workplace Safety and Insurance Board

The Contractor hereby certifies that all employees and officers working on the project are covered by benefits provided by the Contractor. The WSIB Clearance Certificate must be furnished prior to the execution of the Contract and updated every 90 days.

6. Benchmarks

The benchmarks are based on geodetic elevations. Elevations are available at the locations shown on the drawings. Where these elevations are on existing structures to be replaced, they shall be transferred by the Contractor prior to the removal of the culvert.

The Contractor is required to complete a benchmark loop prior to construction to verify the benchmarks. If discrepancies exist, the Contractor must notify the Drainage Superintendent and Engineer prior to completing any work.

7. Access and Working Area

Access to the worksite and the working area shall generally be from Glenarm Road, Prospect Road and along the drainage works.

The working area between station 0+150 and Prospect Road shall be from the north side of the existing channel and shall extend 20 metres from the top of bank with a 2 m wide strip on the southerly side.

The working area between Prospect Road and Glenarm Road shall be from the east side of the proposed channel and the south side of the existing and shall extend 30 metres east or south from the top of bank with a 2 m wide strip on the northerly and westerly sides.

8. Removal of Existing Culverts

The existing road culverts shall be removed in their entirety. The steel culvert shall be disposed offsite at the expense of the Contractor. Suitable backfill shall be stockpiled adjacent to the site for reuse during installation of the proposed culvert.

9. Brushing and Tree Removal

All brush, trees, woody vegetation, etc. shall be removed from the working area/allowance of the drain. Other brush and trees may be removed from the side the equipment is operating to allow access for the equipment. Trees and brush shall be removed in their entirety including stumps and piled and burnt by the Contractor. Trees and brush on the side slopes shall be close cut. A stump killer pesticide manufactured for the purpose shall be applied to stumps according to manufacturer's specifications.

Brush can be cut with a chainsaw. A mechanical tree shear mower can be used on brush smaller than 35 mm in diameter. The Contractor shall be responsible for obtaining all necessary burning permits.

Certain trees may be left in place at the direction of the Drainage Superintendent. Any trees to be salvaged by the individual landowners shall be removed by the landowners with all resulting brush and branches cleaned up prior to the start of construction. If the Contractor agrees to remove any trees and set them aside for a landowner, the landowner will be responsible for any cleanup as above.

10. Excavation of Channel

The proposed channel shall have a 1.0 m wide bottom and a minimum of 3:1 side slopes. In areas where there is exposed rock the side slopes can be increased to 1:1. The existing topsoil in the area of the excavation shall be stripped and stockpiled within the working area. The centre of the channel shall be in the same location as the existing channel.

The side slopes of the new channel shall be seeded as soon as the final grading is completed. The channel shall be excavated to the proper depth using a laser or similar approved device with a labourer onsite to ensure correctness of grade and to confirm location of tile ends.

Any spoils shall be levelled within the working area. Spoils shall be placed a minimum 1.5m back from the top of the bank. The excavated material shall be placed and levelled to a maximum depth of two hundred millimetres (200 mm) and shall not impede overland drainage or cultivation of the land using farm machinery. If the spoils have sub-soil in them, the topsoil shall be windrowed along the edge of the working corridor prior to placing the sub-soil. After the excavated material has been levelled, the topsoil shall be spread to its original depth and left in a condition suitable for cultivation.

If Landowners request the spoils be disposed of outside the working area, a sign-off from the receiving property must be obtained. Costs associated with disposing of spoils outside the working area are the responsibility of the contactor. No additional payment will be made for disposing of spoils outside the working area.

Restoration shall be in accordance with the restoration specification.

11. Rock Excavation (Provisional)

Rock excavation may be required to complete the open channel and culvert installations. If the Contractor chooses to drill and blast rock within the project limits the Contractor will be required to adhere to the monitoring and vibration control portion of this specification. **The monitoring and vibration control portion of this specification does not apply to rock excavation with a hammer or excavator.** The items described are to be carried out to the provisions of OPSS 120 – General Specification For the Use of Explosives and OPSS 206 - Construction Specification for Grading.

Excavated rock shall be used to fill in the side slopes throughout the open channel as directed by the Drainage Superintendent or otherwise disposed offsite at the Contractors expense.

A slight grade change of up to 0.15 m may be permitted if the rock grade is within the excavated area. However all grade raises must be approved in writing by the Engineer prior to any grade changes. Standing water within the channel is not permitted.

The Contractor will only be permitted to blast between 8:00 am and 6:00 pm.

The following utilities and agencies shall be notified at least 72 hours prior to blasting. Additional requirements as described in OPSS 120 shall be followed.

- City of Kawartha Lakes
- Hydro One
- Bell Canada

The Contractor, through the services of a Blasting Consultant, shall monitor the vibration levels at the closest building and/or service to the blast site during each blast. The monitoring equipment shall meet the requirements of the Pre-Condition Survey and Vibration Monitoring.

The Contract must also meet all conditions of the applicable utility companies.

The following will apply when excessive vibration readings are measured:

Should any two (2) consecutive readings fall between 50 and 80 mm/s PPV, the Blasting Contractor shall cease all further blast hole loading other than those required for a 'third' reading. Should this third reading be below 50 mm/s PPV, the loading of the blast holes may continue. Should the third reading be in excess of 50 mm/s PPV, the Blasting Contractor shall cease all blasting in the area and move to a new area and continue blasting. The Blasting Contractor shall then submit a revised loading pattern as approved by the Blasting Consultant to the Contract Administrator for the area where blasting was discontinued.

Should any one (1) reading be in excess of 80 mm/s PPV, the Blasting Contractor shall cease all further blast hole loading other than those required for one subsequent reading. Should this reading fall below 50 mm/s PPV, blasting may continue. Should this reading be in excess of 50 mm/s PPV, the Blasting Contractor shall cease all blasting in the area and move to a new area and continue blasting. The Blasting Contractor shall then submit a revised loading pattern as approved by the Blasting Consultant to the Contract Administrator for the area where blasting was discontinued.

After blasting, the Blasting Contractor must perform a site condition survey of buildings and services to determine if any damage has resulted upon completion of blasting or immediately following the receipt of a complaint. Any damage must be reported in writing immediately to the Contract Administrator.

A blast report summarizing the results of the vibration and air blast levels shall be submitted to the Contract Administrator at the end of each work day in which blasting is carried out. Copies of the seismic records shall be made available if requested.

12. Installation of Road Crossings

The Contractor shall supply, install, and backfill aluminized corrugated steel pipe with a minimum wall thickness of 2.8 mm in all cases. All corrugation profiles shall be of helical lockseam manufacture using 68 x 13 mm corrugations for 1600 mm dia. pipe and smaller and 125 x 25 mm corrugations for 1800 mm dia. pipe and larger. Pipe with 125 x 25 mm corrugations shall be used if 68 x 13 mm corrugations are not available. Future culvert replacements shall be to the same specifications.

The proposed culverts shall be installed in the same general location as the existing culverts. The location of the culvert may be moved a short distance if approved by the Engineer or Drainage Superintendent in writing.

The bottom of the excavation for both the culvert and tile shall be excavated to the required depth with any over excavation backfilled with granular material or 19mm clear stone. When the culvert has been installed to the proper grade and depth, the excavation shall be backfilled with granular or 19mm clear stone from the bottom of the excavation to the springline of the pipe. Care shall be taken to ensure that the backfill on either side of the culvert does not differ by more than 300 mm so that the pipe is not displaced. Within the road allowance the pipe and culvert shall be backfilled from the springline to finished grade with compacted granular "B" material within 150 mm of finished grade. Granular B material shall be mechanically compacted to 98% modified standard proctor density. Outside the road allowance excavated material can be used. The top 150 mm of Granular "A" material shall be mechanically compacted to 100% modified standard proctor density. Payment for additional material shall be at the unit price specified in the Contract documents. Asphalt shall be HL4 and have a minimum thickness of 50 mm and shall match the existing road.

It is the Contractors responsibility to locate and expose any utilities prior to the installation of any culvert or tile. If there is a conflict with the tile elevation, the Contractor is required to notify the Engineer.

Rip rap ends are to be used with 1.5:1 side slopes. The rip rap shall consist of 100 mm x 250 mm quarry stone or approved equal. The area to receive the rip rap shall be graded to a depth of 400 mm below finished grade. Filter fabric (Terrafix 270R or approved equal) shall then be placed with any joints overlapped a minimum 600 mm. The quarry stone shall then be placed with the smaller pieces placed in the gaps and voids to give it a uniform appearance.

If concrete blocks are used, the culvert shall be shortened to accommodate the difference in length. The concrete blocks shall have dimensions of approx. 600 mm x 600 mm x 1200 mm, 600 mm x 600 mm x 2400 mm or 300 mm x 600 mm x 1200 mm as required. The top of the culvert shall govern block elevation. The correct block shall be set with the top of the block equal to the top of the culvert. The blocks shall be set at each end of the culvert so that each row of blocks will be offset approx. 100 mm from the row below. The bottom row shall consist of one block placed parallel to the culvert. The blocks shall be imbedded a minimum of 300 mm into each bank and shall extend into the drain bottom to match the pipe invert or below.

The blocks shall be placed over a layer of filter fabric (Terrafix 270R or approved equal). The culvert shall be backfilled in conjunction with the placement of the blocks. The gaps between the culvert and the blocks shall be filled with concrete cinder blocks/bricks and mortar to give the endwall a finished appearance.

Restoration shall occur in accordance with Specification 16.

13. Subsurface Drainage

The landowners are responsible to mark all tile outlets entering the drain. The landowner is responsible for all costs to maintain private tile outlets. Any washouts along the channel banks caused by surface or subsurface water entering the channel through private facilities shall be repaired at the direction of the Drainage Superintendent with the costs assessed to the benefiting landowner.

Tile ends shall be repaired with equivalent sized non perforated HDPE agricultural tubing with a manufactured coupling and rodent grate. In the case of concrete or clay tile, the tile end shall be excavated into the bank a minimum of 3 metres. Any washouts from surface water or at tile ends shall be repaired with rip rap (100 mm x 250 mm quarry stone or gabion stone) and filter fabric (Terrafix 270R or approved equal).

The area to receive rip rap shall be graded to a minimum depth of 300 mm. If the washout is greater than 300 mm then excavated or fill material shall be placed to sub-grade. The filter fabric shall then be placed with any joints overlapped a minimum of 600 mm. The rip rap shall then be placed to a depth of 300 mm and from the base of the side slope to the top of the bank with the smaller pieces being placed in the gaps and voids to give it a uniform appearance. The area to receive rip rap shall be graded and the rip rap placed to allow any surface water directed to this area to be allowed to enter the channel over the rip rap. The rip rap shall generally be keyed to a depth of 600 mm at the top of the bank. Any native material that has washed into the channel shall be removed and spread on the adjacent property.

There are no known sub-surface drains entering the channel.

14. Outlet Works

When light duty silt fencing has been specified it shall be constructed immediately downstream of any outlet works for the duration of construction.

The light duty silt fencing shall be supplied and installed in accordance with OPSS 577 and OPSD 219.110. The light duty silt fencing shall be removed once the disturbed area has been revegetated.

15. Fencing

The Contractor shall remove any cross fences necessary to carry out construction operations. Upon completion of the work, the fences shall be reconstructed using existing materials.

16. Restoration

Road restoration shall be in accordance with the following:

- Excavation in accordance with OPSS 206.
- Compaction in accordance with OPSS 501 (Prov.).
- 150 mm of Granular 'A' and 300 mm of Granular 'B'. Granular in accordance with OPSS 1010.
- Disturbed areas within the road right-of-way shall be restored in accordance with the contract drawings and include roadside ditching, 100 mm of native topsoil and seed. Topsoil in accordance with OPSS 802. Seed in accordance with OPSS 804.

Seeding Application rates are as follows:

- Primary seed (85 kg/ha.) consisting of 50% red fescue, 40% perennial ryegrass and 5% white clover.
- Nurse crop consisting of Italian (annual) ryegrass at 25% of total weight.
- Fertilizer (300 kg/ha.) consisting of 8-32-16.

17. Environmental Considerations

The Contractor shall take care to adhere to the following considerations.

- All activities, including maintenance procedures, shall be controlled to prevent the entry of petroleum products, debris, rubble, concrete, or other deleterious substances into the water. Vehicle and equipment refuelling and maintenance shall be conducted away from the channel, any surface water runs, or open inlets. All waste materials shall be stockpiled well back from the top of the bank and all surface water runs and open inlets that enter the drain.

- The Contractor shall install a silt fence downstream of the work area. The silt fence shall consist of filter fabric or manufactured silt fence supported with posts. The silt fence shall be removed once all construction is completed.

- The Contractor shall maintain a dry working area during construction.

- All construction in the channel shall be carried out during periods of low flow.

18. Miscellaneous

When crossing utilities the Contractor is responsible to co-ordinate construction with the affected companies and complete construction in accordance with the affected company requirements.

LOT 13

LOT 12

LOT 11

LOT 10

LOT 9

10-207
S. PANU
3.49 Ha

4

10-206
VICTOR WEBSTER FARMS LTD.
53.63 Ha

20-028
CSI GP GLENARM LTD.
0.70 Ha

6

5

3

2

GLENARM ROAD

1+302

BM#2

10-163
D. BROWN

1.62 Ha

1

30m WORKING AREA C/W 2m WIDE STRIP
ON NORTH AND WEST SIDE OF THE CHANNEL

10-200
E. WECHSEL
44.32 Ha

10-204
T. BOTTAN
28.80 Ha

10-162-10
C. JACKSON

5.69 Ha

0+304

0+474

0+581

BM#1

0+150

EXISTING
OPEN CHANNEL

0+000

10-161
C. GRAVES
2.00 Ha

20m WORKING AREA C/W 2m WIDE STRIP
ON NORTH SIDE OF THE CHANNEL

PROSPECT ROAD

SANDRINGHAM ROAD

LICENSED PROFESSIONAL ENGINEER
MARK GERRITS
JUNE 3, 2019
2017-847
PROVINCE OF ONTARIO

CONCESSION 4

CONCESSION 5

CONCESSION 6

LEGEND

- EXISTING CULVERT
- EXISTING CULVERT TO BE REPLACED
- DRAINAGE AREA
- (2) CULVERT LOCATION
- WEBSTER DRAIN
- DRAIN

OWNER INDEX NUMBER

1. 10-163-01 J. McFEETERS 0.40 Ha
2. 10-204-01 CITY OF KAWARTHA LAKES 1.21 Ha
3. 10-206-01 T. BOTTAN 0.49 Ha
4. 10-207-01 L. SWAILES 0.41 Ha
5. 20-023 W. ALLISON 0.22 Ha
6. 20-023-10 S. CHARLES 0.25 Ha

Dobbin Engineering Inc.
4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME:
Webster Drain Plan

PROJECT No.
2017-847

APPROVED M. GERRITS	SCALE: 1:10,000 0 100 200 300m			
CHECKED B. VAN RUITENBERG	NO.	REVISIONS	DATE	BY
DRAWN J. WARNER	2	FINAL REPORT	JUNE 3, 2019	MG
	1	FOR CA APPROVAL	JAN. 18, 2019	JW

CITY of KAWARTHA LAKES

WEBSTER DRAIN PLAN

1 OF 4

GENERAL NOTES

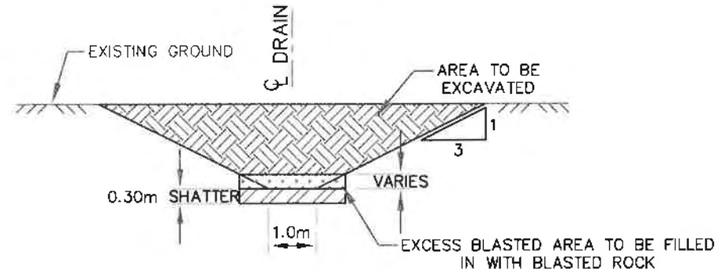
1. BENCHMARK No.1 ELEV. 286.07
   TOP WEST END OF EXISTING 900mmø
   CSP, STATION 0+474

2. UPPER NUMBERS ARE DEPTH FROM GROUND/
   TOP OF BANK TO BOTTOM OF NEW CHANNEL.

DRAIN EXCAVATION

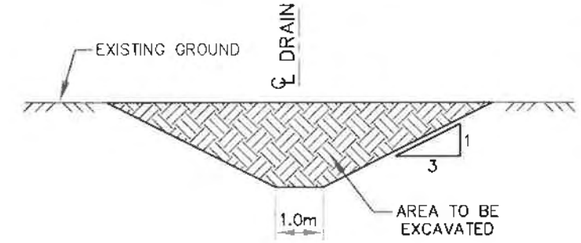
ROCK BLASTING

ROCK SHATTER



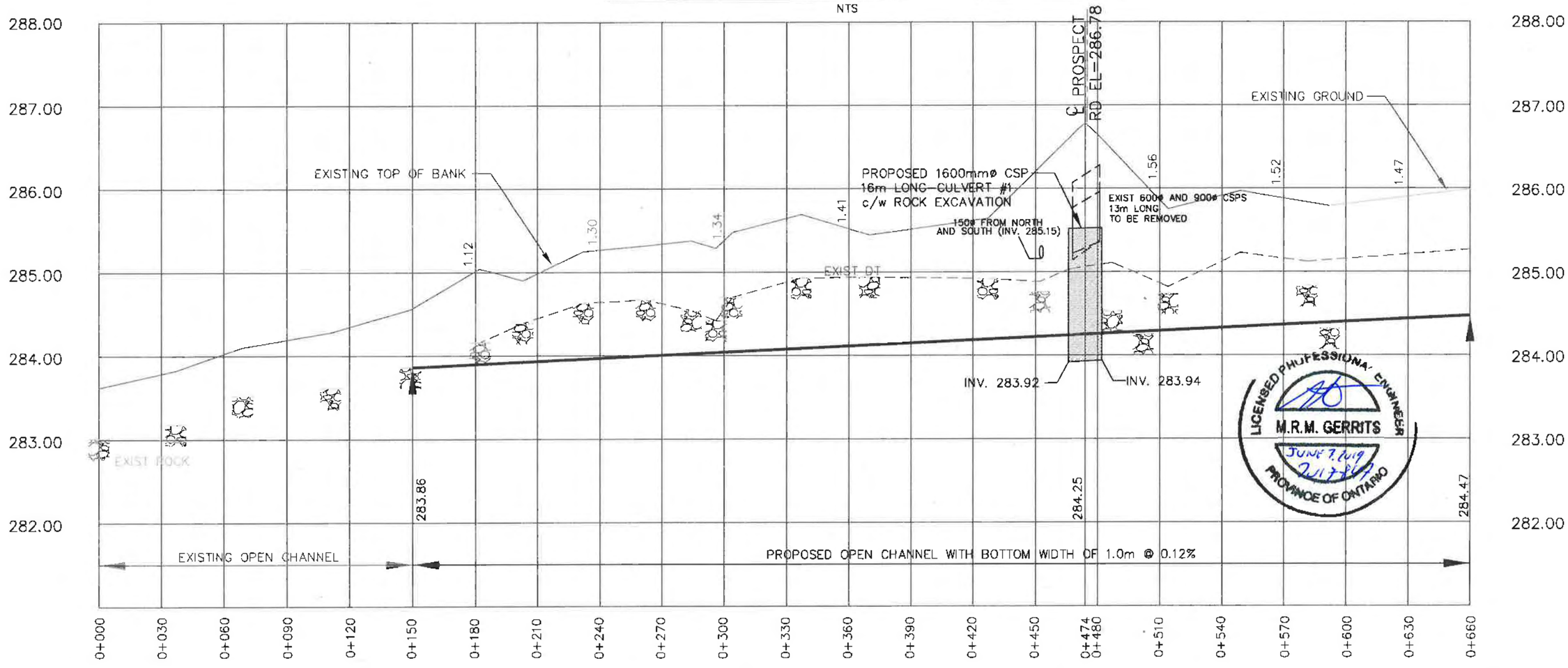
TYPICAL DRAIN CROSS SECTION IN EARTH AND ROCK

NTS



TYPICAL DRAIN CROSS SECTION IN EARTH

NTS



LICENSED PROFESSIONAL ENGINEER
M.R.M. GERRITS
JUNE 7, 2019
PROVINCE OF ONTARIO

Dobbin Engineering Inc.

4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME:
Webster Drain Profile 1

PROJECT No.
2017-847

APPROVED
M. GERRITS

CHECKED
B. VAN RUITENBURG

DRAWN
J. WARNER

NO.	REVISIONS	DATE	BY
2	FINAL REPORT	JUNE 3, 2019	MG
1	FOR CA APPROVAL	JAN. 18, 2019	JW

SCALE: 1:2,000
0 20 40 60m

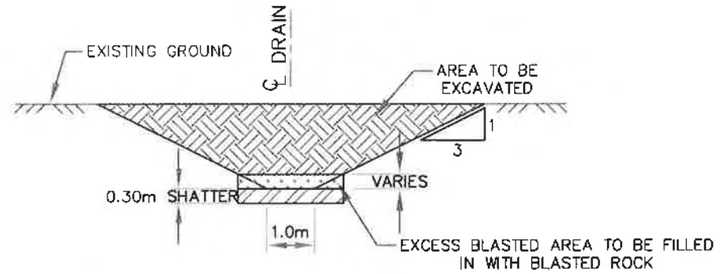
CITY of KAWARTHA LAKES

WEBSTER DRAIN
PROFILE

GENERAL NOTES

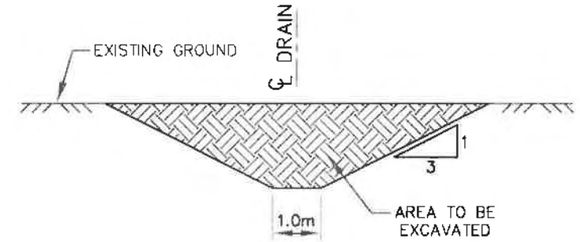
1. BENCHMARK No.2 ELEV. 287.57
   TOP OF NAIL ON HYDRO POLE ON THE SOUTH SIDE OF GLENARM ROAD APPROXIMATELY 75m WEST OF PROPOSED DRAINAGE WORKS (STA. 1+291)
2. UPPER NUMBERS ARE DEPTH FROM GROUND TO BOTTOM OF NEW CHANNEL.

DRAIN EXCAVATION
ROCK BLASTING
ROCK SHATTER



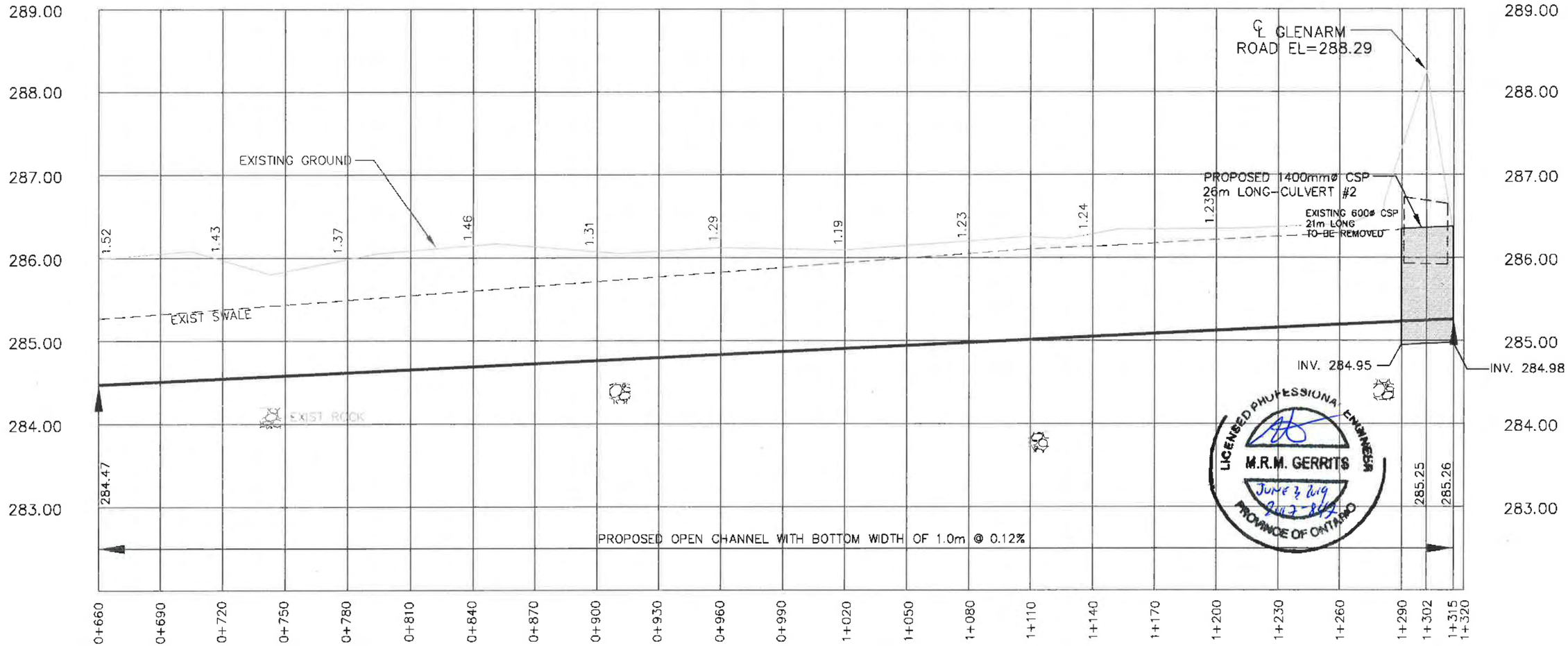
TYPICAL DRAIN CROSS SECTION IN EARTH AND ROCK

NTS



TYPICAL DRAIN CROSS SECTION IN EARTH

NTS



LICENSED PROFESSIONAL ENGINEER
M.R.M. GERRITS
June 3, 2019
PROVINCE OF ONTARIO

Dobbin Engineering Inc.

4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME:
Webster Drain Profile 2

PROJECT No.
2017-847

APPROVED
M. GERRITS

CHECKED
B. VAN RUITENBURG

DRAWN
J. WARNER

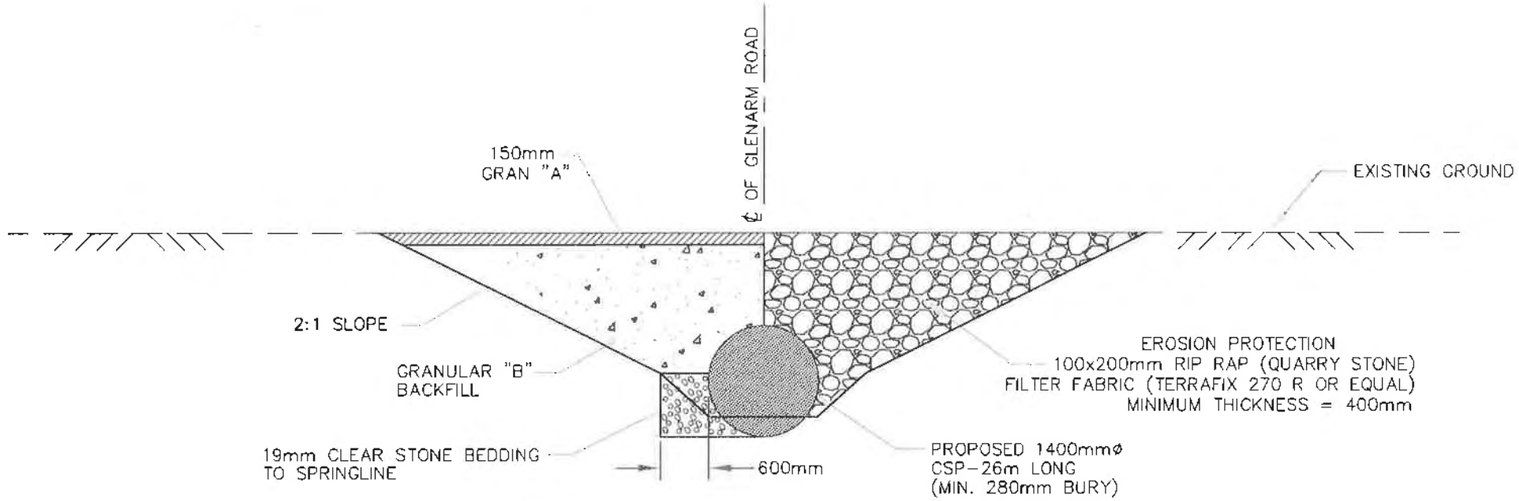
NO.	REVISIONS	DATE	BY
2	FINAL REPORT	JUNE 3, 2019	MG
1	FOR CA APPROVAL	JAN. 18, 2019	JW

SCALE: 1:2,000
0 20 40 60m

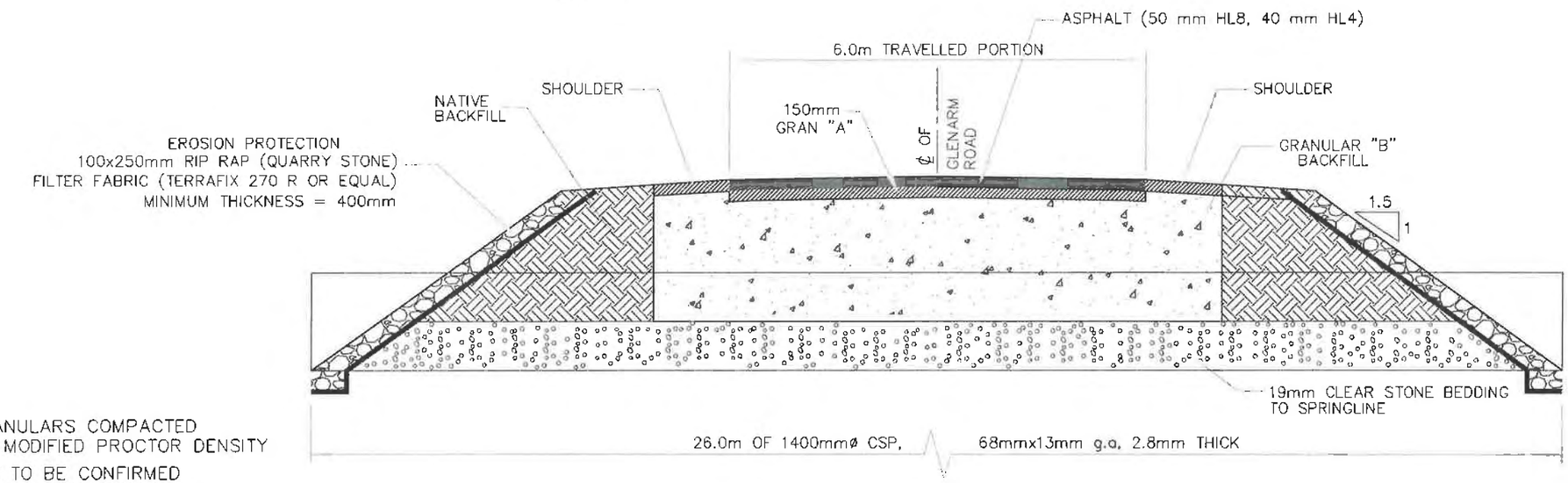
CITY of KAWARTHA LAKES

WEBSTER DRAIN
PROFILE

3 OF 4



PROPOSED PIPE END SECTION
CULVERT #2
(NON TRAVELLED PORTION)



NOTE:
1. ALL GRANULARS COMPACTED TO 98% MODIFIED PROCTOR DENSITY
2. INVERTS TO BE CONFIRMED AT TIME OF CONSTRUCTION
3. CULVERT #1 DOES NOT REQUIRE ASPHALT LIFT.

PROPOSED CROSS-SECTION
CULVERT #2

LICENSED PROFESSIONAL ENGINEER
M.R.M. GERRITS
JUNE 3, 2019
2017-847
PROVINCE OF ONTARIO

Dobbin Engineering Inc.
4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME: Webster Drain Culvert Detail

PROJECT No. 2017-847

APPROVED: R. DOBBIN

CHECKED: B. VAN RUITENBURG

DRAWN: J. WARNER

NO.	REVISIONS	DATE	BY
2	FINAL REPORT	MAY 8, 2019	MG
1	FOR CA APPROVAL	JAN. 18, 2019	JW

SCALE 1:75 (0 – 2m)

279

CITY of KAWARTHA LAKES
WEBSTER DRAIN
ROAD CULVERT DETAIL

The Corporation of the City of Kawartha Lakes

Minutes

Drainage Board Meeting

Consideration Meeting: DB2019-02
Tuesday, July 2, 2019
7:00 P.M.
Victoria Room
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Councillor Ron Ashmore
Councillor A. Veale
Charles Clarke
Jim Oriotis
Mike Verbik

Accessible formats and communication supports are available upon request.

1. Call to Order

Chair A. Veale called the meeting to order at 7:00 p.m. Drainage Board members Councillor Ashmore, C. Clarke, J. Oriotis, and M. Verbik were in attendance.

Staff Present: Supervisor of Technical Services M. Farquhar, and Drainage Superintendent L. Feitler

Drainage Engineer Present: Michael Gerrits, P. Eng.

The Chair introduced the members of the board and staff present for the Meeting of Consideration.

2. Administrative Business

2.1 Adoption of Agenda

DB2019-014
Moved By C. Clarke
Seconded By M. Verbik

That the agenda be adopted as circulated.

Carried

2.2 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

2.3 Adoption of Minutes from Previous Meeting

Drainage Board Meeting Minutes of June 12, 2019

DB2019-015
Moved By J. Oriotis
Seconded By Councillor Ashmore

That the minutes of the Drainage Board meeting held on June 12, 2019, be adopted as circulated.

Carried

3. Meeting to Consider: Presentation of Report

3.1 Presentation of the Engineer - Webster Drain

Michael Gerrits, P. Eng
R. Dobbin Engineering Inc.

The Chair asked Drainage Engineer, Michael Gerrits, to present his engineering report on the Webster Drain.

Mr. Gerrits provided a brief summary of his report prepared pursuant to Section 4 of the Drainage Act, RSO 1990. On September 13, 2017 and July 12, 2018, the City of Kawartha Lakes received a petition signed by Victor Webster Farms and Ella Wechsel, respectively, requesting improved drainage for their properties in the Township of Eldon, Concession 5, and West 1/2 Lot 10 and Part Lot 11. Lake Simcoe Regional Conservation Authority approved the design of the drain on

May 8, 2019, however they noted the regulated area the work would occur in and provide some restrictions to the Engineer.

The objective of this report is to provide improved drainage for the above described lands of the petitioners. The need for improved drainage is created by the petitioners' request for providing their respective lots with a legal outlet for subsurface water generated on the properties.

Mr. Gerrits advised that on-site meetings were held on November 1, 2017 and June 6, 2018.

A summary of the drainage work to be incorporated as the Webster Drain is as follows:

- Prepare an Engineers Report under the Drainage Act to address the petitions (2).
- Replace the Glenarm Road centreline culvert.
- Replace the Prospect Road centreline culvert.
- Construct an open channel across the W1/2 of Lot 10, Concession 5 and complete a ditch cleanout and deepening for 310m west of Prospect Road on the S1/2 of Lot 10, Concession 4 and Lot 9, Concession 4.
- Allowances have been made to Pt. Lot 11 and W1/2 L Lot 10, Concession 5 and to S1/2 L Lot 10 and Lot 9, Concession 4.
- The estimated costs are estimated to be $271,850 which includes engineering, tendering and an allowance for inspection.

Mr. Gerrits briefly explained the schedule of assessments included in the report. It was noted that concern with assessments will be addressed at the Court of Revision which would occur following Council adoption of the preliminary by-law. He also highlighted that there would likely be a change of the northern and eastern edges of the watershed boundary, altering the drainage area and respective assessments due to further survey work in the field.

3.2 Question and Answer Period

Members of the Board and Members of the Public

The Chair asked if there was anyone in attendance that wished to ask any questions of the Drainage Engineer.

Ms. Swailes questioned Mr. Gerrits if her property would still remain in the watershed, if the boundary is changed.

Mr. Jackson questioned Mr. Gerrits if he could elaborate on the proposed depths and widths of the drain, and if his tiles could be tied into the drain.

The questions were addressed by the Drainage Engineer. The Board members also asked questions which were answered by the Drainage Engineer and staff.

Mr. Gerrits offered assistance to anyone who had any further questions to contact him directly.

4. Opportunity to Add or Withdraw Signatures to the Petition

Mr. Gerrits advised of the two names who had signed the petition, and noted any benefits for people to add their name to the petition.

The Chair then gave an opportunity for anyone to add or withdraw their signatures from the petition.

No one added or withdrew their signature from the petition.

Mr. Gerrits noted that the petition remained valid under Section (4)(1) of the Drainage Act as outlined in the Report.

5. Recommendation of the Drainage Board to Council

DB2019-016
Moved By M. Verbik
Seconded By J. Oriotis

Recommend that the City of Kawartha Lakes Drainage Board recommend that Council adopt the Engineer's Report for the Webster Drain and instruct the Clerk to prepare the necessary by-law;

That Council proceeds with the first and second reading of the by-law to provisionally adopt the report; and

That Council instructs staff to make the necessary arrangements for a Court of Revision to be held on the Engineer's Report for the Webster Drain.

Carried

6. Adjournment

DB2019-017
Moved By C. Clarke
Seconded By M. Verbik

That the Drainage Board Meeting adjourn at 7:24 p.m.

Carried

The Corporation of the City of Kawartha Lakes

By-law 2019-XXX

A By-law to provide for Drainage Works in the City of Kawartha Lakes to be known as the Webster Municipal Drain

Recitals

1. The Council of the City of Kawartha Lakes has procured a report under section 4 of the Drainage Act for the new construction of the Webster Municipal Drain
2. The Council of the City of Kawartha Lakes received a report made by R. Dobbin Engineering Inc. dated June 3, 2019 (the "Report").
3. The engineer's report includes the deepening of an existing channel and the excavation of a new channel to be incorporated as the Webster Drain from the Part of L9, Concession 4, through the S1/2 of L10, Concession 4, through the W1/2 of L10, Concession 5 to its top end at the S Pt of L11, Concession 5 in the former township of Eldon in the City of Kawartha Lakes, providing for a legal subsurface outlet for drainage
4. The estimated total cost of constructing the drainage works is $271,850.00
5. $95,245.00 is the amount to be contributed by the City of Kawartha Lakes for the drainage works
6. At the conclusion of the Drainage Board Meeting held on July 2, 2019 to consider the Webster Municipal Drain Report, the petition for drainage works remained valid

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-XXX pursuant to the *Drainage Act*.

Authorization

1. The report is adopted and the drainage works described in it are authorized. These works shall be completed in accordance with the Report, attached as Schedule E.

Borrowing

2. The City of Kawartha Lakes may borrow on the City's credit the amount of $271,850.00, which is the amount necessary for the construction of the drainage works.

3. A special rate shall be levied upon lands and roads as set forth in the assessment schedules included as Schedules A to D to this By-law, less the total amount of:
    a. grants to the agricultural lands under Section 85 of the Act, where applicable; and
    b. allowances granted under Section 29 to 33 of the Act, where applicable. The special rate shall become due and payable as a single cash payment within 30 days of the invoicing of it by the City, or if single cash payment has not been made within 30 days of the invoicing, then the amount shall be levied upon the

lands and roads as set forth in Schedules A to D to this By-law and collected in the same manner and at the same time as other taxes are collected; and

c. If requested in writing, the Corporation of the City of Kawartha Lakes may arrange for the issue of debentures as stipulated in Council Policy CP2017-004 that is in effect at the time of the passing of the actual cost by-law.

4. For paying the amount of $95,245.00 which is the amount assessed upon lands and roads belonging to or controlled by the municipality, a special rate sufficient to pay the amount assessed, plus interest, shall be levied upon the whole rateable property within the City of Kawartha Lakes and shall be collected as a single cash payment.

5. This By-law shall come into force on the passing thereof and may be cited as the *"Webster Municipal Drain By-law"*

By-law read a first and second time on the 16th day of July, 2019 and provisionally adopted.

_____ _____

Andy Letham, Mayor Cathy Ritchie, City Clerk

By-law read a third time on the ___ day of ____, _____.

_____ _____

Andy Letham, Mayor Cathy Ritchie, City Clerk

Schedule A Webster Drain (June 3 2019) a

Schedule B Webster Drain (June 3 2019) E

Schedule C Webster Drain (June 3 2019) S

Schedule D Webster Drain (June 3 2019) S

Schedule E Webster Drain Report (June 3

Dobbin Engineering Inc.
4218 Oil Heritage Road
Petrolia, Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233
www.dobbineng.com

The City of Kawartha Lakes
26 Francis Street
Lindsay, ON
K9V 5R8

July 5, 2019

Mayor, Council and Drainage Board:

Re: Webster Drain
(Recommendation for Consideration at the Court of Revisions)

Please find attached the following information for consideration at the Court of Revision for the above noted drain. The revisions include the following:

- Two pages of the Drain report have been revised.
  Page 1 of the report has been revised to include the following:
  - The estimated of cost in the Summary of Work Section of the Drain Report has been revised to reflect the proposed costs of $271,850 identified in the June 3, 2019 drain report.
  - The second petitioners name had been revised from Ella Webster to Ella Wechsel in the Authorization under the Drainage Act Section of the drain report.

  Page 7 of the report has been revised to include the following:
  - The maintenance section of the report has been revised to include a future land use change on the property ending with the Area Roll Number 10-204. If the forested area on the Southern portion of the property is cleared, there will be a charge of $292 assessed against the property. The $292 shall be retained by the City of Kawartha Lakes until maintenance is completed on the drain at which time the costs will be credit to the maintenance cost.

- Two drawings have been revised.
  - Drawing 1 of 4, Webster Drain Plan has been revised to reflect the adjusted watershed limits and land use. A survey was completed on July 2, 2019 and determined the lands ending with an Area Roll Number 10-207, 20-023, 20-023-10 and 20-028 are not in the watershed. The survey also confirmed that Sandringham Road is not in the watershed. The survey also confirmed the lands ending with an Area Roll Number 10-206 and 10-206-01 need to be adjusted to reflect a surface water break in the watershed.

  -Drawing 2 of 4, Webster Drain Profile has been revised to include the existing channel bottom between station 0+000 and 0+150.

- The Schedule of Assessment has been revised to reflect the adjusted watershed plan.

- The schedule of Maintenance has been revised to reflect the proposed schedule of assessment.

All other information included in the June 3, 2019 drain report remain unchanged. If you have any questions about the revisions please contact me.

Yours truly,

July 5, 2019

Michael Gerrits, P. Eng.
R. Dobbin Engineering Inc.

Dobbin Engineering Inc.

4218 Oil Heritage Road
Petrolia, Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233
www.dobbineng.com

June 3, 2019

The City of Kawartha Lakes
26 Francis Street
Lindsay, ON
K9V 5R8

Mayor, Council and Drainage Board:

Re: Webster Drain

In accordance with your instructions, I have undertaken an examination of Part of Lot 11, Concession 5, and Part of Lot 10, Concession 5 with regards to providing the lots with a legal outlet for subsurface water generated on the properties.

The Lake Simcoe Regional Conservation Authority has approved the May 8, 2019 design of the Webster Drain. The design presented in this report is the same design that has been approved.

Summary of Work

The work includes the following:

- Prepare an Engineers Report under the Drainage Act to address the petitions (2).
- Replace the Glenarm Road centreline culvert.
- Replace the Prospect Road centreline culvert.
- Construct an open channel across the W1/2 of Lot 10, Concession 5 and complete a ditch cleanout and deepening for 310m west of Prospect Road on the S1/2 of Lot 10, Concession 4 and Lot 9, Concession 4.
- Allowances have been made to Pt. Lot 11 and W1/2 L Lot 10, Concession 5 and to S1/2 L Lot 10 and Lot 9, Concession 4.
- The estimated costs are estimated to be $271,850 which includes engineering, tendering and an allowance for inspection.

Authorization under the Drainage Act

The City of Kawartha Lakes received two petitions for drainage, one on September 13, 2017 from Victor Webster Farms Ltd and a second petition from Ella Wechsel on July 12, 2018.

No trees may be planted within the working area. If trees must be removed because they interfere with the drainage work or with access or other maintenance activities, they shall be removed at the expense of the Landowner. Permanent structures are not to be erected within 10 metres of either side of the drainage works.

Attention is also drawn to Sections 80 and 82 of the Drainage Act, which refer to the removal of obstructions in a drain and damage caused to a drain.

Existing Private Drainage

All existing subsurface drainage encountered during the construction of the proposed drains shall be reconnected to the proposed open channel.

Maintenance

Upon completion of the work, the drainage works shall be maintained as per the Schedule of Maintenance unless otherwise altered under provisions of the Drainage Act or as outlined below.

- The costs of the Glenarm Road road crossing shall be maintained with 95% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
- The costs of the Prospect Road road crossing shall be maintained with 73% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
- The channel shall be maintained as per the specifications and to the depths and grades as shown on the drawings contained in this Engineers Report.
- If the lands ending Area Roll Number 10-204 complete tree removal of the forested area at the south portion of the property the property shall be assessed $292. The assessment shall be retained by the City of Kawartha Lakes until maintenance is completed on the drain at which time the costs will be a credit to the maintenance cost.

All of the above is submitted for your consideration.

Yours truly,

Michael Gerrits, P. Eng.

City of Kawartha Lakes
Webster Drain
June 3, 2019

SCHEDULE OF ASSESSMENT

(Recommended for Consideration at the Court of Revision)

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total	Equivalent Ha.
Agricultural Land									
4	N 1/2 Lot 9	2.0	10-161	R. Graves	-	7,590	283	7,872	2.0
	S 1/2 Lot 10	5.7	10-162-10	C. Jackson	-	5,675	1,595	7,269	5.7
	Pt N 1/2 Lot 10	1.6	10-163	D. Brown	-	-	1,014	1,014	1.6
5	W 1/2 Lot 10	44.3	10-200	E. Wechsel	-	57,314	30,906	88,220	44.3
	Pt E 1/2 Lot 10	28.8*	10-204	T. Bottan	-	-	20,455	20,455	25.2
	Pt Lot 11	53.6**	10-206	Victor Webster Farms Ltd.	-	5,675	48,133	53,807	46.9
					-	76,253	102,384	178,637	
			Total Special Benefit		-				
			Total Benefit		76,253				
			Total Outlet		102,384				
			Total - Agricultural		178,637				
Non-Agricultural Lands									
4	Pt N 1/2 Lot 10	0.4	10-163-01	J. McFeeters	-	-	250	250	0.4
	Pt. Lot 11	0.3	10-206-01	T. Bottan	-	-	461	461	0.5
					-	-	711	711	
			Total Special Benefit		-				
			Total Benefit		-				
			Total Outlet		711				
			Total - Non-Agricultural		711				

SCHEDULE OF ASSESSMENT

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total	Equivalent Ha.
Public Lands									
5	Pt E 1/2 Lot 10	1.2	10-204-01	City of Kawartha Lakes	-	-	2,900	2,900	3.6
Prospect Road		1.8		City of Kawartha Lakes	28,436	-	1,128	29,564	5.4
Glenarm Road		4.1		City of Kawartha Lakes	45,714	-	14,323	60,037	16.2
					74,150	-	18,352	92,502	
				Total Special Benefit	74,150				
				Total Benefit	-				
				Total Outlet	18,352				
				Total - Public Lands	92,502				
				Total - Public Lands	92,502				
				Total Non-Agricultural Lands	711				
				Total Agricultural Lands	178,637				
				Total Assessment	$ 271,850				

NOTE - NET ASSESSMENTS = TOTAL ASSESSMENT LESS AVAILABLE GRANTS LESS ALLOWNACES

- * Pt E1/2 Lot 10, Concession 5 (ARN 10-204) has 7.7 ha of Bush)
- ** Pt Lot 11, Concession 5 (ARN 10-206) 13.5 ha of Subsurface Water)

City of Kawartha Lakes
Webster Drain
June 3, 2019

SCHEDULE OF MAINTENANCE

(Recommended for Consideration at the Court of Revision)

For Maintenance of the open channel portion of the drain from Station 0+150 to Station 1+302.
Road crossings will be maintained as per the Engineers Report.

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total	Equivalent Ha.
Agricultural Land								
4	N 1/2 Lot 9	2.0	10-161	R. Graves	332	1	333	2.0
	S 1/2 Lot 10	5.7	10-162-10	C. Jackson	255	29	284	5.7
	Pt N 1/2 Lot 10	1.6	10-163	D. Brown	-	12	12	1.6
5	W 1/2 Lot 10	44.3	10-200	E. Wechsel	2,484	325	2,809	44.3
	Pt E 1/2 Lot 10	28.8*	10-204	T. Bottan	-	328	328	25.2
	Pt Lot 11	53.6**	10-206	Victor Webster Farms Ltd.	255	1,280	1,535	46.9
					3,326	1,975	5,301	
			Total Benefit		3,326			
			Total Outlet		1,975			
			Total - Agricultural		5,301			
Non-Agricultural Lands								
4	Pt N 1/2 Lot 10	0.4	10-163-01	J. McFeeters	-	3	3	0.4
	Pt. Lot 11	0.3	10-206-01	T. Bottan	-	17	17	0.7
					-	20	20	
			Total Benefit		-			
			Total Outlet		20			
			Total - Non-Agricultural		20			

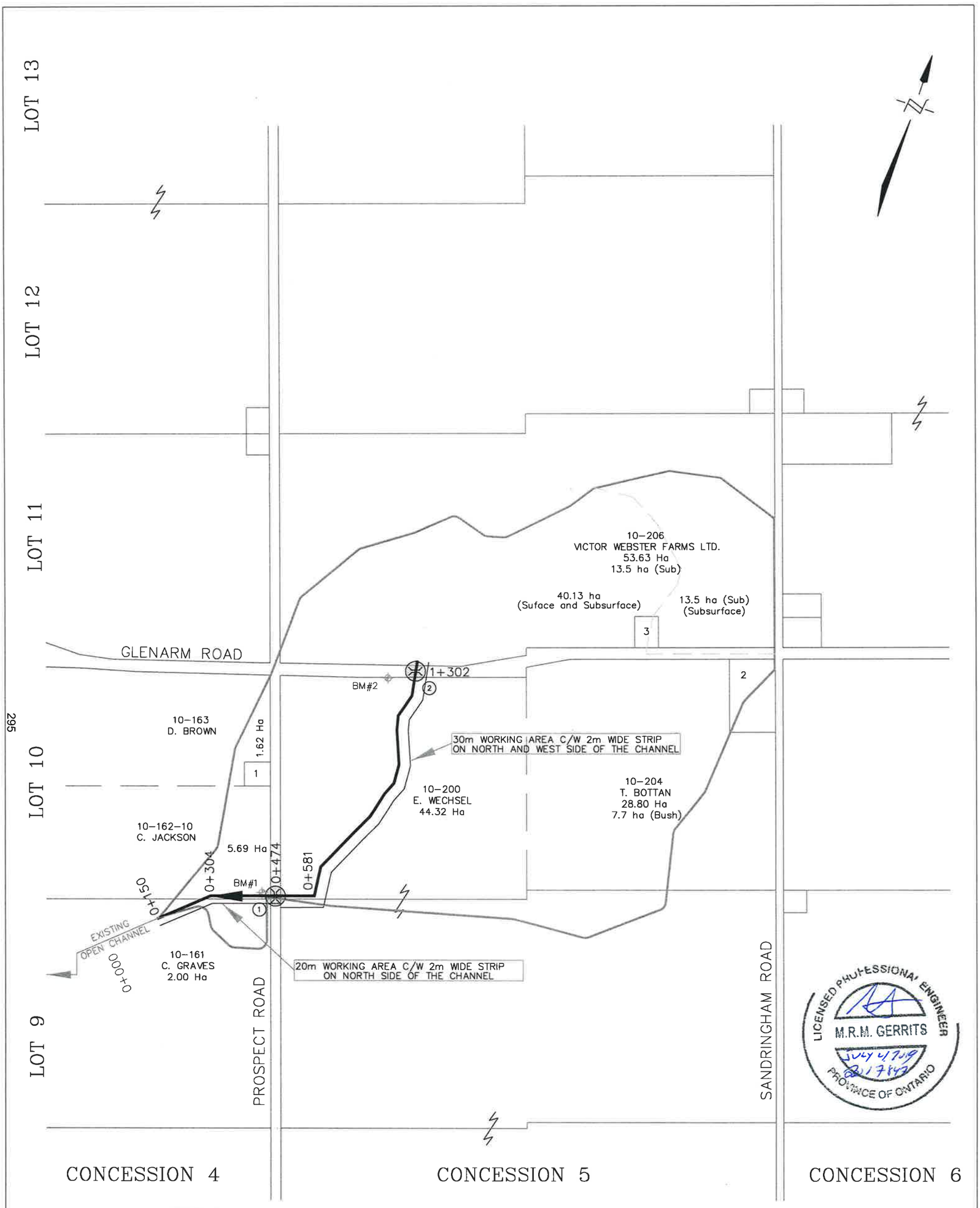
SCHEDULE OF MAINTENANCE

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total	Equivalent Ha.
Public Lands								
5	Pt E 1/2 Lot 10	1.2	10-204-01	City of Kawartha Lakes	-	96	96	3.6
Prospect Road		1.8		City of Kawartha Lakes	-	15	15	5.4
Glenarm Road		4.1		City of Kawartha Lakes	-	428	428	16.2
					-	539	539	

Total Benefit	-
Total Outlet	539
Total - Public Lands	539
Total - Public Lands	539
Total Non-Agricultural Lands	20
Total Agricultural Lands	5,301
Total Assessment	$ 5,860

NOTE - * Pt E1/2 Lot 10, Concession 5 (ARN 10-204) has 7.7 ha of Bush)

- ** Pt Lot 11, Concession 5 (ARN 10-206) 13.5 ha of Subsurface Water)



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LEGEND

- EXISTING CULVERT
- EXISTING CULVERT TO BE REPLACED
- DRAINAGE AREA
- SUB CATCHMENT BOUNDARY
- (2) CULVERT LOCATION
- WEBSTER DRAIN
- DRAIN

OWNER INDEX NUMBER

1. 10-163-01 J. McFEETERS 0.40 Ha
2. 10-204-01 CITY OF KAWARTHA LAKES 1.21 Ha
3. 10-206-01 T. BOTTAN 0.33 Ha

Dobbin Engineering Inc.
4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME: Webster Drain Plan

PROJECT No. 2017-847

APPROVED	SCALE: 1:10,000 (0 100 200 300m)			
M. GERRITS				
CHECKED	NO.	REVISIONS	DATE	BY
B. VAN RUITENBERG	3	WATERSHED ADJ.	JULY 4, 2019	MG
DRAWN	2	FINAL REPORT	JUNE 3, 2019	MG
J. WARNER	1	FOR CA APPROVAL	JAN. 18, 2019	JW

CITY of KAWARTHA LAKES

WEBSTER DRAIN PLAN

GENERAL NOTES

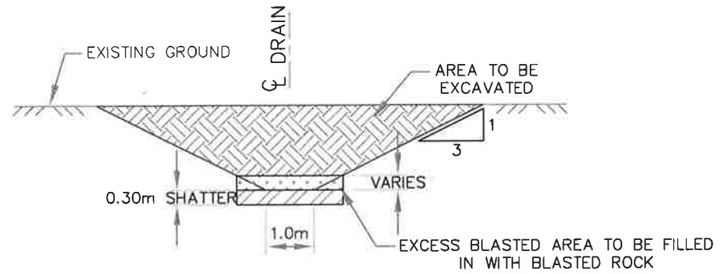
1. BENCHMARK No.1 ELEV. 286.07
   TOP WEST END OF EXISTING 900mmø
   CSP, STATION 0+474

2. UPPER NUMBERS ARE DEPTH FROM GROUND/
   TOP OF BANK TO BOTTOM OF NEW CHANNEL.

DRAIN EXCAVATION

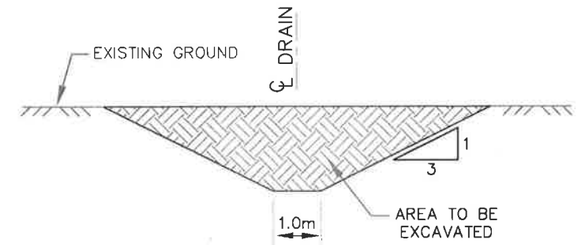
ROCK BLASTING

ROCK SHATTER



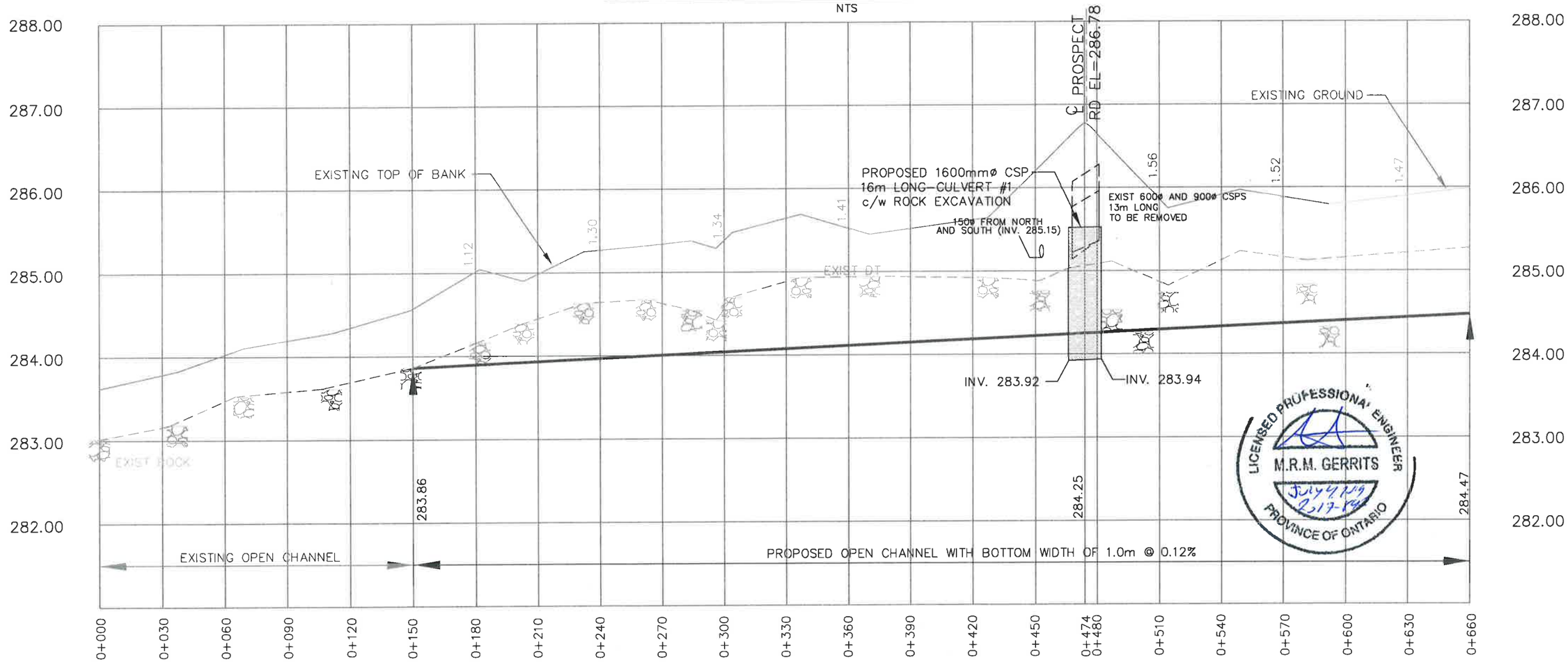
TYPICAL DRAIN CROSS SECTION IN EARTH AND ROCK

NTS



TYPICAL DRAIN CROSS SECTION IN EARTH

NTS



LICENSED PROFESSIONAL ENGINEER
M.R.M. GERRITS
July 4/19
PROVINCE OF ONTARIO

Dobbin Engineering Inc.

4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME:
Webster Drain Profile 1

PROJECT No.
2017-847

APPROVED
M. GERRITS

CHECKED
B. VAN RUITENBURG

DRAWN
J. WARNER

NO.	REVISIONS	DATE	BY
3	FINAL REPORT	JULY 4, 2019	MG
2	FINAL REPORT	JUNE 3, 2019	MG
1	FOR CA APPROVAL	JAN. 18, 2019	JW

SCALE: 1:2,000
0 20 40 60m

CITY of KAWARTHA LAKES

WEBSTER DRAIN
PROFILE

2
OF 4

The Corporation of the City of Kawartha Lakes

Council Report

Report Number WM2019-009

Date: July 16, 2019
Time: 1:00 p.m.
Place: Council Chambers

Ward Community Identifier: All

Title: Mattress Recycling Pilot Results and Recommendations

Description: An update for Council on the mattress recycling pilot and recommendations to make it a permanent program.

Author and Title: David Kerr, Manager Environmental Services

Recommendation(s):

That Report WM2019-009, **Mattress Recycling Pilot Results and Recommendations**, be received; and

That Council approves the mattress recycling program as outlined in this report to continue on a permanent basis; with an operating budget for 2020 of $76,500.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At the Council Meeting of November 14, 2019 Council adopted the following resolution:

CR2017-977
Moved By Councillor James
Seconded By Councillor Veale

Resolved That Report WM 2017-009, **Pilot Mattress Recycling Program**, be received;
That Council approve the implementation of a Mattress Recycling program as a 19 month pilot to start June 1, 2018 and end on December 31, 2019 as outlined in this report WM 2017-009 at a cost of $72,600.00 for 2018 and $124,500.00 for 2019; and
That staff report back to Council on the success of the mattress recycling pilot program by July 31, 2019 with future program recommendations and 2020 budget expectations.

Carried

This report addresses that direction.

On November 14, 2017 staff brought a report to council with recommendations to begin a mattress recycling pilot program to begin in 2018 and end on December 31, 2019. In the Integrated Waste Management Strategy as approved by council it is recommended that the City implement a mattress recycling program in 2019. As part of the background research, it was determined that the cost savings through deferring the closure of the landfill by saving space realized with the implementation of a mattress recycling program are significant and would more than pay for the program costs. Mattresses also do not compact in landfills and the springs get caught up in the landfill equipment which increases maintenance costs. Therefore, staff recommended that this diversion effort be implemented as a pilot program starting June 1, 2018.

A request for quotation for a mattress recycling contractor was sent out in early 2018 and the City entered into a contract with Recyc Mattress Inc. for the duration of the pilot program with the option for two one-year extensions. The pilot program began later than anticipated in September of 2018 due to some unanticipated necessary modifications needed to be made to the saw tooth drop off area to better facilitate the drop-off and loading of mattresses into a trailer.

Since the majority of the mattresses are received at the Lindsay Ops landfill, and it was the only large site that had the space to store the mattresses for recycling the pilot took place only at the Lindsay Ops landfill. In the interim mattresses were still accepted for disposal at the other four landfill sites. Alternatively, residents were able to purchase a mattress sticker at $15.00/mattress and set their mattress(es) items out for collection at the curb for collection by Miller similar to the bulky waste program. Mattresses put out through curbside collection were then picked up delivered to the Lindsay Ops landfill for recycling. The contractor picking up the mattresses at Lindsay Ops and transporting them to the processing site charges the city $17/mattress.

Rationale:

The mattress recycling pilot has been very successful so far. From September 2018 to May 2019, 2098 mattresses were recycled. The public have been very receptive and there have been no issues with the public or the mattress recycler.

The 2098 mattresses recycled have saved approximately 1363.70m³ of landfill space (0.65m³ per mattress). In general this space could hold 954.59 tonnes of normal residential waste compacted to 0.700kg/m3. This is the average compaction for most residential waste. Based on previous reports prepared for the City Landfill space is valued at $150 per tonne. Therefore there has been a savings of $143,188.50 in landfill space.

It is estimated that the City will receive approximately 4000 mattresses per year to be recycled. This equates to 2600m³ of air space saved which would allow on average 1820 tonnes of residential waste. This is valued at an annual savings of $273,000 per year in deferred landfill space.

Due to the success of the pilot program, staff recommends making the program permanent. Staff will continue to accept mattresses at the other landfill sites as waste, but plan to review the feasibility expansion of the mattress recycling program to other landfills. This will be reviewed as a goal in the Integrated Waste Management Strategy Update which will be brought to council for approval in November of 2019 for waste management initiatives over the next five years. Also increased public education with information to residents to place their mattress curbside or bring the mattress to Lindsay Ops to be recycled should increase the capture rate of mattresses that currently may be going to the other sites to be landfilled.

Staff has consulted with the Waste Management Advisory Committee, the Lindsay Ops Landfill Public Review Committee, and the Fenelon Landfill Public Review Committee regarding making the pilot program permanent and all committees have been supportive of this recommendation.

At the Waste Management Advisory Committee meeting on May 8, 2019 the following resolution was made:

Moved By Councillor Veale
Seconded By Councillor Ashmore

RESOLVED THAT the Committee support the staff recommendation to continue the Mattress Recycling program as a permanent program; and

THAT options for a city-wide program be explored.

Carried

At the Lindsay Ops Landfill Public Review Committee meeting on June 12, 2019 the following resolution was made:

Moved By Councillor Dunn

Seconded By Chris Appleton

Resolved That the Lindsay Ops Landfill Public Review Committee supports the staff recommendation to continue the Mattress Recycling program as a permanent program; and

That options for a city-wide program be explored.

Carried

At the Fenelon Landfill Public Review Committee meeting on May 23, 2019 the following resolution was made:

Resolved That the Fenelon Landfill Public Review Committee supports moving beyond the pilot project and implementing mattress recycling as a permanent program.

Moved By Robert Coleman
Seconded By Julia Taylor

Carried

Other Alternatives Considered:

Council could choose to amend the Consolidated Fees Bylaw 2018-234 to increase the price charged to the public to recycle or dispose of a mattress from $15.00 to $17.00. This would cover all of the costs of recycling mattresses that is currently spent on contract costs. However this would put more of a burden on residents and may deter them from disposing of mattresses properly.

Council could also choose to cancel the pilot; however there would be a deferred loss in landfill space and associated significant cost implication. Staff recommends that the City continue to lead by example in diverting mattresses from the landfill in order to save landfill space and extend landfill life.

Financial/Operation Impacts:

With an annual estimate of 4,000 mattresses being recycled this equates to a value of approximately $273,000 of savings per year in landfill space. The contract costs per year are an estimated $68,000 and therefore there is a total cost savings of $205,000 per year. Staff will budget $76,500 in 2020 for mattress recycling to add a contingency of 500 mattresses.

	Sept 2018 to May 2019	**Annual estimate**
Number of Mattresses Recycled	2098	4000
Contract Cost	$35,666.00	$68,000.00
Landfill Space Saved (m3)	1363.7	2600
Tonnes Saved	100	190.66
Tonnes of Space Saved at residential compaction rate of 0.7	954.59	1820
Value of Space Saved	-$143,188.50	-$273,000.00

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

This report contributes to the Council Adopted Strategic Plan, namely Strategic Action 3.1.2 which is “Executing the Waste Management Strategy”. This report aligns with the City’s Integrated Waste Management Strategy to divert materials from landfill and find further recycling opportunities to save landfill space.

Also, the proposed pilot mattress recycling program aligns with Goal #3 of a "Healthy Environment". The act of mattress diversion aligns with the City's vision of a naturally beautiful community that protects our local environment, enhances water quality and creates an improved quality of life.

Department Head E-Mail: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson

From: Hazen Dart
Sent: Friday, July 05, 2019 2:02 PM
To: Agenda Items
Subject: Noise by-law exemption

I am requesting to be exempt from the city's noise by-law because we are having a wedding on August 3, 2019, starting at 3:00 pm and ending at 12:00 am. The location is at 761 Salem RD little Britain Ont. Neighbours have been told and there will be about 75 guests.

Thank you
Hazen Dart

Agenda Item	Title	Resolution	Live Music?	Neighbours Notified?
14.2.1	**Request for Noise By-law Exemption** Hazen Dart	**That** the July 5, 2019 e-mail correspondence from Hazen Dart regarding a Request for Noise By-law Exemption, be received; and **That** the exemption of the City's Noise By-law 2005-025, as amended, for the wedding event being held at 761 Salem Road, Little Britain, on August 3, 2019 from 3:00 p.m. to 12:00 a.m., be approved.	There will be no live music. The reception will end at 12:00 am.	Yes No local Cottager Association

Council Memorandum

Date: July 16, 2019

To: Council

From: Ron Ashmore, Councillor Ward 6

Re: Speed reduction on Centreline Road from Shamrock Road to Tracey's Hill Road

Recommendation

That the memorandum regarding a speed reduction on Centerline Road be received;

That staff explore the need for a speed reduction from 80-60 km/h on Centreline Road from Shamrock Road to Tracey's Hill Road;

That a speed reduction and solid lines be explored as options to improve safety for both drivers and residents along this section of Centreline Road; and

That recommendations be brought back to council by the end of Q3 2019.

Rationale

Currently there are eleven entrances on the section of Centerline that spans from Shamrock Road to Tracey's Hill. Four of the eleven entrances are farm entrances, two are municipal entrances, one is a commercial entrance and the remaining four are residential entrances. This road is especially busy during the summer months; traffic is further increased by visitors who traverse this particular section of Centerline Road to access a nearby resort.

The road itself, in this section, is curved in both directions with a large hill which accelerates traffic causing treacherous conditions for residents and entrance users. Centreline Road has experienced increased traffic in recent years and as a result, local residents have raised the concern over their safety. Residents are requesting a speed reduction and solid lines to prevent dangerous passing manoeuvres. The residents would appreciate staff investigating this request.

Council Memorandum

Date: July 16, 2019

To: Council

From: Ron Ashmore , Councillor Ward 6

Re: Thurstonia Docks

Recommendation

That the memorandum from Councillor Ashmore, regarding **Thurstonia Docks**, be received;

That staff allow the remaining dock holders, who have not renewed their licences, an additional 60 days to disassemble their docks and equipment located on their lot space;

That staff investigate the possibility of allowing a dock association group to administer the licencing of dock spaces within Thurstonia;

That staff investigate the feasibility of dock licence holders having the ability to transfer their licences to Thurstonia residents; and

That by – law not order the demolition of existing dock spaces until these requests have been considered by staff.

Rationale

The scope of this memorandum extends to Thurstonia dock holders only. Council allowed until July 15, 2019, for lease holders to comply with a new dock leasing policy in Thurstonia and Kenstone Beach. The vast majority of lease holders in Thurstonia have complied. As of July 2019, there are approximately thirty dock spaces that have either not renewed, or are in the process of renewing, their licences. In addition, some leaseholders have not been able to disassemble their dock or arrange a contractor to do so. As a result of these issues, the remaining people affected by the policy have asked for additional time to conclude the process.

Council Memorandum

Date: July 16th, 2019

To: Council

From: Doug Elmslie, Deputy Mayor

Re: Levels of Service for Gillis Street, Killarney Bay Road, and Grove Road

Recommendation

That the memorandum from Deputy Mayor Elmslie regarding **levels of service for Gillis Street, Killarney Bay Road, and Grove Road** be received;

That Gillis Street, Killarney Bay Road and Grove Road continue to receive the level of service they have traditionally received until an agreement with the City can be enacted; and

That if an agreement is not reached by December 31st, 2021, the matter be referred back to Council for further direction or resolution.

Rationale

Gillis Street, Killarney Bay Road and Grove Road have received maintenance, including snow plowing, for more than six decades. Discontinuing this service would yield a modest saving as combined, all three roads span less than two kilometers. These roads are not private, but rather, are classed as unassumed roads. Moreover, each of these roads are “Forced Roads”; thus, there are no liability issues associated with maintaining service. As such, these roads should retain the level of service that they have been experiencing until a formal agreement can be reached.

Council Memorandum

Date: July 16th, 2019

To: Council

From: Tracy Richardson, Councillor Ward 8

Re: Marilyn Crescent

Recommendation

That the memorandum from Councillor Richardson, regarding **Marilyn Crescent**, be received; and

That staff review Marilyn Crescent and prepare a report providing options for improvement by the end of Q3 2019.

Rationale

The Highview Acres Water System was replaced over nine years ago. During construction, it was communicated to residents on Marilyn Crescent that their road would be resurfaced. Residents feel that their road was weakened during the water system instillation and that it has been steadily deteriorating. Residents feel that the pothole patching cannot deliver the required remediation; as such, they are requesting that Marilyn Crescent be resurfaced.

RECEIVED

JUN 13 2019

OFFICE OF THE CITY CLERK
KAWARTHA LAKES

May 20, 2019

To the Council of the City of Kawartha Lakes,

We, as residents of Lakeland Road, Bobcaygeon, are submitting a petition to repair and resurface our road.

Over the years our paved road has continued to erode to the point that a number of residents including myself have either fallen or done damage to their vehicles. We realize and appreciate that the City does occasionally come down and try to fill pot holes. However, due to the very poor condition of our road this is only proving to be a "bandaid" solution. The City spends money to fill pot holes but within two to three days the road has totally broken away again. The erosion that has taken place in many areas is so severe that there is no pavement and the depth of these craters exceeds eight inches and very unsafe to drive through. Parts of the road have completely disintegrated. We have sharp curves on our road that when we try to go around the eroded areas we end up on the other side and this is just an accident waiting to happen. Lakeland Road is dead end and there is no alternative route to take to drive out. We must rely on this road to be in good condition. We were under the impression that we were on a one year list to get the road resurfaced. Then it went to a five year waiting period. From the information we received from the Engineering Dept. we are now on no list. This has to be addressed and rectified as soon as possible.

Yours truly

Jack Richel and the residents of Lakeland Road
jrichel@bell.net
705-738-9750

5 PAGES

Person Submitting the Petition

Name:	JACK + DIANE RICHEL
Address:	152 LAKELAND RD.
Phone:	705-738-9750

Petition

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.
I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

REPAIR + RESURFACE
~~(Insert Petition Request Here)~~
LAKELAND ROAD

#	Name	Contact Information	Signature
104	Marie Charles	marie.charles416@gmail.com 416-356-9061	
104	Andy Charles	416-~~356~~ 500-8679	
104	Victoria Charles	647-292-3728	
106	Kathleen Danaher	905-409-4332	
106	Ryan Danaher	905-409-5900	
102	Susanne Ebsworthy	905.294.1285	
102	Ron Ebsworthy.	905.294.1285	
102	Rebecca Ebsworthy.	905.294.1285	
102	Matthew Ebsworthy.	905.294.1285	
82	David Horne	647 938-9304	
82	JOHN FINNERTY	416-346-6505	
82	Nancy Finnerty	416 709 4186	
82	Maureen Finnerty	416-709-4186	
83	Jim Cook	905-242-8033	
84	Janice Cook	905 242 8033	

Signatories to a Petition are deemed to have waived any expectation of privacy as a result of the record being created for review by the general public. Questions about the collection and disclosure of personal information contained in this petition should be directed to the Office of the City Clerk at 705-324-9411 extension 1295 or 1322. All signature pages submitted must include the petition request for the signatures to be considered valid.

Person Submitting the Petition JACK AND DIANE RICHEL

Name:

Address: 152 LAKELAND RD

Phone: 705-738 9750

Petition

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.

I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

ROAD REPAIR
(~~Insert Petition Request Here~~)
& RESURFACING

#	Name	Contact Information	Signature
92	Matt Wyatt	705 879 3744	
92	Sheryl Wyatt	705 879 2457	
92	Mathe Wyatt	705-821-3744	
86	CARRIE ROBB	905-715-7530	
86	STEVE ROBB	905-715-7531	
86	ANN DAVID	905-841-0606	
86	Dan Driedzic	905-841-0606	
152	JACK RICHEL	705-738-9750	
76	DALE COTTON	289 314-9181	
76	ANNE COTTON	289-314-9181	
64	Mira + JOHN Finlay	905-626-2620	
58	James Hancock	705-731-9892	
52		905-431-2839	
52		519-432-3032	
52	Nancy Andrews	905-431-2839	
52	Sebastien Bell	647-447-9862	
46	Karen Yates	905 579 3320	

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Person Submitting the Petition

Name:	JACK AND DIANE RICHEL
Address:	152 LAKELAND RD.
Phone:	705-738 9750

Petition

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.
I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

RESURFACE LAKELAND RD.

(Insert Petition request here)

#	Name	Contact Information	Signature
146	MAUREEN McKEOWN	416 930 9880 146 Lakeland Rd	M. McKeown
145	KRISTINE WILSON	705 731 0435 145 LAKELAND RD	[illegible]
156	Robyn Haughton	416-727-5172 156 Lakeland dr	[illegible]
	Ronnie Haughton	647-296-7763	[illegible]
	SCOTT ROGERS	416-580-0052	[illegible]
	BARRY ST. MARTIN (DEVELAND)	416-562-4480	[illegible]
166	JOE MERINGER	166 LAKELAND 705-432-9562	[illegible]
160	MEREDITH SVETEC	705-868-4562	[illegible]
160	Dylan Brown	160 LAKELAND 705-879-7775	[illegible]
142	Zoe van Empel	142 Lakeland Drive 705 738 1531	[illegible]
	ANDREW HAMBLY	416 882 4706	AH / [illegible]
	STEVEN SIMMONS	416 429 6128	[illegible]
	SCOTT McDermid	647 407 6897	[illegible]
	Zoe Van Empel	647 738 1531	[illegible]
	Danielle Da Silva	416 2198980	[illegible]

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Name:	JACK + DIANE RICHEL
Address:	152 LAKELAND RD.
Phone:	705 738-9750

Petition

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.

I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

REPAIR + RE SURFACE
LAKELAND ROAD
(~~Insert Petition Request Here~~)

#	Name	Contact Information	Signature
140	JOY DOW	140 Lakeland Rd 905 252 8880	
140	Andrew Dow	140 Lakeland Road 905-717-2502	
	Charlie Blakeman	905-527 3711 5 Courtney Lane	
	Kathleen Stephenson	(705) 748-6655 15 Courtney Lane	K Stephenson
	Hollie Blakeman-Armstrong	5 COURTNEY LANE 705 308 1574	
	RON ARMSTRONG	5 COURTNEY LANE 705 344-4105	
	Miroslav Markovych	905 896 52	
	Alda DeFranco	14 COURTNEY 416-400-7207	
	JOE DEFRANCO	416 625 2438	
	ELEUNANOR BOGDANETS	15 COURTNEY LANE 416 723-5523	
112	Brendan MacLean	416 433 2560	B. MacLean
112	PAUL MACLEAN	416-727-5974	
112	RITA MACLEAN	416 831 7946	
110	BRIAN ALLEN	705-934 5538	
110	ANNE-MARIE ALLEN	647-456-4760	

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Person Submitting the Petition

Name: JACK + DIANE RICHEL

Address:
152 LAKELAND RD.

Phone:

705 738 9750

Petition

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.

I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

REPAIR LAKELAND RD BOBCAYGEON

(~~Insert Petition Request Here~~)

RESURFACE LAKELAND RD

#	Name	Contact Information	Signature
40	CHIP WILSON	cwilson@goderich.ca	
40	Jill Wilson	jill@loyalistpublicaffairs.ca	
	SANDY WILSON	sandywilson56@gmail.com	
32	Jennifer Peach	jennycarter56@gmail.com	
	Barb Carter	barb0878@gmail.com	
30	Brenda Boswell	brendaboswell@bell.net	
24	Rosalinda + Tony Leo	rosieleo07rn@gmail.com	
24	Sara Leo	saraa-leo@hotmail.com	
24	Nate Vanderheyden	"	
24	Tony Leo	~~[illegible]~~ antonino1leo57@gmail.com	
	Aleksandra Filipovic	afilipovic@bellstores	
22	Wm Richel	william.richel@me.com	
11	Theresa Tamburro	tamburrotheresa@hotmail.com	
11	Daryl Cameron	cameirndaryl@hotmail.com	
	CHRIS STUBBS	731-7687	
	Bill Harrison	738-4732	
	Zack Thibadeau	341-6533	
152	DIANE RICHEL	705-464-0852	

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Person Submitting the Petition

Name:	JOHN IRELAND
Address:	11 MILL STREET LINDSAY ON K9V-2K7
Phone:	705-344-0444

Petition

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.

I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

We object to the proposed development at 3 Saint David Street and 4 Riverview Road for one or all of the following reasons. The development as proposed will negatively affect the urban canopy, will negatively affect property values, will negatively affect the historical character of the surrounding neighbourhood, presents privacy concerns for neighbouring residents due to the proposed height of the development , and we have increased traffic concerns

#	Name	Contact Information	Signature
	KERRY BIRD	705 340 8957	Kerry B.
	JOHN ELLIS	705 879 9041	J. Ellis
	Susan Holmes	705 340-0902	S. Holmes
	BILL McGee	705-328-1440	W. McGee
	Judy McGee	705-328-1440	Judy McGee
	Ilona Sailer	705-324-3678	Ilona Sailer
	Betty Igoe	705 341-8280	Betty Igoe
	Wendy Little	705-320-8206	Wendy Little
	M Samuel		M S
	T Kirkwood	878 0184	T Kirkwood
	[illegible]	705 878 8875	[illegible]
	Al Dodson	705 328-2327	Al Dodson
	Earl Hunt	705 878 3867	[illegible]
	Ron Clark	705 878-9150	R J Clark
	Jim Joyce Higgins	705-324-0480	[illegible]

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254

Person Submitting the Petition

Name:	Amanda Roosmets
Address:	6 Logie Street Lindsay ON K9V 1B7
Phone:	705 - 701 - 8778

Petition

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.

I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

We object to the proposed development at 3 Saint David Street and 4 Riverview Road for one or all of the following reasons. The development as proposed will negatively affect the urban canopy, will negatively affect property values, will negatively affect the historical character of the surrounding neighbourhood, presents privacy concerns for neighbouring residents due to the proposed height of the development , and we have increased traffic concerns

#	Name	Contact Information	Signature
	Jason Pringle	705 879-5730	
	Adam Anderson	705 934 0566	Adam Anderson
	Dana Whiteford	705 341-1083	
	Ken Whiteford	705-328-3369	Ken. Whiteford
	Evan Whiteford	705 328-3369	
	LYNDA ROBERTSON	705-878-0761	
	GLENN ROBERTSON	705-878-0761	
	Russell Mould	705 879 6862	
	Ashtin Mountney	905. 621. 5459	
	Bethany Hilliard	705-928-8657	
	Ryan Ganga	(905) 391-7926	
	Doc	(705) 324-7273	
	Uva Roosmets	416 - 259 - 8677	
	Vikes Roosmets	647 - 283 8869	
	KRISTO ROOSMETS	705-464-9044	

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The Corporation of the City of Kawartha Lakes

By-law 2019-xxx

Site Alteration By-law

A By-law To Repeal and Replace By-law 2018-214, Being a By-law Regulating the Removal of Topsoil, Placement of Fill,and the Alteration of Grades

Recitals

1. Section 10(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended (the “Municipal Act, 2001”) authorizes a municipality to pass By-laws respecting the economic, social and environmental well-being of the municipality and the health, safety and well-being of persons;

2. Section 128 of the Municipal Act, 2001 authorizes local municipalities to prohibit and regulate with respect to public nuisances;

3. Section 129 of the Municipal Act, 2001 authorizes local municipalities to prohibit and regulate with respect to noise, vibration and dust;

4. Section 142 of the Municipal Act, 2001 authorizes municipal councils to pass by-laws respecting Site Alteration, including by-laws regulating the removal of Topsoil, Placement of Fill, and the alteration of the Grade of the land in any defined areas in the municipality;and

5. Council considers it in the public interest to enact a by-law regulating the removal of Topsoil, Soil, Placement of Fill, and the alteration of the Grade of land within the City in order to ensure that:

    a. Existing drainage patterns are maintained and Erosion and sedimentation is prevented;

    b. Changes to drainage or Grades are appropriate to protect natural heritage features and archaeological resources;

    c. Interference and damage to watercourses or water bodies are prevented;

    d. Groundwater and surface water quality is maintained;

    e. There is no discharge of a contaminant into the natural environment that causes or may cause and Adverse Effect and that degradation of

the pre-existing Soil and ground water quality at the Site and on abutting and adjacent properties is prevented;

f. Haul Routes for the transportation of Fill, Soil and Topsoil authorized for Placement, Dumping or removal will be designated to and/or from a Site by the Director to minimize damage to the City's roads and minimize interference and/or disturbance to the City's residents and businesses;

g. Disturbance to landform characteristics are kept to a minimum;

h. The proponent of the Site Alteration project pays for its costs; and

i. The precautionary principle, as defined by the Bergen Ministerial Declaration on Sustainable Development (1990), is respected and applied to the issue of Site Alteration within the Municipality.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law.

Section 1.0 Definitions and Interpretation

1.1 **Definitions**:

The following definitions shall be applicable to this By-law.

1.1.1 **"Adverse Effect"** means as defined in the Environmental Protection Act, R.S.O. 1990, c. E.19, as amended.

1.1.2 **"Agricultural Drain"** means infrastructure constructed for the purpose of draining Agricultural Land under the Drainage Act, R.S.O. 1990, c. D.17, as amended, or the Tile Drainage Act, R.S.O. 1990, c. T.8, as amended.

1.1.3 **"Agricultural Impact Assessment"** means a study that describes the agricultural area and uses, evaluates the potential impacts of non-agricultural development on agricultural operations and the Agricultural System and recommends ways to avoid or, if avoidance is not possible, minimize and mitigate adverse impacts, as defined by Provincial Plans.

1.1.4 **"Agricultural Lands"** means all lands that are zoned appropriately and used by an Agricultural Operation as defined by the Farming and Food Production Protection Act, 1998, S.O. 1998, c. 1, as amended.

1.1.5 **"Agricultural Operation**" means an agricultural, aquacultural, horticultural or silvicultural operation that is carried on in the expectation of gain or reward and interpreted by the Farming and

Food Production Protection Act, 1998, S.O. 1998, c. 1, as amended, to include:

(a) draining, irrigating or cultivating land;

(b) growing, producing or raising,

(i) livestock, including poultry and ratites,

(ii) fur-bearing animals,

(iii) bees,

(iv) cultured fish,

(v) deer and elk,

(vi) game animals and birds, or

(vii) any additional animals, birds or fish prescribed by the Minister;

(c) the production of agricultural crops, greenhouse crops, maple syrup, mushrooms, nursery stock, tobacco, tree and turf grass, and any additional agricultural crops prescribed by the Minister;

(d) the production of eggs, cream and milk;

(e) the operation of agricultural machinery and equipment;

(f) the application of fertilizers, Soil conditioners and pesticides;

(g) ground and aerial spraying;

(h) the storage, handling or use of organic wastes for farm purposes;

(i) the processing by a farmer of the products produced primarily from the farmer's agricultural operation;

(j) activities that are a necessary but ancillary part of an agricultural operation such as the movement of transport vehicles for the purposes of the agricultural operation; and

(k) any other agricultural activity prescribed by the Minister, conducted on, in or over agricultural land. 1998, c. 1, s. 1 (2).

1.1.6 **"Applicant"** means each Person who is in the process of obtaining a Permit.

1.1.7 **"City"**, **"City of Kawartha Lakes"** or **"Kawartha Lakes"** means The Corporation of the City of Kawartha Lakes.

1.1.8 **"Conservation Authority"** means the Kawartha Region Conservation Authority, Lake Simcoe Region Conservation Authority, Otonabee Region Conservation Authority, or the Ganaraska Region Conservation Authority, as designated by the Province as having jurisdiction within the boundaries of the City of Kawartha Lakes.

1.1.9 **"Contaminated Fill"** means:

a. Fill which contains material or debris that does not naturally occur in the location of the lot or parcel of land;

b. any Soil that does not meet the Table 1 Standards of the "Solid, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act" as published by the Ministry of the Environment, Conservation and Parks (MOECP) dated April 15, 2011, as amended, unless the Applicant has demonstrated to the satisfaction of the Director that the existing ambient Soil quality of the receiving site does not meet Table 1 Standards or that the Placing or Dumping of Soil meets Table 2 Standards would not have a detrimental effect on ground water; and

c. any Fill that contains putrescrible material.

1.1.10 **"Contractor's Yard"** means a lot, building or structure where equipment and materials of a contractor, landscaper or similar business are stored or where the contractor, landscaper or similar business performs activities permitted by the Zoning By-law.

1.1.11 **"Council"** or **"City Council"** means the Council of the City of Kawartha Lakes.

1.1.12 **"Site Alteration Agreement"** means a legal agreement between the City, an Applicant and an Owner, and including any other relevant party, which can be registered on the title of the Property.

1.1.13 **"Director"** means the City's Director of Engineering and Corporate Assets, or a designate.

1.1.14 **"Dumping"** means the depositing of Fill in a location on properties within the City, or the movement and depositing of Fill from one location to another location and "Dump" and "Dumped" in relation to Fill have the same meaning. "Place" shall have a similar meaning.

1.1.15 **"Ecological Function"** means the natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes, as defined by the Provincial Plans.

1.1.16 **"Environmental Impact Study"** or **"Natural Heritage Evaluation"** means a study which shall:

a. demonstrate that the development or Site Alteration will have no Adverse Effects on the Key Natural Heritage Feature or on the related ecological functions;

b. identify planning, design and construction practices that will maintain and, where possible, improve or restore the health, diversity and size of the Key Natural Heritage Feature and its connectivity with other Key Natural Heritage Features and with Key Hydrologic Features;

c. demonstrate how connectivity within and between Key Natural Heritage Features and Key Hydrologic Features will be maintained and, where possible, improved or restored before, during and after construction;

d. determine whether a Minimum Vegetation Protection Zone is required, and if one is required, specify the dimensions of the required Minimum Vegetation Protection Zone, and provide for the maintenance and, where possible, improvement or restoration of natural self-sustaining vegetation within it; and

e. in the case of a Key Natural Heritage Feature that is fish habitat, ensure compliance with the requirements of the Department of Fisheries and Oceans (Canada).

1.1.17 **"Erosion"** means the detachment and movement of Soil, sediment or rock fragments by water, wind, ice or gravity.

1.1.18 **"Erosion and Sediment Control Plan"** means a plan as defined in Section 5.7 of this By-law.

1.1.19 **"Farmer"** means the owner or operator of an Agricultural Operation.

1.1.20 **"Feature"** means a Key Natural Heritage Feature and/or Key Hydrologic Feature, as defined by Provincial Plans.

1.1.21 **"Fill"** means any type of imported or relocated material deposited or Placed on the Property and includes Soil, stone, concrete, slurry, sod or turf either singly or in combination, scientifically demonstrated inert

and able to pass a slump test as outlined in the General Waste Management provisions contained in Ontario Regulation R.R.O. 1990, Reg. 347: GENERAL - WASTE MANAGEMENT as amended.

1.1.22 **"Fill Operation"** means an operation that involves Placing or Dumping of Fill and shall be compromised of each of the following, as may be applicable:

a. **"Small Fill Operation"** means an operation that involves the Placing or Dumping of up to 1,000 cubic metres of Fill.

b. **"Large Fill Operation"** means an operation that involves the Placing or Dumping of more than 1,000 cubic metres of Fill.

1.1.23 **"Flood Plain"** means the area, usually low lands adjoining a watercourse, which has been or may be subject to flooding hazards.

1.1.24 **"Flooding"** means the inundation of areas not normally covered by water.

1.1.25 **"Grade"**, means the elevation of the ground surface of land and shall be comprised of the following as may be applicable:

a. **"Existing Grade"** means the elevation of an existing ground surface, upon which Dumping and/or Placing of Fill or other Site Alteration is proposed and of the adjacent ground surface up to three (3) metres wide surrounding such site;

b. **"Proposed Grade"** means the proposed elevation of the ground surface of land upon which any Fill is proposed to be Placed; and

c. **"Finished Grade"** means the approved elevation of ground surface of lands, upon which Fill has been placed or removed in accordance with this By-law.

1.1.26 **"Grading and Drainage Plan"** means a plan containing any or all of the matters and activities described in Section 5.7 of this By-law.

1.1.27 **"Hydrogeological Impact Study"** or **"Hydrogeological Study"** means a hydrogeologic and geotechnical review of the stratigraphy of the overburden (Soil) from ground surface to bedrock, depth to bedrock, depth to water table, aquifers, aquitards, and infiltration capacity,

1.1.28 **"Infrastructure"** means physical structures (facilities and corridors) that form the foundation for development, as defined by the Provincial Plans.

1.1.29 **"Inspector"** means any Officer and any of the following staff members of the City: Director of Engineering and Corporate Assets, Director of Development Services, Director of Public Works, or a designate, Roads Supervisors in the City's Department of Public Works – Roads General Operations, and such Municipal Law Enforcement Officers as may be appointed by the City from time to time.

1.1.30 **"Key Hydrologic Feature"** means Permanent streams, intermittent streams, inland lakes and their littoral zones, seepage areas and springs and wetlands as defined by the Provincial Plans.

1.1.31 **"Key Natural Heritage Feature"** means Habitat of endangered species and threatened species; fish habitat; wetlands; life science areas of natural and scientific interest (ANSIs), significant valleylands, significant woodlands; significant wildlife habitat (including habitat of special concern species); sand barrens, savannahs, and tallgrass prairies; and alvars as defined by the Provincial Plans.

1.1.32 **"Lake Simcoe Protection Act"** means the Lake Simcoe Protection Act, 2008 or any successor thereto.

1.1.33 **"Lake Simcoe Protection Plan"** means a plan established under Lake Simcoe Protection Act, 2008 or any successor thereto.

1.1.34 **"Landform Features"** means distinctive physical attributes of land such as slope, shape, elevation and relief as defined by the Provincial Plans.

1.1.35 **"Lot"** means a lot or block within a registered plan of subdivision of land or any portion of a lot or block which may be conveyed separate and distinct under the provisions of the Planning Act, or any parcel of land that may be legally conveyed as one separate and distinct parcel by an Owner.

1.1.36 **"Minimum Vegetation Protection Zone"** means as defined by the Provincial Plans.

1.1.37 **"Manager of Municipal Law Enforcement and Licensing"** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

1.1.38 **"Municipal Act"** means the Municipal Act, 2001 or any successor thereto.

1.1.39 **"Municipal Storm Drainage System"** means the City's stormwater collection and treatment system.

1.1.40 **"Municipal Law Enforcement Officer"** means a person appointed by Council under Section 15 of the Police Services Act to enforce the by-laws of the City, and includes any Licencing Officer.

1.1.41 **"Normal Farm Practice"** is defined as meaning a practice that:

a. is conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations under similar circumstances; or

b. makes use of innovative technology in a manner consistent with proper advanced farm management practices.

1.1.42 **"Oak Ridges Moraine Conservation Act"** means the Oak Ridges Moraine Conservation Act, 2001 or any successor thereto.

1.1.43 **"Oak Ridges Moraine Conservation Plan"** means a Plan established under the Oak Ridges Moraine Conservation Act, 2001 or any successor thereto.

1.1.44 **"Official Plan"** means a land use policy document adopted by the council of the City by By-law, pursuant to Section 17 of the Planning Act, as amended.

1.1.45 **"Order"** means an order issued pursuant to the provisions of this By-law.

1.1.46 **"Owner"** means the registered owner of the Property in question as revealed in the Land Registry Office of the Ministry of Government and Consumer Services; any occupant of the Property in question with authority to act on behalf of the registered owner; any person authorized by the registered owner to act on his or her behalf, any mortgagee or receiver and manager or trustee in bankruptcy with possession and control of the Property may have a similar meaning to Person.

1.1.47 **"Permit"** means an approval issued pursuant to the provisions of this By-law.

1.1.48 **"Person"** means an individual, partnership, association, firm or corporation.

1.1.49 **"Place"** means the distribution of Fill on Property to establish a Finished Grade higher or lower than the Existing Grade and

"Placing", "Placement" and "Placed" in relation to Fill have the same meaning.

1.1.50 **"Ponding"** means the accumulation of surface water in an area not having drainage where the lack of drainage is caused by the Placing or Dumping of Fill or the alteration of the Grade.

1.1.51 **"Prime Agricultural Area"** means areas where prime agricultural lands predominate, and as defined by the Provincial Plans.

1.1.52 **"Prime Agricultural Land"** means specialty crop areas and/or Canada Land Inventory Class 1, 2, and 3 lands, as amended from time to time, and as defined by the Provincial Plans.

1.1.53 **"Provincial Plans"** means the Provincial policy and four land use plans including the Provincial Policy Statement, 2014; A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019; Greenbelt Plan, 2017; Oak Ridges Moraine Conservation Plan, 2017; and Lake Simcoe Protection Plan, 2009; currently in effect within the City. Any changes made by the Province to the Provincial policy or four land use plans, creation of additional plans or policies, or rescinding of policies or plans shall not require an amendment to this By-law.

1.1.54 **"Qualified Person"** means a professional person who is accredited or certified with a degree in the study of relevant environmental sciences and as further defined in the Environmental Protection Act, as amended, Ontario Regulation 153/04, Records of Site Condition – Part XV.1 of the Act. The QUALIFIED PERSON may include an agrologist if Soil is to be used for an agricultural purpose.

1.1.55 **"Rehabilitation Plan"** means a plan approved under the Aggregate Resources Act, R.S.O. 1990, c. A.8, as amended to rehabilitate a pit or quarry.

1.1.56 **"Retaining Wall"** means a wall designed to contain and support Fill which has a Finished Grade higher than that of abutting lands.

1.1.57 **"Risk Management Official"** means the Risk Management Official appointed under Part IV of the Clean Water Act, 2006, S.O. 2006, c. 22.

1.1.58 **"Site Alteration"** means the Placement or Dumping of Fill on land, the removal of Soil from land or the alteration of the Grade of land by any means.

1.1.59 **"Site Alteration Plan"** means a plan containing any or all of the matters and activities described in Schedule "B" to this By-law.

1.1.60 **"Soil"** means material that is naturally occurring commonly known as clay, earth, gravel, loam, rock, sand, subsoil, or any combination thereof that is the result of the natural breakdown of rock or organic material; Topsoil may also have a similar meaning.

1.1.61 **"Source Water Protection Area"** or **"Source Protection Area"** means a drinking water source protection area established by subsection 4(1) or by the regulations under the Clean Water Act, 2006, S.O. 2006, c. 22.

1.1.62 **"Surface Water Intake Protection Zone"** means an area that is related to a surface water intake and within which it is desirable to regulate or monitor drinking water threats as defined by Ontario Regulation 287/07: General, under the Clean Water Act, 2006, S.O. 2006, c. 22, ss. 2(1), 116(3), as amended.

1.1.63 **"Swale"** means a shallow depression in the ground sloping to a place for the purpose of conveying surface drainage.

1.1.64 **"Table 1 Standards"** means the standards established in Table 1 of the "Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act" published by the Ministry of Environment and Climate Change dated April 15, 2011, as amended from time to time.

1.1.65 **"Table 2 Standards"** means the standards established in Table 2 of the "Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act" published by the Ministry of Environment and Climate Change dated April 15, 2011, as amended from time to time.

1.1.66 **"Topsoil"** means those horizons in a soil profile, commonly known as the "O" and the "A" horizons, containing organic material and includes deposits of partially decomposed organic matter such as peat.

1.1.67 **"Wellhead Protection Area"** means an area that is related to a wellhead and within which it is desirable to regulate or monitor drinking water threats as defined by Ontario Regulation 287/07: GENERAL, under the Clean Water Act, 2006, S.O. 2006, c. 22, ss. 2(1), 116(3), as amended.

1.1.68 **"Zoning By-law"** means a by-law passed by the City pursuant to Section 34 of the Planning Act, as amended, and includes all Zoning By-laws for the City's former Towns, Villages, and Townships, as amended or superseded from time to time and the City's Oak Ridges Moraine Zoning By-law 2005-133, as amended, whichever is applicable to any land to which this By-law applies.

1.2 **Interpretation:**

(a) Schedule “A” - Exemptions - is attached to and forms part of this by-law.

(b) Schedule “B” – Site Alteration Plan – is attached to and forms part of this by-law.

(c) Except as otherwise provided, the provisions of this By-law apply to Soil removal, Placement of Fill, and Grade alteration throughout the City and may be referred to as the Site Alteration By-law.

(d) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

1.3 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time that are applicable within the Province of Ontario.

1.4 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this By-law to be illegal or unenforceable, that portion of this By-law shall be considered to be severed from the balance of the By-law, which shall continue to operate in full force and effect.

Section 2.0 Regulations and Prohibitions

2.1. No Person or Owner shall remove Soil, cause or permit Fill to be Placed or removed, or perform any other form of Site Alteration in the City except in accordance with this By-law.

2.2. No Person or Owner shall, except in accordance with the provisions of a Site Alteration Permit issued by the City pursuant to this By-law;

i. remove Soil or cause or permit the removal of Soil;

ii. Place Fill or cause or permit Fill to be Placed; or

iii. alter the Grade of any land or cause or permit the Grade of any land in the City to be altered.

2.3. No Owner, Person or Person acting on the behalf of an Owner shall cause or permit the removal of Soil or the Placement or Dumping of Fill or alteration of the Grade of any land or Property within the City unless the Owner has consented in writing to the removal of Soil, Placing or Dumping of Fill or to the alteration of the Grade.

2.4. No Person or Owner shall permit a Property being used for storage purposes to be altered by the Placement or Dumping of Fill unless such

storage is permitted as part of a Contractor's Yard pursuant to the Zoning By-law, as amended.

2.5. No Person or Owner shall cause or permit the removal of Soil or the Placing or Dumping of Fill or altering the Grade of any land or Property within the City that contravenes any Federal, Provincial or Municipal By-law, notice, Order, regulation, Permit or agreement.

Protection of the Natural Environment:

2.6. No Person or Owner shall cause or permit the Placing or Dumping of Fill that contains materials that are from the demolition of any structure including construction refuse or debris, toxic or hazardous materials, glass, raw sewage, or Contaminated Fill unless permitted by an order, regulation or permit as issued in accordance to Municipal, Federal or Provincial regulation.

2.7. No Person or Owner shall cause or permit the Placing or Dumping of Fill that contains putrescible materials, termites and invasive species including eggs and seeds of such species, except as permitted by the Nutrient Management Act and O. Reg. 267.

2.8. No Person or Owner shall remove Soil, Place or Dump Fill or alter the Grade of a Property by causing or permitting any other form of Site Alteration on land zoned as Hazard Land, Open Space or Environmental Protection zones, including exception zones thereof, as identified in the Zoning By-law, or within or adjacent to a watercourse, Flood Plain area or a wetland or other such regulated areas pursuant to O. Reg. 167/06, O. Reg. 168/06, O. Reg. 179/06, or O. Reg. 182/06 made pursuant to Section 28 of the Conservation Authorities Act, R.S.O. 1990, c. C.27 as amended, unless, approval has been issued by the Conservation Authority that has jurisdiction over such land, and/or a Permit has been issued pursuant to this By-law, as required.

2.9. To protect Landform Features identified in landform conservation areas 1 and 2 as defined by the Oak Ridges Moraine Conservation Plan and through the implementing Oak Ridges Moraine Zoning By-law 2005-133, as amended, no Person or Owner shall remove Soil, Place or Dump Fill or alter the Grade of a Property where the activity may impact any land within the Oak Ridges Moraine Conservation Plan Area unless, approval has been issued by the Conservation Authority that has jurisdiction over such land, and/or a Permit has been issued pursuant to this By-law.

a. Small Fill Operations may be prohibited if it is determined there will be an impact to the Landform Features; and

b. Large Fill Operations will be prohibited.

2.10. To protect Key Natural Heritage Features and Key Hydrologic Features, no Person or Owner shall remove Soil, Place or Dump Fill or alter the Grade of a Property where the activity is within a Key Natural Heritage Feature, Key Hydrologic Feature, or any associated Minimum Vegetation Protection Zone as defined by the Provincial Plans unless approval has been issued by the Conservation Authority that has jurisdiction over such land (and the activitity is in accordance with the approval), or a Permit has been issued pursuant to this By-law (and the activity is in accordance with the Permit).

a. Small Fill Operations will be prohibited within the Feature, and also may be prohibited within the associated Minimum Vegetation Protection Zone if it is determined there will be an impact to the Feature; and

b. Large Fill Operations will be prohibited within the Feature, and may also be prohibited within the associated Minimum Vegetation Protection Zone if it is determined there will be an impact to the Feature.

2.11. No Person or Owner shall remove Soil, Place or Dump Fill or alter the Grade of a Property where the activity will likely result in Soil Erosion from wind or water, unless the required erosion and sediment control measures as per this By-law are in place in advance of the work and maintained, and exposed soils are vegetated within the prescribed time frame.

Protection of Agricultural Resources and Preservation of Drainage:

2.12. No Person or Owner shall remove Soil, Place or Dump Fill or alter the Grade of a Property where the activity will result in the blockage of a Municipal Storm Drainage System, Agricultural Drain, natural drainage system, or watercourse.

2.13. No Person or Owner shall remove Soil, Place or Dump Fill or alter the Grade of a Property where the activity will cause or permit sediment or sediment laden water to be discharged, either directly or indirectly, into a Municipal Storm Drainage System, Agricultural Drain, natural drainage system, or watercourse.

2.14. No Person or Owner shall remove Soil, Place or Dump Fill or alter the Grade of a Property where the activity will result in the Flooding or Ponding of water on an abutting Property.

2.15. No Person or Owner shall fail to provide Erosion or sediment protection for wind and drainage run off related to the activity of removal of Soil, Placement or Dumping of Fill or alteration of grade, where such Erosion or sediment may enter onto an abutting Property.

2.16. A Farmer Placing between 500 cubic metres to 1000 cubic metres of Fill per calendar year on Agricultural Land as an incidental part of a Normal Farm Practice shall be exempt from Sections 2.2.ii, 2.3, 4.0 and 5.0 of this By-law provided that the Farmer submits to the City a completed Agricultural Soil Placement Declaration Statement confirming that it is by definition of this By-law Agricultural Land, an Agricultural Operation and an incidental part of a Normal Farm Practice and is in compliance with this By-law.

Section 3.0 Exemptions

3.1 The regulations established by this By-law do not apply to the activities and matters described in **Schedule "A".**

3.2 Notwithstanding Section 3.1, no person shall place Contaminated Fill on properties subject to the Exemptions outlined in Schedule "A".

Section 4.0 Issuance of a Site Alteration Permit

4.1 An Owner or Applicant shall have a preliminary discussion or meeting with the Director and any other Persons that the Director deems necessary, in order to review the proposal to determine if a Permit or Site Alteration Permit could be issued under the requirements of this By-law.

4.2 No Person shall remove Soil, Place or Dump Fill or alter the Grade unless the alteration of Grade is established by a Site Alteration Plan as approved by the Director.

4.3 Every Person who alters the Grade of land or who causes or permits the alteration of the Grade of land contrary to this By-law or contrary to the terms of a Permit shall forthwith restore the land to its original condition including the replacement of Topsoil and seed to the Existing Grade of the land.

4.4 The issuance of a Permit under this By-law does not relieve the Owner or the Applicant from the obligation to secure all other applicable approvals.

4.5 When applying for a permit an Applicant authorized by the Owner and/or Owner shall submit the following information:

- In this section Site Alteration shall have the meaning listed in 1.1.58 and include Fill, Soil, Topsoil as a described term in the Site Alteration Plan

a. a completed application and any applicable fees in the form prescribed from time to time by the Director in accordance with the information required in this By-law;

b. proof of liability insurance showing the City as an additional named insured as may be required by the Director at his or her sole discretion and in a form satisfactory to the City;

c. the name, address and contact telephone number or the Owner(s) of the land upon which the Site Alteration is to occur and all authorized agents for the Owner;

d. the municipal address of the land on which the Site Alteration is to occur;

e. legal description of the land upon which the Site Alteration is to occur;

f. the Owner's authorization, Owner's proof to bind a corporation where applicable;

g. a Site Alteration Plan, except where exempt, based on a legal survey if required by the Director, accurately indicating:

    i. the Property lines of the lands for the Site Alteration with dimensions,

    ii. all materials and manmade features, including top and bottom of slopes, drainage patterns, tree lines, buildings and stockpiles on the lands and within thirty (30) metres on abutting lands and water bodies,

    iii. all existing storm sewers, ditches, swales, creeks, watercourses and wetlands on the lands and on abutting lands and public highways,

    iv. all existing buildings, trees and driveways on the lands and all easements and right-of-ways over, under, across or through the lands,

    v. proposed Grade and drainage systems upon completion of the Site Alteration,

    vi. all proposed ground covering to be used upon completion of the Site Alteration operation, and

    vii. all Erosion, sediment and tree protection measures for Site Alteration operation;

h. a copy of a Permit for related activities issued by a Conservation Authority where applicable within the City of Kawartha Lakes;

i. a description of the Fill proposed to be Dumped or Placed including a detailed description of the source of the Fill with a letter from the party from whom the Fill is being acquired attesting that the Fill meets the requirements for clean Fill if applicable, the quantity of Fill (expressed in cubic metres), and the proposed location of the Fill on the lands. Contact information shall be inlcuded;

j. the Permit fee, where Soil removal, Fill Placement, or Site Alteration activity associated with an application is subject to the provisions of this By-law, and shall be adjusted annually in accordance to the Consolidated Fees By-law:

Small Fill Operation	$600 (2019),
Large Fill Operation	$1,000 plus $1.00 per cubic metre (2019);

k. the Permit fee, where all Soil removal, Fill Placement, or Site Alteration activity associated with an application is regulated by a Conservation Authority but impacts the City's Infrastructure, shall be adjusted annually in accordance to the Consolidated Fees By-law:

Small Fill Operation	$600 (2019),
Large Fill Operation	$1,000 (2019);

l. for a Large Fill Operation, a Site Alteration Plan shall be submitted in order to assess the impact of the Fill Placement or Grade alteration on the Property and the Plan shall include information for matters and activities described in **Schedule "B"**;

m. when required by the Director, an Environmental Impact Study, Natural Heritage Evaluation, and/or Hydrogeological Impact Study, shall be submitted in order to assess the impact of the Fill Placement or Grade alteration on the Key Natural Heritage Features and/or Key Hydrologic Features on or within 120 metres of the Property;

n. when required by the Director, an Agricultural Impact Assessment shall be submitted if the Site Alteration is on or adjacent to Agricultural or Rural lands as identified in the City's Official Plan or in the Provincial Agricultural System as Prime Agricultural Area, where the placement is not part of an Agricultural Operation and a Normal Farm Practice;

o. a description of the proposed quantity and type of Fill, whether it qualifies as a Table 1 Standards of Fill or a Table 2 Standards of Fill, including a list of the Fill origin sources and geotechnical reports as to content and quality, prepared by a Qualified Person in that regard. The Applicant shall demonstrate in a report how the proposed Fill Placement and type of Fill being Placed meets the existing and/or

intended land uses for the Property as indicated by the City's Official Plan, relevant Zoning By-law, and/or Rehabilitation Plan approved by the Ministry of Natural Resources and Forestry;

p. a certificate from the Owner, Applicant and each Qualified Person referenced in paragraph 5.3 and Schedule "B" certifying that the Fill contains no contaminants as defined in the Environmental Protection Act, R.S.O. 1990, c. E.19, as amended;

q. a plan showing the design details to proper scale of any Retaining Wall that may be required and the dimensions of any materials to be used in construction of such Retaining Wall. A Retaining Wall plan may require a building permit as regulated by the Building Code Act; and

r. for a Large Fill Operation a security in a form and amount to be determined by the Director to include 100% for the operation and removal of all required on-site works and off-site improvements associated with the Permit and $1.00 per cubic metre of Fill being placed on the site and held in accordance to the Consolidated Fees By-law. Securities for on-site and off-site works will be refunded once the City is satisfied that the works have been completed and/or constructed to the City's satisfaction and that the Fill meets the Ministry of the Environment, Conservation and Parks criteria. The City reserves the right to have the Fill tested at the Applicant's and/or Owner's expense.

4.6 The City shall have the authority to designate all truck routes and trucking schedules, including any revisions, in order to minimize impacts to the public and municipal Infrastructure. The City shall require truck traffic to follow designated aggregate haul routes where possible. Public notification may also be required by the City.

4.7 An Owner or Person operating a Small Fill Operation or Large Fill Operation shall post information at the entrance to the excavation site containing the purpose of the operation, names, mailing addresses, and emergency telephone numbers of the company to which the Permit has been issued as well as sub-consultants, contractors, and trucking companies that are undertaking the work, to the satisfaction of the City. Emergency contact names and telephone numbers shall also be provided to the City as part of the permit application in Section 4.5 of this By-law.

4.8 Any person removing Soil, Placing or Dumping Fill, or altering Grades within the City shall implement and maintain an approved Construction Management Plan as per the City's requirements, including staging work to limit erosion, vegetating stockpiles and exposed soil, mud tracking and dust control program. As part of the Permit process, when required, such a plan shall be provided in writing to and be approved by the City and shall include

the provision of mud mats and dust control measures at both the extraction and placement sites, and the continuous monitoring thereof. Where mud and dust, and construction site management are not controlled to the satisfaction of the City, the City may, without Order, have such mud or dust controlled by City employees or a third party contractor and such costs, plus a 30% management and administration charge in accordance to the Consolidated Fees By-law, shall be invoiced and collected as per Section 7.4 of this By-law.

4.9 In addition to Section 4.8, the Director may revoke the Permit until such invoices are paid in full at the sole discretion of the City.

4.10 The City may draw upon the security posted pursuant to Paragraph 4.5 r. to recover the costs incurred by the City in performing any required work which the Owner or the Applicant has failed to perform.

4.11 The City will consider a Permit for the removal of Soil, Placement of Fill, or the alteration of Grades within an area identified by a Conservation Authority, source water protection plan, or by the City's Official Plan as a Source Water Protection Area, Surface Water Intake Protection Zone or Wellhead Protection Area subject to the appropriate studies being submitted for review and approval by the relevant Conservation Authority, the Risk Management Official, and/or the City as required.

4.12 The City will not issue a permit to an Applicant and/or Owner if the City is made aware in advance of processing the Permit application that the Applicant or Owner has outstanding Orders for violations issued by the Ministry of the Environment, Conservation and Parks or other government agency for Property located within the City.

Section 5.0 Permit Requirements

5.1. The Director may, prior to the issuance of a Permit, require the Owner or Applicant or both to enter into a Site Alteration Agreement which may be registered on title to the Lot containing such requirements of this By-law as the Director considers necessary to ensure that the alteration of land or the Placing or Dumping or removal of Fill is done in accordance with the prevailing design standards of the City and proper engineering principles, and that prior to the commencement of the Placing or Dumping of Fill, a program to control mud tracking onto public roads and dust control program containing measures considered to be appropriate by the Director to control mud tracking and dust both on the Lot or other land from which the Fill is proposed to be removed and on the land on which Fill is to be Placed or Dumped and the truck routes proposed to be used by the Applicant, if any, to move the Fill to the Lot on which it is proposed to be Dumped or Placed.

5.2. Requirements contained in a Site Alteration Agreement Development Agreement or will include the Owner or Applicant or both releasing and indemnifying the City, certifying that the Fill placed contains no contaminants as defined in the Environmental Protection Act, as amended, posting with the City the required security and where, in the opinion of the Director, extensive activities are proposed, certification by a geotechnical engineer or other similarly Qualified Person, both prior to the issuance of a Permit and upon completion of the work. All such certification shall state that the Owner or Applicant has complied with all of the obligations and conditions contained in the Permit.

5.3. The Director may at the Applicant's and/or Owner's expense, require the testing of any Fill by a Qualified Person retained by the City. Fill Removal and/or Placement of Fill operations may be suspended pending test results at the direction of the Director.

5.4. The City requires the Applicant and/or Owner to provide copies of prior certification that every load of Fill being placed on a Property complies with all Ministry of the Environment, Conservation and Parks Table 1 Standards or Table 2 Standards, whichever is applicable based on the zoning and/or intended use of the Property.

5.5. The Property Owner and/or the Applicant for which a Permit has been issued shall be solely responsible for the removal of Contaminated Fill and the Property shall not be used for the remediation or cleaning of Contaminated Fill.

5.6. The Director may require the Applicant and/or Owner to install such site remediation measures, including Soil Erosion and sediment control, seeding, sodding and installation of berms and landscaping, as are necessary to minimize the visual impact of Fill or Grade alteration proposals and to provide for stabilization of the altered Grades.

5.7. An Erosion and Sediment Control Plan shall be completed as part of the Site Alteration Plan and Permit application submitted to the Director and shall include but may not be limited to the following requirements:

i. Project description, including the nature of the land disturbing activity;

ii. Condition of the existing site, including site use, topography, soil types and characteristics, vegetation, drainage system and receiving waters;

iii. Description of areas in the site that have potential for Erosion or sediment transportation;

iv. A delineation and description of measures to be taken to prevent Erosion and to retain sediment on the site, including but not limited to the designs and specifications for swales, dykes, drains, sediment

control ponds, and a schedule for their continued maintenance over the project lifespan specified by the City; and

v. A delineation and description of the revegetative measures to be used including, but not limited to, mulches, type of seeds, the type and location of pre-existing and undisturbed vegetation types. The proposed revegetation shall consist of native, non-invasive plant species.

Section 6.0 Permit Expiry, Renewal, Transfer, and Revocation

6.1. A Permit shall expire 90 calendar days after the day on which it is issued pursuant to this By-law. Alternatively, an extended time frame may be approved by the Director upon request by the Owner and/or Applicant.

6.2. A Permit may be renewed at any time prior to its expiry for an additional 90 day period by an Applicant and/or Owner making a written application to the Director accompanied by the applicable fee as described in the City's Consolidated Fees By-Law. Any requested changes to the permit as a result of the renewal request shall be considered a new and separate permit.

6.3. A Permit shall not be renewed if the Applicant and/or Owner have violated the terms of a Permit previously issued by the City until the violation has been rectified.

6.4. A Permit shall not be transferred to a new Owner and/or Applicant unless the Director approves an amendment to the Permit by an Applicant and/or Owner making a written application to the Director accompanied by the applicable fee as described in the City's Consolidated Fees By-Law.

6.5. It is a condition of each Permit that the Permit shall be revoked by the Director or Municipal Law Enforcement Officer under the following circumstances:

i. if the Permit was obtained on mistaken, false or incorrect information;

ii. if the Permit was issued in error;

iii. if the Property Owner or PropertyApplicant fails to comply with an Order;

iv. if the Owner or Applicant requests in writing that the Permit be revoked;

v. if the terms of a Development Agreement under this By-law have not been complied with; or

vi. if an Owner and/or an Applicant fails to comply with the provisions of this By-law or with an Order requiring work to be done to correct any contravention of this By-law.

6.6. Every Person who removes Soil contrary to this By-law or contrary to an issued Permit shall forthwith rehabilitate the land from which the Soil was removed including the replacement of the Topsoil and the restoration of the Existing Grade.

6.7. Every person who removes and Places Fill or who causes or permits Fill to be removed or Placed contrary to this By-law or to a Permit shall forthwith remove such Fill and restore the Grade of the land that existed prior to the Placement of Fill on the Property.

6.8. Every Person who alters the Grade of land or who causes or permits the alteration of the Grade of land contrary to this By-law or to a Permit shall forthwith restore the land to its original condition including the Existing Grade of the land.

Section 7.0 Orders

7.1. If the Director or Municipal Law Enforcement Officer becomes aware that a contravention of this By-Law is occurring or has occurred, the Director or Municipal Law Enforcement Officer may make an Order requiring any person who is removing Soil, placing Fill, or altering the Grade of land in contravention of this By-law to discontinue the activity or to do work to correct the contravention.

7.2. The contents of an Order issued under the By-Law shall include:

i. The reasonable particulars of the contravention;

ii. The inspection date;

iii. The municipal address of the Property or legal description of the Property where the Order applies;

iv. The Owner information;

v. PropertyPropertyWhat must be done to rectify the contravention;

vi. A time period, which is not less than fourteen (14) days and is not more than sixty (60) days, in which the Order must be complied with;

vii. A statement that, where an Owner fails to comply with an Order within the specified time frame, a Municipal Law Enforcement Officer may, in addition to any enforcement of this By-Law, cause the City's

forces to complete the work required by the Order, without further Order to the Owner; and

viii. Any associated fees or administration charges.

7.3. Orders under this By-law shall be deemed sufficient if delivered in person, by regular mail, by courier, or by registered mail to the address of the Property on which the contravention is occurring and to the last known address of the registered Owner of the Property on which the contravention is occurring, if different. Any such Order shall be conclusively deemed to have been given and received upon the same day if personally delivered or sent by facsimile, or, if mailed, delivery shall be deemed completed after three business days.

7.4. When a Person or Owner fails to comply with an Order issued by the Director or a Municipal Law Enforcement Officer, the City may in addition to all other remedies enter onto the Property at a reasonable time to complete the remedial work. The costs of this action, including a General Inspection fee as set out in the Consolidated Fees By-law, shall be added to the tax roll of the Property which is the subject matter of the Order and shall be collected in like manner as municipal taxes, or by drawing on the security provided.

Section 8.0 Enforcement and Penalties

8.1. **Enforcement:** This By-law may be enforced by every Municipal Law Enforcement Officer who has been designated by Council.

8.2. **Obstruction:** No Person shall hinder or obstruct, or attempt to hinder or obstruct, any Officer, Inspector, City Employee or Agentexercising a power or performing a duty under this By-law or under the Municipal Act, 2001, as amended.

8.3. **Offence and Penalty:** Every person who contravenes this By-law or an Order made by an officer under the authority of the Municipal Act, 2001, is guilty of an offence and, upon conviction, is liable to a fine in accordance with the Municipal Act, 2001, and to any other applicable penalty. More specifically:

a. Any individual person or owner who contravenes this By-law or an Order issued under this By-law is guilty of an offence and is liable, on a first conviction, to a fine of not more than $10,000, and on any subsequent conviction, to a fine of not more than $50,000.

b. Any corporation who contravenes this By-law or an Order issued under this By-law is guilty of an offence and is liable, on a first

conviction, to a fine of not more than $50,000, and on any subsequent conviction, to a fine of not more than $100,000.

8.4. Any person who contravenes the provisions of this by-law is guilty of an offence and, upon conviction, is subject to a fine as provided in the Provincial Offences Act, 1990, c.P.33, as amended from time to time, and to any other applicable penalties.

8.5. **Multiple Offences:** The conviction of a Person for the contravention of any provision of this By-law shall not operate as a bar to the prosecution against the same Person for any subsequent or continued contravention of this By-law.

8.6. **Court Order:** If a Person is convicted of an offence for contravening this By-law or an Order made by an officer under the authority of the Municipal Act, 2001, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may, in addition to any other penalty, Order the Person, in such manner and within such period as the court considers appropriate to:

i. rehabilitate the land; or

ii. restore the Grade of the land to its original condition.

Section 9.0 Rights of Entry

9.1. The Director, Municipal Law Enforcement Officers, and the City's employees and agents may enter on the Owner's land at any reasonable time for the purpose of confirming compliance with the By-law or for doing works pursuant to Section 7.4 of the By-law.

Section 10.0 General Provisions

10.1 **Administration:** The Director of Engineering and Corporate Assets is responsible for the administration of this By-law.

10.2 **Designation of Officers:** All Municipal Law Enforcement Officers and Inspectors as defined in this By-law are designated as Officers for the purpose of the enforcement of this By-law.

10.3 **Effective Date**: This By-law comes into force on the date that it receives third reading and is passed.

Section 11.00: Repeals

11.01 **Repeal:** By-law 2018-214, a By-law Regulating The Removal of Topsoil, Placement of Fill, and the Alteration of Grades, is repealed.

By-law read a first, second and third time, and finally passed, this xx day of, 2019.

_____	_____
Andy Letham, Mayor	Cathie Ritchie, City Clerk

Schedule "A"

Permit Exemptions

The Permit exemptions noted below apply only to the provisions of this By-law, and do not prevent the owner and/or applicant from obtaining other required Federal, Provincial and/or municipal approvals, as required by law (including Conservation Authority Act approvals).

The provisions of this By-law do not apply to the removal or Placement of Fill or alteration of the Grade of land under the following situations:

1.0 General Exemptions

1.1 The use, operation, establishment, alteration, enlargement or extension of a waste management system or waste disposal site within the meaning of Part V of the Environmental Protection Act, R.S.O. 1990 as amended or a waste disposal or waste management system that is exempted by regulation from said Part V;

1.2 The construction, extension, alteration, maintenance or operation of works under Section 26 of the Public Transportation and Highway Improvement Act, R.S.O. 1990, c. P.50, as amended;

1.3 Emergency measures taken by the City or Conservation Authority or any other federal, provincial or governmental agency or body, to prevent Flooding, Erosion, slipping of Soil or damage of trees;

1.4 The activities of the City or the Conservation Authority related but not limited to the establishment or maintenance of utilities and services, roads, bridges, Flood and Erosion control facilities, walkways, bicycle paths, fences, retaining walls, steps and lighting;

1.5 The Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land as a condition to the approval of a site plan, a plan of subdivision or a consent under Section 41, 51 or 53 of the Planning Act, R.S.O. 1990 c. P.13 as amended, or as a requirement of a site plan agreement or subdivision agreement entered into under those sections;

1.6 The Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land as a condition to a development permit authorized by regulation made under Section 70.2 of the Planning Act, R.S.O. 1990 c. P.13 as amended or as a requirement of an agreement entered into under that regulation;

1.7 Aggregate (as defined in the Aggregate Resources Act, R.S.O. 1990, c. A.8, as amended) brought onto a pit or quarry operating under a licence or

wayside permit issued under that statute as part of the operations of that pit or quarry;

1.8 The Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land undertaken on land described in a licence and/or site plan for a pit or quarry or a permit for a wayside pit or wayside quarry issued/approved under the Aggregate Resources Act, R.S.O. 1990 c. A.8 as amended;

1.9 The Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land undertaken on land in order to lawfully establish and operate or enlarge any pit or quarry on land,

i. that has not been designated under the Aggregate Resources Act, R.S.O. 1990 c. A.8 as amended or a predecessor of that statute; and

ii. on which a pit or quarry is a permitted land use under a By-law passed under Section 34 of the Planning Act, R.S.O. 1990 c. P.13 as amended;

1.10 Any rehabilitation or filling activity in a pit or quarry licensed under the Aggregate Resources Act, R.S.O. 1990 c. A.8 as amended, and specifically addressed on the approved site plan when there is insufficient overburden retained to rehabilitate such pit or quarry in accordance with that statute;

1.11 The Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land undertaken as an incidental part of the Agricultural Drain construction or Agricultural Drain cleanout under the Drainage Act, R.S.O. 1990, c. D.17, as amended, or the Tile Drainage Act, R.S.O. 1990, c. T.8, as amended;

1.12 The Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land undertaken by a transmitter or distributor, as those terms are defined in Section 2 of the Electricity Act, 1998, S.O. 1998, c. 15, Schedule A, as amended, for the purpose of constructing and maintaining a transmission system or a distribution system, as those terms are defined in that section;

1.13 The activity is undertaken in accordance with an Order issued pursuant to the City's Property Standards By-law as amended from time to time;

1.14 The activity is conducted within a Contractor's Yard which imports, processes, uses, and/or sells Soil materials and which complies with the applicable City's Zoning By-law as amended;

1.15 The activities or matters undertaken by the City or a local board of the City, Province of Ontario, or Dominion of Canada involving the alteration of Grades or Placement of Fill on Property or public highways. These organizations shall ensure that Fill materials being removed meets all relevant Ministry of the Environment, Conservation and Parks Table 1 Standards and/or Table 2 Standards requirement. All contractors or

agents working on behalf of the City or a local board of the City, Province of Ontario, or Dominion of Canada will be required to obtain approvals for the Placement of these Fill materials on private Property, with the exception of the Placement of ditching materials;

1.16 The Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land imposed after December 31, 2002 as a condition to the approval of a site plan, a plan of subdivision or a consent under Section 41, 51 or 53, respectively, of the Planning Act, or as a requirement of a site plan agreement or subdivision agreement entered into under those sections;

1.17 The Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land imposed after December 31, 2002 as a condition to a development permit authorized by regulation made under Section 70.2 of the Planning Act, or as a requirement of an agreement entered into under that regulation.

The provisions of this By-law do not apply to the Removal or Placement of Fill or alteration of the Grade of land under follow situations:

2.0 Building and Development Exemptions

2.1 Construction, where authorized by the Chief Building Official and a building permit including erection, installation, construction, demolition of a building, structure, swimming pool or on-site sewage system issued in accordance to the Building Code Act, 1992, S.O. 1992, c. 23, as amended, or in accordance to the Swimming Pool and Swimming Pool Fence By-law, where the building permit application provides sufficient information to determine that the Placing or Dumping of Fill conforms with provisions of this By-law and the amount of Fill to be Dumped or Placed pursuant to the building permit does not exceed 500 cubic metres;

a. A one-time Placing or Dumping of Fill within a 100 metre radius and associated with the construction of agricultural or farm buildings or structures shall be permitted, through the issuance of a Building Permit where applicable, so as to establish an appropriate Grade relative to the surrounding area of the buildings or structures and as deemed appropriate;

2.2 The Placing or Dumping of Fill in an excavation to the elevation of Existing Grade following the demolition or removal of a building or structure for which a building permit has been issued. This includes demolition or removal of an agricultural building or structure where a building permit is not required;

2.3 The Placing or Dumping of Fill on lands for the purpose of Flood or Erosion control to establish Finished Grade shown on a Grading and Drainage Plan

approved by the Conservation Authority or City in conjunction with a subdivision approval;

2.4 The Placing or Dumping of Fill on lands for non-residential Site Alteration involving an amount of Fill of less than two hundred (200) cubic metres on a Lot within any one-year period, provided that there is no significant change in the direction or rate of drainage to the neighboring properties, and unless the site includes or is adjacent to a body of water. Such alteration shall not take place within sixty (60) centimetres of any Property line;

2.5 The Placing or Dumping of Soil or Topsoil on lands zoned or used for residential purposes within the meaning of the Zoning By-Law for the purpose of lawn dressing, landscaping, adding of flowerbeds or vegetable gardens, provided that:

a. The elevation of the land is not changed within sixty (60) centimetres of the Property line;

b. There is no change in the location, direction, or elevation of any natural or artificial watercourse, open channel, swale, or ditch used to drain land;

c. The functionality of any drainage Infrastructure is not impeded;

d. The volume of Soil or Topsoil does not exceed one hundred (100) cubic metres in any consecutive 12 month period on a Lot which is 0.1 hectares or less; and

e. The volume of Soil or Topsoil does not exceed two hundred (200) cubic metres in any consecutive 12 month period on a Lot which is greater than 0.1 hectares in area.

2.6 The resurfacing or paving of existing driveways where there is no alteration to the existing driveway base and no significant change in the direction or rate of drainage to neighboring properties;

2.7 The Placing or Dumping of Fill for the construction and/or installation of a new driveway and associated works within the municipal right-of-way as per Public Works Access to Municipal Right-of-Way By-Law 2017-151 as amended from time to time and subject to the following provisions:

a. The use is permitted by the Zoning By-law;

b. Driveways shall not be installed in advance of the zoning use being established;

c. The width of the driveway shall not exceed seven (7) metres and the depth of fill does not exceed fifteen (15) centimetres above the existing Grade; and

d. An entrance permit has been issued by Public Works.

2.8 One time widenings of existing driveways are permitted to a maximum increase in of impervious area of 50% of the original driveway area to a maximum width of seven (7) metres.

The provisions of this By-law do not apply to the Removal of Topsoil or Placement of Fill or alteration of the Grade of land under follow situations:

3.0. Agricultural Exemptions

3.1. The provisions of this By-law do not apply to the removal of Soil, as an incidental part of a Normal Farm Practice as defined by the Farming and Food Production Protection Act, S.O. 1998, C. 1, as amended, on Agricultural Lands as part of an Agricultural Operation;

3.2. The provisions of this By-law do not apply to the Placing or Dumping of Fill and resulting Alteration of Grade on Agricultural Lands as part of an Agricultural Operation with an annual calendar year limit of 500 cubic metres as an incidental part of a Normal Farm Practice as defined by the Farming and Food Production Protection Act, S.O. 1998, c. 1 as amended, save and except requirements for the protection of the natural environment found within Sections 2.6, 2.7, 2.12, 2.13, 2.14 and 2.15 unless permitted or required by the Nutrient Management Act, 2002, S.O. 2002, c. 4, as amended;

3.3. The provisions of this By-law do not apply to any form of Site Alteration or the alteration of Grade where soils are being moved within an Agricultural Operation wholely within Kawartha Lakes as an incidental part of a Normal Farm Practice as defined by the Farming and Food Production Protection Act, S.O. 1998, c. 1 as amended, on Agricultural Lands as part of an Agricultural Operation;

3.4. Storage of Topsoil for the restoration of Agricultural Lands used for Normal Farm Practices, as an incidental part of an agricultural or horticultural operation shall not exceed one thousand (1,000) cubic metres, and shall be Stored a minimum of 30 metres from any Property line and any Key Hydroligic Feature and/or Key Natural Heritage Feature.

3.5. The removal of Topsoil on Agricultural Lands as part of an Agricultural Operation incidental to a Normal Farm Practice including but not limited to removal as an incidental part of sod-farming, greenhouse operations and nurseries for horticultural products or other agricultural activities as per the Farming and Food Production Protection Act, S.O. 1998, C. 1, as amended;

3.6. The harvesting or excavation and removal of peat and/or organic soils in a commercial operation as approved by the Conservation Authority and/or the Ministry of Natural Resources and Forestry.

Schedule "B"

Site Alteration Plan

1.0 A Site Alteration Plan, shall be submitted in order to assess the impact of the Fill Placement or Grade alteration on the Property affected. For a Small or Large Fill Operation, the Plan must be prepared by a Professional Engineer or an Ontario Land Surveyor. The Plan shall include any or all of the matters and activities described as follows:

i. key map showing the location of each Lot, including the nearest roadways and major intersection, and north arrow;

ii. locations where municipal pavement, ditches, culverts, sidewalks, facilities or other Infrastructure or services are impacted. The City may invoke its right to post a No Heavy Trucks route in the event that a hauler is damaging Municipal infrastructure;

iii. the Lot's boundaries and area (expressed in square metres and/or hectares) of each such Lot or parcel of land;

iv. the existing and proposed use of the land and the location and use of the buildings and other structures adjacent to each Lot. This information shall include the distance between the proposed work area and adjacent residential uses;

v. the location, dimensions and use of any building and other structures existing or proposed to be erected on each Lot;

vi. the location of all Key Natural Heritage Features, Key Hydrologic Features and/or any other environmentally sensitive features, including but not limited to: lakes, streams, rivers, wetlands, channels, ditches, other watercourses and other bodies of water including hydrologically sensitive features such as springs, seeps, etc. on and within a minimum of 120 metres beyond each Lot's boundaries;

vii. the location of all Regulatory Flood Lines and Conservation Authority Regulation limits;

viii. the location and identification of the predominant existing Soil types on and abutting the Lot within 120 metres;

ix. the species, Grade at base and size (in diameter at breast height) of all trees greater than 250 millimetres in calliper, all shrubs, trees and hedges within three (3) metre(s) of the Property line and driveways on each Lot and all easements and rights-of-way over, under, across or through the Lot;

x. the location and dimensions of any existing and proposed storm water drainage systems and natural drainage patterns on and within a minimum of 30 metres beyond each Lot's boundaries;

Schedule "B" continued

Site Alteration Plan

xi. the location and dimensions of utilities, structures, roads, highways and paving located within a minimum of 30 metres beyond each Lot's boundaries;

xii. the existing topography on the Lot and extending a minimum of 30 metres beyond the Lot's boundaries;

xiii. the Proposed Grades of each Lot;

xiv. the location and dimensions of all proposed land disturbance activities, including construction of access roads;

xv. the location and dimensions of all temporary Soil, Topsoil or Fill stockpiles on the Property;

xvi. the total quantity of fill in cubic metres;

xvii. the location, dimensions, design details and design calculations of all construction site Erosion control measures that may be necessary to minimize the impact of the proposal;

xviii. a schedule of the anticipated starting and completion dates of each land disturbance or land development activity;

xix. provisions for the maintenance of the construction site Erosion control and dust control measures during construction and after as required;

xx. traffic management information including proposed daily truck traffic levels, a plan of proposed external haul routes and daily schedule for hours of hauling operations, traffic control plan and a plan showing signage as required by the City;

xxi. the scale of drawing, ranging from 1:250 to 1:1000 as deemed appropriate, in metres;

xxii. an indication on the drawing of directions of overland water flow and overland flow route; and,

xxiii. any information, plans or studies required by Ontario Regulation 140/02, as amended – The Oak Ridges Moraine Conservation Plan.

The City shall require a $3,000.00 deposit should the City require the services of a Qualified Person to peer review the studies submitted by the Applicant;

The Corporation of the City Of Kawartha Lakes

By-Law 2019 -

A By-Law To Amend The Town of Lindsay Zoning By-Law 2000-75 To Remove The Holding Symbol (H) From A Zone Category On Property Within The City Of Kawartha Lakes

[File D06-2019-012, Report PLAN2019-036, respecting Plan 8P, Part of Park Lot K, 57R-7336, Part of Part 1 – Lindsay Retirement Home GP Limited]

Recitals:

1. Section 36 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to place a Holding (H) symbol on any zoning category assigned to property. The purpose of the Holding (H) symbol is to restrict the use of the property until conditions imposed by Council have been met.

2. The Council of the City of Kawartha Lakes enacted By-law No. 2017-251, which contained a Holding (H) symbol relating to the use of the property.

3. Council has received a request to remove the Holding (H) symbol from the "Residential High Rise One Special Thirteen – Holding [RH1-S13(H)] Zone".

4. The conditions imposed by Council and shown in By-law 2017-251 have been complied with.

5. Council deems it appropriate to remove the Holding (H) symbol.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-.**

Section 1:00 Zoning Details

1.01 **Property Affected**: The Property affected by this By-law is described as Plan 8P, Part of Park Lot K, 57R-7336, Part of Part 1, Former Town of Lindsay, now in the City of Kawartha Lakes.

1.02 **Schedule Amendment**: Schedule A to By-law No. 2000-75 of the Town of Lindsay is further amended to remove the Holding (H) symbol from the "Residential High Rise One Special Thirteen – Holding [RH1-S13(H)] Zone" for the land referred to as "RH1-S13", as shown on Schedule A attached to this By-law.

Section 2:00 General Terms

2.01 **Effective Date**: This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Section 36 of the Planning Act R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this ** day of **, 2019.

_____	_____
Andy Letham, Mayor	Cathie Ritchie, City Clerk

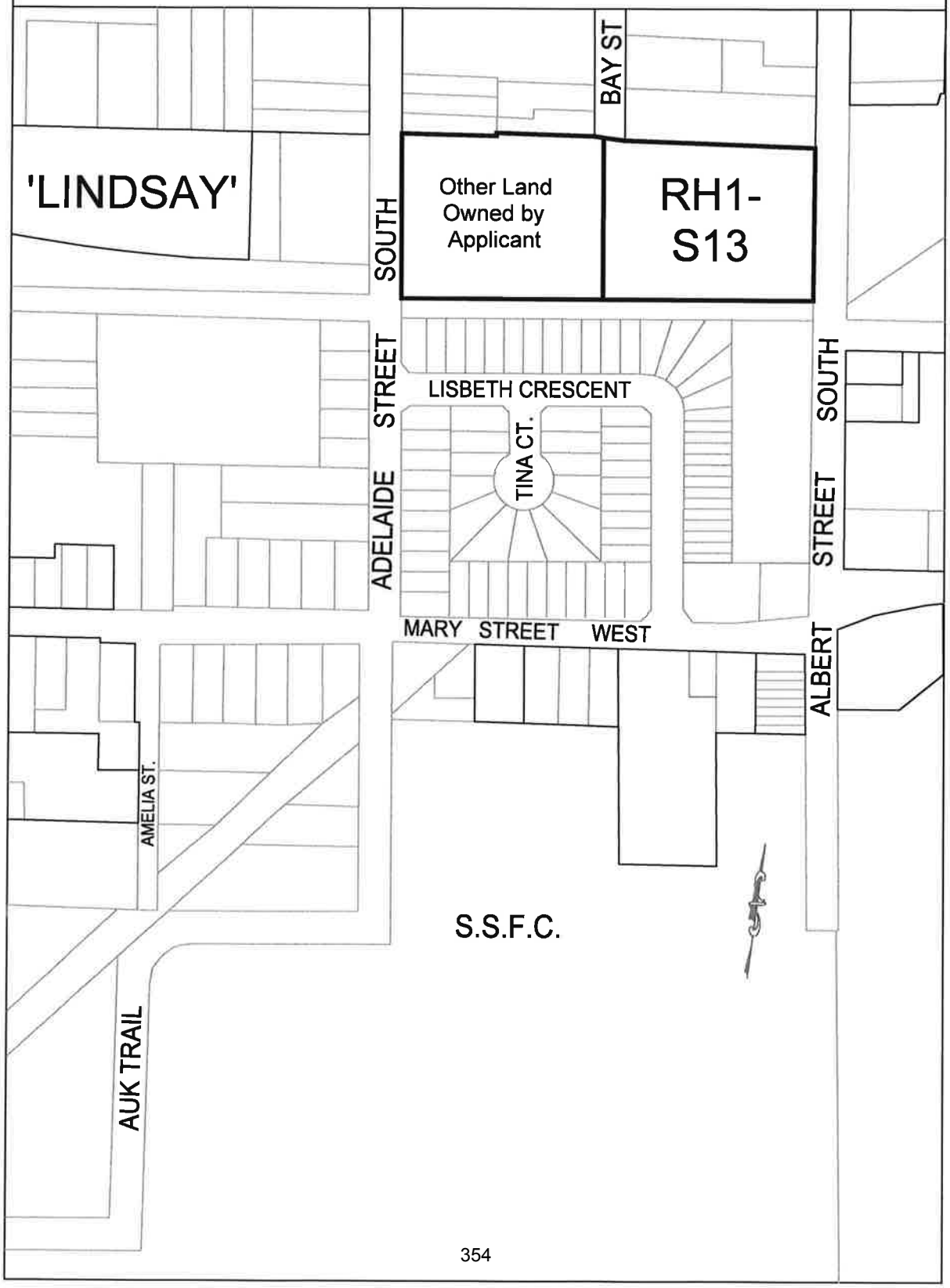
THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED

THIS _____ DAY OF _____ 2019.

MAYOR_____ CITY CLERK _____



The Corporation of the City of Kawartha Lakes

By-Law 2019 -

A By-Law To Amend The Township of Manvers Zoning By-Law No. 87-06 To Rezone Land Within The City Of Kawartha Lakes

File D06-2019-013, Report PLAN2019-039, respecting Lot 2, Concession 12, geographic Township of Manvers, identified as 91 Fleetwood Road

Recitals:

1. Section 34 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate zoning categories and provisions assigned to land.

2. Council has received an application to amend the categories and provisions relating to a specific parcel of land to:

   (a) rezone the land containing the dwelling to a rural residential zone category; and

   (b) prohibit residential uses on the balance of the agricultural land under cultivation;

   in order to fulfill a condition of provisional consent.

3. A public meeting to solicit public input has been held.

4. Council deems it appropriate to rezone the Property.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-__.

Section 1:00 Zoning Details

1.01 **Property Affected**: The Property affected by this by-law is described as Part Lot 2, Concession 12, geographic Township of Manvers, City of Kawartha Lakes.

1.02 **Textual Amendment:** By-law No. 87-06 of the Township of Manvers is further amended by adding the following subsection to Section 3.3:

"v. Notwithstanding subsection 20.1(b), on lands zoned RR1-S22 one accessory building is permitted within the front yard provided the building maintains a minimum setback of 80 metres from the front lot line. Notwithstanding the definition of a front yard, the front yard on land zoned RR1-S22 shall be defined as the yard extending across the full width of the lot between the front lot line and the nearest wall of the dwelling.

All other requirements of the RR1 Zone and the By-law shall apply to lands zoned RR1-S22."

1.03 **Schedule Amendment**: Schedule 'A' to By-law No. 87-06 of the Township of Manvers is further amended to change the zone category on a portion of the property from Rural General (A1) Zone to Rural General Special Twenty Six (A1-S26) Zone for the land referred to as A1-S26, as shown on Schedule 'A' attached to this By-law; and to change the zone category on another portion of the property from Rural General (A1) Zone to Rural Residential Type One Special Twenty Two (RR1-S22) Zone for the land referred to as RR1-S22, as shown on Schedule 'A' attached to this By-law.

Section 2:00 Effective Date

2.01 **Effective Date**: This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Section 34 of the Planning Act R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this ** day of ***, 2019.

_____	_____
Andy Letham, Mayor	Cathie Ritchie, City Clerk

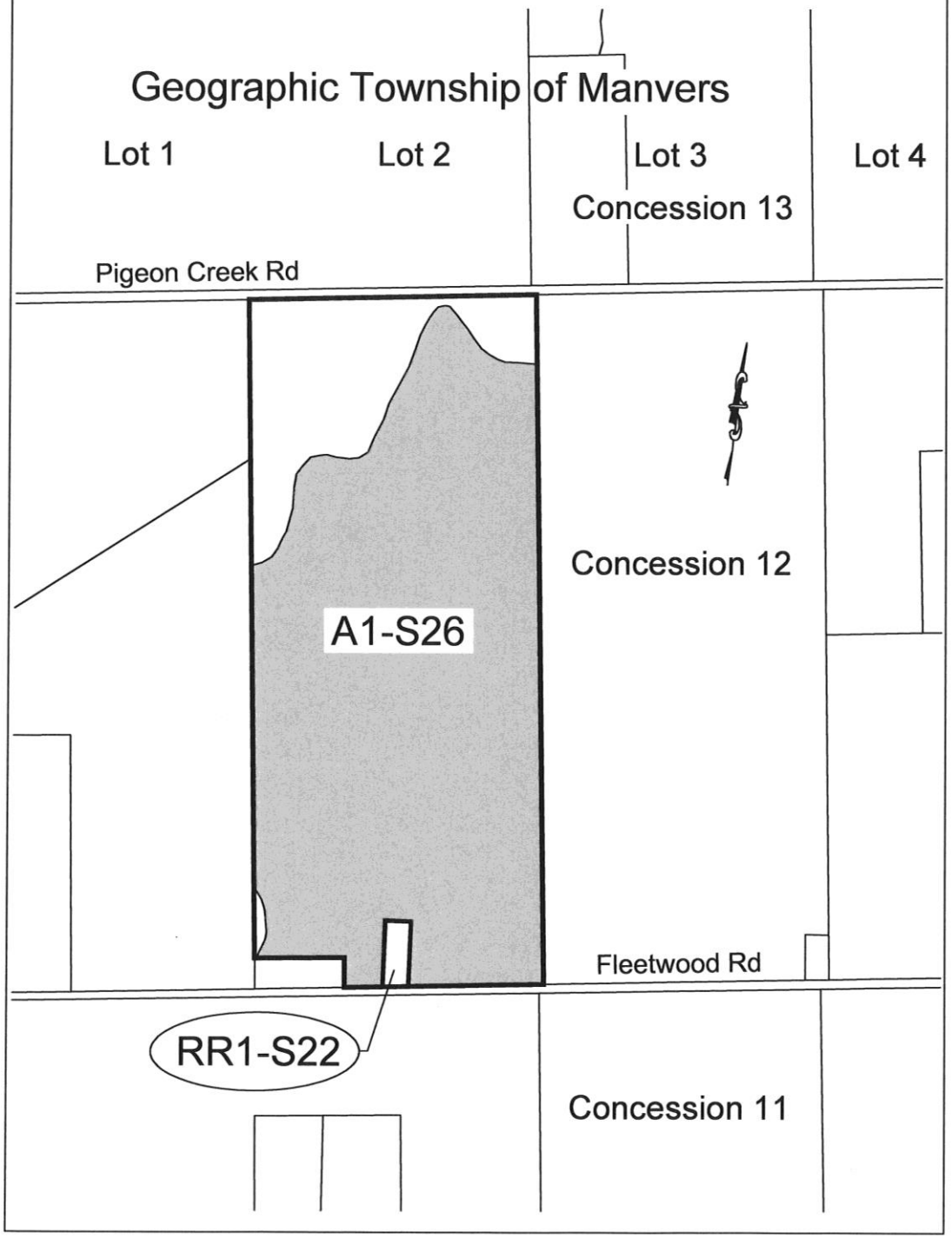
THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED

THIS _____ DAY OF _____ 2019.

MAYOR _____ CITY CLERK _____



The Corporation of the City of Kawartha Lakes

By-Law 2019 -

A By-Law To Amend The Township of Manvers Zoning By-Law No. 87-06 To Rezone Land Within The City Of Kawartha Lakes

File D06-2019-015, Report PLAN2019-041, respecting Part Lot 19, Concession 10, geographic Township of Manvers, identified as 344 Janetville Road – Kimball

Recitals:

1. Sections 34 and 39 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate zoning categories and provisions assigned to land.

2. Council has received an application to amend the categories and provisions relating to a specific parcel of land to permit the temporary use of the land for a Garden Suite.

3. A public meeting to solicit public input has been held.

4. Council deems it appropriate to rezone the Property.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-__.

Section 1:00 Zoning Details

1.01 **Property Affected**: The Property affected by this by-law is described as Part Lot 6, Concession 10, geographic Township of Manvers, City of Kawartha Lakes, and identified as 344 Janetville Road.

1.02 **Textual Amendment**: By-law No. 87-06 of the Township of Manvers is further amended to add the following section to Section 10.4:

"nn. In addition to the uses permitted in Section 10.1, on lands zoned A1-S40, a Garden Suite is also permitted and is subject to the following provisions:

i. A "Garden Suite" means a temporary, detached dwelling unit that is designed and constructed to be portable and is ancillary to an existing detached dwelling.

ii. A "Garden Suite" shall be located in a side yard or rear yard and shall be connected to the existing water supply and sanitary sewage disposal system serving the principal dwelling and shall not exceed a gross floor area of 100 square metres and shall be permitted for a period of twenty (20) years commencing the date that the A1-S40 Zone is in effect."

1.03 **Schedule Amendment**: Schedule ‘A’ to By-law No. 87-06 of the Township of Manvers is further amended to change the zone category from the Rural General (A1) Zone to the Rural General Special Exception Forty (A1-S40) Zone for the land referred to as ’A1-S40’, as shown on Schedule ‘A’ attached to this By-law.

Section 2:00 Effective Date

2.01 **Effective Date**: This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Sections 34 and 39 of the Planning Act, R.S.O. 1990, c.P.13.

2.02 **Expiry Date**: This By-law shall expire on the ** day of ***, 2039, in accordance with the provisions of Section 39.1(4) of the Planning Act, R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this ** day of ***, 2019.

_____	_____
Andy Letham, Mayor	Cathie Ritchie, City Clerk

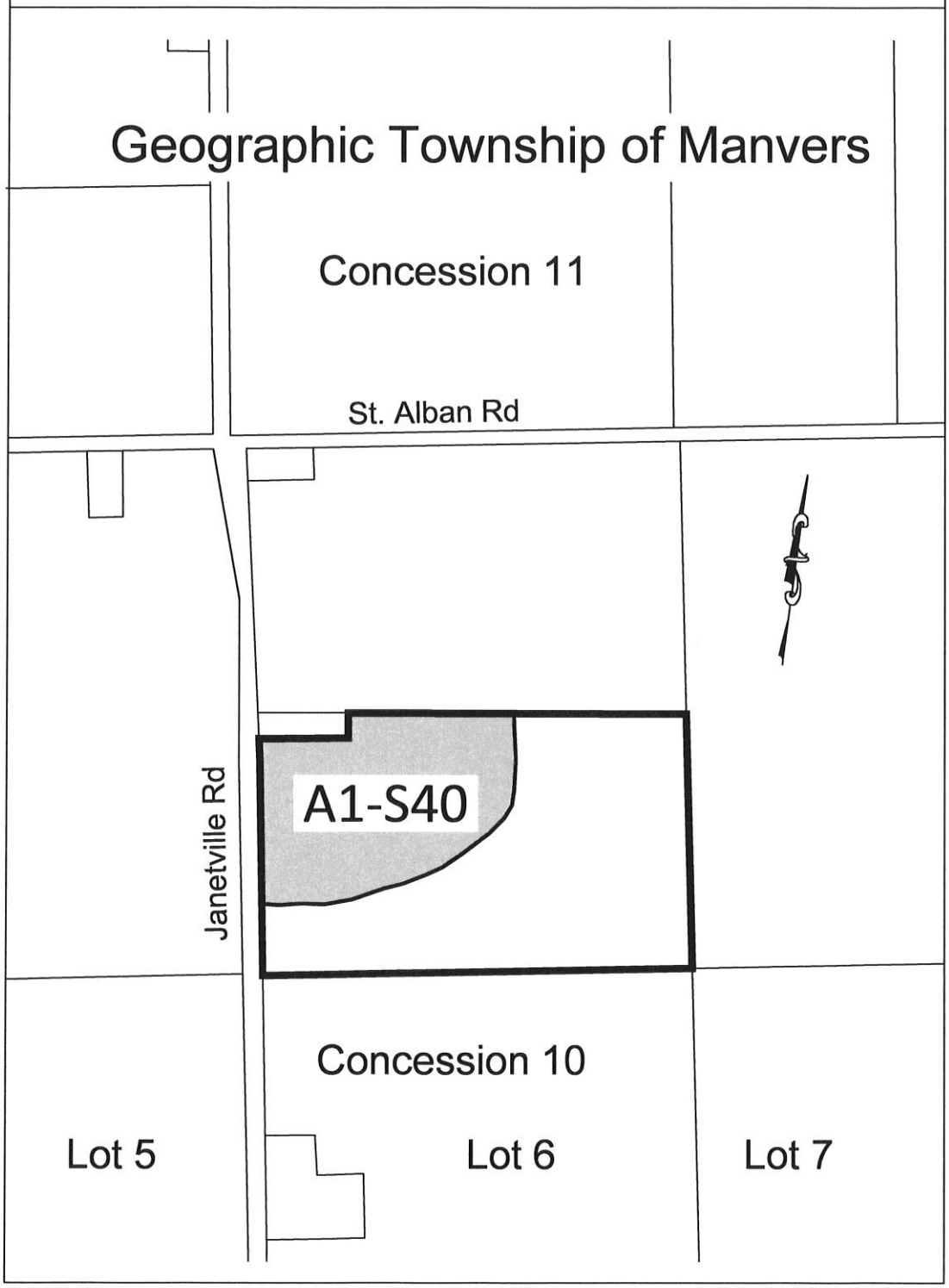
THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED

THIS _____ DAY OF _____ 2019.

MAYOR _____ CITY CLERK _____



RATING BY-LAW

Tile Drainage Act, R.S.O. 1990, c. T.8, s.8

THE CORPORATION OF THE

City of Kawartha Lakes

BY-LAW NUMBER 2019-

A by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the council has, upon their application, lent the owners the total sum of $50,000.00 to be repaid with interest by means of rates hereinafter imposed;

The council, persuant to the *Tile Drainage Act*, enacts as follows:

1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates shall have priority lien status, and shall be levied and collected in the same manner as taxes.

First Reading 2019-Jul-16
yyyy/mm/dd

Second Reading 2019-Jul-16
yyyy/mm/dd

Provisionally adopted this 16 day of July , 2019

Andy Letham
Name of Head of Council

Signature

Cathie Ritchie
Name of Clerk

Signature

Third Reading 2019-Jul-16

Enacted this 16 day of July , 2019

Andy Letham
Name of Head of Council

Signature

Corporate Seal

Cathie Ritchie
Name of Clerk

Signature

I, Cathie Ritchie , clerk of the Corporation of the City of Kawartha Lakes certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Corporate Seal

Cathie Ritchie
Name of Clerk

Signature

The Corporation of the City of Kawartha Lakes

Schedule 'A' to By-law Number 2019-

Property Owner Information*				Description of Land Parcel to Which the Repayment Charge Will be Levied					Proposed date of loan (YYYY-MM-DD)	Sum to be loaned $	Annual rate to be imposed $
Yogeshwari Patel	Owner	Shri Hari Krishna Consultancy Inc		Lot: 12			Con: 2		2019-Aug-01	$ 50,000.00	$ 6,793.40
-	-										
101 Russell Jarvis Drive		Markham	ONT	Roll #:	1651	160	010	09400			
0	0	0		Lot:			Con:				
-	-										
				Roll #:							
0	0	0		Lot:			Con:				
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				Roll #:							
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				Roll #:							
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-	-										
				Roll #:							
									TOTAL *	$ 50,000.00	$ 6,793.40

*** If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer in the last blank space provided.Only the owner(s) of the property may apply for a loan.**

TILE DRAINAGE DEBENTURE

Tile Drainage Act, R.S.O. 1990, c. T.8, subs. 2(1)

$50,000.00 No. 2019-08

The Corporation of the City of Kawartha Lakes hereby promises to pay to the Minister of Finance, the principal sum of $50,000.00 of lawful money of Canada, together with interest thereon at the rate of 6 per cent per annum in ten equal instalments of $6,793.40 on the 1st day of August, in the years 2020 to 2029, both inclusive.

The right is reserved to The Corporation of the City of Kawartha Lakes to prepay this debenture in whole or in part at any time or times on payment, at the place where and in the money in which this debenture is expressed to be payable, of the whole or any amount of principal and interest owing at the time of such prepayment.

This debenture, or any interest therein, is not, after a Certificate of Ownership has been endorsed thereon by the Treasurer of this Corporation, or by such other person authorized by by-law of this Corporation to endorse such Certificate of Ownership, transferable.

Dated at the City of Kawartha Lakes in the Province of Ontario, this 1st day of August, 2019, under the authority of By-law No. 2006-184 of the Corporation entitled "A by-law to raise money to aid in the construction of drainage works under the *Tile Drainage Act*."

Corporate Seal

Andy Letham
Name of Head of Council

Signature

Carolyn Daynes
Name of Treasurer

Signature

OFFER TO SELL

Tile Drainage Act, R.S.O. 1990, c. T.8, subs. 5(8)

TO THE MINISTER OF FINANCE

The Corporation of City of Kawartha Lakes hereby offers to sell Debenture No. 2019-08 in the principal amount of $50,000.00 to the Minister of Finance as authorized by Borrowing By-law No. 2006-184 of the Corporation.

The principal amount of this debenture is the aggregate of individual loans applied for and each loan is not more than 75 per cent of the cost of the drainage work constructed.

An inspector of drainage, employed by the Corporation, has inspected each drainage work for which the Corporation will lend the proceeds of this debenture and each has been completed in accordance with the terms of the loan approval given by council.

A copy of the Inspection and Completion Certificate for each drainage work, for which the Corporation lend the proceeds of this debenture, is attached hereto.

August 01, 2019

Date

Carolyn Daynes

Name of Treasurer

Corporate Seal

Signature of Treasurer

The Corporation of the City of Kawartha Lakes

By-law 2019-XXX

A By-law to provide for Drainage Works in the City of Kawartha Lakes to be known as the Webster Municipal Drain

Recitals

1. The Council of the City of Kawartha Lakes has procured a report under section 4 of the Drainage Act for the new construction of the Webster Municipal Drain
2. The Council of the City of Kawartha Lakes received a report made by R. Dobbin Engineering Inc. dated June 3, 2019 (the "Report").
3. The engineer's report includes the deepening of an existing channel and the excavation of a new channel to be incorporated as the Webster Drain from the Part of L9, Concession 4, through the S1/2 of L10, Concession 4, through the W1/2 of L10, Concession 5 to its top end at the S Pt of L11, Concession 5 in the former township of Eldon in the City of Kawartha Lakes, providing for a legal subsurface outlet for drainage.
4. The estimated total cost of constructing the drainage works is $271,850.00
5. $95,245.00 is the amount to be contributed by the City of Kawartha Lakes for the drainage works.
6. At the conclusion of the Drainage Board Meeting held on July 2, 2019 to consider the Webster Municipal Drain Report, the petition for drainage works remained valid.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-XXX pursuant to the Drainage Act.

Authorization

1. The report is adopted and the drainage works described in it are authorized. These works shall be completed in accordance with the Report, attached as Schedule E.

Borrowing

2. The City of Kawartha Lakes may borrow on the City's credit the amount of $271,850.00, which is the amount necessary for the construction of the drainage works.

3. A special rate shall be levied upon lands and roads as set forth in the assessment schedules included as Schedules A to D to this By-law, less the total amount of:

a. grants to the agricultural lands under Section 85 of the Act, where applicable; and
b. allowances granted under Section 29 to 33 of the Act, where applicable. The special rate shall become due and payable as a single cash payment within 30 days of the invoicing of it by the City, or if single cash payment has not been made within 30 days of the invoicing, then the amount shall be levied upon the lands and roads as set forth in Schedules A to D to this By-law and collected in the same manner and at the same time as other taxes are collected; and
c. If requested in writing, the Corporation of the City of Kawartha Lakes may arrange for the issue of debentures as stipulated in Council Policy CP2017-004 that is in effect at the time of the passing of the actual cost by-law.

4. For paying the amount of $95,245.00 which is the amount assessed upon lands and roads belonging to or controlled by the municipality, a special rate sufficient to pay the amount assessed, plus interest, shall be levied upon the whole rateable property within the City of Kawartha Lakes and shall be collected as a single cash payment.

5. This By-law shall come into force on the passing thereof and may be cited as the "Webster Municipal Drain By-law".

By-law read a first and second time on the 16th day of July, 2019 and provisionally adopted.

_____ _____
Andy Letham, Mayor Cathy Ritchie, City Clerk

By-law read a third time on the ___ day of ____, _____.

_____ _____
Andy Letham, Mayor Cathy Ritchie, City Clerk

Schedule A Webster Drain (June 3 2019) a

Schedule B Webster Drain (June 3 2019) E

Schedule C Webster Drain (June 3 2019) S

Schedule D Webster Drain (June 3 2019) S

Schedule E Webster Drain Report (June 3

City of Kawartha Lakes
Webster Drain
June 3, 2019

ALLOWANCES

Allowances have been made as per Sections 29, 30 & 33 of the Drainage Act for damages to lands and crops and loss of access.

Conc.	Lot or part	Roll No.	Owner	Section 29	Section 30	Section 33	Total
4	N 1/2 Lot 9	10-161	R. Graves	3,800	690	-	4,490
	S 1/2 Lot 10	10-162-10	C. Jackson	4,450	810	-	5,260
5	W 1/2 Lot 10	10-200	E. Wechsel	20,400	3,720	5,280	29,400
	Pt Lot 11	10-206	Victor Webster Farms Ltd.	-	200	-	200
			TOTAL ALLOWANCES	$ 28,650	$ 5,420	$ 5,280	$ 39,350

City of Kawartha Lakes
Webster Drain
June 3, 2019

Estimate of Cost

	Quantity	Unit	Material	Labour	
Allowances:					39,350
Brushing	0.11	Ha	-	1,120	1,120
Excavation of Drain	3036	cu.m	-	22,770	22,770
Levelling of Excavated Material	1120	m	-	5,600	5,600
Rock Excavation c/w Shatter & Vibration Monitoring	649	cu.m	-	63,300	63,300
Prospect Road					
Remove Existing 600ø & 900mmø CSPs	2	ea	-	960	
1600mmø CSP (Open Cut)	18	m	7,620	1,600	
Bedding Material	74	t	1,480	640	
Granular "B"	82	t	820	640	
Place Backfill	60	t	-	640	
Granular "A"	30	t	600	320	
Rip Rap Culvert Inlet and Outlet	30	sq.m	1,500	1,500	
Fence Removal and Reconstrction	40	m	200	960	
Traffic Control	1	LS	450	400	
Restoration	1	LS	600	500	
			13,270	8,160	21,430
Glenarm Road					
Remove Existing 600mmø CSP	1	ea	-	640	
1400mmø CSP (Open Cut)	26	m	9,210	2,240	
Bedding Material	100	t	2,000	960	
Granular "B"	154	t	1,540	1,280	
Place Backfill	150	t	-	640	
Granular "A"	42	t	840	480	
Rip Rap Endwall	45	sq.m	2,250	2,250	
Traffic Control	1	LS	600	1,200	
90 mm Asphalt (50mm HL8 & 40 mm HL4)	80	sq.m	2,400	720	
Fence Removal and Reconstrction	20	m	100	480	
Restoration	1	LS	600	500	
			19,540	11,390	30,930
Silt Fence	1	ea	250	-	250
Miscellaneous					13,610
	Sub Total				198,360
	Engineering				48,740
	Tendering				2,500
	Conservation Review Fee				470
	Inspection Allowance (Estimate)				21,780
	Total Estimate				**$271,850**

SCHEDULE OF ASSESSMENT

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total	Equivalent Ha.
Agricultural Land									
4	N 1/2 Lot 9	2.0	10-161	R. Graves	-	7,590	262	7,852	2.0
	S 1/2 Lot 10	5.7	10-162-10	C. Jackson	-	5,675	1,482	7,157	5.7
	Pt N 1/2 Lot 10	1.6	10-163	D. Brown	-	-	941	941	1.6
5	W 1/2 Lot 10	44.3	10-200	E. Wechsel	-	57,314	28,462	85,776	44.3
	Pt E 1/2 Lot 10	28.8	10-204	T. Bottan	-	-	19,073	19,073	28.8
	Pt Lot 11	53.6	10-206	Victor Webster Farms Ltd.	-	5,675	44,370	50,044	53.6
	Pt Lot 12	3.5	10-207	S. Panu	-	-	2,887	2,887	3.5
					-	76,253	97,477	173,730	
			Total Special Benefit		-				
			Total Benefit		76,253				
			Total Outlet		97,477				
			Total - Agricultural		173,730				
Non-Agricultural Lands									
4	Pt N 1/2 Lot 10	0.4	10-163-01	J. McFeeters	-	-	232	232	0.4
	Pt. Lot 11	0.5	10-206-01	T. Bottan	-	-	608	608	0.7
	Pt. Lot 12	0.4	10-207-01	L. Swailes	-	-	678	678	0.8
6	Pt. Lot 11	0.2	20-023	W. Allison	-	-	364	364	0.4
	Pt. Lot 11	0.3	20-023-10	S. Charles	-	-	414	414	0.5
	Pt Lot 11	0.7	20-028	CSI GP Glenarm Ltd.	-	-	579	579	0.7
					-	-	2,876	2,876	
			Total Special Benefit		-				
			Total Benefit		-				
			Total Outlet		2,876				
			Total - Non-Agricultural		2,876				

SCHEDULE OF ASSESSMENT

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total	Equivalent Ha.
Public Lands									
5	Pt E 1/2 Lot 10	1.2	10-204-01	City of Kawartha Lakes	-	-	2,623	2,623	3.6
Prospect Road		1.8		City of Kawartha Lakes	28,436	-	1,047	29,482	5.4
Glenarm Road		4.6		City of Kawartha Lakes	45,714	-	14,348	60,062	18.2
Sandringham Road		1.2		City of Kawartha Lakes	-	-	3,078	3,078	3.7
					74,150	-	21,095	95,245	
				Total Special Benefit	74,150				
				Total Benefit	-				
				Total Outlet	21,095				
				Total - Public Lands	95,245				
				Total - Public Lands	95,245				
				Total Non-Agricultural Lands	2,876				
				Total Agricultural Lands	173,730				
				Total Assessment	$ 271,850				

NOTE NET ASSESSMENTS = TOTAL ASSESSMENT LESS AVAILABLE GRANTS LESS ALLOWNACES

SCHEDULE OF MAINTENANCE

For Maintenance of the open channel portion of the drain from Station 0+150 to Station 1+302.
Road crossings will be maintained as per the Engineers Report.

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total	Equivalent Ha.
Agricultural Land								
4	N 1/2 Lot 9	2.0	10-161	R. Graves	332	1	333	2.0
4	S 1/2 Lot 10	5.7	10-162-10	C. Jackson	255	27	282	5.7
	Pt N 1/2 Lot 10	1.6	10-163	D. Brown	-	11	11	1.6
5	W 1/2 Lot 10	44.3	10-200	E. Wechsel	2,484	300	2,784	44.3
	Pt E 1/2 Lot 10	28.8	10-204	T. Bottan	-	303	303	28.8
	Pt Lot 11	53.6	10-206	Victor Webster Farms Ltd.	255	1,170	1,425	53.6
	Pt Lot 12	3.5	10-207	S. Panu	-	76	76	3.5
					3,326	1,889	5,215	
			Total Benefit		3,326			
			Total Outlet		1,889			
			Total - Agricultural		5,215			
Non-Agricultural Lands								
4	Pt N 1/2 Lot 10	0.4	10-163-01	J. McFeeters	-	3	3	0.4
	Pt. Lot 11	0.5	10-206-01	T. Bottan	-	16	16	0.7
	Pt. Lot 12	0.4	10-207-01	L. Swailes	-	18	18	0.8
6	Pt. Lot 11	0.2	20-023	W. Allison	-	10	10	0.4
	Pt. Lot 11	0.3	20-023-10	S. Charles	-	11	11	0.5
	Pt Lot 11	0.7	20-028	CSI GP Glenarm Ltd.	-	15	15	0.7
					-	72	72	
			Total Benefit		-			
			Total Outlet		72			
			Total - Non-Agricultural		72			

SCHEDULE OF MAINTENANCE

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total	Equivalent Ha.
Public Lands								
5	Pt E 1/2 Lot 10	1.2	10-204-01	City of Kawartha Lakes	-	79	79	3.6
Prospect Road		1.8		City of Kawartha Lakes	-	14	14	5.4
Glenarm Road		4.6		City of Kawartha Lakes	-	398	398	18.2
Sandringham Road		1.2		City of Kawartha Lakes	-	81	81	3.7
					-	573	573	

Total Benefit	-
Total Outlet	573
Total - Public Lands	573
Total - Public Lands	573
Total Non-Agricultural Lands	72
Total Agricultural Lands	5,215
Total Assessment	$ 5,860

Dobbin Engineering Inc.
4218 Oil Heritage Road
Petrolia, Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233
www.dobbineng.com

June 3, 2019

The City of Kawartha Lakes
26 Francis Street
Lindsay, ON
K9V 5R8

Mayor, Council and Drainage Board:

Re: Webster Drain

In accordance with your instructions, I have undertaken an examination of Part of Lot 11, Concession 5, and Part of Lot 10, Concession 5 with regards to providing the lots with a legal outlet for subsurface water generated on the properties.

The Lake Simcoe Regional Conservation Authority has approved the May 8, 2019 design of the Webster Drain. The design presented in this report is the same design that has been approved.

Summary of Work

The work includes the following:

- Prepare an Engineers Report under the Drainage Act to address the petitions (2).
- Replace the Glenarm Road centreline culvert.
- Replace the Prospect Road centreline culvert.
- Construct an open channel across the W1/2 of Lot 10, Concession 5 and complete a ditch cleanout and deepening for 310m west of Prospect Road on the S1/2 of Lot 10, Concession 4 and Lot 9, Concession 4.
- Allowances have been made to Pt. Lot 11 and W1/2 L Lot 10, Concession 5 and to S1/2 L Lot 10 and Lot 9, Concession 4.
- The estimated costs are estimated to be $256,450 which includes engineering, tendering and an allowance for inspection.

Authorization under the Drainage Act

The City of Kawartha Lakes received two petitions for drainage, one on September 13, 2017 from Victor Webster Farms Ltd and a second petition from Ella Webster on July 12, 2018. This Engineers Report has been prepared under Section 4 of the Drainage Act as per the petitions received by the City of Kawartha Lakes. Section 4 (1) of the Drainage Act states:

A petition for the drainage by means of a drainage works of an area requiring drainage as described in the petition may be filed with the Clerk of the local Municipality in which the area is situate by,

(a) the majority in number of the Owners, as shown by the last revised assessment roll of lands in the area, including the Owners of any roads in the area;

(b) the Owner or Owners, as shown by the last revised assessment roll, of lands in the area representing at least 60 per cent of the hectarage in the area;

(c) where a drainage works is required for a road or part thereof, the engineer, road superintendent or person having jurisdiction over such road or part, despite subsection 61(5);

(d) where a drainage works is required for the drainage of lands used for agricultural purposes, the Director. R.S.O. 1990, c.D.17, s.4(1).

The petitions were determined to be valid based on Section 4 (1) (b).

Existing Conditions

There exists an open channel in Lot 9, Concession 4 that extends in a north-easterly direction to the east edge of the S1/2 Lot 10, Concession 4. It then extends in a north-easterly direction 820m to its head in the W1/2 Lot 10, Concession 5.

North of the open channel exists a small surface course that crosses Glenarm Road, approximately 360m east of Prospect Road.

At the time of site visits the lands east of the low run were cleared and appeared to be cropped. The clearing extended to the west of the low run.

The Lake Simcoe Region Conservation Authority provided mapping with the following information.

- The Lands in Lot 10, Concession 5 were labelled as wetland.
- The catchment area is located within a regulated area.
- The low run from Station 0+150 to 1+302 was considered a watercourse.
- The low run from Station 0+150 to 1+302 was considered a meanderbelt (erosion limit).

On Site Meetings

An onsite meeting was held on November 1, 2017. The following is a summary of the meeting:

- The City of Kawartha Lakes received a petition for outlet of sub-surface water on L11, Concession 5.
- The petition was determined to be valid.
- R. Dobbin Engineering will need to do a detailed topographic survey for the alignment and to determine the drainage area.

A second meeting was held on June 6, 2018. The purpose of the second meeting was to update the Landowners and answer any questions with respect to the alignment, grades and the length of works required for a sufficient outlet. After some discussion, some Landowners expressed an interest in signing a petition for drainage. The following is a summary of the subsequent meeting:

- The City of Kawartha Lakes received a petition for outlet of sub-surface water on L10, Concession 5.
- The petition was determined to be valid.
- R. Dobbin Engineering will need to do a detailed topographic survey for the alignment and to determine the drainage area.
- The Landowner of Part of Lot 11, Concession 5 and the Landowner of the W1/2 of Lot 10, Concession 5 were contacted separately by telephone to discuss the petition.

Recommendations

Based on our knowledge of the drain and discussions at the November 1, 2017 and June 6, 2018, meetings it is therefore recommended that the following work be carried out:

1. A new drain called the Webster Drain will be constructed following the existing lowlands to provide an outlet for surface and subsurface water in Part of Lot 11, Concession 5.

Design

The proposed open channel drain shall be designed to accommodate a drainage coefficient of 37 mm/24 hours. This is generally acceptable for lands used for cash crops with provisions for surface water. Open channel design criteria includes an assumed minimum tile depth of 600mm plus diameter of tile and a minimum 100 mm freeboard to the design flow elevation.

Culvert design criteria includes rural road crossing be designed to accommodate the 1 in 10 year storm event and County roads be designed to accommodate the 1 in 25 year storm event.

The design has included an open channel rather than a closed tile. This will maintain the general overall drainage patterns in the area and maintain a surface flow route thorough the regulated area. The backslopes in earth cuts will be to 3H:1V to help minimize bank erosion.

The drain's alignment includes a section of land that is regulated by the Lake Simcoe Regional Conservation Authority. Prior to submitting the report a meeting was held with the Lake Simcoe Regional Conservation Authority to review the design to ensure a permit would be provided by the Lake Simcoe Regional Conservation Authority. At the request of the Lake Simcoe Regional Conservation Authority the working areas were added to the overall plan. Standard erosion and sediment control measures have been implemented into the design. The Lake Simcoe Regional Conservation Authority has confirmed a permit will be issued once the Court of Revisions appeal period has ended and if applicable, when the Tribunal appeal period has ended.

Estimate of Cost

It is recommended that the work be carried out in accordance with the accompanying Specification of Work and Profile that forms part of this Report. There has been prepared an Estimate of Cost in the amount of $271,850, including engineering of the report, attending the Meeting to Consider the Report, attending the Court of Revision, preparing a tender document for distribution by the City of Kawartha Lakes and an allowance for inspection. Appearances before appeal bodies have not been included in this cost estimate.

A plan has been prepared showing the location of the work and the approximate drainage area. A profile is included showing the depths and grades of the proposed work.

Assessment

As per Section 21 of the Drainage Act, the Engineer in his report shall assess for benefit and outlet for each parcel of land and road liable for assessment.

Lands, roads, buildings, utilities, or other structures that are increased in value or are more easily maintained as a result of the construction, improvement, maintenance, or repair of a drainage works may be assessed for benefit. (Section 22)

Lands and roads that use a drainage works as an outlet, or for which, when the drainage works is constructed or improved, an improved outlet is provided either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek, or watercourse may be assessed for outlet. The assessment for outlet shall be based on the volume and rate of flow of the water artificially caused to flow into the drainage works from the lands and roads liable for such assessments. (Section 23)

The Engineer may assess for special benefit any lands for which special benefits have been provided by the drainage works. (Section 24)

A Schedule of Assessment for the lands and roads affected by the work and therefore liable for the cost thereof will be prepared as per the Drainage Act. Also, assessments may be made against any public utility or road authority, as per Section 26 of the Drainage Act, for any increased cost for the removal or relocation of any of its facilities and plant that may be necessitated by the construction or maintenance of the drainage works. Items to be assessed under Section 26 shall be the actual cost plus a portion of the engineering (25% of the cost).

The cost of any approvals, permits or any extra work, beyond that specified in this report that is required by any utility, conservation authority, government ministry or organization (federal or provincial), or road authority shall be assessed to that organization requiring the permit, approval, or extra work.

The estimated cost of the drainage works has been assessed in the following manner:

1. The costs of the Glenarm Road road crossing have generally been assessed with 95% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
2. The costs of the Prospect Road road crossing have generally been assessed with 73% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
3. The Landowner of the W1/2 of L10, Concession 5 has agreed to compensation in lieu of an access culvert. 50% of the estimated cost of the access culvert has been assessed as an outlet assessment on upstream lands based on equivalent hectares.
4. The remaining cost of the drainage works have been assessed with approx. 60% of the estimated cost assessed as a benefit assessment and the remainder assessed as outlet assessment to the upstream properties based on equivalent hectares.

Agricultural Grant

It is recommended that application for subsidy be made for eligible agricultural properties. Any assessments against non-agricultural properties are shown separately in the Schedule of Assessment.

Access and Working Area

Access to the worksite and the working area shall generally be from Glenarm Road, Prospect Road and along the drainage works.

The working area between station 0+150 and Prospect Road shall be from the north side of the existing channel and shall extend 20 metres from the top of bank with a 2 m wide strip on the southerly side.

The working area between Prospect Road and Glenarm Road shall be from the east side of the proposed channel and the south side of the existing and shall extend 30 metres east or south from the top of bank with a 2 m wide strip on the northerly and westerly sides.

Allowances

Under Section 29 of the Drainage Act, the Engineer in the report shall estimate and allow in money to the Owner of any land that it is necessary to use for the construction or improvement of a drainage works or for the disposal of material removed from drainage works. This shall be considered an allowance for right-of-way.

Under Section 30 of the Drainage Act, the Engineer shall determine the amount to be paid to persons entitled thereto for damage, if any, to ornamental trees, lawns, fences, land and crops occasioned by the disposal of material removed from a drainage works. This shall be considered an allowance for damages. Section 30 allowances for drain replacement will be paid at the crop rate regardless of the land use.

Under Section 33 of the Drainage Act, the Engineer can provide and allowance for loss of access to an Owner instead of providing for the construction of an access.

Allowances for right-of-way are based on a land value of $12,350.00 per hectare. Allowances for crop loss are based on $1,500.00 per hectare for the first year and $750.00 for the second year (total $2,250.00 per hectare). Allowances for loss of access are $5,280.00 and are based on 50% of the cost of the required access.

Restrictions

No trees may be planted within the working area. If trees must be removed because they interfere with the drainage work or with access or other maintenance activities, they shall be removed at the expense of the Landowner. Permanent structures are not to be erected within 10 metres of either side of the drainage works.

Attention is also drawn to Sections 80 and 82 of the Drainage Act, which refer to the removal of obstructions in a drain and damage caused to a drain.

Existing Private Drainage

All existing subsurface drainage encountered during the construction of the proposed drains shall be reconnected to the proposed open channel.

Maintenance

Upon completion of the work, the drainage works shall be maintained as per the Schedule of Maintenance unless otherwise altered under provisions of the Drainage Act or as outlined below.

- The costs of the Glenarm Road road crossing shall be maintained with 95% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
- The costs of the Prospect Road road crossing shall be maintained with 73% of the costs assessed to the Road Authority and the remainder assessed as an outlet assessment on upstream lands based on equivalent hectares.
- The channel shall be maintained as per the specifications and to the depths and grades as shown on the drawings contained in this Engineers Report.

All of the above is submitted for your consideration.

Yours truly,

Michael Gerrits, P. Eng.
R. Dobbin Engineering Inc.

City of Kawartha Lakes
Webster Drain
June 3, 2019

ALLOWANCES

Allowances have been made as per Sections 29, 30 & 33 of the Drainage Act for damages to lands and crops and loss of access.

Conc.	Lot or part	Roll No.	Owner	Section 29	Section 30	Section 33	Total
4	N 1/2 Lot 9	10-161	R. Graves	3,800	690	-	4,490
	S 1/2 Lot 10	10-162-10	C. Jackson	4,450	810	-	5,260
5	W 1/2 Lot 10	10-200	E. Wechsel	20,400	3,720	5,280	29,400
	Pt Lot 11	10-206	Victor Webster Farms Ltd.	-	200	-	200
			TOTAL ALLOWANCES	$ 28,650	$ 5,420	$ 5,280	$ 39,350

City of Kawartha Lakes
Webster Drain
June 3, 2019

Estimate of Cost

	Quantity	Unit	Material	Labour	
Allowances:					39,350
Brushing	0.11	Ha	-	1,120	1,120
Excavation of Drain	3036	cu.m	-	22,770	22,770
Levelling of Excavated Material	1120	m	-	5,600	5,600
Rock Excavation c/w Shatter & Vibration Monitoring	649	cu.m	-	63,300	63,300
Prospect Road					
Remove Existing 600ø & 900mmø CSPs	2	ea	-	960	
1600mmø CSP (Open Cut)	18	m	7,620	1,600	
Bedding Material	74	t	1,480	640	
Granular "B"	82	t	820	640	
Place Backfill	60	t	-	640	
Granular "A"	30	t	600	320	
Rip Rap Culvert Inlet and Outlet	30	sq.m	1,500	1,500	
Fence Removal and Reconstrction	40	m	200	960	
Traffic Control	1	LS	450	400	
Restoration	1	LS	600	500	
			13,270	8,160	21,430
Glenarm Road					
Remove Existing 600mmø CSP	1	ea	-	640	
1400mmø CSP (Open Cut)	26	m	9,210	2,240	
Bedding Material	100	t	2,000	960	
Granular "B"	154	t	1,540	1,280	
Place Backfill	150	t	-	640	
Granular "A"	42	t	840	480	
Rip Rap Endwall	45	sq.m	2,250	2,250	
Traffic Control	1	LS	600	1,200	
90 mm Asphalt (50mm HL8 & 40 mm HL4)	80	sq.m	2,400	720	
Fence Removal and Reconstrction	20	m	100	480	
Restoration	1	LS	600	500	
			19,540	11,390	30,930
Silt Fence	1	ea	250	-	250
Miscellaneous					13,610
	Sub Total				198,360
	Engineering				48,740
	Tendering				2,500
	Conservation Review Fee				470
	Inspection Allowance (Estimate)				21,780
	Total Estimate				**$271,850**

SCHEDULE OF ASSESSMENT

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total	Equivalent Ha.
Agricultural Land									
4	N 1/2 Lot 9	2.0	10-161	R. Graves	-	7,590	262	7,852	2.0
	S 1/2 Lot 10	5.7	10-162-10	C. Jackson	-	5,675	1,482	7,157	5.7
	Pt N 1/2 Lot 10	1.6	10-163	D. Brown	-	-	941	941	1.6
5	W 1/2 Lot 10	44.3	10-200	E. Wechsel	-	57,314	28,462	85,776	44.3
	Pt E 1/2 Lot 10	28.8	10-204	T. Bottan	-	-	19,073	19,073	28.8
	Pt Lot 11	53.6	10-206	Victor Webster Farms Ltd.	-	5,675	44,370	50,044	53.6
	Pt Lot 12	3.5	10-207	S. Panu	-	-	2,887	2,887	3.5
					-	76,253	97,477	173,730	
			Total Special Benefit		-				
			Total Benefit		76,253				
			Total Outlet		97,477				
			Total - Agricultural		173,730				
Non-Agricultural Lands									
4	Pt N 1/2 Lot 10	0.4	10-163-01	J. McFeeters	-	-	232	232	0.4
	Pt. Lot 11	0.5	10-206-01	T. Bottan	-	-	608	608	0.7
	Pt. Lot 12	0.4	10-207-01	L. Swailes	-	-	678	678	0.8
6	Pt. Lot 11	0.2	20-023	W. Allison	-	-	364	364	0.4
	Pt. Lot 11	0.3	20-023-10	S. Charles	-	-	414	414	0.5
	Pt Lot 11	0.7	20-028	CSI GP Glenarm Ltd.	-	-	579	579	0.7
					-	-	2,876	2,876	
			Total Special Benefit		-				
			Total Benefit		-				
			Total Outlet		2,876				
			Total - Non-Agricultural		2,876				

SCHEDULE OF ASSESSMENT

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Special Benefit	Benefit	Outlet	Total	Equivalent Ha.
Public Lands									
5	Pt E 1/2 Lot 10	1.2	10-204-01	City of Kawartha Lakes	-	-	2,623	2,623	3.6
Prospect Road		1.8		City of Kawartha Lakes	28,436	-	1,047	29,482	5.4
Glenarm Road		4.6		City of Kawartha Lakes	45,714	-	14,348	60,062	18.2
Sandringham Road		1.2		City of Kawartha Lakes	-	-	3,078	3,078	3.7
					74,150	-	21,095	95,245	
				Total Special Benefit	74,150				
				Total Benefit	-				
				Total Outlet	21,095				
				Total - Public Lands	95,245				
				Total - Public Lands	95,245				
				Total Non-Agricultural Lands	2,876				
				Total Agricultural Lands	173,730				
				Total Assessment	$ 271,850				

NOTE NET ASSESSMENTS = TOTAL ASSESSMENT LESS AVAILABLE GRANTS LESS ALLOWNACES

SCHEDULE OF MAINTENANCE

For Maintenance of the open channel portion of the drain from Station 0+150 to Station 1+302.
Road crossings will be maintained as per the Engineers Report.

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total	Equivalent Ha.
Agricultural Land								
4	N 1/2 Lot 9	2.0	10-161	R. Graves	332	1	333	2.0
4	S 1/2 Lot 10	5.7	10-162-10	C. Jackson	255	27	282	5.7
	Pt N 1/2 Lot 10	1.6	10-163	D. Brown	-	11	11	1.6
5	W 1/2 Lot 10	44.3	10-200	E. Wechsel	2,484	300	2,784	44.3
	Pt E 1/2 Lot 10	28.8	10-204	T. Bottan	-	303	303	28.8
	Pt Lot 11	53.6	10-206	Victor Webster Farms Ltd.	255	1,170	1,425	53.6
	Pt Lot 12	3.5	10-207	S. Panu	-	76	76	3.5
					3,326	1,889	5,215	
			Total Benefit		3,326			
			Total Outlet		1,889			
			Total - Agricultural		5,215			
Non-Agricultural Lands								
4	Pt N 1/2 Lot 10	0.4	10-163-01	J. McFeeters	-	3	3	0.4
	Pt. Lot 11	0.5	10-206-01	T. Bottan	-	16	16	0.7
	Pt. Lot 12	0.4	10-207-01	L. Swailes	-	18	18	0.8
6	Pt. Lot 11	0.2	20-023	W. Allison	-	10	10	0.4
	Pt. Lot 11	0.3	20-023-10	S. Charles	-	11	11	0.5
	Pt Lot 11	0.7	20-028	CSI GP Glenarm Ltd.	-	15	15	0.7
					-	72	72	
			Total Benefit		-			
			Total Outlet		72			
			Total - Non-Agricultural		72			

SCHEDULE OF MAINTENANCE

Conc.	Lot or Part	Affected Hect.	Roll No.	Owner	Benefit	Outlet	Total	Equivalent Ha.
Public Lands								
5	Pt E 1/2 Lot 10	1.2	10-204-01	City of Kawartha Lakes	-	79	79	3.6
Prospect Road		1.8		City of Kawartha Lakes	-	14	14	5.4
Glenarm Road		4.6		City of Kawartha Lakes	-	398	398	18.2
Sandringham Road		1.2		City of Kawartha Lakes	-	81	81	3.7
					-	573	573	

Total Benefit	-
Total Outlet	573
Total - Public Lands	573
Total - Public Lands	573
Total Non-Agricultural Lands	72
Total Agricultural Lands	5,215
Total Assessment	$ 5,860

Webster Drain
City of Kawartha Lakes
June 3, 2019

SPECIFICATION OF WORK

1. Scope of Work

The work to be included in this specification includes the deepening of an existing channel and the excavation of a new channel to be incorporated as the Webster Drain from the Part of L9, Concession 4, through the S1/2 of L10, Concession 4, through the W1/2 of L10, Concession 5 to its top end at the S Pt of L11, Concession 5 in the City of Kawartha Lakes.

2. General

Each tenderer must inspect the site prior to submitting their tender and satisfy themselves by personal examination as to the local conditions that may be encountered during this project. The Contractor shall make allowance in their tender for any difficulties which he may encounter. Quantities or any information supplied by the Engineer is not guaranteed and is for reference only.

All work and materials shall be to the satisfaction of the Drainage Superintendent who may vary these specifications as to minor details but in no way decrease the proposed capacity of the drain.

The Contractor shall be responsible for the notification of all utilities prior to the start of construction.

Measurement for Payment Clauses has not been included in these specifications and will be part of the Construction document. If the Construction document has not identified Measurement for Payment Clauses, the Contractor must notify the City of Kawartha Lakes and request clarification 2 days prior to pricing the project.

3. Plans and Specifications

These specifications shall apply and be part of the Contract along with the General Specifications for Closed Drains and the General Specifications for Open Drains. This Specification of Work shall take precedence over all plans and general conditions pertaining to the Contract. The Contractor shall provide all labour, equipment, and supervision necessary to complete the work as shown in the Plans and described in these specifications.

Any work not described in these specifications shall be completed according to the Ontario Provincial Standard Specifications and Standard Drawings.

Any reference to the Owner contained in these Contract Documents shall refer to the City of Kawartha Lakes or the Engineer authorized by the City of Kawartha Lakes to act on its behalf.

4. Health and Safety

The Contractor at all times shall be responsible for health and safety on the worksite including ensuring that all employees wear suitable personal protective equipment including safety boots and hard hats.

When applicable the Contractor shall be responsible for traffic control as per the Ontario Traffic Manual Book 7 – Temporary Conditions (latest revision).

The Contractor shall be responsible to ensure that all procedures are followed under the Occupational Health and Safety Act to ensure that work sites are safe and that accidents are prevented. In the event of a serious or recurring problem, a notice of non-compliance will be issued. The Contractor will be responsible for reacting immediately to any deficiency and correcting any potential health and safety risk. Continuous disregard for any requirement of the Occupational Health and Safety Act could be cause for the issuance of a stop work order or even termination of the Contract.

The Contractor shall also ensure that only competent workers are employed onsite and that appropriate training and certification is supplied to all employees.

5. Workplace Safety and Insurance Board

The Contractor hereby certifies that all employees and officers working on the project are covered by benefits provided by the Contractor. The WSIB Clearance Certificate must be furnished prior to the execution of the Contract and updated every 90 days.

6. Benchmarks

The benchmarks are based on geodetic elevations. Elevations are available at the locations shown on the drawings. Where these elevations are on existing structures to be replaced, they shall be transferred by the Contractor prior to the removal of the culvert.

The Contractor is required to complete a benchmark loop prior to construction to verify the benchmarks. If discrepancies exist, the Contractor must notify the Drainage Superintendent and Engineer prior to completing any work.

7. Access and Working Area

Access to the worksite and the working area shall generally be from Glenarm Road, Prospect Road and along the drainage works.

The working area between station 0+150 and Prospect Road shall be from the north side of the existing channel and shall extend 20 metres from the top of bank with a 2 m wide strip on the southerly side.

The working area between Prospect Road and Glenarm Road shall be from the east side of the proposed channel and the south side of the existing and shall extend 30 metres east or south from the top of bank with a 2 m wide strip on the northerly and westerly sides.

8. Removal of Existing Culverts

The existing road culverts shall be removed in their entirety. The steel culvert shall be disposed offsite at the expense of the Contractor. Suitable backfill shall be stockpiled adjacent to the site for reuse during installation of the proposed culvert.

9. Brushing and Tree Removal

All brush, trees, woody vegetation, etc. shall be removed from the working area/allowance of the drain. Other brush and trees may be removed from the side the equipment is operating to allow access for the equipment. Trees and brush shall be removed in their entirety including stumps and piled and burnt by the Contractor. Trees and brush on the side slopes shall be close cut. A stump killer pesticide manufactured for the purpose shall be applied to stumps according to manufacturer's specifications.

Brush can be cut with a chainsaw. A mechanical tree shear mower can be used on brush smaller than 35 mm in diameter. The Contractor shall be responsible for obtaining all necessary burning permits.

Certain trees may be left in place at the direction of the Drainage Superintendent. Any trees to be salvaged by the individual landowners shall be removed by the landowners with all resulting brush and branches cleaned up prior to the start of construction. If the Contractor agrees to remove any trees and set them aside for a landowner, the landowner will be responsible for any cleanup as above.

10. Excavation of Channel

The proposed channel shall have a 1.0 m wide bottom and a minimum of 3:1 side slopes. In areas where there is exposed rock the side slopes can be increased to 1:1. The existing topsoil in the area of the excavation shall be stripped and stockpiled within the working area. The centre of the channel shall be in the same location as the existing channel.

The side slopes of the new channel shall be seeded as soon as the final grading is completed. The channel shall be excavated to the proper depth using a laser or similar approved device with a labourer onsite to ensure correctness of grade and to confirm location of tile ends.

Any spoils shall be levelled within the working area. Spoils shall be placed a minimum 1.5m back from the top of the bank. The excavated material shall be placed and levelled to a maximum depth of two hundred millimetres (200 mm) and shall not impede overland drainage or cultivation of the land using farm machinery. If the spoils have sub-soil in them, the topsoil shall be windrowed along the edge of the working corridor prior to placing the sub-soil. After the excavated material has been levelled, the topsoil shall be spread to its original depth and left in a condition suitable for cultivation.

If Landowners request the spoils be disposed of outside the working area, a sign-off from the receiving property must be obtained. Costs associated with disposing of spoils outside the working area are the responsibility of the contactor. No additional payment will be made for disposing of spoils outside the working area.

Restoration shall be in accordance with the restoration specification.

11. Rock Excavation (Provisional)

Rock excavation may be required to complete the open channel and culvert installations. If the Contractor chooses to drill and blast rock within the project limits the Contractor will be required to adhere to the monitoring and vibration control portion of this specification. **The monitoring and vibration control portion of this specification does not apply to rock excavation with a hammer or excavator.** The items described are to be carried out to the provisions of OPSS 120 – General Specification For the Use of Explosives and OPSS 206 - Construction Specification for Grading.

Excavated rock shall be used to fill in the side slopes throughout the open channel as directed by the Drainage Superintendent or otherwise disposed offsite at the Contractors expense.

A slight grade change of up to 0.15 m may be permitted if the rock grade is within the excavated area. However all grade raises must be approved in writing by the Engineer prior to any grade changes. Standing water within the channel is not permitted.

The Contractor will only be permitted to blast between 8:00 am and 6:00 pm.

The following utilities and agencies shall be notified at least 72 hours prior to blasting. Additional requirements as described in OPSS 120 shall be followed.

- City of Kawartha Lakes
- Hydro One
- Bell Canada

The Contractor, through the services of a Blasting Consultant, shall monitor the vibration levels at the closest building and/or service to the blast site during each blast. The monitoring equipment shall meet the requirements of the Pre-Condition Survey and Vibration Monitoring.

The Contract must also meet all conditions of the applicable utility companies.

The following will apply when excessive vibration readings are measured:

Should any two (2) consecutive readings fall between 50 and 80 mm/s PPV, the Blasting Contractor shall cease all further blast hole loading other than those required for a 'third' reading. Should this third reading be below 50 mm/s PPV, the loading of the blast holes may continue. Should the third reading be in excess of 50 mm/s PPV, the Blasting Contractor shall cease all blasting in the area and move to a new area and continue blasting. The Blasting Contractor shall then submit a revised loading pattern as approved by the Blasting Consultant to the Contract Administrator for the area where blasting was discontinued.

Should any one (1) reading be in excess of 80 mm/s PPV, the Blasting Contractor shall cease all further blast hole loading other than those required for one subsequent reading. Should this reading fall below 50 mm/s PPV, blasting may continue. Should this reading be in excess of 50 mm/s PPV, the Blasting Contractor shall cease all blasting in the area and move to a new area and continue blasting. The Blasting Contractor shall then submit a revised loading pattern as approved by the Blasting Consultant to the Contract Administrator for the area where blasting was discontinued.

After blasting, the Blasting Contractor must perform a site condition survey of buildings and services to determine if any damage has resulted upon completion of blasting or immediately

following the receipt of a complaint. Any damage must be reported in writing immediately to the Contract Administrator.

A blast report summarizing the results of the vibration and air blast levels shall be submitted to the Contract Administrator at the end of each work day in which blasting is carried out. Copies of the seismic records shall be made available if requested.

12. Installation of Road Crossings

The Contractor shall supply, install, and backfill aluminized corrugated steel pipe with a minimum wall thickness of 2.8 mm in all cases. All corrugation profiles shall be of helical lockseam manufacture using 68 x 13 mm corrugations for 1600 mm dia. pipe and smaller and 125 x 25 mm corrugations for 1800 mm dia. pipe and larger. Pipe with 125 x 25 mm corrugations shall be used if 68 x 13 mm corrugations are not available. Future culvert replacements shall be to the same specifications.

The proposed culverts shall be installed in the same general location as the existing culverts. The location of the culvert may be moved a short distance if approved by the Engineer or Drainage Superintendent in writing.

The bottom of the excavation for both the culvert and tile shall be excavated to the required depth with any over excavation backfilled with granular material or 19mm clear stone. When the culvert has been installed to the proper grade and depth, the excavation shall be backfilled with granular or 19mm clear stone from the bottom of the excavation to the springline of the pipe. Care shall be taken to ensure that the backfill on either side of the culvert does not differ by more than 300 mm so that the pipe is not displaced. Within the road allowance the pipe and culvert shall be backfilled from the springline to finished grade with compacted granular “B” material within 150 mm of finished grade. Granular B material shall be mechanically compacted to 98% modified standard proctor density. Outside the road allowance excavated material can be used. The top 150 mm of Granular “A” material shall be mechanically compacted to 100% modified standard proctor density. Payment for additional material shall be at the unit price specified in the Contract documents. Asphalt shall be HL4 and have a minimum thickness of 50 mm and shall match the existing road.

It is the Contractors responsibility to locate and expose any utilities prior to the installation of any culvert or tile. If there is a conflict with the tile elevation, the Contractor is required to notify the Engineer.

Rip rap ends are to be used with 1.5:1 side slopes. The rip rap shall consist of 100 mm x 250 mm quarry stone or approved equal. The area to receive the rip rap shall be graded to a depth of 400 mm below finished grade. Filter fabric (Terrafix 270R or approved equal) shall then

be placed with any joints overlapped a minimum 600 mm. The quarry stone shall then be placed with the smaller pieces placed in the gaps and voids to give it a uniform appearance.

If concrete blocks are used, the culvert shall be shortened to accommodate the difference in length. The concrete blocks shall have dimensions of approx. 600 mm x 600 mm x 1200 mm, 600 mm x 600 mm x 2400 mm or 300 mm x 600 mm x 1200 mm as required. The top of the culvert shall govern block elevation. The correct block shall be set with the top of the block equal to the top of the culvert. The blocks shall be set at each end of the culvert so that each row of blocks will be offset approx. 100 mm from the row below. The bottom row shall consist of one block placed parallel to the culvert. The blocks shall be imbedded a minimum of 300 mm into each bank and shall extend into the drain bottom to match the pipe invert or below.

The blocks shall be placed over a layer of filter fabric (Terrafix 270R or approved equal). The culvert shall be backfilled in conjunction with the placement of the blocks. The gaps between the culvert and the blocks shall be filled with concrete cinder blocks/bricks and mortar to give the endwall a finished appearance.

Restoration shall occur in accordance with Specification 16.

13. Subsurface Drainage

The landowners are responsible to mark all tile outlets entering the drain. The landowner is responsible for all costs to maintain private tile outlets. Any washouts along the channel banks caused by surface or subsurface water entering the channel through private facilities shall be repaired at the direction of the Drainage Superintendent with the costs assessed to the benefiting landowner.

Tile ends shall be repaired with equivalent sized non perforated HDPE agricultural tubing with a manufactured coupling and rodent grate. In the case of concrete or clay tile, the tile end shall be excavated into the bank a minimum of 3 metres. Any washouts from surface water or at tile ends shall be repaired with rip rap (100 mm x 250 mm quarry stone or gabion stone) and filter fabric (Terrafix 270R or approved equal).

The area to receive rip rap shall be graded to a minimum depth of 300 mm. If the washout is greater than 300 mm then excavated or fill material shall be placed to sub-grade. The filter fabric shall then be placed with any joints overlapped a minimum of 600 mm. The rip rap shall then be placed to a depth of 300 mm and from the base of the side slope to the top of the bank with the smaller pieces being placed in the gaps and voids to give it a uniform appearance. The area to receive rip rap shall be graded and the rip rap placed to allow any surface water directed to this area to be allowed to enter the channel over the rip rap. The rip

rap shall generally be keyed to a depth of 600 mm at the top of the bank. Any native material that has washed into the channel shall be removed and spread on the adjacent property.

There are no known sub-surface drains entering the channel.

14. Outlet Works

When light duty silt fencing has been specified it shall be constructed immediately downstream of any outlet works for the duration of construction.

The light duty silt fencing shall be supplied and installed in accordance with OPSS 577 and OPSD 219.110. The light duty silt fencing shall be removed once the disturbed area has been revegetated.

15. Fencing

The Contractor shall remove any cross fences necessary to carry out construction operations. Upon completion of the work, the fences shall be reconstructed using existing materials.

16. Restoration

Road restoration shall be in accordance with the following:

- Excavation in accordance with OPSS 206.
- Compaction in accordance with OPSS 501 (Prov.).
- 150 mm of Granular 'A' and 300 mm of Granular 'B'. Granular in accordance with OPSS 1010.
- Disturbed areas within the road right-of-way shall be restored in accordance with the contract drawings and include roadside ditching, 100 mm of native topsoil and seed. Topsoil in accordance with OPSS 802. Seed in accordance with OPSS 804.

Seeding Application rates are as follows:

- Primary seed (85 kg/ha.) consisting of 50% red fescue, 40% perennial ryegrass and 5% white clover.
- Nurse crop consisting of Italian (annual) ryegrass at 25% of total weight.
- Fertilizer (300 kg/ha.) consisting of 8-32-16.

17. Environmental Considerations

The Contractor shall take care to adhere to the following considerations.

- All activities, including maintenance procedures, shall be controlled to prevent the entry of petroleum products, debris, rubble, concrete, or other deleterious substances into the water. Vehicle and equipment refuelling and maintenance shall be conducted away from the channel, any surface water runs, or open inlets. All waste materials shall be stockpiled well back from the top of the bank and all surface water runs and open inlets that enter the drain.

- The Contractor shall install a silt fence downstream of the work area. The silt fence shall consist of filter fabric or manufactured silt fence supported with posts. The silt fence shall be removed once all construction is completed.

- The Contractor shall maintain a dry working area during construction.

- All construction in the channel shall be carried out during periods of low flow.

18. Miscellaneous

When crossing utilities the Contractor is responsible to co-ordinate construction with the affected companies and complete construction in accordance with the affected company requirements.

LOT 13

LOT 12

LOT 11

LOT 10

LOT 9

10-207
S. PANU
3.49 Ha

4

10-206
VICTOR WEBSTER FARMS LTD.
53.63 Ha

20-028
CSI GP GLENARM LTD.
0.70 Ha

6

5

3

2

GLENARM ROAD

1+302

BM#2

10-163
D. BROWN

1.62 Ha

1

30m WORKING AREA C/W 2m WIDE STRIP
ON NORTH AND WEST SIDE OF THE CHANNEL

10-200
E. WECHSEL
44.32 Ha

10-204
T. BOTTAN
28.80 Ha

10-162-10
C. JACKSON

5.69 Ha

0+304

0+474

0+581

0+150

BM#1

EXISTING
OPEN CHANNEL

0+000

10-161
C. GRAVES
2.00 Ha

20m WORKING AREA C/W 2m WIDE STRIP
ON NORTH SIDE OF THE CHANNEL

PROSPECT ROAD

SANDRINGHAM ROAD

CONCESSION 4

CONCESSION 5

CONCESSION 6

LICENSED PROFESSIONAL ENGINEER
M. GERRITS
JUNE 3, 2019
PROVINCE OF ONTARIO

LEGEND

- EXISTING CULVERT
- EXISTING CULVERT TO BE REPLACED
- DRAINAGE AREA
- (2) CULVERT LOCATION
- WEBSTER DRAIN
- DRAIN

OWNER INDEX NUMBER

1. 10-163-01 J. McFEETERS 0.40 Ha
2. 10-204-01 CITY OF KAWARTHA LAKES 1.21 Ha
3. 10-206-01 T. BOTTAN 0.49 Ha
4. 10-207-01 L. SWAILES 0.41 Ha
5. 20-023 W. ALLISON 0.22 Ha
6. 20-023-10 S. CHARLES 0.25 Ha

Dobbin Engineering Inc.
4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME: Webster Drain Plan

PROJECT No. 2017-847

APPROVED	SCALE: 1:10,000 (0 100 200 300m)			
M. GERRITS				
CHECKED	NO.	REVISIONS	DATE	BY
B. VAN RUITENBERG				
DRAWN	2	FINAL REPORT	JUNE 3, 2019	MG
J. WARNER	1	FOR CA APPROVAL	JAN. 18, 2019	JW

CITY of KAWARTHA LAKES

WEBSTER DRAIN PLAN

1 OF 4

GENERAL NOTES

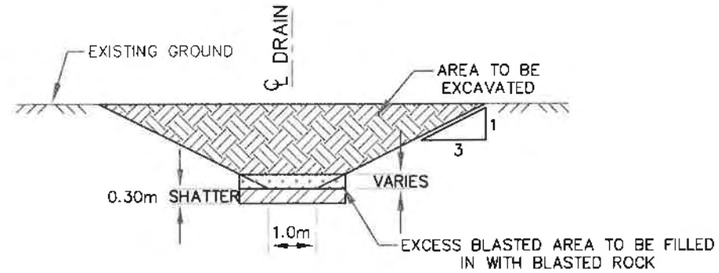
1. BENCHMARK No.1 ELEV. 286.07
   TOP WEST END OF EXISTING 900mmø
   CSP, STATION 0+474

2. UPPER NUMBERS ARE DEPTH FROM GROUND/
   TOP OF BANK TO BOTTOM OF NEW CHANNEL.

DRAIN EXCAVATION

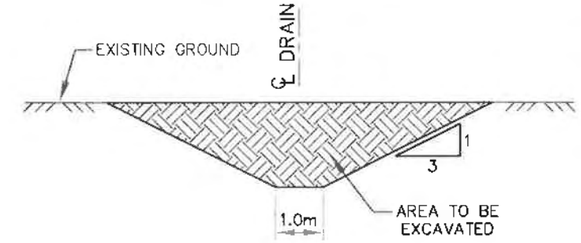
ROCK BLASTING

ROCK SHATTER



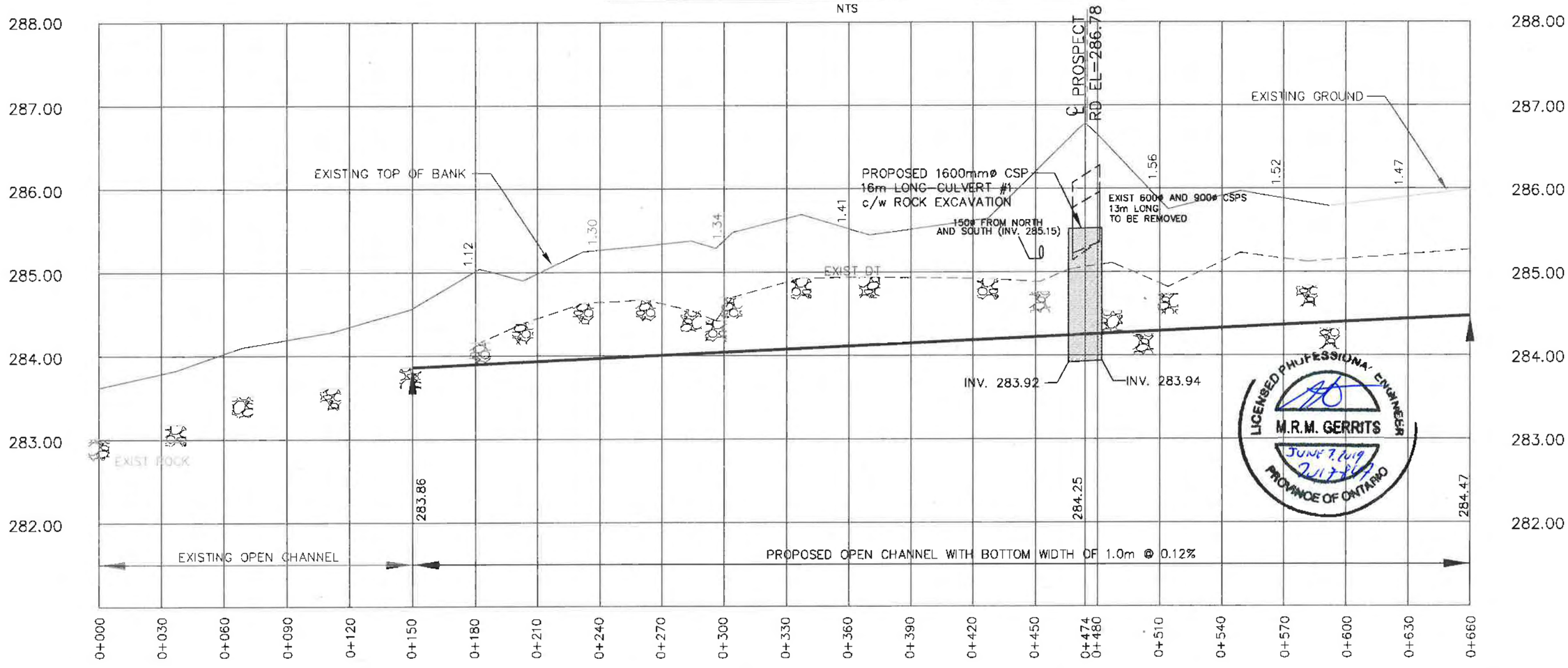
TYPICAL DRAIN CROSS SECTION IN EARTH AND ROCK

NTS



TYPICAL DRAIN CROSS SECTION IN EARTH

NTS



LICENSED PROFESSIONAL ENGINEER
M.R.M. GERRITS
JUNE 7, 2019
PROVINCE OF ONTARIO

Dobbin Engineering Inc.

4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME:
Webster Drain Profile 1

PROJECT No.
2017-847

APPROVED
M. GERRITS

CHECKED
B. VAN RUITENBURG

DRAWN
J. WARNER

NO.	REVISIONS	DATE	BY
2	FINAL REPORT	JUNE 3, 2019	MG
1	FOR CA APPROVAL	JAN. 18, 2019	JW

SCALE: 1:2,000
0 20 40 60m

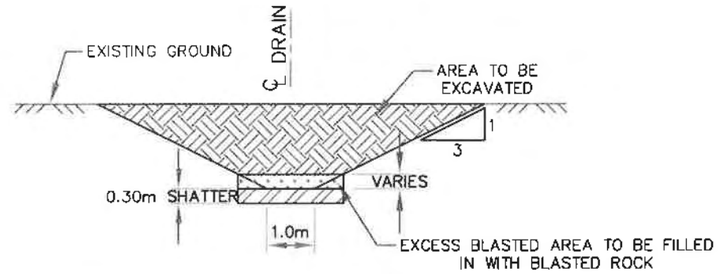
CITY of KAWARTHA LAKES

WEBSTER DRAIN
PROFILE

GENERAL NOTES

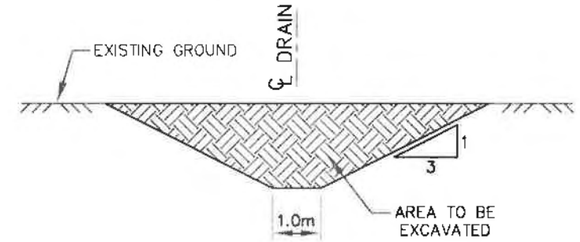
1. BENCHMARK No.2 ELEV. 287.57
   TOP OF NAIL ON HYDRO POLE ON THE SOUTH SIDE OF GLENARM ROAD APPROXIMATELY 75m WEST OF PROPOSED DRAINAGE WORKS (STA. 1+291)
2. UPPER NUMBERS ARE DEPTH FROM GROUND TO BOTTOM OF NEW CHANNEL.

DRAIN EXCAVATION
ROCK BLASTING
ROCK SHATTER



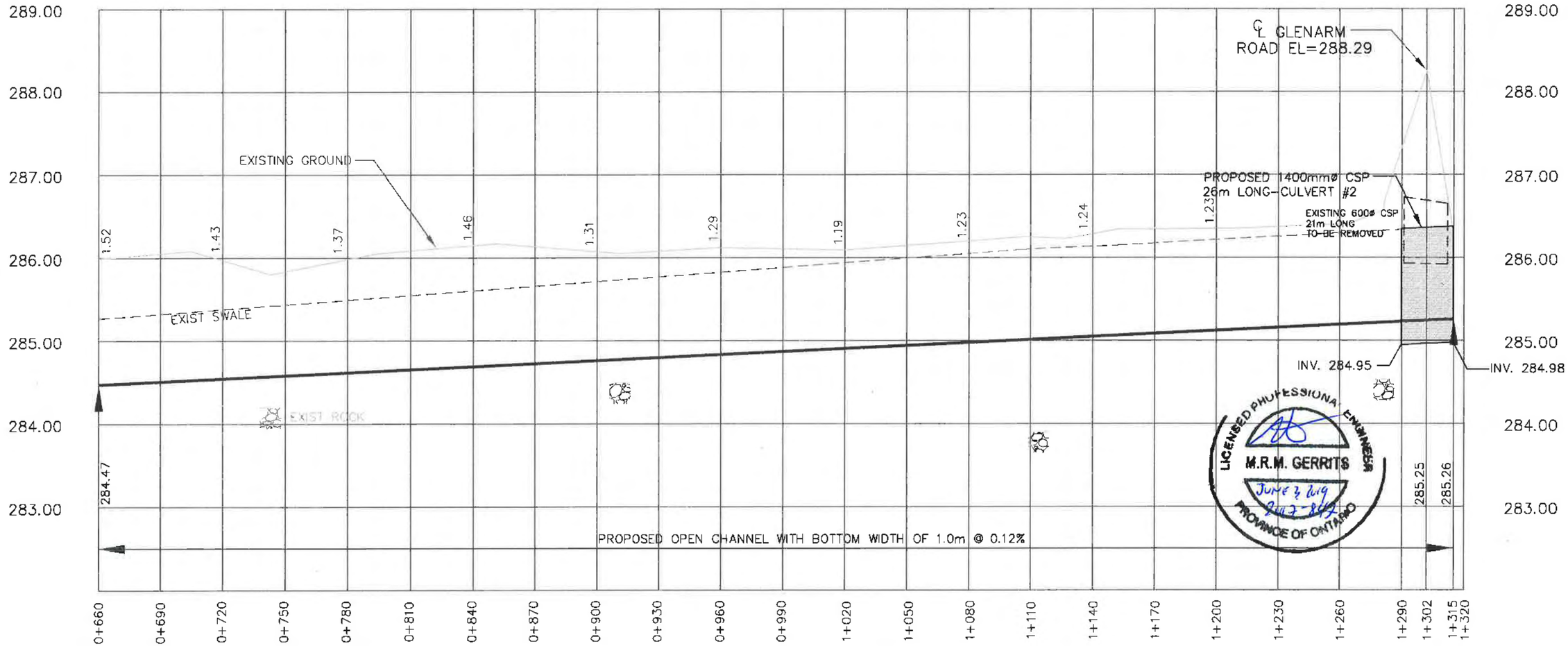
TYPICAL DRAIN CROSS SECTION IN EARTH AND ROCK

NTS



TYPICAL DRAIN CROSS SECTION IN EARTH

NTS



LICENSED PROFESSIONAL ENGINEER
M.R.M. GERRITS
June 3, 2019
PROVINCE OF ONTARIO

Dobbin Engineering Inc.

4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME: Webster Drain Profile 2

PROJECT No. 2017-847

APPROVED: M. GERRITS
CHECKED: B. VAN RUITENBURG
DRAWN: J. WARNER

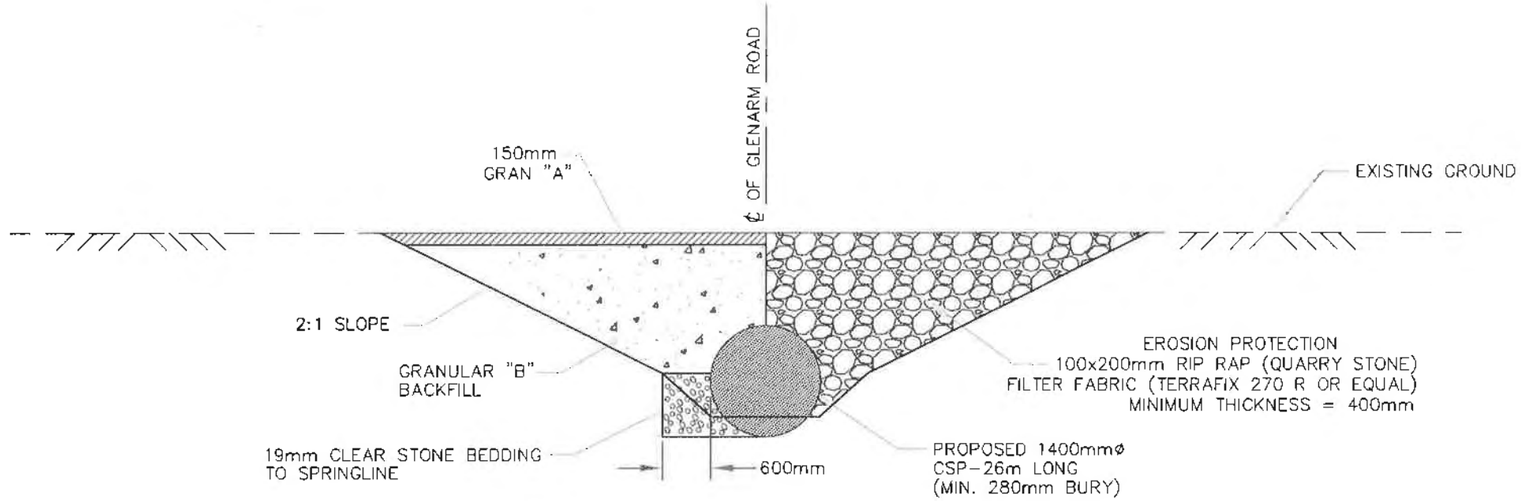
NO.	REVISIONS	DATE	BY
2	FINAL REPORT	JUNE 3, 2019	MG
1	FOR CA APPROVAL	JAN. 18, 2019	JW

SCALE: 1:2,000
0 20 40 60m

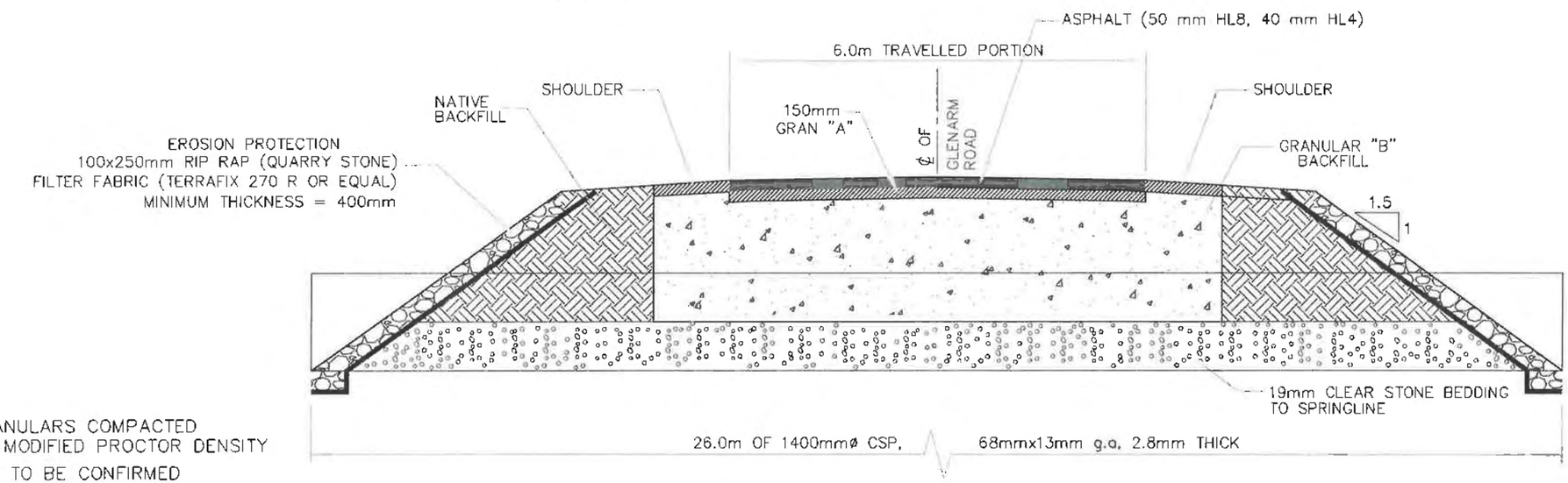
CITY of KAWARTHA LAKES

WEBSTER DRAIN
PROFILE

3 OF 4



PROPOSED PIPE END SECTION
CULVERT #2
(NON TRAVELLED PORTION)



NOTE:
1. ALL GRANULARS COMPACTED TO 98% MODIFIED PROCTOR DENSITY
2. INVERTS TO BE CONFIRMED AT TIME OF CONSTRUCTION
3. CULVERT #1 DOES NOT REQUIRE ASPHALT LIFT.

PROPOSED CROSS-SECTION
CULVERT #2

LICENSED PROFESSIONAL ENGINEER
M.R.M. GERRITS
JUNE 3, 2019
2017-847
PROVINCE OF ONTARIO

Dobbin Engineering Inc.
4218 Oil Heritage Road
Petrolia Ontario, N0N 1R0
Phone: (519) 882-0032 Fax: (519) 882-2233

DRAWING NAME: Webster Drain Culvert Detail

PROJECT No. 2017-847

APPROVED: R. DOBBIN

CHECKED: B. VAN RUITENBURG

DRAWN: J. WARNER

NO.	REVISIONS	DATE	BY
2	FINAL REPORT	MAY 8, 2019	MG
1	FOR CA APPROVAL	JAN. 18, 2019	JW

SCALE 1:75 (0 – 2m)

399

CITY of KAWARTHA LAKES
WEBSTER DRAIN
ROAD CULVERT DETAIL

The Corporation of the City of Kawartha Lakes

By-law 2019-XXX

A By-Law to Confirm the Proceedings of a Regular Meeting of Council, Tuesday, July 16, 2019

Recitals

1. The Municipal Act, 2001, S.O. 2001 c. 25 as amended, provides that the powers of a municipal corporation are exercised by its Council.

2. The Municipal Act, also provides that the Council's powers must be exercised by by-law.

3. For these reasons, the proceedings of the Council of The Corporation of the City of Kawartha Lakes at this meeting should be confirmed and adopted by by-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-XXX.

Section 1.00: Confirmation

1.01 The actions of the Council at the following meeting:

Tuesday, July 16, 2019, Open Session, Regular Council Meeting

and each motion, resolution and other action passed or taken by the Council at that meeting is, except where prior approval of the Ontario Municipal Board is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

1.02 The Mayor and the proper officials of the City are authorized and directed to do all things necessary to give effect to the actions of the Council referred to in Section 1.01 of this By-law. In addition, the Clerk is authorized and directed to affix the corporate seal to any documents which require it.

Section 2.00: General

2.01 This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 16 day of July 2019.

_____	_____
Andy Letham, Mayor	Cathie Ritchie, City Clerk