



Planning Advisory Committee Report

Report Number:	ENG2022-002
Meeting Date:	February 9, 2022
Title:	Municipal Infrastructure Design Guidelines – Annual Update
Description:	To ensure the Municipal Infrastructure Design Guidelines are current, relevant, and supportive
Type of Report:	Regular Meeting
Author and Title:	Christina Sisson, Manager, Development Engineering

Recommendation(s):

That Report ENG2022-002, **Municipal Infrastructure Design Guidelines – Annual Update**, be received;

That Staff be directed to continue to update and to add to the information available on the City's website, including templates and details, to facilitate engineering design submissions for development; and

That Staff be directed to continue to monitor for any communication improvements and for any current legislative or regulatory enhancements requiring updates to the existing guidelines on the City's website.

Department Head: _____

Legal/Other: _____

Chief Administrative Officer: _____

Background:

Further to report ENG2017-007 - Municipal Infrastructure Guidelines 2017, and subsequent annual updates, ENG2018-016, ENG2019-016, and ENG2020-014, the Development Engineering division provides this annual update.

In addition, throughout 2021, Development Engineering staff met with the Ministry of Environment, Conservation and Parks along with other municipalities, consultants, agencies, and so forth to review the Environmental Compliance Approval process and draft new standardized MECP guidelines. The MECP has drafted design guidelines for sanitary, storm, and stormwater infrastructure which will be published and formalized shortly.

During this past year and the continuation of the pandemic, access to engineering support via the City's website continued. Communications staff confirmed that for the period of January 1, 2021 to October 16, 2021, there were a total number of page views to the City's Planning and Development website location of 25,423 total (19,835 last year). Development Engineering communication to the development community includes linkage to the City website for continuous support and updates.

Rationale:

The City recommends adopting the MECP guidelines as soon as available in final version. These guidelines will represent updates to the previous Ministry guidelines (2008). This will support the City's role in the Environmental Compliance Approval process, where the Corporation of the City of Kawartha Lakes is currently working with MECP through a Transfer of Review Agreement.

In addition to the MECP guideline updates, the City recognized some updates were required to provide support to the development community for engineering design and alignment with capital design. Questions were being asked from external engineers. In an effort to provide continuous improvement and efficiencies, the following updates are recommended:

Water Guidelines Updates:

- Confirmed all watermain joints shall be restrained in engineered fill application
- Created Service Connection Location details for single detached residential lots
- Updated CKL Approved Manufacturers List

Sanitary Guidelines Updates:

- Updated parallel installations and crossing clearances to reference Ministry guideline “F-6-1 Procedures to Govern Separation of Sewers and Watermains”
- Updated sanitary sewer testing, low pressure air testing and deflection testing per OPSS.MUNI 410 and video inspection of sanitary sewer laterals
- Added a section for Maintenance hole inflow dishes
- Added language on riser connections for sanitary service laterals
- Added maximum grade of 10% for sanitary laterals

Roads Guidelines Updates:

- Added subdrain requirements to provide confirmation and align with Capital
- Updated concrete requirements for sidewalk and curbs to align with Capital
- Updated street sign post requirements to align with Capital
- Added Standard Details to confirm Tree Planting (and Acceptable Tree Species), Emergency Access, Multi-Use Walkway, Street Name Signs, Chain Link Fence, and Privacy Fence

Other Updates:

- Updated As-Built Lateral Location Sheet template
- Updated Engineering Cost Estimate Template for City HST Rebate

Through review of the Ontario Provincial Standards (OPSS and OPSD), there have been no updates to the OPSS and OPSD that require changes or updates to the City’s guidelines or details. All engineering design submissions to the City are reviewed with the latest provincial standards.

Other Alternatives Considered:

Council could choose to continue with the status quo and maintain the existing guidelines without any additional review. This would not represent current and continuous support for the increased demand for growth and development in the City.

The annual updates are a continuous improvement opportunity to ensure the efficacy, veracity, completeness, helpfulness, and relevance to support responsible growth and development in our community, using the City’s website.

Alignment to Strategic Priorities:

Municipal infrastructure is renewed or constructed as part of development or the capital projects program. In addition, the shared working knowledge of the engineering review of both the development applications and the capital program provides for consistent standard work and customer service. Through the City's project management of the implementation of the municipal infrastructure, the City supports the Guiding Principles:

- Fiscally Responsible
- Open and Transparent
- Partner and Collaborate
- Service Excellence

Financial/Operation Impacts:

To facilitate development and to ensure efficient use of City resources, the City continues to take a proactive approach to providing updated, current, and supportive engineering information by annually reviewing infrastructure guidelines and confirming the regulatory and customer requirements. By providing access through posting on the City's website, the City is promoting successful development by providing the engineering requirements in advance to improve and reduce the number of engineering design submissions required for implementation.

Servicing Comments:

The City's servicing implications are better reviewed through complete engineering submissions being provided. Continued review and encouragement of sustainable infrastructure will benefit the designers coming into our community with guidance, will reduce the amount of infrastructure being proposed and installed, and will better the environment (phosphorus reduction, water balance, safety measures, etc.).

Consultations:

Communications

Parks, Recreation and Culture

Public Works

Ministry of Environment, Conservation and Parks

Ministry of Transportation Library - Ontario Provincial Standards (OPSS and OPSD)

Attachments:

There are no attachments.

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Department File: