

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

COUNCIL AGENDA



TUESDAY, MARCH 23, 2021 @ 1:00 P.M.

ZOOM: <https://us02web.zoom.us/j/3950649180>

DIAL: 1 647 558 0588 MEETING ID: 395 064 9180

1. Call To Order
2. Welcoming Comments by the Chair
3. Declaration of Pecuniary Interest
4. Confirmation of Minutes

- 4.1. Council Meeting dated March 9, 2021
[Minutes - March 9, 2021](#)

RECOMMENDATION

THAT the minutes of the Township of Mapleton Council Meeting held on March 9, 2021 be confirmed as circulated in the agenda package.

5. Matters arising from Minutes
6. Matters under The Planning Act and Matters Arising
7. Delegations and Matters Arising from Delegations

- 7.1. CIMA: Ryan Steckly (P.Eng) Senior Project Manager / Infrastructure - Water and Wastewater
[Inventory, Condition, & Capital Planning: Chapters 1 - 4](#)
[Appendix A: Project Packages](#)
[Appendix B: Photo Logs](#)
[Appendix C: Asset Inventory Database](#)

RECOMMENDATION

THAT the presentation by CIMA: Ryan Steckly (P.Eng) Senior Project Manager / Infrastructure - Water and Wastewater regarding "Inventory, Condition, and Capital Planning Assessment" [Drayton Water Treatment Plant and Moorefield Well Distribution System] be received for information.

8. Minutes from Committees

- 8.1. Mapleton Chamber of Commerce - Meeting of February 17, 2021
[Chamber Minutes Feb 17, 2021](#)

RECOMMENDATION

THAT the Minutes of the Mapleton Chamber of Commerce Meeting held February 17, 2021 be received for information.

9. Reports and Updates from Staff

- 9.1. CAO / Clerk's Department

- 9.1.1. Security Reduction Request - Wyndott Subdivision, Ruth Anne Place
[Clerk's Report CL2021-02](#)

RECOMMENDATION

THAT Township of Mapleton Council receive Clerk's Report CL2021-02 dated March 23, 2021 regarding a Security Reduction Request for Wyndott Estates Subdivision Phase 1 (Ruth Anne Place):

AND FURTHER THAT Council undertake to have staff reduce the amount of the Developer's Letter of Credit to \$79,000

- 9.1.2. Drayton Heights Phase 5B - Preliminary Acceptance
23T-02001
[Clerk's Report CL2021-03](#)

RECOMMENDATION

THAT Clerk's Report CL2021-03 dated March 23, 2021 regarding Drayton Heights Phase 5B - Preliminary Acceptance be hereby received for information:

AND FURTHER THAT The Township of Mapleton Council hereby approve Preliminary Acceptance for the Drayton Heights Phase 5B Subdivision, subject to the following conditions:

- Verification of all administrative matters, including payment of any outstanding charges and invoices by Activa.
- Commencement of the maintenance period as of July 16, 2020.

9.2. Close to Home (Seniors' Centre for Excellence)

9.2.1. Multi-Sectoral Accountability Agreement Extension (MSAA)

[Report CTH2021-01](#)

[MSAA Extension Letter](#)

RECOMMENDATION

THAT Township of Mapleton Council receive the Close to Home Report 2021-01 dated March 9th 2021 regarding an extension of one year from March 31st 2021 to March 31st 2022 to the Multi-Sectoral Accountability Agreement (MSAA).

AND FURTHER THAT Council authorize the Mayor and the CAO to execute the MSAA extension letter.

9.3. Economic Development

9.3.1. Water Tower Design Public Survey

[Report ED2021-03](#)

RECOMMENDATION

THAT Township of Mapleton Council receive Economic Development Report ED2021-03 dated March 23, 2021 regarding Water Tower Design Public Survey;

AND FURTHER THAT Township of Mapleton council approve the release of the Drayton Water Tower Design Survey;

9.4. Fire Department

9.4.1. Ontario Fire Marshal Grant Application

[Report FR2021-02](#)

[OFMA Grant Application](#)

[Fire Safety Grant Announcement](#)

RECOMMENDATION

That Township of Mapleton Council approve the grant application from the Ontario Fire Marshal for funding to train firefighter members in a Covid environment.

9.5. Public Works Department

- 9.5.1. Safe Drinking Water Act Reporting – 2020 Drayton & Moorefield Water Systems
[Report PW2021-04](#)

RECOMMENDATION

THAT Public Works Report PW2021-04 dated March 23, 2021 reporting on the 2020 Drayton & Moorefield Water Systems in accordance with The Safe Drinking Water Act, Ontario Reg. 170/03, be hereby received.

AND THAT Council acknowledge receipt of the Section 11, 2020 Annual Reports, and the Schedule 22, 2020 Summary Reports for both the Drayton Water Supply System and the Moorefield Water Supply System satisfying legislative requirements.

- 9.5.2. 2021 Public Works Capital Program Quarterly Update #1
[Report PW2021-05](#)

RECOMMENDATION

THAT Township of Mapleton Council receive Public Works Report PW2021-05 dated March 23, 2021 regarding the 2021 Public Works Capital Program Quarterly Update #1 for information;

- 9.6. Recreation Department

- 9.6.1. Mapleton Summer Camp Program
[Report REC2021-01](#)

RECOMMENDATION

THAT Township of Mapleton Council receive Recreation Report REC2021-01 dated March 15, 2021 regarding the operation of a Summer Camp:

AND FURTHER THAT Council approves the proposed plan to operate a Summer Day Camp within the municipality:

AND FURTHER THAT Council approves the hiring of Summer Camp Staff.

9.6.2. Mapleton Before and After School Program
[Report REC2021-02](#)

RECOMMENDATION

THAT Township of Mapleton Council receive Recreation Report REC2021-02 dated March 16, 2021 regarding Mapleton's Before and After School Programs:

AND FURTHER THAT Council approves the request to submit the RFP to the Upper Grand District School Board.

9.7. Wellington Source Water Protection

9.7.1. 2020 Source Protection Annual Reports
[Report SWP2021-02](#)
[Attachment 1: Table 2020](#)

RECOMMENDATION

THAT Township of Mapleton Council receive Source Water Protection Report SWP2021-02 dated March 23, 2021 regarding Township of Mapleton 2020 Source Protection Annual Reports.

10. Approval of By-Laws

10.1. By-law 2021-025 being a by-law to authorize temporary borrowing to meet the expenditures of the Township of Mapleton until taxes are collected and other revenues received during the fiscal year ending December 31, 2021.
[By-law 2021-025 Temporary Borrowing](#)

- 10.2. By-law 2021-026 being a by-law to amend By-law 2021-002, being a by-law to establish the fees and charges for various services provided by the municipality.

[By-law 2021-026 Fees and Charges - Cemetery](#)

RECOMMENDATION

THAT by-laws numbered:

- 2021-025 being a by-law to authorize temporary borrowing to meet the expenditures of the Township of Mapleton until taxes are collected and other revenues received during the fiscal year ending December 31, 2021.
- 2021-026 being a by-law to amend By-law 2021-002, being a by-law to establish the fees and charges for various services provided by the municipality.

Be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

11. Correspondence for Council's Direction

- 11.1. Norfolk County Council (Kristal Chopp, Mayor) letter dated February 23, 2021

Re: Carbon tax on primary agricultural producers

[Norfolk County Correspondence - Carbon Tax](#)

RECOMMENDATION

THAT the letter dated December 7, 2020 authored by the Norfolk County Agriculture Advisory Board, and the letter dated February 23, 2021 authored by Norfolk County Council regarding carbon tax on primary agricultural producers be received for information:

AND THAT Township of Mapleton Council supports the position that the Federal Government move to exempt all primary agriculture producers from current and future carbon taxes. This should include natural gas, propane, gasoline, and diesel.

AND FURTHER THAT the Clerk be directed to advise the following parties of Township of Mapleton Council's position on this matter: Norfolk County Council, Norfolk County Agriculture Advisory Board, Minister of Environment & Climate Change Canada, Minister of Agriculture & Agri-Food Canada, John Nater - Member of Parliament: Perth - Wellington, Ontario Federation of Agriculture, and Wellington Federation of Agriculture.

12. Correspondence for Council's Information

- 12.1. Ontario Municipal Administrators' Association (OMAA)
Re: Achievement Award to Mapleton CAO Manny Baron for responding to the challenges presented by the Covid-19 pandemic.
[OMAA letter re Manny Baron, CAO](#)
- 12.2. Randy Pettapiece (MPP) Perth - Wellington, News Release: March 17
Re: 10th Anniversary of the Listowel fire
[MPP Pettapiece - News Release](#)
- 12.3. Fire Marshal's Communique (Jon Pegg: Ontario Fire Marshall)
Re: Ontario Fire College Training Modernization
[Communique 2021-02](#)
- 12.4. Wellington County Planning (Sarah Wilhelm, Manager of Policy Planning) Growth Management Overview
Re: Wellington County Official Plan Review
[2021 Growth Management Overview](#)
- 12.5. Wellington County Planning Committee (Kim Courts, Deputy Clerk)
Recommendation of March 11, 2021
Re: Comments on Government's Proposal to Grow the Greenbelt Report
[Response to Grow Greenbelt Proposal](#)
- 12.6. Wellington County Solid Waste Services (Das Soligo, Manager) letter of March 3, 2021
Re: Offer of support for an Annual Spring Roadside Clean-up Event
[Spring Clean-Up Event](#)
- 12.7. City of Sarnia (Amy Burkhart, Clerk) Resolution of March 1, 2021
Re: Advocating the Province to adjust the capacity limits associated with the colour coded system
[Sarnia Resolution](#)
- 12.8. Township of Adjala-Tosorontio (Alice Byl, Deputy Clerk) Resolution of February 10, 2021
Re: Requesting OMAFRA amend the Tile Drainage Installation Act
[Adjala-Tosorontio Resolution](#)
[Howick Resolution](#)
[Howick background](#)

12.9. Ministry of Municipal Affairs & Housing (Steve Clark, Minister) letter of March 4, 2021

Re: 2021 Covid-19 Recovery Funding for Municipalities
[Covid Funding for Municipalities](#)

12.10. Township of South Glengarry (Kelli Campeau, Clerk) Resolution of March 1, 2021

Re: Urging Province to procure Covid-19 vaccines for Ontario residents
[South Glengarry - Resolution 75-2021](#)

13. Notices of Motion

13.1. Received from Councillor Ottens:

That Mapleton Council reopen the discussion about a possible dog park, and that we ask the Kinette Club to bring their proposal back to Council with the complete community survey results and amended recommendations.

13.2. Received from Councillor Martin:

That Township of Mapleton staff review the Township of Mapleton Comprehensive Zoning Bylaw 2010-080. And further that Township staff prepare a report specific to 6.32.1 (Storage Trailers, Seacans, and Shipping Containers) of said bylaw and that this report provides options on an update/modernization, if appropriate.

14. Notice Provision

14.1. Special Meeting of Council

Education Session: Municipal Comprehensive Review (MCR)

Wednesday March 24, 2021 @ 5:30 p.m.

Mapleton Council Chamber

[Notice for Education Session \(MCR\)](#)

15. Other Business

16. Closed Session

16.1. Rise and Report on Closed Session convened March 9, 2021

Mayor Davidson to report the following was discussed in Closed Session:

1. Review and adoption of the Closed Session Minutes dated February 24, 2021
2. Labour relations or employee negotiations:
CAO - 2021 Performance Management Workbook

16.2. Closed Session: March 23, 2021 - by separate Zoom invitation

RECOMMENDATION

THAT subsequent to Council adopting the Confirmatory By-law, and adjournment of the Regular Council Meeting - Township of Mapleton Council move into Closed Session for the following reasons:

1. Review of Closed Session Minutes: March 9, 2021.
2. A proposed or pending disposition of land by the municipality.
3. A proposed or pending acquisition of land by the municipality
4. Labour relations or employee negotiations
5. Litigation or potential litigation, affecting the municipality

17. Confirmatory By-Law

17.1. [By-law 2021-027 Confirmatory](#)

RECOMMENDATION

THAT By-law Number 2021-027 being a By-law to confirm all actions and proceedings of the Council of the Corporation of The Township of Mapleton be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

18. Adjournment

PLEASE NOTE: Alternate Formats and Communication Support

The Township is committed to providing residents with communication support and alternate format of documents upon request. For more information or to make a request, please call the Township of Mapleton office at 519-638-3313.



Township of Mapleton 2021 Calendar

January 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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21	22	23	24	25	26	27
28						

March 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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April 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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May 2021						
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30	31					

June 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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July 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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August 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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29	30	31				

September 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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October 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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31						

November 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
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14	15	16	17	18	19	20
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December 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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- Regular Council 7pm
- Regular Council 1pm
- Special Council 7pm
- Council Conference
- Committee of Adjustment
- Parks and Recreation Committee
- Economic Development Committee
- Statutory Holiday (Office Closed)

ROMA Jan 25-26, Virtual

OGRA Feb 22-25, Virtual

AMO AGM Aug 15-18, London

The Corporation of the Township of Mapleton



Council Minutes

Tuesday, March 9, 2021 @ 7:00 P.M.

Meeting conveyed via Zoom platform

Present: Gregg Davidson
Marlene Ottens
Dennis Craven
Paul Douglas
Michael Martin

Regrets:
Staff Present: Manny Baron
Larry Wheeler
Sam Mattina
John Morrison
Patty Wright
Michelle Brown
Aly Cripps

1. **Call To Order**
2. **Welcoming Comments by the Chair**
3. **Declaration of Pecuniary Interest**
4. **Confirmation of Minutes**

4.1. Council Meeting dated February 24, 2021

RESOLUTION 2021-06-01

Moved: Paul Douglas

Seconded: Marlene Ottens

THAT the Minutes of the Township of Mapleton Council Meeting held on February 24, 2021 be confirmed as circulated in the agenda package.

CARRIED

5. **Matters arising from Minutes**
6. **Matters under The Planning Act and Matters Arising**

6.1. ZBA2021-02 Notice of Public Meeting, Part Lot 2, Concession 5, 7941-7943 Fourth Line, Valenta

RESOLUTION 2021-06-02

Moved: Dennis Craven

Seconded: Michael Martin

THAT Zoning application ZBA2021-02 located at Part Lot 2, Concession 5, 7941-7943 Fourth Line, Valenta be received;

AND FURTHER THAT the draft amending by-law as circulated in the agenda be presented to Council for first, second, and third reading.

CARRIED

- 6.2. ZBA2021-03 Part Lot 9, Concession 1 (Peel), 7669 Wellington Road 86, Bauman N & L

RESOLUTION 2021-06-03

Moved: Paul Douglas

Seconded: Marlene Ottens

THAT Zoning application ZBA2021-03 located at Part Lot 9, Concession 1 (Peel), 7669 Wellington Road 86, Bauman be received;

AND FURTHER THAT the draft amending by-law as circulated in the agenda be presented to Council for first, second, and third reading.

CARRIED

- 6.3. Consent Application Summary, Land Division File No. B3-21, Part Lot 2 & 3, Concession 11, Part Lots 241, 242 & 243, Bolton's Plan (Drayton). Webton Farms Inc. c/o Ray Weber

RESOLUTION 2021-06-04

Moved: Dennis Craven

Seconded: Marlene Ottens

THAT Township of Mapleton Council support Consent Application B3-21 as presented for lands described as Part Lot 2 & 3, Concession 11, Part Lots 241, 242 & 243, Bolton's Plan (Drayton), with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;
- THAT Payment be made of the fee of \$266 (or whatever fee is applicable at the time of clearance under the Fees and Charges By-law) for a letter of clearance;
- THAT a Parkland dedication fee be paid (\$1,400 in 2021);
- THAT driveway access can be provided to the retained lands to the satisfaction of the local municipality;
- THAT zoning compliance for the manure storage located on the severed lands is addressed to the satisfaction of the Township of Mapleton;
- THAT servicing can be accommodated on the severed and retained lands to the satisfaction of the Township of Mapleton;
- THAT the applicant provides a Municipal Drain reapportionment or mutual agreement as determined by the Drainage Superintendent, as per the applicable Townships' Fees and Charges by-law;
- THAT a copy of the deposited Reference Plan be submitted to the Township (hard copy and digital file);

AND FURTHER THAT Council authorizes the Municipal Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

CARRIED

- 6.4. Consent Application Summary, Land Division File B6-21, Lot 165, Part Lots 177 & 178 Bolton's Plan (Drayton)

RESOLUTION 2021-06-05

Moved: Michael Martin

Seconded: Paul Douglas

THAT Township of Mapleton Council support Consent Application B6-21 as presented for lands described as Lot 165, Part Lots 177 & 178 Bolton's Plan (Drayton) with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;
- THAT Payment be made of the fee of \$266 (or whatever fee is applicable at the time of clearance under the Fees and Charges By-law) for a letter of clearance;
- THAT a Parkland dedication fee be paid (\$1,400 in 2021);
- THAT driveway access to the severed lands can be provided to the satisfaction of the Township of Mapleton;
- THAT zoning compliance for the retained and severed lands be addressed to the satisfaction of the Township of Mapleton;
- THAT servicing can be accommodated on the severed and retained lands to the satisfaction of the Township of Mapleton;
- THAT a copy of the deposited Reference Plan be submitted to the Township (hard copy and digital file);

AND FURTHER THAT Council authorizes the Municipal Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

CARRIED

7. Delegations and Matters Arising from Delegations

- 7.1. Alma Community Recreation Association (Deb Noble, Member)
Re: Pollinator Habitat in Wallace Cumming Park, Alma

RESOLUTION 2021-06-06

Moved: Dennis Craven

Seconded: Paul Douglas

That the presentation by Alma Community Recreation Association member Deb Noble regarding a Pollinator Habitat in Wallace Cumming Park, Alma be received for information.

CARRIED

8. Minutes from Committees

- 8.1. Parks and Recreation Committee Meeting of February 18, 2021

RESOLUTION 2021-06-07

Moved: Michael Martin

Seconded: Paul Douglas

THAT the Minutes of the Mapleton Parks and Recreation Committee Meeting held on February 18, 2021 be received for information.

AND FURTHER THAT Parks and Recreation Committee Resolution PRC 2021-01-03 supporting "the pollinator project in 2021 with a contribution of \$3,000 plus the supply of bedding mulch materials in kind", be ratified by Township of Mapleton Council.

CARRIED

9. Reports and Updates from Staff

9.1. Building Department

- 9.1.1. Report for February Month End and Year to Date (YTD)

RESOLUTION 2021-06-08

Moved: Dennis Craven

Seconded: Michael Martin

THAT Township of Mapleton Council receive Building Department Report BD2021-04 dated March 9, 2021 regarding February Month End and Year to Date (YTD).

CARRIED

9.1.2. 2020 Annual Report

RESOLUTION 2021-06-09

Moved: Paul Douglas

Seconded: Michael Martin

THAT Report BD2021-05, regarding Building Department 2020 Annual Report be received for information.

CARRIED

9.2. Finance Department

9.2.1. Temporary Borrowing By-Law for 2021

RESOLUTION 2021-06-10

Moved: Paul Douglas

Seconded: Marlene Ottens

THAT Township of Mapleton Council receive Finance Report FIN2021-08; and

1. authorize the temporary borrowing, if required, a maximum amount not to exceed \$4,251,345 from January 1st, 2021 to September 30, 2021 and \$2,125,672 from October 1st, 2021 to December 31st, 2021 to meet expenditures of the municipality until taxes are collected and other revenues are received; and
2. that the Township maintain an existing \$2 million-dollar line of credit, if needed, from the Royal Bank of Canada; and
3. that the Treasurer report to Council in advance of any new temporary borrowing arrangements, if required; and
4. that Staff be authorized and directed to do all things necessary to give effect to this resolution.

CARRIED

9.2.2. Statement of Council and Committee Remuneration and Expenses

RESOLUTION 2021-06-11

Moved: Paul Douglas

Seconded: Michael Martin

THAT Township of Mapleton Council receive FIN Report 2021-07 dated March 9th, 2021 regarding Council and Committee Remuneration and Expenses; AND FURTHER THAT Finance Report FIN2021-07 dated March 9th, 2021 is accepted as presented.

CARRIED

9.2.3. 2020 Annual Investment Report

RESOLUTION 2021-06-12

Moved: Michael Martin

Seconded: Marlene Ottens

That Report FIN2021-06, dated March 9th, 2021, concerning the 2020 annual investment activities be received for information.

CARRIED

9.3. Public Works Department

9.3.1. Award of Gravel Maintenance Tender RFT2021-01

RESOLUTION 2021-06-13

Moved: Michael Martin

Seconded: Dennis Craven

THAT Township of Mapleton Council receive Public Works Report PW2021-02 dated March 9, 2021 regarding the Award of Gravel Maintenance Tender RFT2021-01

AND THAT Tender RFT2021-01, being a tender for the supply and delivery of 20,000 tonne of OPSS 1010 Crushed Granular "A" (7/8"), be awarded to The Murray Group Ltd., in the amounts of \$265,000, \$278,000, and \$292,000 plus H.S.T for the three years of 2021, 2022 and 2023, respectively

AND FURTHER THAT Council authorize staff to issue a Purchase Order to secure the contract pricing.

CARRIED

9.3.2. Drayton Water Tower Project Update

RESOLUTION 2021-06-14

Moved: Michael Martin

Seconded: Marlene Ottens

THAT Township of Mapleton Council receive Public Works Report PW2021-03 dated March 9, 2021 regarding the status of the Drayton Water Tower Project, for information;

CARRIED

10. Approval of By-Laws

- 10.1. By-law 2021-020 being a by-law to amend By-law 2021-002, being a by-law to establish the fees and charges for various services provided by the Municipality.
- 10.2. By-law 2021-021 being a by-law to amend By-law 2010-080, being a zoning by-law for the Township of Mapleton.
- 10.3. By-law 2021-022 being a by-law to amend By-law 2010-080, being a zoning by-law for the Township of Mapleton.
- 10.4. By-law 2021-023 being a by-law to authorize the closure and conveyance of an unopened road allowance known as Donald Sutherland's Survey of Glen Allan, east end of George Street, lying between lots 52-55 and 56-59, Glen Allan, Township of Mapleton, County of Wellington.

RESOLUTION 2021-06-15

Moved: Paul Douglas

Seconded: Marlene Ottens

THAT by-laws numbered:

- 2021-020 being a by-law to amend By-law 2021-002, being a by-law to establish the fees and charges for various services provided by the Municipality.
- 2021-021 being a by-law to amend By-law 2010-080, being a zoning by-law for the Township of Mapleton.
- 2021-022 being a by-law to amend By-law 2010-080, being a zoning by-law for the Township of Mapleton.
- 2021-023 being a by-law to authorize the closure and conveyance of an unopened road allowance known as Donald Sutherland's Survey of Glen Allan, east end of George Street, lying between lots 52-55 and 56-59, Glen Allan, Township of Mapleton, County of Wellington.

Be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

CARRIED

11. Correspondence for Council's Direction

- 11.1. Township of Woolwich (Val Hummel, Clerk) letter dated February 25
Re: Requesting Mapleton Councillor to sit on the Court of Revision for Elmira Drain No. 1

RESOLUTION 2021-06-16

Moved: Paul Douglas

Seconded: Marlene Ottens

WHEREAS the Township of Woolwich have requested a member of Mapleton Council to sit on the Court of Revision for a shared drainage project that pertains to Elmira Drain Number 1:

NOW THEREFORE Mapleton Councillor Michael Martin be appointed to sit on said Court of Revision to be conducted via Zoom, tentatively scheduled for Thursday, April 22, 2021 @ 6:00 p.m.

CARRIED

12. Correspondence for Council's Information

- 12.1. Mapleton Senior Management Meeting - Agenda Item of March 2, 2021
Re: Proposed Governmental Stage of 2022 Budget Process

- 12.2. Norfolk County (Kristal Chopp, Mayor) letter dated February 23, 2021
Re: Carbon tax on primary agriculture producers

- **Councillors Craven and Ottens requested this item be revisited for Council support at the next Council Meeting, scheduled for March 23, 2021.**

- 12.3. Environmental Review Tribunal - Decision of March 1 [Case No: 20-033]
Re: Darling International Canada: Presenter Status request, Proposed Partial Settlement, Procedural Matters, Order

- 12.4. AMCTO (Robert Tremblay, President) letter of February 18, 2021
Re: Municipal staff training budgets

13. Notices of Motion

14. Notice Provision

15. Other Business

- 15.1.
- Councillor Craven: Darling Ingredients Plant - Rothsay
 - Councillor Martin: International Women's Day
 - Councillor Martin: Wellington County staff wages
 - Councillor Martin: Wellington County-wide State of Emergency
 - Councillor Craven: Provincial Announcement re GTA expansion - potential effect and reaction by Mapleton
 - Councillor Ottens: Sunflower Day 2021 - Saturday, August 14

16. Closed Session

- 16.1. Rise and Report on Closed Session convened February 24, 2021

Mayor Davidson to report the following was discussed in Closed Session:

1. Review and adoption of the Closed Session Minutes dated January 26, 2021.
2. Labour relations or employee negotiations - CAO Report: CL2021-04 Mapleton Planning Services

- 16.2. Closed Session: March 9, 2021 - by separate Zoom invitation

RESOLUTION 2021-06-17

Moved: Paul Douglas

Seconded: Marlene Ottens

THAT subsequent to Council adopting the Confirmatory By-law and adjournment of the Regular Council Meeting - Township of Mapleton Council move into Closed Session for the following reasons:

1. Review of Closed Session Minutes: February 24, 2021
2. Labour relations or employee negotiations

CARRIED

17. Confirmatory By-Law

RESOLUTION 2021-06-18

THAT By-law Number 2021-024 being a By-law to confirm all actions and proceedings of the Council of the Corporation of The Township of Mapleton be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

CARRIED

18. Adjournment

- 18.1. There being no further business, the meeting adjourned at 8:25 p.m.

Mayor Gregg Davidson

Clerk Larry Wheeler

PLEASE NOTE: Alternate Formats and Communication Support
The Township is committed to providing residents with communication support and alternate format of documents upon request. For more information or to make a request, please call the Township of Mapleton office at 519-638-3313.

Township of Mapleton

Inventory, Condition, and Capital Planning Assessment

Drayton Water Treatment Plant and Moorefield Well Distribution System

Date: February 16, 2021

T000974D

CIMA+

900-101 Frederick Street
Kitchener, ON N2H 6R2
T 519-772-2299 F 519-772-2298
cima.ca

Contact

Ryan Steckly, P.Eng.
ryan.steckly@cima.ca
T 519-772-2299, 6239





Inventory, Condition, and Capital Planning Assessment Report

**Drayton Water Treatment Plant and
Moorefield Water Distribution System**

File no T000974D

PREPARED BY:

Alexandra Kurnik, EIT.

Cristina Lugo, Ph.D., EIT.

VERIFIED BY:

Ryan Steckly, P.Eng.

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1 Introduction

1.1 Background

The Township of Mapleton is a lower-tier municipality of the County of Wellington. The Township is comprised of three small hamlets, Drayton, Moorefield, and Alma, and supports a mostly rural population of approximately 11,000 residents. The Township of Mapleton identified the need to assess the condition of the Drayton Drinking Water System and Moorefield Drinking Water System within the township. The community of Alma is not serviced by a municipal drinking water system.

The Drayton Drinking Water System (DWS) is located at 60 Wood Street on Lot 1 Concession 1 in Drayton, Ontario. The DWS consists of two groundwater wells, one drinking water treatment facility within iron sequestration and disinfection, and a distribution system with approximately 780 service connections (Drinking Water Works Permit (DWWP) No. 105-201, January 2017).

The Moorefield DWS is located at 5 Hillwood Drive in Moorefield, Ontario. The DWS consists of two groundwater wells, one drinking water treatment facility and a distribution system with approximately 155 service connections that serves an estimated design population of 550 people (DWWP No. 105-202, November 2015).

CIMA Canada Inc. (CIMA+) was retained by the Township to complete an asset inventory, asset condition, and capital planning assessment for the Drayton and Moorefield DWSs.

1.2 Purpose of Report

The goal of this document is to present the findings of the asset inventory, asset condition, and capital planning assessment for the Drayton and Moorefield DWSs. The methodology is summarized below:

- Review and organize background information to prepare a preliminary asset inventory.
- Conduct a non-destructive visual site assessment to gather data and complete the asset inventory, including code compliance and physical condition ratings for each asset.
- Conduct interviews to obtain feedback from Operators on performance condition and proposed future work.
- Draft and finalize the asset inventory and condition assessment spreadsheet.

- Draft and finalize capital planning project and study sheets for assets requiring repair / replacement within the next 10-years.
- Draft and finalize the Inventory, Condition, and Capital Planning Assessment report.

1.3 Process Overview

The Drayton DWS consists of two groundwater wells, one drinking water treatment facility with iron sequestration and disinfection, and a distribution system. A well pumphouse houses the two groundwater wells and the treatment and control facilities. Each of the wells is equipped with a submersible well pump. Each of the well discharge pipes has two injection points: one for iron sequestration utilizing sodium silicate, and the other for sodium hypochlorite used for primary disinfection. Following the injection points, the two well water pipes combine into a common header that flows into the four-celled in-ground reservoir for chlorine contact. Five high-lift pumps pump water from the reservoir to a common header for distribution.

An overview of the Drayton DWS process is presented in Figure 1.

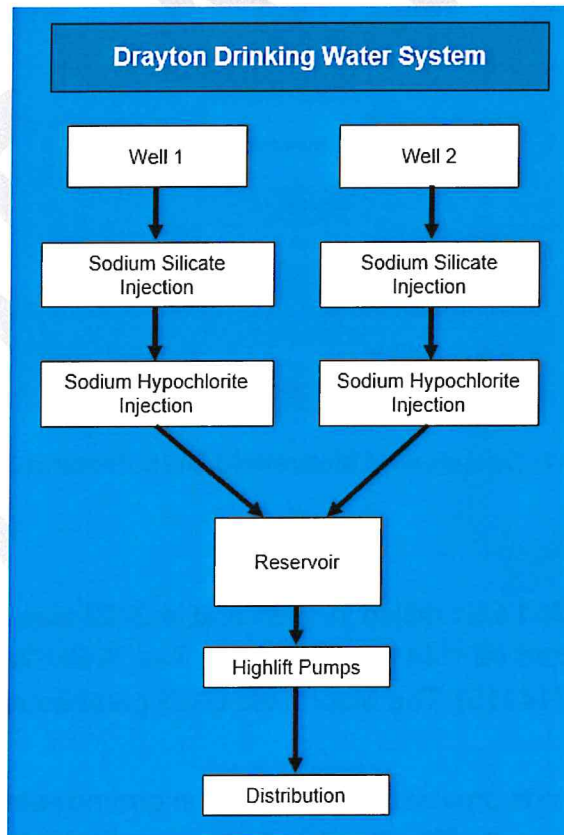


Figure 1: Overview of Drayton DWS Process System

The Moorefield DWS consists of two groundwater wells, one drinking water treatment facility, and distribution system. A well pumphouse houses the treatment and control facilities; located outside the pumphouse are the two groundwater wells each equipped with a submersible pump. Each of the well discharge pipes has an injection point for sodium hypochlorite disinfection. Following the injection points, the two discharge pipes combine into a common header that flows into the standpipe for equalization, chlorine contact requirements, and emergency storage. Four high-lift pumps pump water from the standpipe to a common header for distribution. The system is also equipped with three pressure tanks to maintain high-lift pump cycling times.

An overview of the Moorefield DWS process is presented in Figure 2.

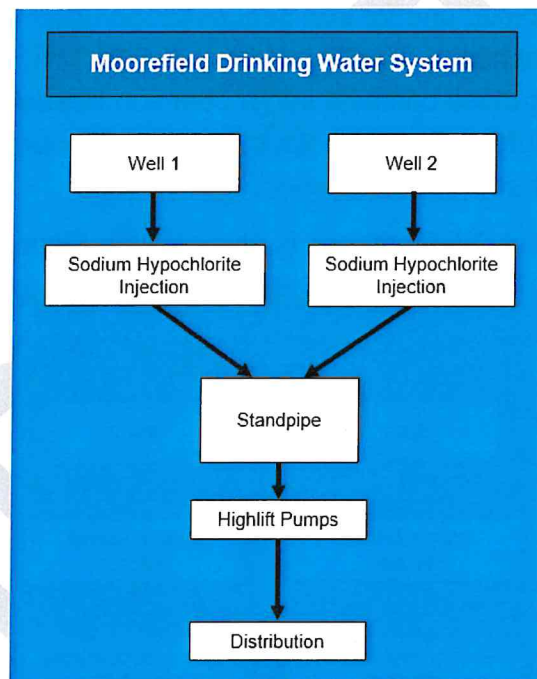


Figure 2: Overview of Moorefield DWS Process System

1.4 History

Moorefield Raw Well PW-1 was drilled in 1985 and in 2002 was retrofitted with a larger casing (Water Well Record #6714414). Moorefield Raw Well PW-2 was drilled in 2002 (Water Well Record #6714415). The Moorefield DWS pumphouse was upgraded in 2007.

There were no well records provided for the Drayton groundwater wells to determine the date of installation of the wells. The Drayton DWS pumphouse was constructed in 1985. Upgrades to the facility were completed in 2004, including new high-lift pumps No. 1

and 2, new well discharge header including piping and appurtenances, and new high-lift pump header bypass including piping and appurtenances.

2 Approach and Methodology

2.1 Condition Assessment Scope

Site inspections of the Drayton and Moorefield facilities were undertaken by CIMA+ staff on December 10, 2020. CIMA+'s multi-disciplinary team consisted of electrical, structural, and process members to inspect the facilities.

The Drayton and Moorefield pumphouses are included within the scope of this condition assessment. Linear infrastructure (i.e. watermains) and the standpipe at the Moorefield facility are excluded from the scope of the condition assessment. Also excluded from the assessment and this report are all areas that were not accessible, such as in-service tanks and reservoirs, sumps, confined spaces, roofs, and elements hidden by tiles, false ceilings, cladding, panels, or other coverings. Disassembly or operational checks of equipment (e.g., exercising sluice gates, valves, and pumps) were not performed during these investigations.

2.2 Asset Inventory Categories

The assets identified during the condition assessment were grouped into life cycle asset categories identified in Table 1.

Table 1: Life Cycle Asset Categories

Category Name		Acronym	Category Examples
Building	Structural	BS	Large scale structural components, concrete works
	Architectural	BA	Roofing, doors, exterior / interior finishes
	Electrical	BE	Low voltage building electrical systems, lighting
	Mechanical	BM	HVAC equipment and ductwork/piping
Process	Piping and Equipment	PPE	Pumps, mixers, blowers, compressors, piping, valves, hydrant
	Electrical	PE	High voltage process power supply including Motor Control Centres (MCC's), transformers
	Instrumentation	PI	Level sensors, alarms, transmitters, data loggers, flow meters, SCADA
Site Works		SW	Roads and pavements, drainage, landscaping, manhole, fencing

2.3 Condition Assessment Approach

The proposed condition assessment approach was to integrate the following factors for each asset:

- Remaining Useful Life
- Physical / Performance Condition Assessment
- Risk Analysis

2.3.1 Remaining Useful Life

The Remaining Useful Life of an asset is the expected useful life less the number of years an asset has been in service, and was calculated as follows:

- Remaining Useful Life = Installed Year + Maximum Potential Life - Current Year

2.3.2 Condition Assessment

The physical condition assessment consists of a non-destructive, visual assessment of each asset. The performance condition assessment consists of an identification of any performance concerns dealing with capacity, suitability, quality, quantity, cost, or efficiency based on visual observations and/or input from plant staff. During the site inspections, interviews with the plant staff were conducted for each asset/system. The performance related information was gathered where available, including recent process/equipment performance history, design, and sizing criteria.

Based on visual, non-invasive site inspections and identification of performance concerns, the existing equipment and facilities were assigned a condition grade, ranging from Very Good to Very Poor. The definitions of the condition grading terms are summarized in Table 2 below.

Table 2: Condition Grading System.

Condition	Description
NE - Non-Existent	Asset abandoned or does not exist.
0 - Not Observed	Asset exists but was not inspected.
1 - Very Good	Sound physical condition - no wear and tear, no or minimum risk of physical failure. Asset likely to perform adequately without major work to at least 80% of its estimated life.
2 - Good	Acceptable physical condition - minor wear and tear, minimum risk of physical failure. No substantial deterioration over the next 5-10 years. No immediate repair work required, or only minor work required (if any).

Condition	Description
3 - Fair	Acceptable physical condition - moderate wear and tear, moderate risk of physical failure. Failure unlikely within next 2 years but further deterioration likely and major rehabilitation/ replacement required within next 5 years. Minor components or isolated sections of the asset need replacement or repair now, but asset still functions safely at adequate level of service. Minor work may be required, but asset is still serviceable.
4 - Poor	Poor physical condition - heavy wear and tear, failure is likely in short term. Likely need to replace most or all of asset within 2 years. No immediate risk to health or safety but work required within 2 years to ensure asset remains safe. Substantial work required in short term; asset barely serviceable.
5 - Very Poor	Failed or failure imminent. Immediate need to replace most or all of asset. Health and safety hazards exist, or asset cannot be serviced or operated without risk to personnel.

2.3.3 Risk Analysis

Qualitative risk analyses were performed for all assets to prioritize the identified risks for further preventative and remedial action, based on the following factors:

- The Probability of Failure (PoF)
 - Used to identify the frequency that a failure may occur.
 - Determined based on age and condition assessment rating of each asset.
- The Consequence of Failure (CoF):
 - Used to evaluate the seriousness of the impact of the identified risks.
 - Determined based on redundancy and performance of each asset.

The PoF and CoF are assessed per the categories summarized in Table 3 and Table 4, respectively.

Table 3: Probability of Failure Scoring Table

Condition Grade	Probability of Failure	Description
1 - Very Good	1 - Rare	May occur in exceptional circumstances, has not occurred in the past.
2 - Good	2 - Unlikely	Could occur at some time, historically has occurred less than once every 5 to 10 years.
3 - Fair	3 - Possible	Has occurred or may occur once or more per year.
4 - Poor	4 - Likely	Has occurred or may occur on a monthly to quarterly basis.
5 - Very Poor	5 - Almost Certain	One or more occurrences on a monthly or more frequent basis.

Table 4: Consequence of Failure Scoring Table

Grade	Consequence of Failure	Description
1	Very Low	<ul style="list-style-type: none"> • Service not affected or minimal impact <ul style="list-style-type: none"> ○ Redundancy based on demand and capacity is >100% ○ Regulatory objectives and requirements met ○ Loss of equipment does not impact service or has minimal impact • Repair, loss of revenue, damages, losses or fines of <\$10,000 • Negligible injuries
2	Low	<ul style="list-style-type: none"> • Localized disruption of service <ul style="list-style-type: none"> ○ Redundancy based on demand and capacity is 75%<100% ○ Regulatory objectives and requirements met ○ Loss of equipment causes localized disruption of non-essential service • Repair, loss of revenue, damages, losses or fines of \$10,000-\$50,000 • Minor injuries, medical attention required
3	Moderate	<ul style="list-style-type: none"> • Localized disruption of service <ul style="list-style-type: none"> ○ Redundancy based on demand and capacity is <75% ○ Regulatory objectives not met but requirements met ○ Loss of equipment causes localized disruption of non-essential service • Repair, loss of revenue, damages, losses or fines of \$50,000-\$500,000 • Serious injuries, multiple minor injuries
4	High	<ul style="list-style-type: none"> • Wide spread short disruption or long-term localization of disruption of service <ul style="list-style-type: none"> ○ No redundancy based on demand and capacity ○ Regulatory objectives and requirements not met ○ Loss of equipment causes wide spread short disruption or long-term localization of disruption of essential service • Repair, loss of revenue, damages, losses or fines of \$500,000-\$1,000,000 • Multiple serious injuries, loss of life

Grade	Consequence of Failure	Description
5	Very High	<ul style="list-style-type: none"> • Wide spread short disruption and long-term disruption of service <ul style="list-style-type: none"> ○ No redundancy based on demand and capacity ○ Regulatory objectives and requirements not met ○ Loss of equipment causes wide spread short disruption or long-term localization of disruption of essential service • Repair, loss of revenue, damages, losses or fines of >\$1,000,000 • Multiple loss of life

Based on the probability and consequence assessments of each asset, the Risk Rating was calculated as follows:

$$\text{Risk Rating} = \text{Probability of Failure} \times \text{Consequence of Failure}$$

Both the PoF and CoF were given ratings of 1 to 5 which gives the Risk Rating a range of 1 to 25. Once calculated, the Severity of Risk was determined using the risk matrix provided in Table 5 and further categorized in Table 6.

Table 5: Severity of Risk Matrix

	Probability of Failure (1 to 5)				
Consequence of Failure (1 to 5)	1	2	3	4	5
	2	4	6	8	10
	3	6	9	12	15
	4	8	12	16	20
	5	10	15	20	25

Table 6: Severity of Risk Categorization

Grade and Condition	Description
Low Risk	These assets do not require attention or maintenance in the near future, outside of the regularly scheduled maintenance and inspection. Consideration for extra maintenance / upgrades / replacement should generally be given in the 10- to 20-year range.
Moderate Risk	These assets potentially require attention and/or maintenance in the near future, generally in about 5 to 10 years.

Grade and Condition	Description
High Risk	These assets potentially require attention immediately to sometime in the near future. The year of implementation range for this category is between 0 to 5 years.
Critical Risk	These assets require immediate maintenance / repair / replacement. Generally includes Health & Safety and Regulatory violations.

2.3.4 Asset Replacement Timeframe

In order to establish a recommended replacement timeframe for each asset, the following information is reviewed:

- Remaining useful life
- Condition grade
- Severity of Risk
- Engineering judgement and best practice

The following categories are used to establish the replacement timeframe for each asset:

- Immediate
- Short Term: 0 to 5 years
- Medium Term: 6 to 10 years

If the condition grade is very good or good and/or the Severity of Risk is low, the recommended replacement timeframe may be shifted further into the future than the remaining useful life.

If the condition grade is fair and/or the Severity of Risk is low or moderate, the recommended replacement timeframe may be established directly based upon the remaining useful life.

If the condition grade is poor or very poor and/or the Severity of Risk is high or critical, the recommended replacement timeframe may be shifted earlier than the remaining useful life to ensure the assets' deficiencies / risks are addressed.

2.4 Financial Forecast Methodology

The financial forecast was developed to identify a 10-year reinvestment estimate for the upgrades of each asset. The financial forecast is based on the condition assessment and replacement cost estimates. The 10-year reinvestment estimation includes:

- The dollar amount that is predicted to be consumed by asset replacement or upgrade for a specific year;

- The specific year when the asset should be replaced; and,
- The output replacement and upgrade cost values are then summed to provide a replacement cost for each year in terms of total asset replacement.

Replacement costs include supply and installation of the new asset and ancillary equipment. For assets that are currently abandoned, removal costs were provided and included in the total asset value only.

3 Condition Assessment Findings

Descriptions of findings and recommendations are included for each asset category in the following subsections. The completed asset inventory can be found in Appendix A, the photo logs can be found in Appendix B, and the project packages can be found in Appendix C.

3.1 Building Structural and Architectural

The structural condition assessment highlighting deficiencies of each area of the plant is summarized in the following sections. The interior of the reservoir tank and roof of Drayton's pumphouse were not accessed due requirements for fall arrest and confined space entry.

Operators complete a monthly inspection to all building eyewash stations and fire extinguishers, but the inspection tags have not been filled out. Updated tags should be filled out during monthly inspections to ensure compliance.

3.1.1 Overview

3.1.1.1 Drayton Pumphouse and Reservoir

As indicated on the record drawings the Drayton Pumphouse and reservoir were built in 1984. The reservoir consists of a rectangular in-ground concrete tank divided in four cells; the tank has two concrete access chimneys completed with access hatches to provide access to the reservoir from the outside. The reservoir can also be accessed from inside of the pumphouse. The Pumphouse is partially supported on the west side of the reservoir, the other half of the pumphouse is supported on strip wall footing w/suspended slab. The pumphouse is a single-story concrete masonry block with precast roof slab.

Architectural items include one exterior double door, a louver, masonry veneer, built up roofing, roof hatches, reservoir access hatches, checkered plates, reservoir access ladders, and painted wall finish.

The structural and architectural assets for the Drayton pumphouse and reservoir were observed to be in fair to good physical condition, except for the chemical containment curbs, due the amount of cracking, these items are considered to be in poor condition

3.1.1.2 Moorefield Pumphouse and Standpipe

The Moorefield pumphouse is a single-storey building originally built in 2006. The pumphouse building consists of load bearing concrete masonry unit (CMU) walls supported on a raft style foundation. The roof of the entire building is composed of wood roof trusses with a metal deck soffit, and metal roofing. Additionally, this facility has a metal standpipe supported on a monolithic cast-in-place raft footing located west of the pumphouse, complete with exterior metal ladder to the top of standpipe.

Architectural items include the concrete masonry veneer, interior concrete block partition walls, aluminum grating, a metal louver, one exterior double door, two interior doors complete with monitoring window, roof drains, painted wall finish, metal ceiling, and floor tile finish in the office.

The structural and architectural assets for the Control Building were observed to mostly be in good physical condition with some assets in fair condition.

3.1.2 Observations and Recommendations

Table 7 summarizes the condition and observations and recommendations of building structural and architectural assets. The photo reference number is located in Appendix B.

Table 7: Summary of Observations and Recommendations for Building Structural and Architectural Assets

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Drayton WTP				
Reservoir Concrete Walls	<ul style="list-style-type: none"> • Only partially visible. No damage visible on Northwest corner. • Shrinkage cracking on SE corner. 	Repair cracking by Polyurethane crack injection		S2
Concrete Suspended Slab	<ul style="list-style-type: none"> • Only top side visible inside pumphouse w/ signs of ponding • Piping supports are rusted w/section loss • Localized spalling • Drain piping location is unknown 	Patch minor spalls		S3 S4

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Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Concrete Chimney	<ul style="list-style-type: none"> Chimney is cracked w/ efflorescence Vegetation grow around hatch collar Operator worried about vegetation in Northwest corner breaking reservoir wall 	Repair cracking by Polyurethane crack injection		S5
Reservoir Access Hatch	<ul style="list-style-type: none"> Operator reported drains are clogged Seals were recently replaced 		Clean hatch drains	S6 S7
Suspended slab	<ul style="list-style-type: none"> Only top side visible inside pumphouse. Signs of ponding Crack visible on exterior SW corner No Floor topping, chemical damage at containment areas w/cracking 	Provide new chemical resisting coating at containment areas and repair cracks by polyurethane crack injection		S8 S9 S10
Drayton PS - Strip wall foundation c/w footing	<ul style="list-style-type: none"> Shrinkage cracking on Northeast corner, south and east wall. Possible chlorine leakage through concrete crack from containment area inside 	Repair cracking by Polyurethane crack injection		S11
Drayton PS - Concrete Masonry Block Wall	<ul style="list-style-type: none"> Painting is failing Step cracking on SE corner Sealants are cracked/debonded at control joint 		Repoint mortar at step cracking locations	S12 S13
Drayton PS - Concrete containment walls	<ul style="list-style-type: none"> Shrinkage cracking on East wall chemical containment area, Topping on East containment area is damaged 	Replace secondary containment curb and provide new chemical resisting coating. Optionally, leave curbs as is and provide chemical containment skids		S14
Drayton PS - Steel Beam	<ul style="list-style-type: none"> Minor rusting at paint chipping Beam is in good condition 		Grind rust sport and provide new steel protective coating	S15
Drayton PS - Exterior Concrete Stairs c/w Landing	<ul style="list-style-type: none"> Landing is cracked Minor localized spalling Previously repaired Wood siding under landing and stairs is rotted Underside is unknown if backfilled or empty 		Repair cracks by polyurethane crack injection. Patch minor spall. Replace wood siding	S16

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Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Drayton PS - Aluminum Guardrails	<ul style="list-style-type: none"> Anchors at wall have surface rust 		Clean fastener or rust and replace nuts and washers	S17 S18
Drayton PS - Ladders	<ul style="list-style-type: none"> Not visible Hold bar anchors are rusted (x2 locations) 		Clean fastener or rust and replace nuts and washers	S19
Drayton PS - Checkered Plates	<ul style="list-style-type: none"> Covering access to reservoirs Covering piping in between wet well and reservoirs Fasteners and gaskets are missing 		Provide new fasteners and gaskets	S20
Drayton PS - Block Veneer	<ul style="list-style-type: none"> Salt damage / Spalling at Door Sealants have failed Top of wall flashing is in good condition Staining and spalling on west wall near louver Drip edge is bend on west wall 	Replace damaged blocks, clean stains, and repoint mortar		S21 S22 S23 S24
Drayton PS - Exterior Double Door	<ul style="list-style-type: none"> Bottom of frame is rusted w/ section loss Needs bottom sweep Hardware is starting to rust Operator mentioned snow coming in through bottom of door and frame pitting Lintel is OK 	Replace door, door frame and hardware		S25 S26
Drayton PS - Louver	<ul style="list-style-type: none"> Louver is in good condition Sealant is cracked / debonded Lintel is ok 	Replace sealants around louver		S27
Drayton PS - Roofing	<ul style="list-style-type: none"> Roofing system is unknown. Based operator input and signs of ponding roofing has most likely failed 	Engage inspection services to investigate state of roofing		-
Moorefield DWS				
Moorefield Wet wells - Electrical Panel Wood Post	<ul style="list-style-type: none"> Panel wood posts are rotted 	Remove and replace wood posts		S29
Moorefield PS - Concrete Masonry Block Wall	<ul style="list-style-type: none"> Coating failing at chemical room Step cracking in south east corner 	Repoint mortar at step crack location		S30

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Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Moorefield PS - Vinyl Floor tiles	<ul style="list-style-type: none"> In fair condition, chipped around drain. Only in office 		Remove and replace floor tiles	S31
Moorefield PS - Aluminum Grating	<ul style="list-style-type: none"> Minor localized surface rusting @ drain pipe. 		Clean surface rust and retouch grating coating if needed	S32
Moorefield PS - Interior doors c/w monitoring window	<ul style="list-style-type: none"> Minor hardware rusting Doors in good condition 		Replace door hardware	S33
Moorefield PS - Exterior Double door	<ul style="list-style-type: none"> Hardware has minor rust. Door and frame in good condition 		Replace door hardware	S34
Moorefield PS - Block Veneer	<ul style="list-style-type: none"> Mortar is spalled / failing Step cracking visible at corners Some staining on west wall Drip edge bend / torn on west wall Sealant good but brittle 	Repoint mortar. Clean staining and replace drip edge		S35 S36 S37
Moorefield PS - Scuppers & Downspouts	<ul style="list-style-type: none"> Scuppers in good condition Downspouts are torn Splash pad to be closer 	Replace downspout and move splash directly below downspout		S38

3.2 Building Electrical

3.2.1 Overview

The electrical condition assessment of the Drayton Pumphouse and the Moorefield Pumphouse is summarized in the next two sections.

3.2.1.1 Drayton Pumphouse

The electrical condition assessment of the Drayton Pumphouse revealed several items that require attention, whether due to their physical condition or their limited functionality. The building is supplied 600V from the pole-mounted transformers located adjacent to the building. While not in the scope of this assessment, the municipality should replace the utility pole feeding the building as soon as possible, due to its poor structural condition.

The incoming electrical feed enters through a main circuit breaker, which is connected to an Automatic Transfer Switch (ATS) before connecting to the MCC, which itself

powers the buildings electrical loads. The backup generator and MCC will be discussed in detail in the Process Electrical section of this report. Note that at the time of inspection, there was a desk stored against the incoming power equipment – the municipality should ensure that proper distances are maintained around this equipment.

The interior lighting systems of the pumphouse consist of fluorescent light fixtures, while the exterior is lit by a single LED wallpack fixture located above the entrance. The building's emergency lighting was adequate, though there is no exit sign installed.

The electrical junction boxes and conduits installed throughout the facility appeared to be in good condition, with some notable exceptions detailed in Table 8. Due to the considerable humidity of the facility, the metal fasteners holding the conduits to the walls and ceiling showed high levels of corrosion. There were also many instances of conduits being broken or misaligned.

As described by the operator during the time of inspection, the building's communication systems are in good, working condition but their limited bandwidth capacity is restricting their ability to monitor the building.

The condition of the building electrical assets in Drayton pump house were rated from poor to very good condition,

3.2.1.2 Moorefield Pumphouse

The Moorefield Pumphouse was built in 2006, and as such most of the building electrical systems are still in excellent condition. The building is supplied 600V from the pole-mounted transformers located at the entrance of the driveway. This is then fed through an ATS before routing to the MCC which itself supplies power to the rest of the building. Note that at the time of inspection, there was a desk stored against the incoming power equipment – the municipality should ensure that proper distances are maintained around this equipment.

The interior lighting is comprised of fluorescent lights, and the exterior is lit using a single wall-pack light located above the entrance. The emergency lights are in good condition, though there is a notable absence of emergency lighting in the chemical room. All the exit signs appeared to be in good condition.

All the electrical junction boxes and conduits inside the pumphouse appeared to be in good condition. There were conduits observed to be in poor condition located outside the building, which are discussed in the table below.

The condition of the building electrical assets in Moorefield pump house were rated from poor to very good condition.

3.2.2 Observations and Recommendations

The table below summarizes the condition and observations and recommendations of building electrical assets. The photo reference number is located in Appendix B.

Table 8: Summary of Observations and Recommendations for Building Electrical Assets

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Drayton WTP				
Building Alarm System (incl. auto dialler)	<ul style="list-style-type: none"> Dialer in good condition but lacks the bandwidth capacity to communicate any additional alarms. No door-monitoring contacts on the hatches on the roof to monitor for intruders. 	Consider installing a new auto dialler, or another method to communicate alarms from pumphouse; install door-monitoring contacts on the roof hatches.		BE1
Emergency lighting	<ul style="list-style-type: none"> There was no exit sign observed. 	Install an exit sign in order to meet building code.		BE2
Building conduits and receptacles	<ul style="list-style-type: none"> Some conduits are in poor condition Rusting of unistrut mounts throughout Some conduits cut / misaligned Wire from flowmeter does not travel throughout conduit 	Consider replacement of rusting Unistrut; consider installation of new conduit to route flowmeter cable to PLC panel; consider repair of broken conduits, both interior and exterior of building; consider installation of dedicated receptacle on exterior of building for chemical delivery		BE3
Main circuit breaker	<ul style="list-style-type: none"> Visible rusting of exterior of enclosure 	Consider moving desk to allow for appropriate clearance in front of electrical equipment	Consider replacement	BE4
Moorefield DWS				
Emergency lighting	<ul style="list-style-type: none"> No emergency lighting present in chemical room 	Consider installing emergency lighting in chemical room		BE5

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Automatic transfer switch	<ul style="list-style-type: none"> Switch itself in excellent condition Desk present in front of ATS 	Consider moving desk in front of switch to allow for proper clearance to be maintained		BE6
Building conduits (interior)	<ul style="list-style-type: none"> Conduit mounts in chemical room heavily corroded 		Consider replacement	BE7
Building conduits (exterior)	<ul style="list-style-type: none"> Conduits entering panel and wall pumps are broken or misaligned. 		Consider replacement	BE8

3.3 Building Mechanical

3.3.1 Overview

3.3.1.1 Drayton Pumphouse

The pumphouse features a thermostat-controlled, roof-mounted exhaust fan which was unable to be observed at the time of inspection.

The building is heated by two electric unit heaters. These were observed to be in fair to good condition. A portable dehumidifier was also present at the time of inspection. Though in good condition, the unit does not possess the capacity to properly dehumidify the facility.

A louver is present adjacent to the genset, in order to allow for sufficient airflow during its operation. The genset fuel tank is located inside the building and was observed to be in fair condition. The fuel tank can also be removed once the new genset is installed.

The condition of the building mechanical assets in Drayton pump house were rated from fair to very good condition.

3.3.1.2 Moorefield Pumphouse

The Moorefield Pumphouse is divided into three spaces: the pump room, the electrical room, and the chemical room. The pump room is ventilated by a thermostat-controlled exhaust fan and a system of louvers. The chemical room is ventilated using a roof-mounted exhaust fan but lacks the air exchanging capacity to properly vent the room of the chemical vapors, leading to the degradation of some equipment in the room.

Wall-mounted unit heaters are installed in the chemical room and the electrical for heating, while larger ceiling unit heaters heat the pump room. These are all electrically powered.

A portable dehumidifier is installed in the pump room. It would be warranted to investigate the cause of any excess humidity and consider increase in ventilation by the exhaust fan.

The condition of the building mechanical assets in Moorefield pump house were rated from poor to very good condition.

3.3.2 Observations and Recommendations

Table 9 summarizes the condition and observations and recommendations of building mechanical assets. The photo reference number is located in Appendix B.

Table 9: Summary of Observations and Recommendations for Building Mechanical Assets

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Drayton WTP				
Genset diesel fuel tank	<ul style="list-style-type: none"> In fair condition, but does not meet TSSA requirements 	To be removed upon installation of new genset.		M1
Portable de-humidifier	<ul style="list-style-type: none"> In good condition, but lacks the capacity to properly dehumidify the room 		Consider addressing the underlying cause of humidity to extend the lifespan of the other equipment in the building.	M2
Moorefield DWS				
Portable de-humidifier	<ul style="list-style-type: none"> In good condition, but lacks the capacity to properly dehumidify the room 		Consider addressing the underlying cause of humidity to extend the lifespan of the other equipment in the building.	M3
Unit heater in chemical room	<ul style="list-style-type: none"> Considerable corrosion of heater enclosure 		Consider replacement	M4
Exhaust fan in chemical room	<ul style="list-style-type: none"> Functioning Hand-written Post-it note on door reads "do not shut fan off" 		Consider upgrading exhaust fan in order to extend lifespan of equipment in chemical room; consider alternative control system that does not rely on hand-written note.	M5

3.4 Process Piping and Equipment

3.4.1 Overview

3.4.1.1 Drayton Pumphouse

The Drayton Pumphouse consists of two groundwater wells and one drinking water treatment facility with iron sequestration and disinfection. The Pumphouse houses the two groundwater wells, the treatment, and control facilities. Each of the wells is equipped with a submersible wellpump. Each of the well discharge pipes have two injection points, one sodium silicate point for iron sequestration and the other for sodium hypochlorite disinfection. Following the injection points, the two well water pipes combine into a common header that flows into the four celled in-ground reservoir for chlorine contact. Five high-lift pumps pump water from the reservoir to a common header for distribution.

The process piping and equipment of the Drayton Pumphouse was originally constructed and installed in 1985. Upgrades to the Pumphouse were completed in 2004, including new high-lift pumps No.1 and 2, new well discharge header including piping and appurtenances, and new high-lift pump header bypass including piping and appurtenances.

Overall, it was found that Drayton pumphouse is in poor condition. Piping, appurtenances, and equipment was found with high degree of corrosion. It is believed that corrosion is being caused by the chemical tanks in the same process room with exposure to the environment and no ventilation in addition to humidity and chlorine off-gassing from the reservoir. There is also high risk of contamination with the generator located on top of the reservoir and fuel lines running on top of the hatches. The condition of the process piping and equipment assets in the Drayton pumphouse was rated from very poor to good.

3.4.1.2 Moorefield Pumphouse

The Moorefield Pumphouse houses the drinking water treatment and control facilities. Located outside the Pumphouse are the two groundwater wells, each equipped with a submersible well pump. Each of the well discharge pipes within the Pumphouse have an injection point for sodium hypochlorite disinfection. Following the injection points, the two well water pipes combine into a common header that flows into the water standpipe for equalization, chlorine contact requirements and emergency storage. Four high-lift pumps within the Pumphouse pump water from the standpipe to a common header for distribution. The system is also equipped with three pressure tanks for the purpose of maintaining high-lift pump cycling times.

The process piping and equipment of the Moorefield Pumphouse was upgraded in 2007. Overall, Moorfield pumphouse was found to be in fair condition. Large corrosion was found in piping connecting from below grade (e.g. piping from wells and standpipe). The high lift pumps are in fair condition but will be reaching end of life within the next five years. The pressure tanks were found to be very corroded and reaching end of life. The condition of the process piping and equipment assets in the Moorefield pumphouse was rated from poor to very good condition.

3.4.2 Observations

Table 10 summarizes the condition and observations and recommendations of process piping and equipment assets. The photo reference number is located in Appendix B.

Table 10: Summary of Observations and Recommendations for Process Piping and Equipment Assets

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Drayton WTP				
Well Pump Bases	<ul style="list-style-type: none"> Base for Well Pumps are heavily corroded 	Recoat the pump bases.		PPE1
High-lift Pump & Motor 3	<ul style="list-style-type: none"> Pump is not in operation 	Remove pump and motor that are not in operation.		PPE2
Air Release Valve, Well Pump 2 discharge	<ul style="list-style-type: none"> Heavily corroded 	Consider replacing this asset.		PPE3
Butterfly Valve (Normally Closed), Well Pump 2 Bypass	<ul style="list-style-type: none"> Heavily corroded 	Consider replacing asset.		PPE4
Air Release Valve, Pump 1 discharge	<ul style="list-style-type: none"> Mild corrosion 	Consider replacing this asset.		PPE5
Air Release Valve, Pump 2 discharge	<ul style="list-style-type: none"> Mild corrosion 	Consider replacing this asset.		PPE5
Check Valve, Pump 1 discharge	<ul style="list-style-type: none"> Mild corrosion 	Consider replacing this asset.		PPE5
Check Valve, Pump 2 discharge	<ul style="list-style-type: none"> Mild corrosion 	Consider replacing this asset.		PPE5
High-lift Pump & Motor 4	<ul style="list-style-type: none"> Corrosion on pump and motor Asset reaching end of life 	Consider replacement.		PPE6
Air Release Valve, Well Pump 1 discharge	<ul style="list-style-type: none"> Heavily corroded 	Consider replacing this asset.		PPE7

Inventory, Condition, and Capital Planning Assessment Report
Drayton WTP and Moorefield DWS

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Butterfly Valve, Well Pump 1 discharge	<ul style="list-style-type: none"> Mild corrosion 	Consider replacing this asset.		PPE8
Butterfly Valve, Well Pump 2 discharge	<ul style="list-style-type: none"> Heavily corroded 	Consider replacing this asset.		PPE9
Butterfly Valve, Well Pump 2 discharge / isolation	<ul style="list-style-type: none"> Heavily corroded 	Consider replacing this asset.		PPE10
Butterfly Valve, common discharge wells to reservoir valve	<ul style="list-style-type: none"> Heavy corrosion 	Consider replacing asset.		PPE11
Butterfly Valve, Pump Header discharge to distribution	<ul style="list-style-type: none"> Heavy Corrosion 	Consider replacing this asset.		PPE12
Sodium Silicate Pumps & Storage Tanks	<ul style="list-style-type: none"> Area and tank are not properly ventilated 	Replace with airtight tank and ventilation to the exterior of the room. Review methods of delivery to improve Operations safety. Consider using transfer pumps.		PPE13
Sodium Hypochlorite Pumps & Storage Tanks	<ul style="list-style-type: none"> Area and tank are not properly ventilated Health and safety issues for delivery 	Replace with airtight tank and ventilation to the exterior of the room. Review methods of delivery to improve Operations safety. Consider using transfer pumps.		PPE14
Piping & Minor Appurtenances for well pumps (1 & 2)	<ul style="list-style-type: none"> Supports for Well No. 1 & 2 piping are heavily corroded The piping for Well No.1 is corroded. 	Replace pipe and pipe supports.		PPE15 PPE19
Piping & Minor Appurtenances for High-lift Pumps (1, 2, 3, 4, & 5) and distribution	<ul style="list-style-type: none"> The piping for high-lift pumps 1 and 2 is corroded The piping for high-lift pump 5 is heavily corroded 	Replace pipe and pipe supports. Consider installing a flowmeter for high-lift pump 5.		PPE16 PPE17 PPE18 PPE20

Inventory, Condition, and Capital Planning Assessment Report
Drayton WTP and Moorefield DWS

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendation s 6 to 10 Years	Photo #
	<ul style="list-style-type: none"> The pipe supports for the discharge header are heavily corroded High-lift pump 5 does not have a flowmeter 			
Moorefield DWS				
Standpipe	<ul style="list-style-type: none"> Sealant dripping on the exterior 	Complete an inspection of the interior of the tank to evaluate sealant performance.		PPE21
Piping & Appurtenances for Well Pumps 1 & 2	<ul style="list-style-type: none"> Corrosion on raw water pipe 		Replace the pipe.	PPE22
Piping & Appurtenances for High-lift Pumps No. 1, 2, 3 & 4 and Valve Standpipe to Suction Header	<ul style="list-style-type: none"> Corrosion on water pipe 		Evaluate the potential of redundancy to facilitate maintenance immediately. Replace the corroded pipe.	PPE23
Piping & Appurtenances for High-lift Pumps No. 1, 2, 3 & 4 Discharge, Air Release Valves	<ul style="list-style-type: none"> Corrosion in couplings 		Evaluate the potential of redundancy to facilitate maintenance immediately. Replace the couplings.	PPE24
High-lift Pump No.2	<ul style="list-style-type: none"> Corrosion and build-up 	Consider replacement with VFD. Eliminate flow control valves.		PPE25
Pressure Tanks	<ul style="list-style-type: none"> Heavy corrosion 	Replace tank.		PPE26
Isolation Discharge Valve and Blowoff	<ul style="list-style-type: none"> Heavy corrosion 	Consider replacement of assets.		PPE27
Chemical Chlorine Tank	<ul style="list-style-type: none"> Connection with chemical pumps is not airtight Clogging issues with chemicals (needs filtration prior filling tank) 	Ensure connections to pumps are airtight.		PPE28

3.5 Process Electrical

3.5.1 Overview

3.5.1.1 Drayton Pumphouse

The MCC in the pumphouse distributes power to all the process equipment inside the building, including well pump, high lift pumps, discharge valves, unit heaters, and a lighting panel. A generator, located inside the building, provides back-up power. The MCC and genset were both observed to be in poor condition.

The lighting panel distributes power to the rest of the electrical systems in the building, including the lights, the chemical pump receptacles and other receptacles, the ventilation controls, and the PLC panel. The lighting panel was observed to be in good condition.

The other control panels include High Lift Pump VFD Controller panels for pumps 1 & 2, the chart recorder panel (labelled "Control Panel"), and the genset battery charger panel. All these panels ranged from fair to good condition.

3.5.1.2 Moorefield Pumphouse

The MCC and the power distribution panel in the electrical room of the pumphouse distributes power to all the process equipment in the building. A genset located outside provides back-up power, though Operators noted the unit does not meet TSSA code. Power to the pumps in the pump room are locally controlled by local disconnect switches.

The lighting panel, located in the MCC, distributes power to the rest of the electrical systems in the building including lights and receptacles. The chemical room contains additional process equipment, including the chemical pumps and a sump pump control panel. Another control panel is located exterior of the building, adjacent to the well pumps.

All the process equipment was observed to be in good condition, with exceptions noted below.

3.5.2 Observations

Table 11 summarizes the condition and observations and recommendations of process electrical assets. The photo reference number is linked to Appendix B.

Inventory, Condition, and Capital Planning Assessment Report
Drayton WTP and Moorefield DWS

Table 11: Summary of Observations and Recommendations for Process Electrical Assets

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Drayton WTP				
Genset	<ul style="list-style-type: none"> Poor condition Exhaust system (incl. muffler) does not meet TSSA standard according to operator Unreliable, per operator No containment tank around genset to prevent a fuel spill from leaking into the reservoir. 	Consider replacement with a new genset, installed outside of the building.		PE1
MCC	<ul style="list-style-type: none"> Poor condition, visible corrosion throughout Limited spare capacity 	Consider replacement. Also consider coordinating replacement with genset, installing a segregated electrical room where diesel tank is presently located to mitigate corrosion of new electrical equipment caused by relative humidity in pump room.		PE2
Battery Charger Panel	<ul style="list-style-type: none"> Fair condition, with some rust visible throughout Very messy wiring in panel 	To be removed in coordination with the installation of the new genset.		PE4
Chart Recorder Panel	<ul style="list-style-type: none"> Panel in fair condition Panel has largely been abandoned; presently only being used for displaying the level of the reservoir 		Consider combining this panel with the PLC control panel. Could be removed in coordination with installation of new MCC/electrical room	PE5
PLC Control Panel	<ul style="list-style-type: none"> Good condition Weatherstrip around inside of door is deteriorating 	Consider immediately replacing this weatherstrip in order to preserve the electronics within the panel given the high humidity in the building		PE6

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Moorefield DWS				
Genset	<ul style="list-style-type: none"> Observed to be in fair condition Genset does not meet TSSA code 	Consider replacement with new genset that meets code.		PE7
Well Control Panel	<ul style="list-style-type: none"> The panel, and its support stand that it mounted to, are both in poor condition. 	Consider replacing panel and support stand.		PE8

3.6 Process Instrumentation

3.6.1 Overview

3.6.1.1 Drayton Pumphouse

The process instrumentation equipment and systems of the Drayton Pumphouse are located within the Process Area of the facility. The process instrumentation assets considered in this assessment include analyzers, transmitters, gauges, and flow meters.

It was noted that the flow from high lift pump 5 (fire pump) is not measured by the discharge flowmeter. Operations calculate the flow with pump run time and pump rated flow. This method has raised questions from the Ministry of Environment, Conservation and Parks (MECP).

It was also noted that the well level is measured manually and there is not a level sensor available.

The process instrumentation assets in the Drayton pumphouse were rated from very poor to good condition.

3.6.1.2 Moorefield Pumphouse

The process instrumentation equipment and systems of the Moorefield Pumphouse are located within the Process Area and Chemical Room of the facility. The process instrumentation assets considered in this assessment include analyzers, transmitters, gauges, and flow meters.

The process instrumentation assets in the Moorefield pumphouse were rated from poor to good condition.

3.6.2 Observations and Recommendations

Table 12 summarizes the condition and observations and recommendations of process instrumentation assets. The photo reference number is linked to Appendix B.

Table 12: Summary of Observations and Recommendations for Process Instrumentation Assets

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Drayton WTP				
Pressure Gauge, Well 2	<ul style="list-style-type: none"> Not in operation 	Replace asset.		PI1
Level Sensor, Well 2	<ul style="list-style-type: none"> Not in operation 	Replace asset.		PI2
Pressure Gauge, High-lift Pump 3	<ul style="list-style-type: none"> Not in operation 	Replace asset.		PI3
Pressure Gauge, High-lift Pump 4	<ul style="list-style-type: none"> Poor condition 	Replace asset.		PI4
Pressure Gauge, High-lift Pump 5	<ul style="list-style-type: none"> Poor condition 	Replace asset.		PI5
Flowmeters, Well Pumps 1 & 2	<ul style="list-style-type: none"> Operations noted propeller style flow meter needs to be replaced with magmeter 	Replace with magmeter.		PI6
Moorefield DWS				
Discharge Flowmeter	<ul style="list-style-type: none"> Corrosion Asset reaching end of life 	Consider replacing asset.		PI7

3.7 Site Works

3.7.1 Overview

3.7.1.1 Drayton Pumphouse

The Drayton Pumphouse is located behind the Township of Mapleton’s ‘Parks Operations’ building, with access to the Drayton site provided via a shared driveway. A parking area is located behind the operations building.

A one-way gravel driveway extends from behind the parking area and wraps to the north-west side of the Pumphouse to the Pumphouse entrance. The gravel driveway is experiencing ponding. Operations staff noted the difficulties experienced with regards to unloading deliveries into the Pumphouse, primarily a result of the built landscaping addition for shrubbery, found on the south side of the Pumphouse access stairs.

The Drayton Pumphouse is a raised building that is located above the facility’s in-ground reservoir. The Pumphouse is accessed by a set of stairs on the north-west side the facility.

The landscaping around the facility, namely the bushes and shrubbery adjacent to the reservoir access hatches, are causing maintenance concerns for the hatches as mentioned by the Operations staff.

The site works assets in Drayton pumphouse were rated from fair to good condition.

3.7.1.2 Moorefield Pumphouse

The Moorefield Pumphouse is located adjacent to the Moorefield Fire Station facilities, with access to the Moorefield site provided via a shared driveway. A gravel driveway extends to the Moorefield Pumphouse.

The Moorefield Pumphouse is located at-grade with the surroundings. The surrounding area consists of grassed areas, with a treed area found south-west of the facility.

The site works assets in Moorefield pumphouse were rated from fair to good condition.

3.7.2 Observations and Recommendations

Table 13 summarizes the condition and observations and recommendations of site works. The photo reference number is linked to Appendix B.

Table 13: Summary of Observations and Recommendations for Site Works

Asset Description	Deficiency	Recommendations 0 to 5 Years	Recommendations 6 to 10 Years	Photo #
Drayton WTP				
Station Driveway	<ul style="list-style-type: none"> Not paved 	Construct driveway into the station.		SW1
Trees and bushes	<ul style="list-style-type: none"> Drains in the access hatches to reservoir are clogging 	Remove the bushes in 2021.		SW2

4 Financial Forecast

4.1 Recommended Projects and Studies

Assets requiring repair or replacement within the next 10 years have been grouped together into projects or studies. The total project cost includes the asset replacement or repair cost along with engineering, construction / installation, contingency and estimating allowances. These allowances are detailed in the Project Packages provided in Appendix C. The projects and studies are summarized in Table 14 and are represented graphically in Figure 3. Only photos of assets with low physical or performance condition rating were included in Appendix B. Refer to the Asset Inventory Database in Appendix A to review Business Risk Exposure, The BRE is a product of the

Consequence of Failure (CoF) by the Probability of Failure (PoF). Assets with high BRE numbers are associated with higher risk and assets with low BRE with lower risk.

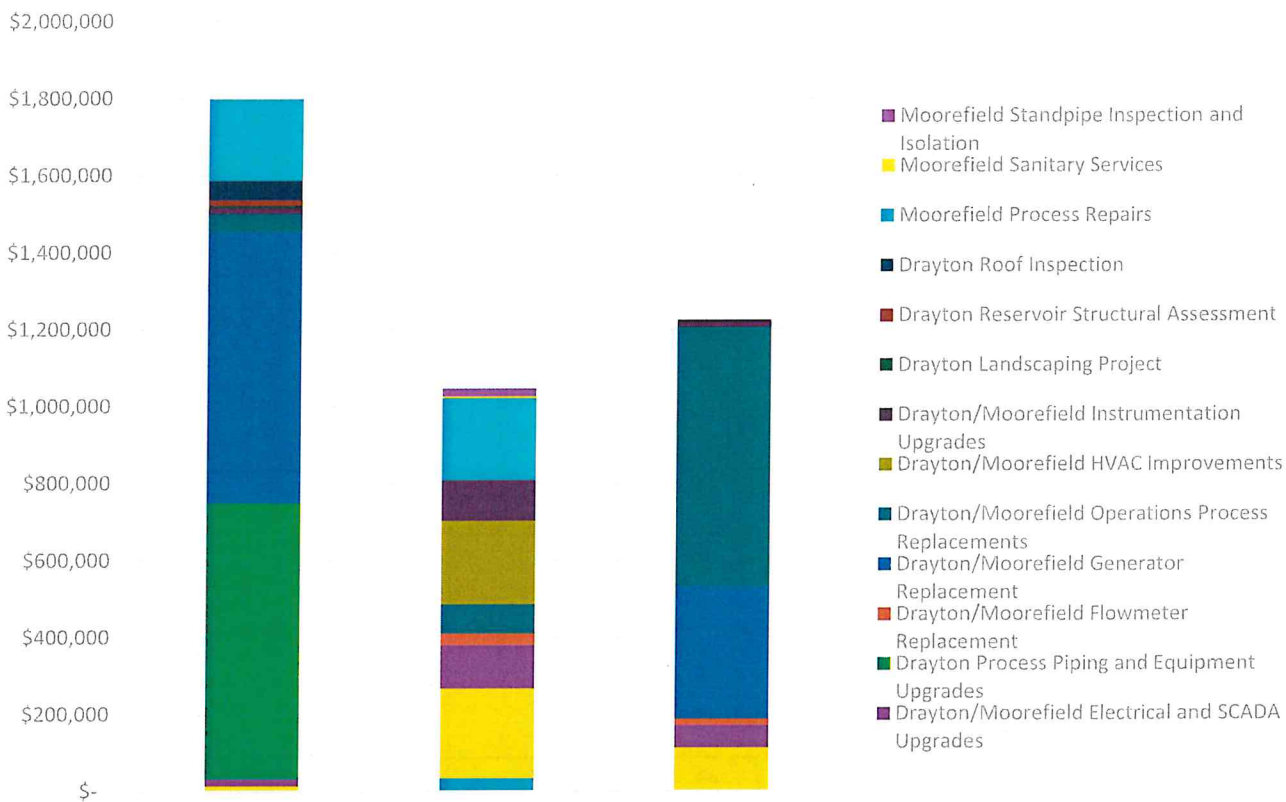


Figure 3: Proposed 10-Year Re-Investment Projects at the Drayton and Moorefield Water Systems

Table 14. Summary of Capital Project Packages.

Project Number	Project Name	Project Summary	Year		Cost		Management Group		Immediate		1 to 5 Years		6 to 10 Years	
			2026	2027/2028/2031	2026	2027/2028/2031	2026	2027/2028/2031	2026	2027/2028/2031	2026	2027/2028/2031	2026	2027/2028/2031
1	Drayton/Moorefield Chemical Delivery Upgrades	Includes replacing/repairing existing sodium silicate and sodium hypochlorite tanks with airtight tanks. Vent pipes from the tanks to the exterior of the building are also required. Methods of chemical delivery should be reviewed and updated in order to improve operations' safety. It assumes 100% construction and 10K for vent installation, 10K of engineering services for method evaluation, 5% Contingency and 20% Estimating Allowance. It does not include construction of the alternative delivery method.			\$	\$	34,000	Infrastructure Management			\$	\$	34,000	
2	Drayton/Moorefield Facility Repairs	Includes building structural and building architectural elements such as repairs of cracks, spalls, chemical coatings, steel supports and repairs of damaged hardware such as doors and louvers. The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance.			\$	\$	233,750	Infrastructure Management			\$	\$	233,750	112,921
3	Drayton/Moorefield Electrical and SCADA Upgrades	Drayton: Includes replacement of chart recorder panel with a new RPU panel, new dialer for the building alarm system or integration with SCADA, alarm contacts on the roof hatches and implement appropriate clearances around lighting panel and resolution of communications failure with the SCADA system. Moorefield: Includes replacement of the outdoor control panel and installation of the new panel and repairs electrical conduits. The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance.			\$	\$	188,000	Operations			\$	\$	117,200	57,750
4	Drayton Process Piping and Equipment Upgrades	This project includes reconfiguration of piping and evaluation of current hydraulics and current pumping system at the Drayton WPS. Includes replacement of HLP #3, reconfiguration of piping to allow flow measurement of HLP #5 and the addition of HLP #5. The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance. It is expected to time this project after the Drayton elevated tank is in operation to allow the station to shut down.			\$	\$	718,000	Operations			\$	\$	718,000	
5	Drayton/Moorefield Flowmeter Replacements	This project includes the replacement of flowmeters in Drayton and Moorefield pumphouses that are reaching end of life. The project assumes 100% construction and 5% Contingency and 20% Estimating Allowance. No engineering is required.			\$	\$	47,000	Operations			\$	\$	30,000	17,000
6	Drayton/Moorefield Generator Replacement	Drayton: Includes generator replacement project at Drayton and relocation of MCC panel with few electrical items such as battery charger panel and main circuit breaker. This will allow to address water contamination issues of the reservoir. Moorefield: Includes generator replacement. The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance.			\$	\$	1,047,000	Infrastructure Management			\$	\$	703,175	343,750
7	Drayton/Moorefield Operations Process Replacements	Includes replacement of chemical pumps. High lift pumps #1 and #2 and #4 and piping, valves and appurtenances. Pumps will be reaching end of life within the next 5 to 10 years. It is recommended to run them to failure and assure a spare pump and motor for the site are available for replacement (either with the supplier or at the Mapleton facility). The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance.			\$	\$	865,000	Operations Process Replacements			\$	\$	49,225	675,125
8	Drayton/Moorefield HVAC Improvements	Drayton: This project includes improvements of HVAC to reduce humidity and increase of air changes. This will allow to reduce corrosion and increase asset life. Moorefield: This project includes improvements HVAC equipment within the chemical room. The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance.			\$	\$	216,000	Infrastructure Management			\$	\$	216,000	
9	Drayton/Moorefield Instrumentation Upgrades	The instrumentation upgrades include the replacement of assets such as pressure gauges, water level instruments, and analyzers and sensors for turbidity, pressure and chlorine. The project assumes 100% construction, 5% Contingency and 20% Estimating Allowance.			\$	\$	132,000	Infrastructure Management			\$	\$	14,000	105,500
10	Drayton Landscaping Project	Includes removal of bushes above the reservoir and repaving and addition of gravel of driveway. It assumes 100% construction, 5% Contingency and 20% Estimating Allowance.			\$	\$	10,000	Operations / Infrastructure Management			\$	\$	5,000	5,000
	Drayton Reservoir Structural Assessment	The project includes the assessment of the interior of the reservoir and the testing and evaluation of the reservoir isolation valves. It assumes 12K of evaluation. It is expected to complete this after the Drayton elevated tank project has been completed.			\$	\$	15,000	Infrastructure Management			\$	\$	15,000	

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Appendix A: Project Packages

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Project Information	Project Name:	Drayton/Moorefield Chemical Delivery Upgrades
	Project Year(s):	2026
	Proposed Lead Group:	Infrastructure Management
	Total Estimated Asset Repairs/Replacement Cost:	\$3,400
	Estimated Construction Cost:	\$13,400
	Estimated Evaluation Cost:	\$10,000
	Total Estimated Project Cost	\$34,000

Project Background / Scope

During the condition assessment it was observed that the chemical tanks for both Drayton and Moorefield WTPs were not air-tight and exposed to the room. Drayton's facility houses the chemical tanks in the process room. It is believed that chlorine off-gassing is causing serious corrosion issues in the Drayton's facility and reducing the life of all the assets. It was also note that the delivery of the chemicals was challenging for Operations. The suppliers deliver 20 L jugs of chemical and Operations transport the 20L jugs from the exterior of the buildings to the interior to fill the 200 L tank.

The upgrades to the chemical delivery system requires replacing/repairing existing sodium silicate and sodium hypochlorite tanks with airtight tanks. Vent pipes from the tanks to the exterior of the building are also required. Methods of chemical delivery should be reviewed and updated in order to improve Operations' safety, such as investigating the use of transfer pumps. Transfer pumps can be used to transfer chemicals from the 20 L jugs to the chemical tank. This project is recommended to be completed by 2026.

The project includes the replacement of tanks and the evaluation of chemical delivery methods. It assumes 100% construction and 10K for vent installation, 10K of engineering services for method evaluation, 5% Contingency and 20% Estimating Allowance. It does not include construction of the alternative delivery method.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comment	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
	Tank	Sodium Silicate Tank	PPE	Chemical storage area is not properly ventilated and tanks are exposed to the building with no proper ventilation. Chemical delivery for chemical driver is extremely difficult. Driver needs to back in on a slight angle with manually transferring jugs from truck. The operator carries the jugs from the exterior to the interior of the building. Operator transfers the sodium hypochlorite manually from the jug to the tank.	Replace with air tight tank and ventilation to the exterior of the room. Review methods of delivery to improve operations safety. Consider using transfer pumps.	\$1,700	2026
	Tank	Sodium Hypo Tank	PPE	Chemical storage area is not properly ventilated and tanks are exposed to the building with no proper ventilation. Chemical delivery for chemical driver is extremely difficult. Driver needs to back in on a slight angle with manually transferring jugs from truck. The operator carries the jugs from the exterior to the interior of the building. Operator transfers the sodium hypochlorite manually from the jug to the tank.	Replace with air tight tank and ventilation to the exterior of the room. Review methods of delivery to improve operations safety. Consider using transfer pumps.	\$1,700	2026

Project Information	Project Name:	Drayton/Moorefield Facility Repairs
	Project Year(s):	2022/2026/2031
	Proposed Lead Group:	Infrastructure Management
	Total Estimated Asset Repairs/Replacement Cost:	\$131,062
	Estimated Engineering Cost:	\$26,212
	Estimated Construction Cost:	\$131,062
Total Estimated Project Cost		\$361,000

Project Background / Scope

<p>Drayton: A number of upgrades have been recommended for the facility repairs project, namely for building structural and building architectural elements. The repairs include polyurethane crack injection, patching of minor spalls, cleaning of stains and repointing mortar where there is step cracking, grinding of rust spots and providing new steel protective coating, replacing wood siding, cleaning fasteners and replacing nuts and washers, replacing damaged blocks, replacing sealants around the louver, and replacing the exterior double door, door frame and hardware. This scope also includes coatings repairs with new chemical resisting coating at the containment areas.</p> <p>Moorefield: Facility repairs are required at the Moorefield facility. The upgrades include the immediate removal and replacement of electrical panel wood posts. In 2026, it is recommended that the building block veneer is repaired and scuppers and downspouts replaced with the splash moved to directly below the downspout. Upgrades recommended for 2031 include replacement of the unit heater in the chemical room, replacement of the vinyl floor tiles, replacements for the interior and exterior doors, and replacing interior and exterior lighting with LED upon end of life. The exterior walls of the Moorefield facility have step cracking that needs to be repaired in 2026 and aluminum grating that needs to be cleaned and retouched in 2031.</p> <p>The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance.</p>

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
Drayton							
	Standard Foundations	Suspended slab	BS	-Only top side visible inside pumphouse. Signs of ponding -Crack visible on exterior SW corner -No Floor topping, chemical damage at containment areas w/cracking	Provide new chemical resisting coating at containment areas and repair cracks by polyurethane crack injection	\$7,000	2026
	Floor Construction	Concrete containment walls	BS	-Shrinkage cracking on East wall chemical containment area, -Topping on East containment area is damaged -Approx. 100thk	Replace secondary containment curb complete with new chemical resisting coating	\$10,000	2026
	Floor Construction	Concrete containment walls	BS	-Shrinkage cracking on East wall chemical containment area, -Topping on East containment area is damaged -Approx. 100thk	option: provide a chemical containment skid	\$2,000	2026
	Wall Finishes	Wall Coating	BA	-All coatings are failing		\$3,000	2026
	Exterior Walls	Reservoir Concrete walls	BS	-Only partially visible. No damage visible on Northwest corner. -Shrinkage cracking on SE corner. -Vegetation grow around hatch collar	Repair cracking by Polyurethane crack injection	\$12,000	2026
	Roof Construction	Concrete Suspended Slab	BS	-Only top side visible inside pumphouse w/ Signs of ponding -Localized spalling -Drain piping location is unknown	Patch minor spalls	\$1,000	2026
	Roof Construction	Concrete Chimney	BS	-Chimney is cracked w/ efflorescence -Vegetation grow around hatch collar -Operator worried about vegetation in Northwest corner breaking reservoir wall	Repair cracking by Polyurethane crack injection	\$1,000	2026
	Standard Foundations	Strip wall foundation c/w footing	BS	-Shrinkage cracking on Northeast corner, south and east wall. Possible chlorine leakage through concrete crack from containment area inside	Repair cracking by Polyurethane crack injection	\$2,000	2026
	Stairs	Exterior Concrete Stairs c/w Landing	BA	-Landing is cracked -Minor localized spalling -Previously repaired -Wood siding under landing and stairs is rotted -Underside is unknown if backfilled or empty	Repair cracks by polyurethane crack injection. Patch minor spall. Replace wood siding	\$3,000	2026
	Stairs	Aluminum Guardrails	BA	-Anchors at wall have surface rust -Height is 1070	Clean fastener or rust and replace nuts and washers	\$1,000	2026
	Stairs	Ladders	BA	-Not visible -Hold bar anchors are rusted (x2 locations)	- Clean fastener or rust and replace nuts and washers	\$1,000	2026

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
	Wall Finishes	Block Veneer	BA	-Salt damage/Spalling at Door -Sealants have failed -Top of wall flashing is in good condition -Staining and spalling on west wall near louver -Drip edge is bend on west wall	Replace damaged blocks, Clean stains and repoint mortar	\$14,000	2026
	Exterior Doors and Grilles	Exterior Double Door	BA	-Bottom of frame is rusted w/ section loss -Needs bottom sweep -Hardware is starting to rust -Operator mentioned snow coming in through bottom of door and frame pitting -Lintel is OK	replace door, door frame and hardware	\$6,000	2026
	Exterior Doors and Grilles	Louver	BA	-louver is in good condition -sealant is cracked/debonded -lintel is ok	Replace sealants around louver	\$1,000	2026
	Other	Metal Vent Hut	BA	-No visible damage		\$5,000	2027
	Other	Eyewash/Fire Extinguishers	BA	-Eyewash station inspection tag is not filled. Operator confirmed both eyewash and fire extinguishers are inspected monthly		\$5,000	2027
	Exterior Walls	Concrete Masonry Block Wall	BS	-Painting is failing -Step cracking on SE corner -Sealants are cracked/debonded at control joint	Repoint mortar at step cracking locations	\$8,000	2031
	Roof Construction	Steel Beam	BS	-Minor rusting at paint chipping -Beam is in good condition -550 deep beam	Grind rust sport and provide new steel protective coating	\$1,000	2031
Moorefield							
	Standard Foundations	Electrical Panel Wood Post	BS	-Panel wood posts are rotted	Remove and replace wood posts	\$5,000	2022
	Exterior Walls	Concrete Masonry Block Wall	BS	-Coating failing at chemical room, -Step cracking in south east corner	Repoint mortar at step crack location	\$1,000	2026
	Wall Finishes	Block Veneer	BA	-Mortar is spalled/ failing -Step cracking visible at corners -Some staining on west wall -Drip edge bend/torn on west wall -Sealant good but brittle	repoint mortar. Clean staining and replace drip edge	\$17,000	2026
	Roof Appurtenances	Scuppers & Downspouts	BA	-Scuppers in good condition -Downspouts are torn -Splash pad to be closer	Replace downspout and move splash directly below downspout	\$3,000	2026
	Horizontal Openings	Aluminum Grating	BA	-Minor localized surface rusting @ drain pipe.	Clean surface rust and retouch grating coating if needed	\$1,000	2031
0000180807	Heating Systems	Unit heater - chemical room	BM	-heavy corrosion	Consider replacement	\$3,000	2031
	Flooring	Vinyl Floor tiles	BA	-In fair condition, chipped around drain. Only in office	Remove and replace floor tiles	\$2,000	2031
	Interior Doors	Interior doors c/w monitoring window	BA	-Minor hardware rusting -Doors in good condition	Replace door, door frame and door hardware	\$6,000	2031
	Exterior Doors and Grilles	Exterior Double door	BA	-Hardware has minor rust. Door and frame in good condition	Replace door hardware	\$6,000	2031
	Lighting	Exterior Lighting	BE	-fair condition -not LED	Consider replacing with LED upon end of life	\$2,031	2031
	Lighting	Interior Lighting	BE	-good condition -fluorescent lights -bugs present in some lenses	Consider replacing with LED upon end of life	\$2,031	2031

Project Information	Project Name:	Drayton/Moorefield Electrical and SCADA Upgrades
	Project Year(s):	2022/2026
	Proposed Lead Group:	Operations
	Total Estimated Asset Repairs/Replacement Cost:	\$68,300
	Estimated Engineering Cost:	\$13,660
	Estimated Construction Cost:	\$68,300
Total Estimated Project Cost		\$188,000

Project Background / Scope

Drayton:
Electrical and SCADA upgrades are recommended to be completed for the Drayton facility in 2026. Among the upgrades includes combining the chart recorder panel with the new RPU panel. Additionally, the building alarm system should be upgraded to a new dialer, or alternatively, the option of integrating with SCADA should be investigated. Alarm contacts are recommended to be installed on the roof hatches. Finally, appropriate clearances should be maintained around lighting panel A and the lighting panel transformer. In addition, Operations noted issues with the nuisance communications failure with the SCADA system. We recommend having conversations with the utility provider to improve reliability and consistent connectivity.

Moorefield:
Electrical and SCADA upgrades are recommended to be completed for the Moorefield facility, including replacement of the outdoor control panel and installation of the new panel and new conduits in 2022, as well as the repair of broken exterior building conduits in 2022. The repair of conduit mounts in the electrical room is required in 2031.

The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comment	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
Drayton							
	Lighting	Emergency Lighting & Exit Signs	BE	-good condition -no exit sign	Consider installation of exit sign to meet building code	\$1,000	2021
0000169705 0000169706 0000169707	Panel	Chart Recorder Panel	PE	-fair condition -only level display LCD in use -messy wiring inside	Consider combining panel with new RPU panel	\$3,000	2026
0000169721	Detection and Alarm	Building Alarm System	PE	-functioning -dialer at capacity, need to upgrade to add more alarms -no monitoring contacts on roof hatches, problems reported in past	Upgrade to new dialer or explore integration with SCADA; install alarm contacts on roof hatches.	\$300	2026
	Lighting Panel	Lighting Panel A	PE	-good condition -panel is relatively old	Consider maintaining appropriate clearances around electrical equipment	\$8,000	2026
	Other	Building Conduits & Receptacles	BE	-some conduits are in poor condition -rusting of unistrut mounts throughout -some conduits cut/misaligned -wire from flowmeter does not travel throughout conduit	-Consider replacement of rusting unistrut -Consider installation of new conduit to route flowmeter cable to PLC panel -Consider repair of broken conduits, both interior and exterior of building -Consider installation of dedicated receptacle on exterior of building for chemical delivery	\$20,000	2026
	Panel	Drayton WPS Control Panel CP-01	PE	-good condition -deteriorating weatherstrip seal inside panel door	Consider immediate replacement of weatherstrip within panel door to extend lifespan of equipment, as relative humidity within pump station is high	\$500	2026
	Transformer	Lighting Panel Transformer	PE	-good condition	Consider maintaining appropriate clearances around electrical equipment	\$9,000	2026
	Lighting	Interior Lighting	BE	-good condition -T5 fluorescent fixtures with acrylic lenses	Consider installation of LED fixtures	\$1,000	2031
Moorefield							
0000180876	Panel	Control Panel - outdoor	PE	-poor condition -panel stand constructed of wood, deteriorating rapidly -conduits connecting to panel in very poor condition	Consider immediate replacement, including installation of new panel stand and new conduits.	\$3,500	2022
	Other	Building Conduits (exterior)	BE	-broken conduits entering wells	Repair broken conduits	\$2,000	2022

Object ID	Asset Type	Asset Description	Asset Category	Comment	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
	Other	Building Conduits (interior) & Receptacles	BE	-good condition in electrical room and pump room -conduit mounts in chemical room heavily corroded -open conduit from floor in electrical room	Repair conduit mounts in chemical room	\$20,000	2031

Project Information	Project Name:	Drayton Process Piping and Equipment Upgrades
	Project Year(s):	2022
	Proposed Lead Group:	Operations
	Total Estimated Asset Repairs/Replacement Cost:	\$260,800
	Estimated Engineering Cost:	\$52,160
	Estimated Construction Cost:	\$260,800
Total Estimated Project Cost		\$718,000

Project Background / Scope

During the condition assessment it was noted that high lift pump #3 was not in operation. It was also noted that flow from high lift #5 was not measured and when this pump is in operation, the township experiences high pressures. This project addresses the noted process piping and equipment issues. This project includes reconfiguration of piping and evaluation of current hydraulics and current pumping system at the Drayton WTP. The following items are included:

- Removal or replacement of high lift pump #3, along with the removal or replacement of the process piping and instrumentation assets on the discharge side of pump 3 and discharge header.
- Feasibility and process layout should be reviewed to consider the addition of a flowmeter or reconfiguration of piping to reflect the fire flow.
- Hydraulic review of pump #5 to address issues with overpressurizing the system and the evaluation of a pressure reducing valve.

The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance. It is expected to time this project after the Drayton elevated tank is in operation to allow the station to shut down.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
0000169731	Pump	High Lift Pump Cent 05 Vert Turb (fire pump)	PPE	- Highlift 5 (fire pump) currently has no flow meter. If the pump is activated, the operator must manually perform a calculation to figure out the flow. MECP inspector questioned the accuracy of the calculation during the October 2020 inspection	Consider replacement	\$78,000	2022
	Actuator	Actuator, Pump 5 discharge Butterfly Valve	PE	-Fair condition. Operators mentioned that rotork system is not reliable and need to shit valves manually.	Consider asset replacement.	\$7,200	2022
0000169736	Motor	Motor AC 03 Pump HL	PPE	-Not operating -No VFD	-Remove motor not in operation. Cost of removal.	\$32,000	2022
	Pump	High Lift Pump 03	PPE	-Not operating	-Remove pump not in operation, Cost of Removal.	\$78,000	2022
0000169738	Actuator	Actuator, Pump No.3 discharge Butterfly Valve	PE	-Fair condition	Remove asset. Cost of removal.	\$200	2022
	Piping & Minor Appurtenances - Process	Piping and Minor Appurtenances for high lift pumps (1, 2, 3, 4, & 5) and distribution	PPE	Corroded pipe for HLP #1, #2 and #4. Corroded pipe supports. Highlift 5 (fire pump) currently has no flow meter. If the pump is activated, the operator must manually perform a calculation to figure out the flow. MECP inspector questioned the accuracy of the calculation during the October 2020 inspection.	Replace pipe and pipe supports. Review the addition of a flowmeter or reconfiguration of piping to reflect fire flow.	\$60,000	2022
	Valve	Butterfly Valve, pump header discharge to distribution	PPE		-Consider replacing asset	\$4,600	2022
	Valve	Air Release Valve, Pump No.3 discharge	PPE	-Fair condition	Remove asset.	\$200	2022
	Valve	Check Valve, Pump No.3 discharge	PPE	-Fair condition	Remove asset.	\$200	2022
	Gauge	Pressure Gauge, Pump No.3 discharge	PI			\$200	2022
	Valve	Butterfly Valve, Actuated, Pump No.3 discharge	PPE	-Fair condition	Remove asset.	\$200	2022

Project Information	Project Name:	Drayton/Moorefield Flowmeter Replacement
	Project Year(s):	2023/2026/2031
	Project Account:	Flowmeter Replacement
	Proposed Lead Group:	Operations
	Total Estimated Asset Repairs/Replacement Cost:	\$18,800
	Estimated Engineering Cost:	
	Estimated Construction Cost:	\$18,800
Total Estimated Project Cost	\$47,000	

Project Background / Scope

This project includes the replacement of flowmeters in Drayton and Moorefield pumphouses that are reaching end of life.

The project assumes 100% construction and 5% Contingency and 20% Estimating Allowance. No engineering is required.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
Drayton							
0000169725	Meter	Meter Flow 02 Well Discharge	PI	Propeller-style flow meter needs to be replaced with magmeter	Replace with magmeter.	\$4,000	2023
0000205687	Meter	Meter Flow 01 Well Discharge	PI	Propeller-style flow meter needs to be replaced with magmeter	Replace with magmeter.	\$4,000	2023
Moorefield							
0000180858	Meter	Meter Flow 01 Treated	PI	Asset developing corrosion and reaching end of life.	Consider replacing asset.	\$4,000	2026
0000180816	Meter	Meter Flow WP1 Raw	PI		Consider replacing asset.	\$3,400	2031
0000180822	Meter	Meter Flow WP2 Raw	PI		Consider replacing asset.	\$3,400	2031

Project Information	Project Name:	Drayton/Moorefield Generator Replacement
	Project Year(s):	2021/2031
	Project Account:	Generator Replacement
	Proposed Lead Group:	Infrastructure Management
	Total Estimated Asset Repairs/Replacement Cost:	\$380,700
	Estimated Engineering Cost:	\$76,140
	Estimated Construction Cost:	\$380,700
Total Estimated Project Cost	\$1,047,000	

Project Background / Scope

This project includes the replacement of generators at both Drayton and Moorefield pump houses and few electrical items. The generators were found to be reaching end of life and for Drayton imposing risks of water contamination.

Drayton:

The generator replacement project has a number of upgrades associated with the replacement. Upon replacement of the new genset in 2021 that is to be installed/located outside, the existing genset diesel fuel tank, battery charger panel, and generator ventilation louver should be removed. The standby diesel engine should be replaced with the generator. The MCC is recommended to be replaced and potentially installed where the genset fuel tank is presently located, and a wall is recommended to be installed to segregate the electrical equipment from the humid pumping area. Further to the generator replacement, the main circuit breaker should also be considered for replacement. The cleaning of debris and maintaining appropriate clearances should also be considered for the main circuit breaker and automatic transfer switch.

Moorefield:

It is recommended that the generator at the Moorefield facility be replaced in accordance with TSSA code requirements in 2036.

The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
Drayton							
0000169715	MCC	MCC	PE	-visible rusting on exterior -limited spare capacity -well hatch located beside MCC, very humid in room	-consider replacement of MCC -during replacement, consider installing a wall to segregate electrical equipment from humid pumping area. Future MCC could be installed where genset fuel tank presently located	\$80,000	2021
0000169718		Engine Diesel 01 Standby	PE		Replace with generator.	\$20,000	2021
0000169719	Generator	Genset	PE	-poor condition -exhaust system not to code -unreliable, per operators -no containment walls to prevent fuel leaks into reservoir	Consider immediate replacement with new genset located outside.	\$125,000	2021
0000169720	Panel	Battery Charger Panel	PE	-fair condition -visible corrosion throughout enclosure -messy wiring within panel	To be removed upon installation of new genset.	\$2,000	2021
0000169744	Facility Fuel Systems	Genset Diesel Fuel Tank	BM	-Fair condition	To be removed upon installation of new genset.	\$1,500	2021
	Electrical Service and Distribution	Main Circuit Breaker	BE	-functioning -visible rusting of exterior enclosure -old -surge arrestor mounted to frame	Consider replacement; consider clearing debris and maintaing appropriate clearances around electrical equipment	\$1,000	2021
0000205679 0000205684	Electrical Service and Distribution	Automatic Transfer Switch	BE	-Good condition -OCWA tags: 0000205679, 0000205684	Consider clearing debris and maintaing appropriate clearances around electrical equipment	\$25,000	2021
	Exterior Louvers and Vents	Generator ventilation louver	BM	-fair condition -visible corrosion on enclosure	Upon installation of new genset, motorized louver to be removed.	\$1,200	2021
Moorefield							
0000180877 0000180878	Generator	Genset	PPE	-genset doors, enclosure corroded -weatherstripping on doors failing -fuel tank and muffler not TSSA compliant, per operator	Replace genset to meet TSSA code requirements	\$125,000	2031

Project Information	Project Name:	Drayton/Moorefield Operations Process Replacements
	Project Year(s):	2022 / 2026 / 2031
	Project Account:	Operations Process Replacements
	Proposed Lead Group:	Operations
	Total Estimated Asset Repairs/Replacement Cost:	\$314,400
	Estimated Engineering Cost:	\$62,880
	Estimated Construction Cost:	\$314,400
	Total Estimated Project Cost	\$865,000

Project Background / Scope

Drayton:
Process replacements that are recommended for Operations to complete in 2022 and 2026 include recoating the base for well pumps 1 and 2, replacing the air release valves and a number of butterfly valves downstream of well pumps 1 and 2, replacing pipe and pipe supports on the discharge of well pumps 1 and 2, replacing the diaphragm pumps for sodium silicate. Cleaning of the hatch drains and the provision of new fasteners and gaskets should be completed in 2021.
High lift pumps #1 and #2 were not observed and it was not noted any operational issues. High lift pump #4 was observed in good condition. However, they will be reaching end of life within the next 5 to 10 years. It is recommended to run them to failure and ensure a spare pump and motor in the shelf are available for replacement (either with the supplier or at the Mapleton facilities).
The high-lift pump replacement also includes the replacement of air release valves and check valves on the discharge side of pumps 1 and 2. High-lift pumps No. 4 should also be considered for replacement. The pipe supports on the header bypass line should also be replaced. High lift pump replacement will be reviewed in 2021, along with the hydraulic requirements for fire flow.

Moorefield:
Process replacements that are recommended for Operations to complete in 2021 include ensuring that the connections between the chemical chlorine tanks and pumps are airtight. This project also includes replacement of well pumps, air relief valves, butterfly valves, and actuators.

The project includes primarily the repair and replacement of process assets. It assumes 100% construction, 24K of engineering, 5% Contingency and 20% Estimating Allowance.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
Drayton							
	Horizontal Openings	Reservoir Access Hatch	BA	-Operator reported drains are clogged -Seals were recently replaced -The bushes over the reservoirs is dropping berries and twigs causing the reservoir hatch drains to plug up. Recommending to remove the bushes in 2021	Clean hatch drains	\$1,000	2021
	Horizontal Openings	Checkered Plates	BA	-Covering access to reservoirs -Covering piping in between wetwell and reservoirs -Fasteners and gaskets are missing	Provide new fasteners and gaskets	\$5,000	2021
0000205682	Pump	Pump Diaphragm 04 Sodium Silicate	PPE		Replace Prominent pumps with Grundfos pumps.	\$4,000	2022
	Pump	Pump Diaphragm 03 Sodium Silicate	PPE		Replace Prominent pumps with Grundfos pumps.	\$4,000	2022
	Valve	Air Release Valve, Well Pump 2 discharge	PPE	-Poor condition, heavily corroded	-Consider replacing asset	\$900	2022
	Pump	Pump Well 2	PPE	Piping base from pump is highly corroded.	Recoat corroded base	\$1,000	2026
	Pump	Pump Well 1	PPE	Piping base from pump is corroded.	Recoat corroded base	\$1,000	2026
	Valve	Butterfly Valve, Well Pump 2 discharge	PPE	-Fair condition	-Consider replacing asset	\$1,200	2026
	Valve	Butterfly Valve, Well Pump No.2 Discharge/Isolation	PPE	-Poor condition	-Consider replacing asset	\$1,600	2026
	Valve	Butterfly Valve, Well Pump No.2 Bypass	PPE	-Poor condition -Typically closed	-Consider replacing asset	\$1,300	2026
	Valve	Air Release Valve, Well Pump 1 discharge	PPE		-Consider replacing asset	\$900	2026
	Valve	Butterfly Valve, Well Pump 1 discharge	PPE		-Consider replacing asset	\$1,200	2026
	Valve	Butterfly Valve, fire water supply	PPE	-Fair condition	-Consider replacing asset	\$1,000	2026
	Valve	Butterfly Valve, blow off	PPE	-Fair condition	-Consider replacing asset	\$1,000	2026
	Valve	Butterfly Valve, common discharge wells to reservoir valve	PPE		-Consider replacing asset	\$1,600	2026
	Piping & Minor Appurtenances - Process	Piping and Minor Appurtenances for well pumps (1 & 2)	PPE	Corroded well 1 pipe. Corroded pipe supports Well 1 and 2.	Replace pipe and pipe supports.	\$15,000	2026
0000169734	Pump	High Lift Pump Cent 04 Vert Turb	PPE	-Fair condition. Pump operates once HL 1 and 2 reach 100%	Consider replacement	\$38,000	2027
0000169735	Actuator	Actuator, Pump 4 discharge Butterfly Valve	PE	-Fair condition. Operators mentioned that rotork system is not reliable and need to shut valves manually.	Consider asset replacement.	\$7,200	2027
	Piping & Minor Appurtenances - Process	Piping and Minor Appurtenances for header bypass line	PPE	Corroded pipe supports.	Replace pipe supports.	\$15,000	2027
	Pump	High Lift Pump 01	PPE	-Not observed but Operation noted the asset was in good condition, Pumps operate based on reservoir level.		\$38,000	2027
	Motor	Motor HL Pump No.1	PPE	-Not observed but Operation noted the asset was in good condition.		\$16,000	2027
	Valve	Air Release Valve, Pump No.1 discharge	PPE	-Fair condition		\$200	2027
	Valve	Check Valve, Pump No.1 discharge	PPE	Mild corrosion		\$900	2027

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
	Pump	High Lift Pump 02	PPE	-Not observed but Opera Pumps operate based on reservoir level.tion noted the asset was in good condition,		\$38,000	2027
	Motor	Motor HL Pump No.2	PPE	-Not observed but Operation noted the asset was in good condition,		\$16,000	2027
	Valve	Air Release Valve, Pump No.2 discharge	PPE	-Fair condition		\$200	2027
	Valve	Check Valve, Pump No.2 discharge	PPE	Mild corrosion		\$900	2027
Moorefield							
0000180805	Tank	Tank Process 01 Chemical Chlorine	PPE	Connection with pumps are not air tight.	Ensure connections to pumps are air tight.	\$200	2021
	Piping & Minor Appurtenances - Process	Piping and Appurtenances, HLP1, HLP2, HLP3 & HLP4	PPE	Corroded pipe from standpipe to high lift pumps. Corroded couplings.	Review dissimilar metal corrosion, recoat to eliminate the loss of material. Consider replacement within the next 20 years.	\$3,000	2022
	Piping & Minor Appurtenances - Process	Piping and Appurtenances, WP1 & WP2	PPE	Corroded pipe from raw water to the station.	Review dissimilar metal corrosion, recoat to eliminate the loss of material. Consider replacement within the next 20 years.	\$3,000	2022
	Motor	Motor Submersible WP1 Well	PPE	-Not observed -A failed submersible motor in this well required the removal of the existing submersible pumping equipment and reinstallation of the existing Pump with a new submersible motor.	Consider replacement	\$10,000	2026
	Motor	Motor Submersible WP2 Well	PPE	-Not observed	Consider replacement	\$10,000	2026
0000180833	Valve	Valve Butterfly Stanpipe to Suction Header	PPE		Consider replacement	\$1,000	2026
0000180813	Valve	Valve WP1 Air Relief	PPE		Consider replacement	\$200	2031
0000180817	Valve	Valve Butterfly WP1 Bypass Isolation	PPE		Consider replacement	\$1,000	2031
0000180818	Valve	Valve Butterfly WP1 Isolation	PPE		Consider replacement	\$1,000	2031
0000180820	Valve	Valve Butterfly WP2 Isolation	PPE		Consider replacement	\$1,000	2031
0000180821	Valve	Valve Butterfly WP2 Bypass Isolation	PPE		Consider replacement	\$1,000	2031
0000180825	Valve	Valve WP2 Air Relief	PPE		Consider replacement	\$200	2031
0000180826	Motor	Motor AC Pump HLP4	PPE		Consider replacement	\$7,800	2031
0000180829	Valve	Valve Air Relief HLP4	PPE		Consider replacement	\$200	2031
0000180834	Valve	Valve Butterfly HLP3 Suction	PPE		Consider replacement	\$800	2031
0000180835	Motor	Motor AC Pump HLP3	PPE		Consider replacement	\$19,600	2031
0000180837	Valve	Valve Air Relief HLP3	PPE		Consider replacement	\$200	2031
0000180844	Motor	Motor AC Pump HLP2	PPE		Consider replacement	\$19,600	2031
0000180846	Valve	Valve Air Relief HLP2	PPE		Consider replacement	\$150	2031
0000180850	Motor	Motor AC Pump HLP1	PPE		Consider replacement	\$19,600	2031
0000180852	Valve	Valve Air Relief HLP1	PPE		Consider replacement	\$150	2031
0000180861	Valve	Valve Butterfly 01 Distribution Blowoff	PPE		Consider replacement	\$1,300	2031
0000180862	Valve	Valve Butterfly 02 Distribution Isolation	PPE		Consider replacement	\$1,300	2031

Project Information	Project Name:	Drayton/Moorefield HVAC Improvements
	Project Year(s):	2026
	Project Account:	HVAC Improvements
	Proposed Lead Group:	Infrastructure Management
	Total Estimated Asset Repairs/Replacement Cost:	\$78,500
	Estimated Engineering Cost:	\$15,700
	Estimated Construction Cost:	\$78,500
Total Estimated Project Cost	\$216,000	

Project Background / Scope

Drayton:
During the condition assessment it was observed high degree of corrosion on the equipment in the facility. It is believed the corrosion is caused by chlorine off-gassing from the chemical tanks and reservoir and humidity. In addition, poor ventilation aggravates the off-gassing and humidity issues. This project includes improvements of HVAC to reduce humidity and increase of air changes in the building

Moorefield:
During the condition assessment it was found mechanical equipment in the chemical room with high degree of corrosion. This project includes improvements HVAC equipment within the chemical room.

The project assumes 100% construction, 20% of engineering, 5% Contingency and 20% Estimating Allowance.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
Drayton							
0000169748		Transformer Air 01	BM	- Exhaust fumes even with ventilation		\$10,000	2026
	Heating Systems	Unit Heater 1	BM	-located adjacent MCC -functioning -visible corrosion on heating coil	Consider regular inspection schedule to determine if corrosion accelerates	\$3,000	2026
	Heating Systems	Unit Heater 2	BM	-located adjacent door -good condition		\$2,000	2026
	Special Purpose HVAC Systems	Portable Dehumidifier	BM	-fair condition -considering severity of corrosion throughout building, severely underpowered	Consider addressing underlying cause of humidity in order to extend life of installed components in facility	\$3,500	2026
Moorefield							
	Special Purpose HVAC Systems	Portable Dehumidifier	BM	-good condition	Consider addressing underlying cause of humidity in order to extend life of installed components in facility	\$7,000	2026
	Ventilation	Exhaust fan - chemical room	BM	-fair condition -post-it note on door reads "do not shut fan off".	Consider solution that prevents fan from being shut off if deemed necessary	\$3,000	2026

Project Information	Project Name:	Drayton/Moorefield Instrumentation Upgrades
	Project Year(s):	2021 / 2027
	Project Account:	Instrumentation Upgrades
	Proposed Lead Group:	Infrastructure Management
	Total Estimated Asset Repairs/Replacement Cost:	\$52,700
	Estimated Construction Cost:	\$52,700
Total Estimated Project Cost		\$132,000

Project Background / Scope

The instrumentation upgrades include the replacement of assets such as pressure gauges, water level instruments, and analyzers and sensors for turbidity, pressure and chlorine. The project assumes 100% construction, 5% Contingency and 20% Estimating Allowance.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
Drayton							
	Instrument	Water Level Instrument, Well 2	PI	-Not operating. Operators noted they measure level with a manual device.	Install level sensors in both wells.	\$5,000	2021
	Gauge	Pressure Gauge, Well Pump 2 discharge (downstream of air release valve)	PI	-Failed		\$200	2021
	Gauge	Pressure Gauge, Pump No.5 discharge	PI			\$200	2021
	Gauge	Pressure Gauge, Pump No.4 discharge	PI			\$200	2021
	Gauge	Pressure Gauge, Well Pump 2 discharge	PI	-Fair condition		\$200	2026
0000169722	Transmitter	Analyzer Turbidity 01 Treated	PI			\$4,100	2026
	Sensor	Turbidity Sensor 01 Treated	PI	-Not observed		\$2,100	2026
	Gauge	Pressure Gauge, Well Pump 1 discharge	PI	-Fair condition		\$200	2026
	Sensor	Pressure Sensor 01 Discharge	PI	-Not observed		\$2,000	2026
	Gauge	Pressure Gauge, near pressure transmitter	PI	-Fair condition -Reading: 70 psi		\$200	2026
	Sensor	Turbidity Sensor 01 Portable	PI	-Not observed		\$2,100	2026
0000207021	Transmitter	Analyzer Turbidity 01 Portable	PI	-Not observed		\$4,100	2026
	Gauge	Pressure Gauge, Pump No.1 discharge	PI	-Fair condition -Reading: 100 psi		\$200	2026
	Gauge	Pressure Gauge, Pump No.2 discharge	PI	-Fair condition -Reading: 50 psi		\$200	2026
0000169739	Transmitter	Transmitter Pressure 01 Discharge	PI			\$1,900	2027
Moorefield							
0000121564	Transmitter	Analyzer Turbidity 01 Portable	PI	-Not observed	Consider replacement	\$4,100	2025
	Sensor	Turbidity Sensor 01 Portable	PI	-Not observed	Consider replacement	\$2,100	2025
0000180832	Transmitter	Transmitter Pressure 01 HL	PI		Consider replacement	\$1,900	2026
	Sensor	Sensor Pressure 01 HL	PI		Consider replacement	\$2,000	2026
0000180855	Transmitter	Analyzer Turbidity	PI		Consider replacement	\$4,100	2026
	Sensor	Sensor Turbidity	PI		Consider replacement	\$2,100	2026
0000180856	Transmitter	Analyzer Chlorine 01 Treated	PI		Consider replacement	\$4,300	2026
	Sensor	Sensor Chlorine 01 Treated	PI		Consider replacement	\$2,300	2026
0000180859	Transmitter	Transmitter Pressure 03 Distribution	PI		Consider replacement	\$1,900	2026
	Sensor	Sensor Pressure 03 Distribution	PI		Consider replacement	\$2,000	2026
	Gauge	Gauge Pressure WP1, downstream of WP1	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure WP1, downstream of control valve	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure WP2, downstream of WP2	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure WP2, downstream of control valve	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure, HLP4 suction	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure, HLP4 discharge	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure, HLP3 suction	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure, HLP3 discharge	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure relief line	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure, HLP2 suction	PI		Consider replacement	\$200	2027

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
	Gauge	Gauge Pressure, HLP2 discharge	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure, HLP1 suction	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure, HLP1 discharge	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure, upstream of chlorine and turbidity analyzers	PI		Consider replacement	\$200	2027
	Gauge	Gauge Pressure Treated	PI		Consider replacement	\$200	2027

Project Information	Project Name:	Drayton Landscaping Project
	Project Year(s):	2022
	Project Account:	Landscaping Project
	Proposed Lead Group:	Operations / Infrastructure Management
	Total Estimated Asset Repairs/Replacement Cost:	\$4,000
	Estimated Engineering Cost:	
	Estimated Construction Cost:	\$4,000
Total Estimated Project Cost		\$10,000

Project Background / Scope

During condition assessment Operations noted access issues and reservoir clogging due to bushes outside of the facility. In addition, ponding was observed on the driveway area. The landscaping project includes the removal of bushes from above the reservoir and regrading and addition of gravel on the driveway. It assumes 100% construction, 5% Contingency and 20% Estimating Allowance.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
	Landscaping	Bushes above reservoir	SW	- The bushes over the reservoirs is dropping berries and twigs causing the reservoir hatch drains to plug up.	Remove the bushes in 2021	\$2,000	2022
	Roadways	Driveway	SW	Ponding observed on driveway area	Regrade and add gravel	\$2,000	2022

Project Information	Project Name:	Drayton Reservoir Structural Assessment
	Project Year(s):	2022
	Project Account:	Reservoir Structural Assessment
	Proposed Lead Group:	Infrastructure Management
	Estimated Evaluation Cost:	\$12,000
	Total Estimated Project Cost	\$15,000

Project Background / Scope

The Drayton elevated tank will be completed in 2022 and shortly afterwards the reservoir should be taken offline for a structural assessment of the reservoir interior. The performance of the reservoir isolation valves should be tested and evaluated for any replacement requirements during the time that the reservoir is offline.

The project includes the assessment of the interior of the reservoir and the testing and evaluation of the reservoir isolation valves.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
	Reservoir	Drayton Water Reservoir	PPE	-Not observed -Latest online floor cleaning was completed in March 2020	Assess interior of reservoir once elevated tank is online. Cost included in reservoir walls asset.	\$10,000	2022
	Valve	Reservoir Isolation Valve Cell 1 to 2	PPE	-Fair condition. Operations noted that valve performance might be poor.	Test valve performance and evaluate replacement requirements. Cost of performance test.	\$500	2022
	Valve	Reservoir Isolation Valve Cell 2 to 3	PPE	-Fair condition. Operations noted that valve performance might be poor.	Test valve performance and evaluate replacement requirements. Cost of performance test.	\$500	2022
	Valve	Reservoir Isolation Valve Cell 3 to 4	PPE	-Fair condition. Operations noted that valve performance might be poor.	Test valve performance and evaluate replacement requirements. Cost of performance test.	\$500	2022
	Valve	Reservoir Isolation Valve Cell 4 to 1	PPE	-Fair condition. Operations noted that valve performance might be poor.	Test valve performance and evaluate replacement requirements. Cost of performance test.	\$500	2022

Project Information	Project Name:	Drayton Roof Inspection
	Project Year(s):	2021
	Project Account:	Roof Inspection
	Proposed Lead Group:	Infrastructure Management
	Estimated Evaluation Cost:	\$10,000
	Estimated Repair Cost:	\$30,000
Total Estimated Project Cost		\$50,000

Project Background / Scope

This project includes investigation of roof to determine the cause of leakage and the state of the roof itself. Cost includes investigation and roof repairs, 5% Contingency and 20% Estimating Allowance.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comments	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
	Horizontal Openings	Roof Hatches	BA	Recently, the roof hatches started to leak (had contractor on roof November 17th and determined the wood between the steel risers and the roof is rotting and requires replaced)	Investigate cause of leakage. Hatches require security.	\$5,000	2021
	Roofing	Roofing	BA	-Roofing system is unknown. Based operator input and signs of ponding roofing has most likely failed - Recently, the roof hatches started to leak (had contractor on roof November 17th and determined the wood between the steel risers and the roof is rotting and requires replaced) - Roof durability to be inspected in 2021 by OCWA	Engage inspection services to investigate state of roofing.	\$25,000	2021

Project Information	Project Name:	Moorefield Process Repairs
	Project Year(s):	2022-2026
	Project Account:	Pressure Tanks Replacement
	Proposed Lead Group:	Infrastructure Management
	Total Estimated Asset Repairs/Replacement Cost:	\$193,400
	Total Estimated Construction Cost:	\$193,400
	Estimated Engineering Cost:	\$38,680
Total Estimated Project Cost	\$426,000	

Project Background / Scope

During the condition assessment, it was observed the pressure tanks were highly corroded. In addition, the high lift pumps were slightly corroded and one pump was leaking. Operations noted issues with operation and maintenance of flow control valves. This project includes the process and hydraulic evaluation of the Moorefield pumpouse and equipment replacement:

- Study to evaluate if pressure tanks and flow control valves can be eliminated. Hydraulic study to evaluate pump curves with VFDs and control strategy to meet demand.
- Process equipment replacement including pressure tanks (if required) and pumps with VFDs.
- Consideration for redundancy to allow for equipment maintenance will be included.
- Replacement of well pumps 1 and 2.

The project assumes 100% construction, 5% Contingency and 20% Estimating Allowance.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comment	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
0000180867	Tank	Tank Pressure 01	PPE	- Update pressure tanks to VFD drives on Highlift pumps - OCWA has this for 2021 -Corrosion visible on bottom of tanks	Heavy corrosion, Replace tank.	\$25,000	2022
0000180868	Tank	Tank Pressure 02	PPE	- Update pressure tanks to VFD drives on Highlift pumps - OCWA has this for 2021 -Corrosion visible on bottom of tanks	Heavy corrosion, Replace tank.	\$25,000	2022
0000180869	Tank	Tank Pressure 03	PPE	- Update pressure tanks to VFD drives on Highlift pumps - OCWA has this for 2021 -Corrosion visible on bottom of tanks	Heavy corrosion, Replace tank.	\$25,000	2022
0000180827	Pump	Pump Cent HLP4	PPE		Consider replacement with VFD. Eliminate flow control valves.	\$19,600	2026
0000180836	Pump	Pump Cent HLP3	PPE		Consider replacement with VFD. Eliminate flow control valves.	\$19,600	2026
0000180845	Pump	Pump Cent HLP2	PPE	-Pump is leaking and has buildup	Consider replacement with VFD. Eliminate flow control valves.	\$19,600	2026
0000180851	Pump	Pump Cent HLP1	PPE		Consider replacement with VFD. Eliminate flow control valves.	\$19,600	2026
0000180871	Pump	Pump Submersible WP1 Well	PPE	-Not observed -A failed submersible motor in this well required the removal of the existing submersible pumping equipment and reinstallation of the existing pump with a new submersible motor.	Consider replacement with VFD. Eliminate flow control valves.	\$20,000	2026
0000180872	Pump	Pump Submersible WP2 Well	PPE	-Not observed	Consider replacement with VFD. Eliminate flow control valves.	\$20,000	2026

Project Information	Project Name:	Moorefield Sanitary Services
	Project Year(s):	2026
	Project Account:	Sanitary Services
	Proposed Lead Group:	Infrastructure Management
	Estimated Engineering Cost:	\$5,000
Total Estimated Project Cost		\$5,000

Project Background / Scope

This study the evaluation of the addition of a a washroom facility at the Moorefield site.
 The project assumes a 5K evaluation study.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comment	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
0000180809	Pump	Pump Submersible 01 Sanitary	PPE	-Not observed, Office is located in this facility and there is no washroom available.	Consider install a washroom facility. Cost of evaluation.	\$5,000	2026

Project Information	Project Name:	Moorefield Standpipe Inspection and Isolation
	Project Year(s):	2026
	Project Account:	Standpipe Inspection and Isolation
	Proposed Lead Group:	Infrastructure Management
	Estimated Evaluation Cost:	\$20,000
	Total Estimated Project Cost	\$20,000

Project Background / Scope

During the condition assessment, it was observed sealant leaking on the exterior of the tank. This project includes an interior inspection of the Moorefield standpipe and the condition of the sealant. It is assumed that isolation piping has been installed prior this investigation.

IDENTIFIED ASSETS FOR REPLACEMENT

Object ID	Asset Type	Asset Description	Asset Category	Comment	Recommended Replacement / Repair	Estimated Asset Replacement / Repair Cost	Condition Assessment Replacement / Repair Year
0000180873	Tank	Tank Storage Water Standpipe	PPE	- OCWA is looking at installing a valve inside the pump house to isolate the standpipe if required for maintenance or inspections. Sealant is dripping on the exterior of the tank.	OCWA to install isolation valve. Complete an inspection of the interior of the tank to evaluate sealant performance.	\$20,000	2026

B

Appendix B: Photo Logs

DRAFT

Inventory, Condition, and Capital Planning Assessment Report
Drayton WTP and Moorefield DWS



Photo S1: Drayton Pumphouse and Reservoir



Photo S2: Reservoir Walls. Only Partially Exposed. Shrinkage Cracking on SE Corner



Photo S3: Reservoir Suspended Slab inside Pumphouse. Minor Spalls

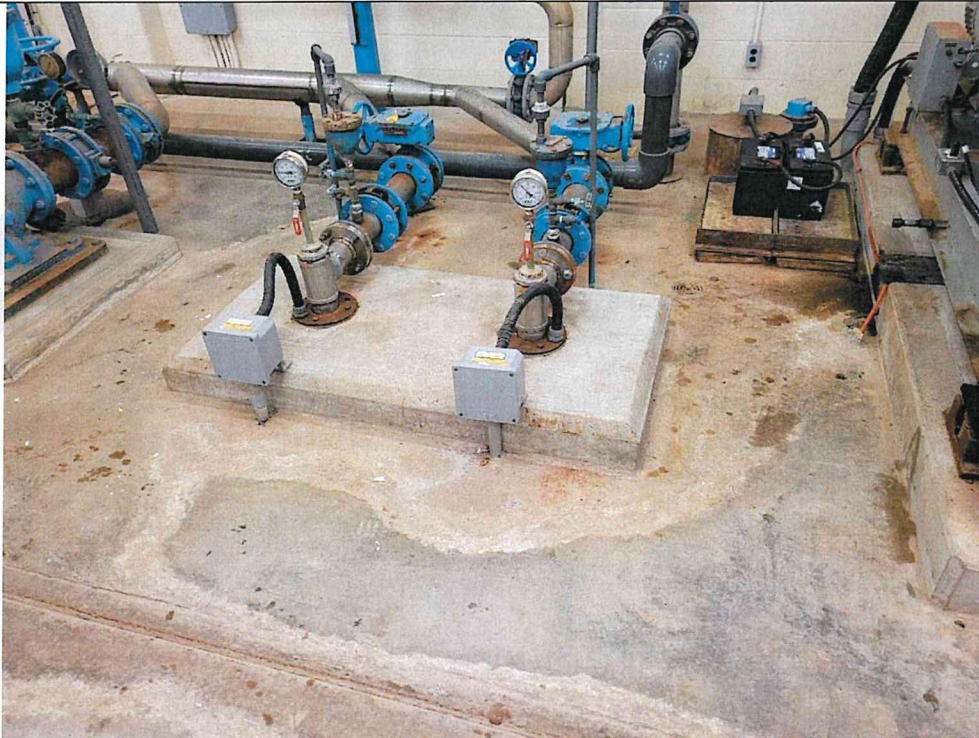


Photo S4: Reservoir Suspended Slab Inside Pumphouse. Signs of Ponding

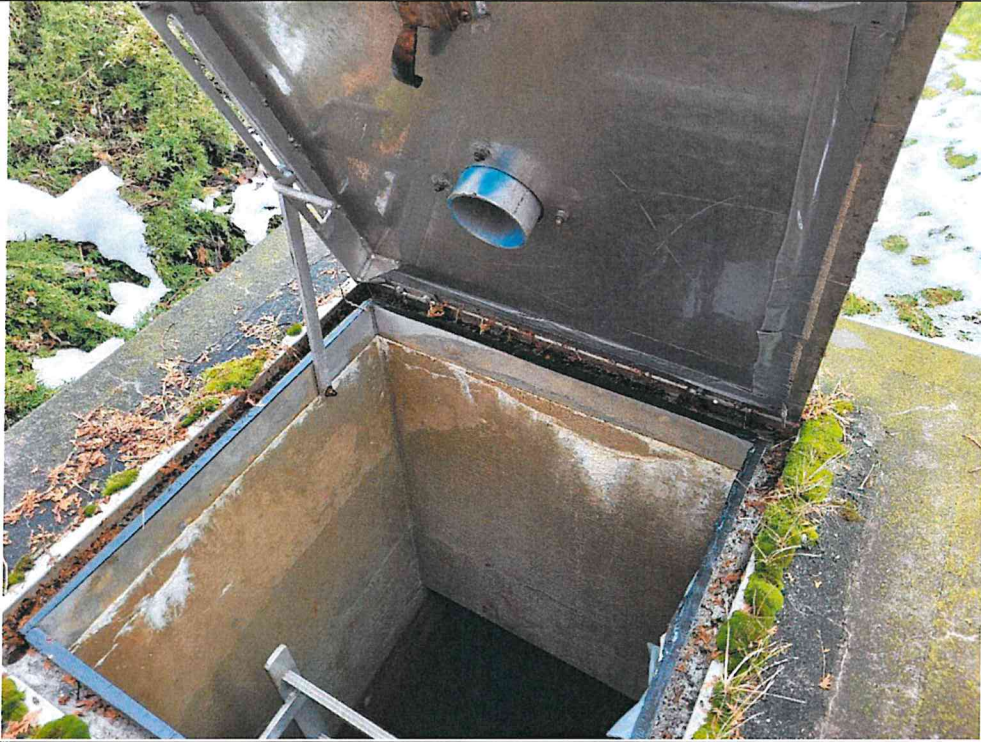


Photo S5: Reservoir Access Chimney. Cracking w/ Efflorescence



Photo S6: Reservoir Access Chimney. Vegetation Growing on the Concrete Collar. Collar has Vertical Crack.



Photo S7: Reservoir Access Hatch. The Operator Reported the Hatch Drain to be Clogged



Photo S8: Suspended Slab Inside Pumphouse. Signs of Ponding



Photo S9: Suspended Slab Inside Pumphouse. Chemical Damage at Containment Areas



Photo S10: Suspended Slab. Cracking on Exterior SW Corner



Photo S11: Strip Wall Foundation c/w Footing. Shrinkage Cracking w/ Possible Chemical Leakage

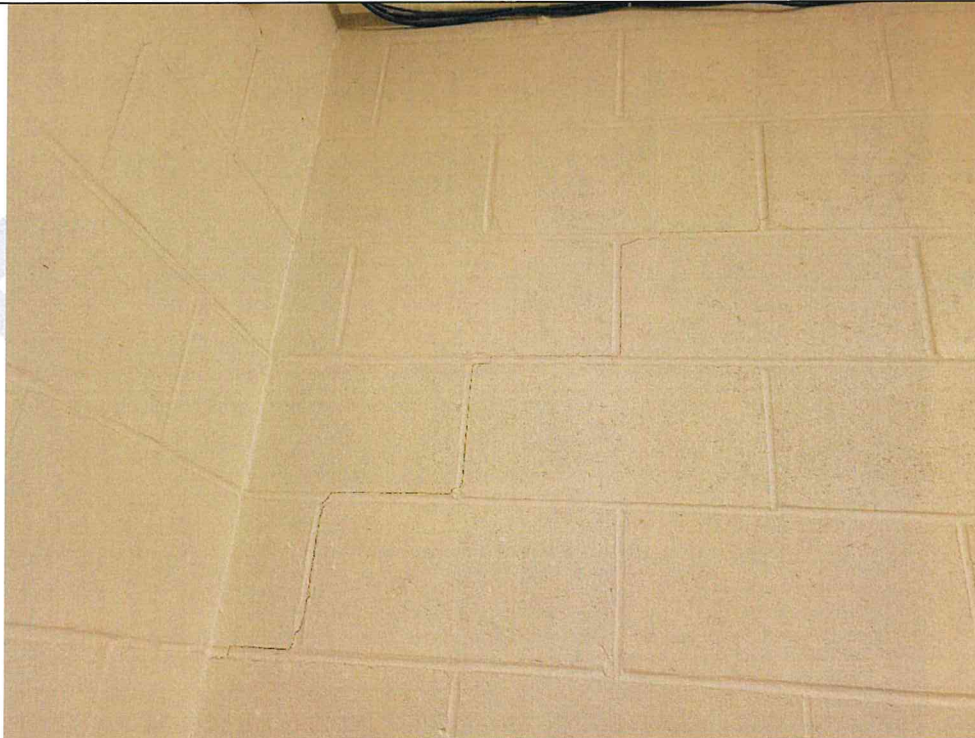


Photo S12: CMU Wall with Step Cracking

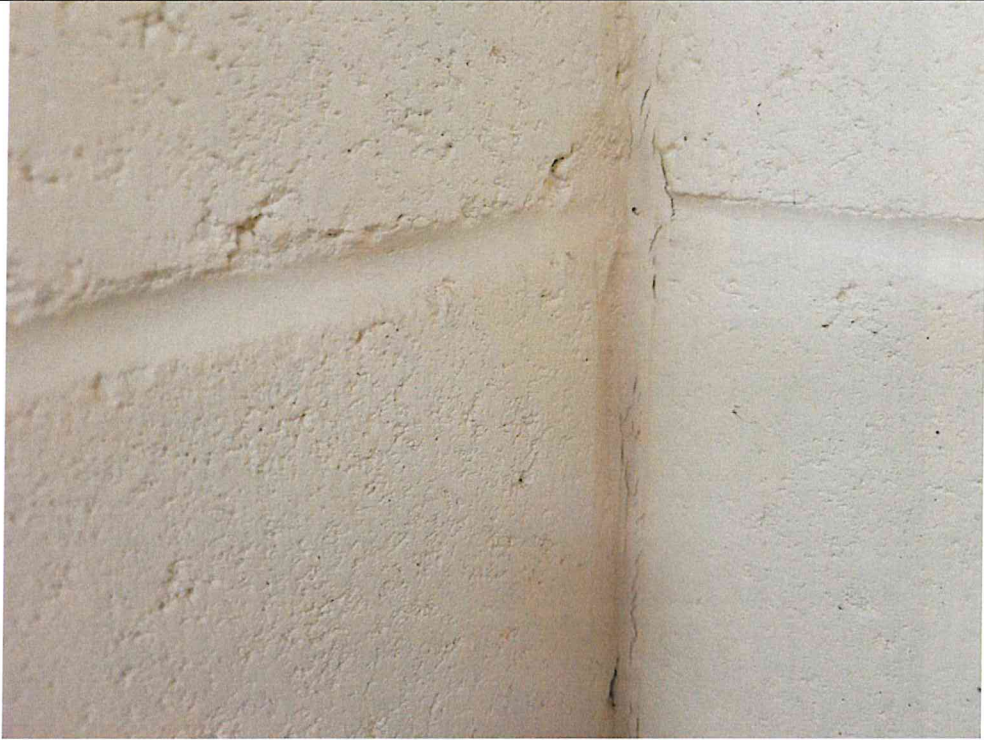


Photo S13: CMU Wall Sealants have Debonded / Cracked



Photo S14: The Containment Curb is Cracked. Wall is Approx. 100mm Thick



Photo S15: Roof Steel Beam. Surface Rust & Chipped Coating



Photo S16: Concrete Stairs c/w Landing. Cracking and Localized Spalling



Photo S17: Exterior Aluminum Guardrail. Surface Rust on Wall Anchors

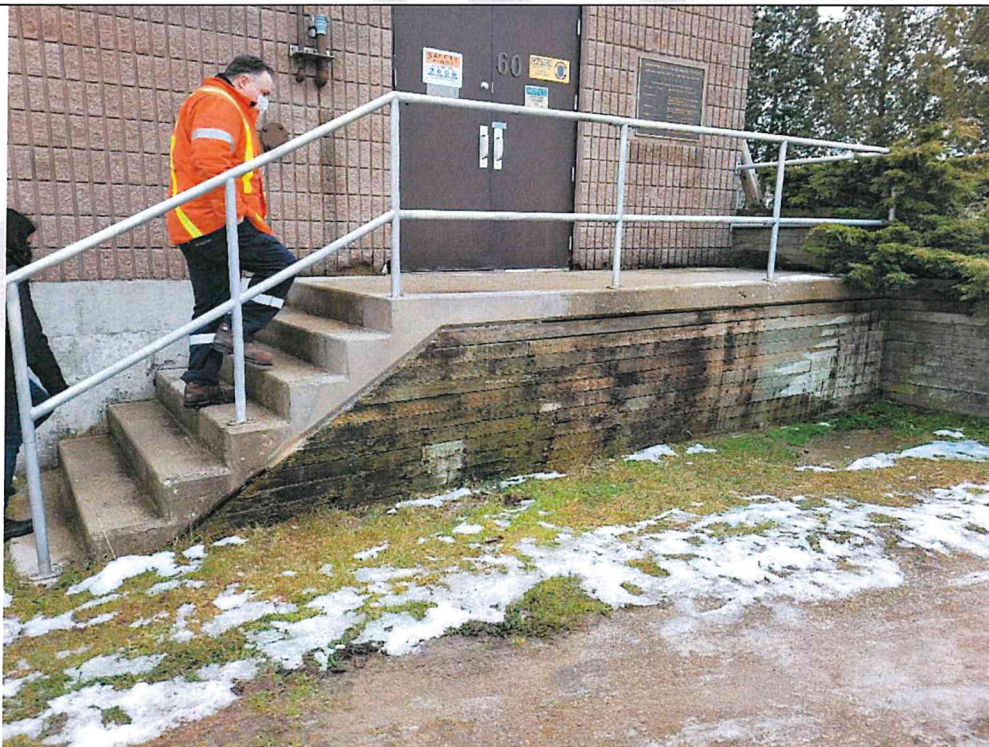


Photo S18: Exterior Stair Wood Siding. Wood is Rotted

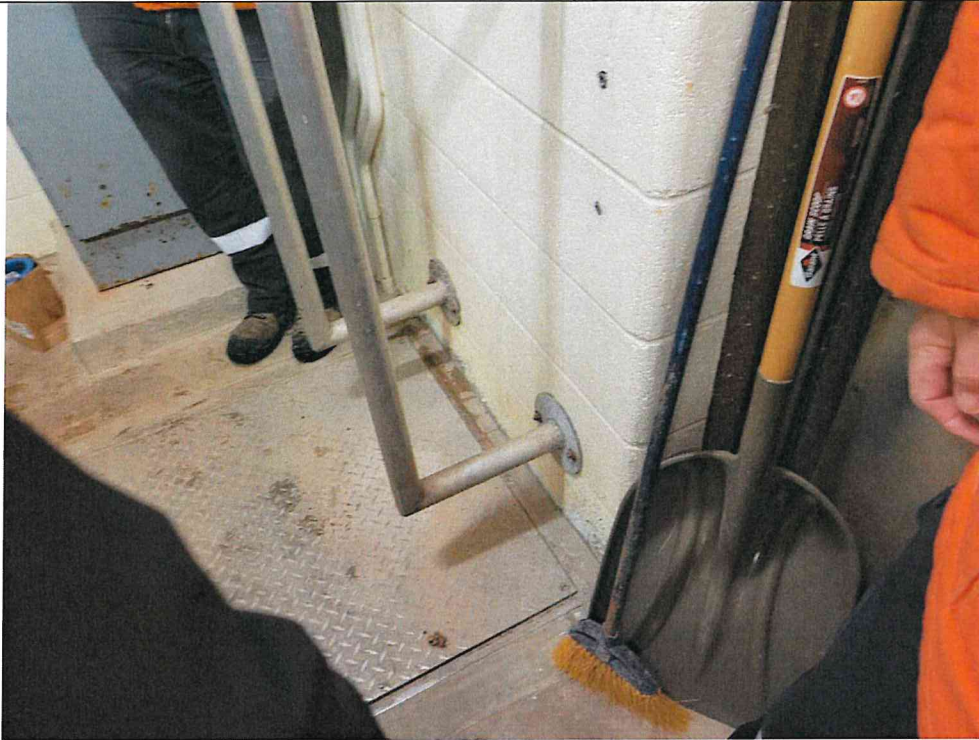


Photo S19: Aluminum Grab Bars for Anchors Have Surface Rust

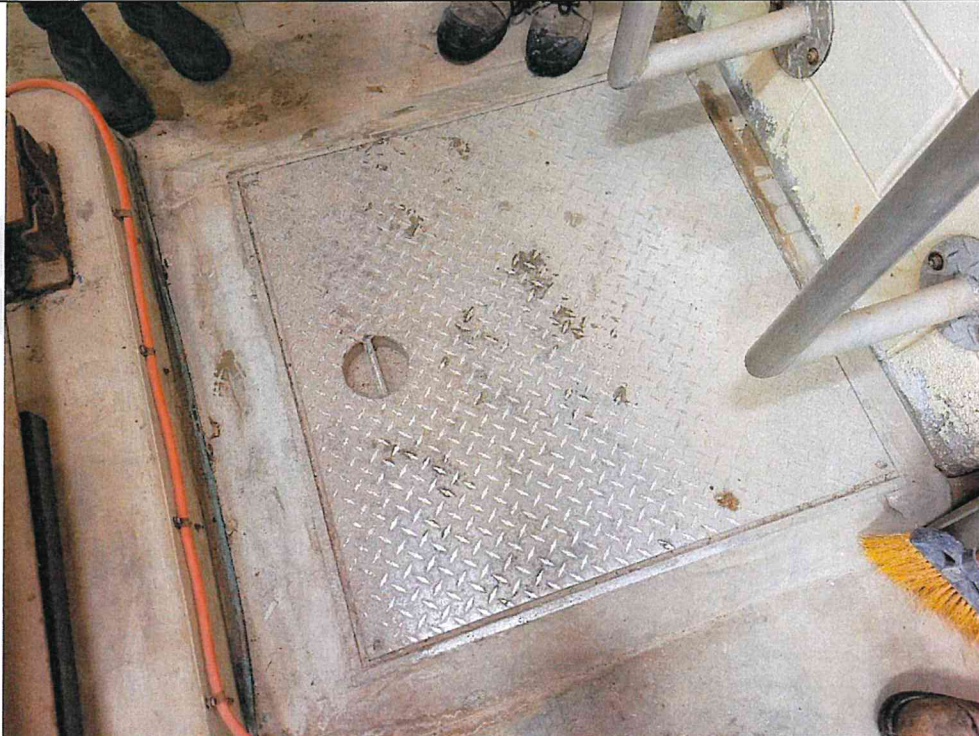


Photo S20: Aluminum Checkered Plates. Missing Fasteners and Gaskets

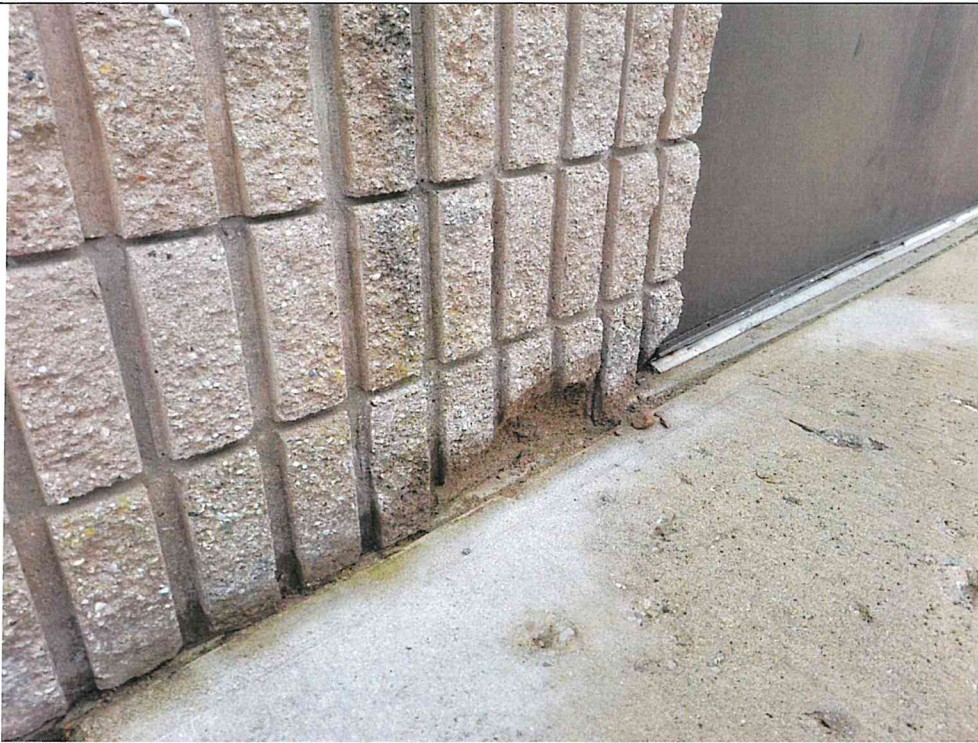


Photo S21: Block Veneer. Salt Damage on the Block Around Entrance Door



Photo S22: Block Veneer. Staining at Louver



Photo S23: Block Veneer. Failed Sealant



Photo S24: Block Veneer. Spalled Mortar.

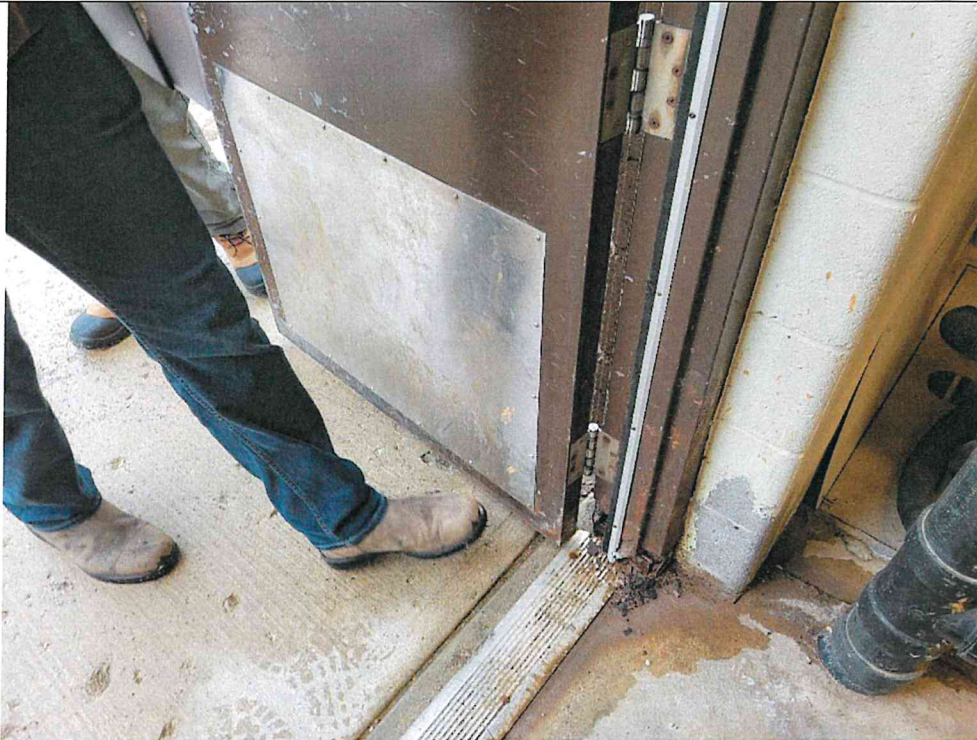


Photo S25: Exterior Metal Double Door. The Bottom Frame is Rusted w/ Section Loss. Bottom Sweep Missing.



Photo S26: Exterior Metal Double Door. Hardware has Minor Rusting



Photo S27: Metal Louvers. Sealants Around Louver Have Failed.



Photo S28: Moorefield Pumphouse



Photo S29: Electrical Panel Wood Post Support is Rotted at Base.

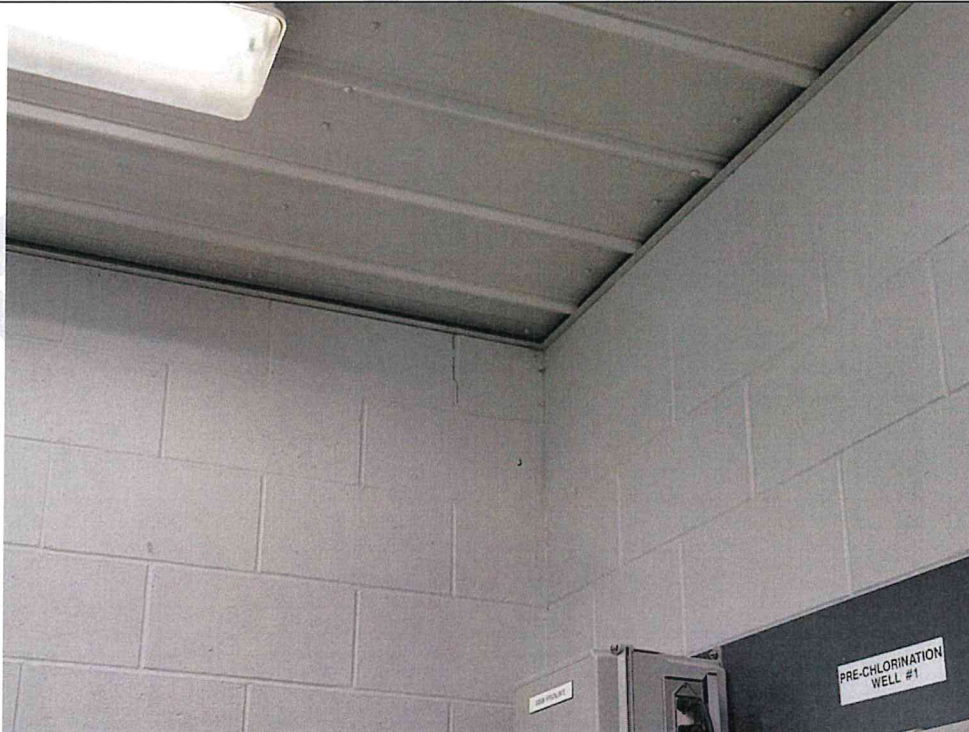


Photo S30: CMU Wall Step Cracking at SE Corner.

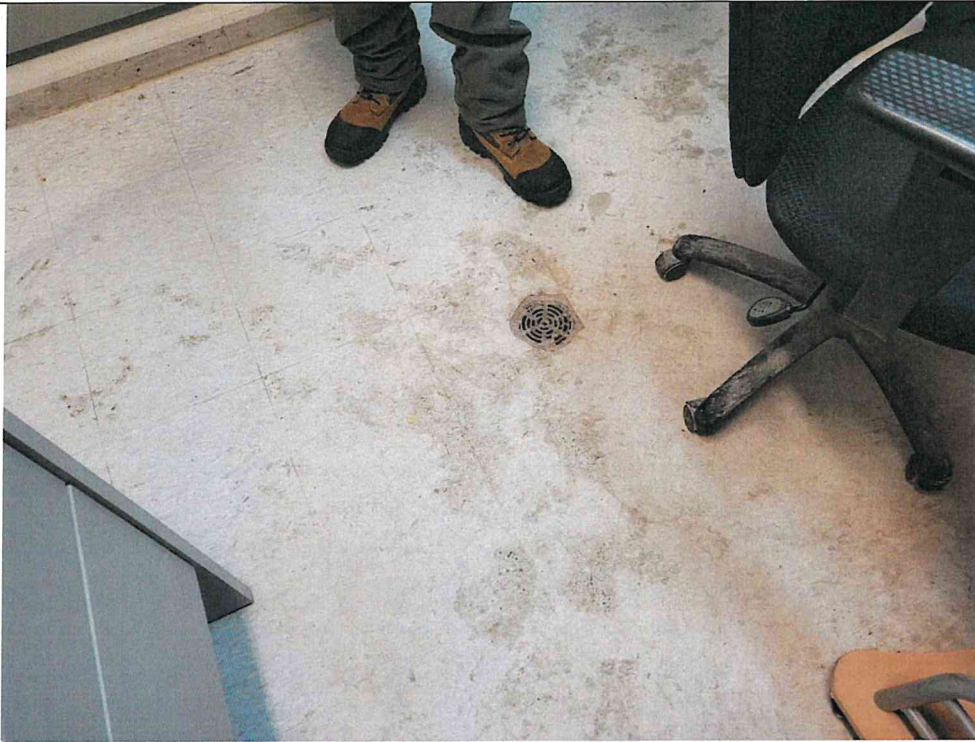


Photo S31: Vinyl Floor Tile Broken Around Drain.

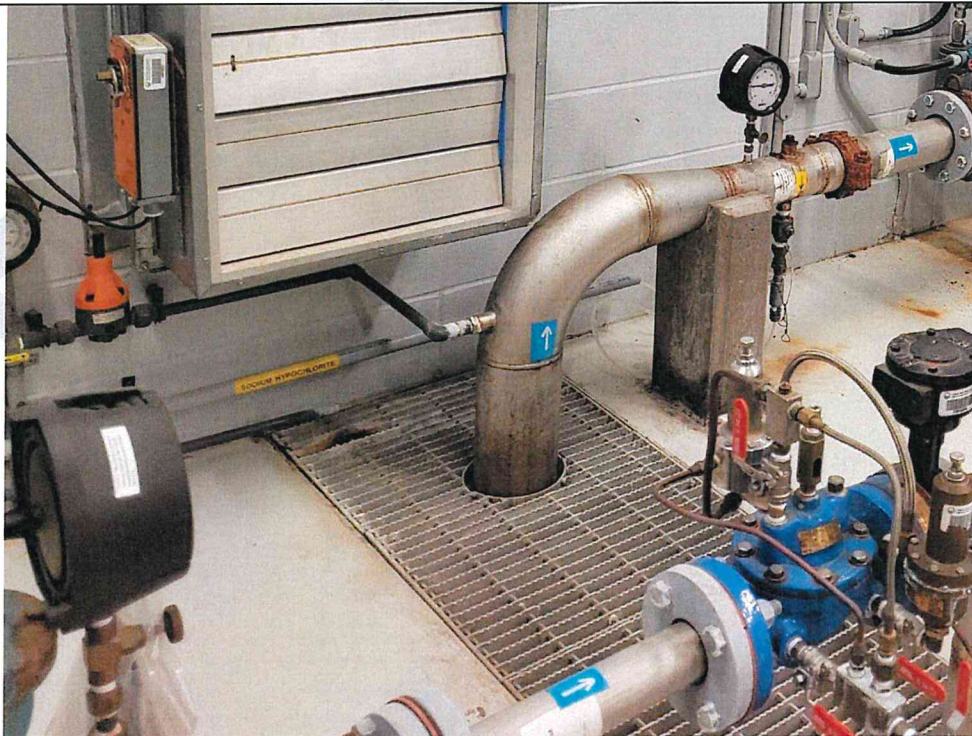


Photo S32: Surface Rust on Aluminum Grating Under the Drain.

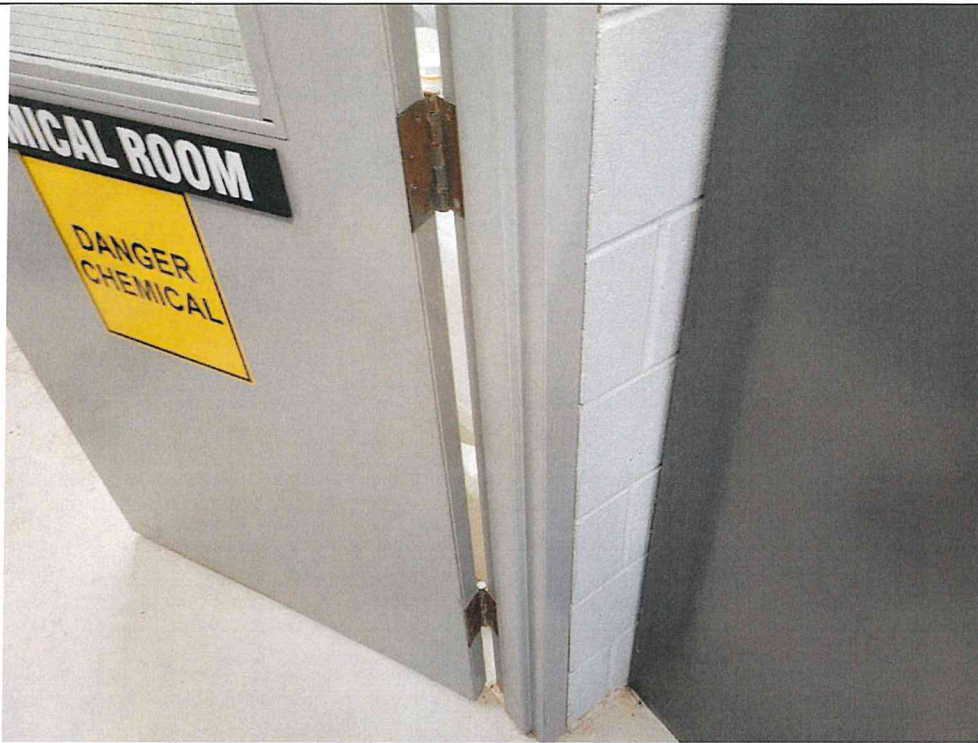


Photo S33: Interior Door Hardware is Starting to Rust.

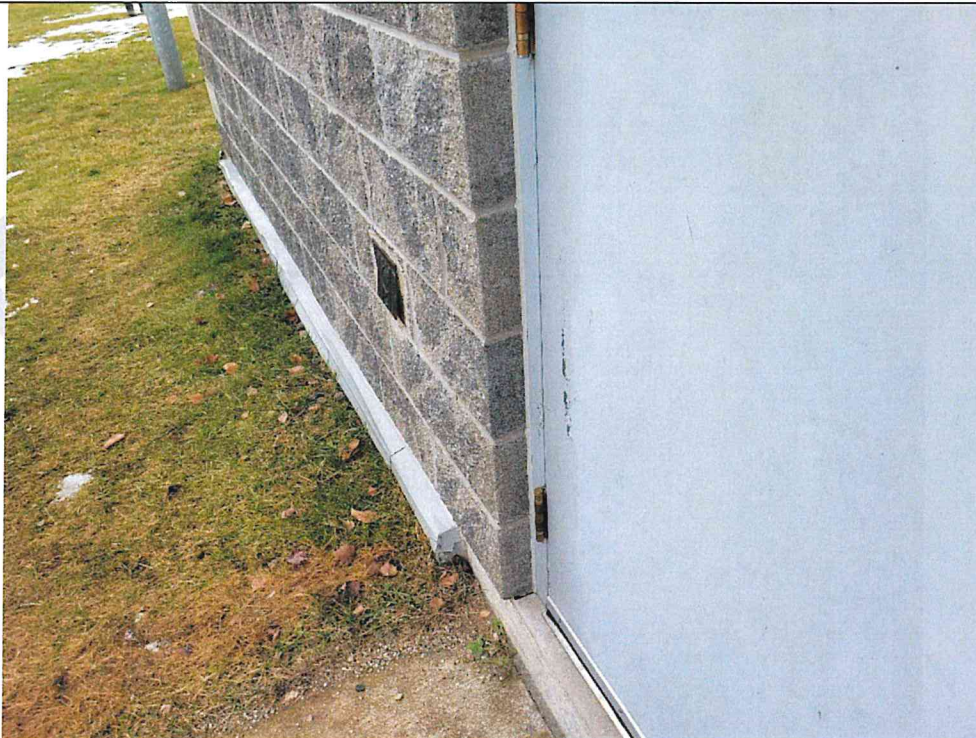


Photo S34: Exterior Double Door Hardware is Starting to Rust.

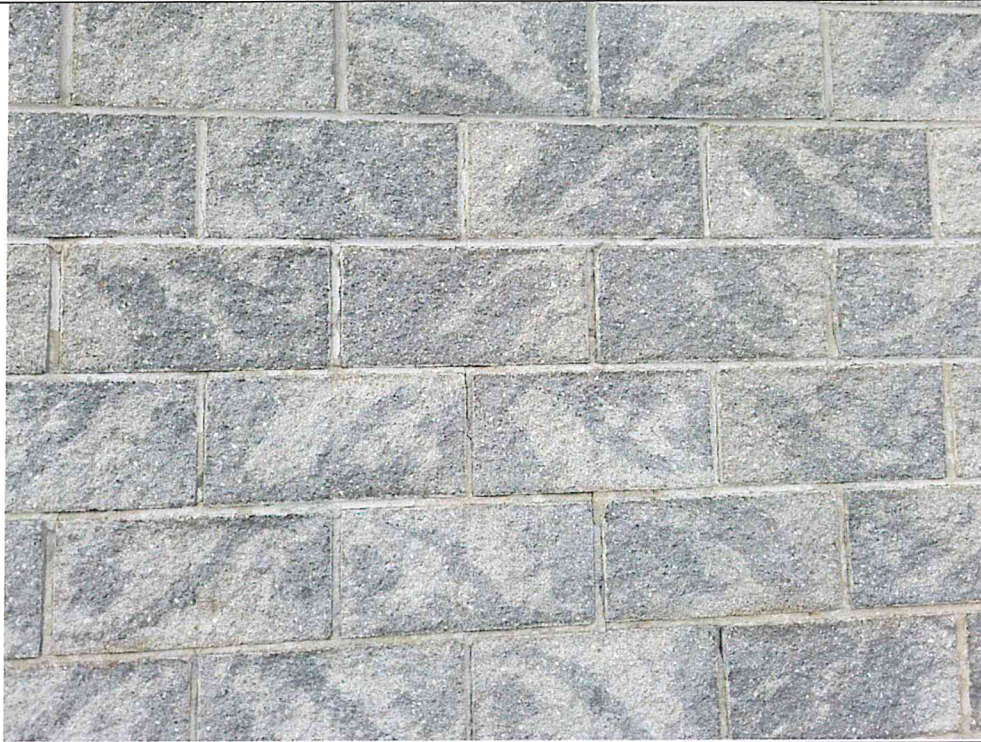


Photo S35: Block Veneer Mortar has Cracked/Spalled.



Photo S36: Bend Drip Edge.



Photo S37: Staining on Block Veneer.



Photo S38: Bend Downspout. The Splash Pad is Too Far From the Downspout Lead.



Photo BE1: Building Alarm System (Including Autodialler) Lacks Bandwidth for Additional Alarms.

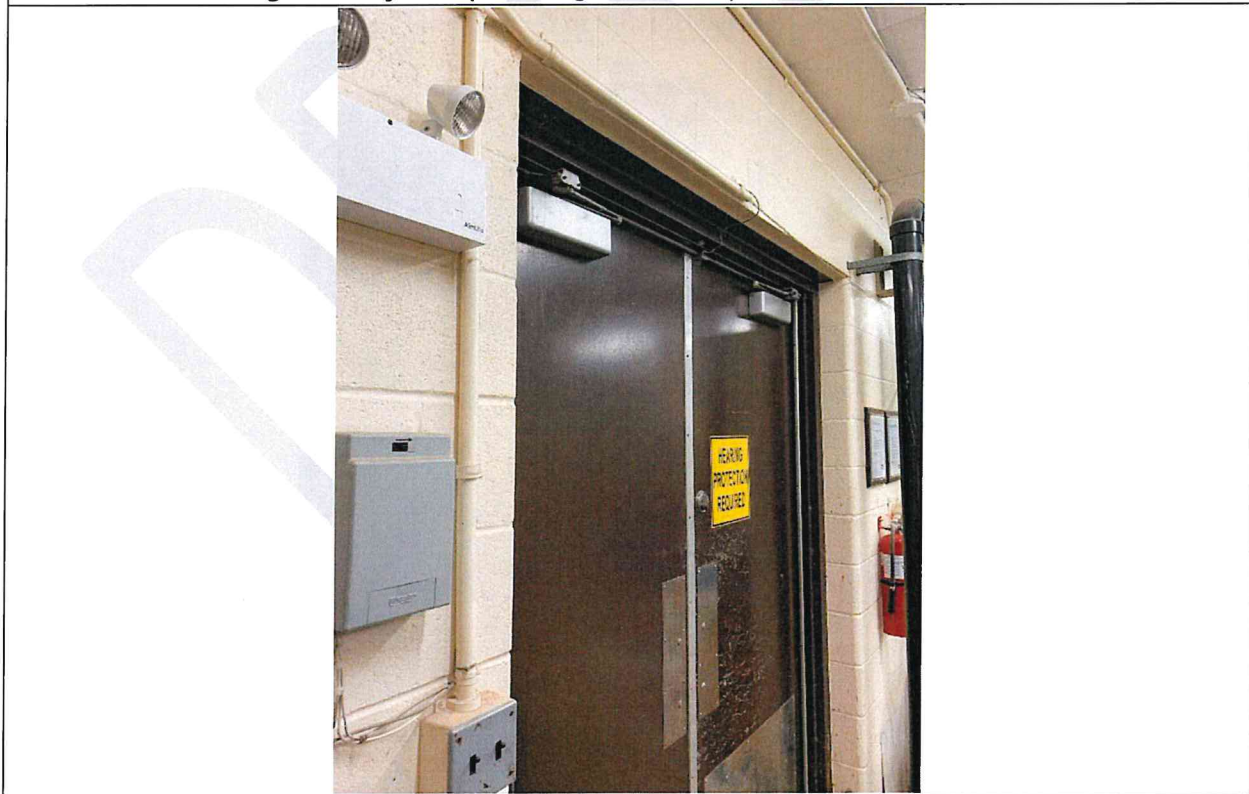


Photo BE2: Emergency Lighting. No Exit Sign Observed Above Entrance Door.



Photo BE3: Building Conduits & Receptacles. Some Conduits in Poor Condition. Flowmeter (pictured) Does Not Use Conduit to Carry Signal Cable to PLC Panel.



Photo BE4: Main Circuit Breaker. Rusting Observed on Breaker Enclosure. Improper Storage of Desk within Unsafe Proximity of Electrical Equipment.



Phot BE5: Emergency Lighting. No Emergency Lighting Observed in the Chemical Room.



Photo BE6: Automatic Transfer Switch. Improper Storage of Desk within Unsafe Proximity of Electrical Equipment.



Photo BE7: Building Conduits (Interior). Conduit Mounts in Chemical Room Heavily Corroded.



Photo BE8: Building Conduits (Exterior). Conduits Broken/Misaligned Entering Panel and Wells.

Inventory, Condition, and Capital Planning Assessment Report
Drayton WTP and Moorefield DWS



Photo M1: Genset Fuel Tank. To be Removed Upon Replacement of Genset.



Photo M2: Portable Dehumidifier. Good Condition, but Lacks Capacity to Dehumidify Entire Space.



Photo M3: Portable Dehumidifier. Good Condition, but Lacks Capacity to Dehumidify Entire Space.



Photo M4: Unit Heater (Chemical Room). Considerable Corrosion of Enclosure.



Photo M5: Exhaust Fan (Chemical Room). Functioning, but Relies on Hand-Written Note on Door to Prevent Being Shut Off; Lacks Effective Capacity.



Photo PPE1: Well 1 Pump. Based in Heavily Corroded.



Photo PPE2: High Lift Pump #3. Pump is Not in Operation.



Photo PPE3: Well 2 Air Release Valve. Heavily Corroded.

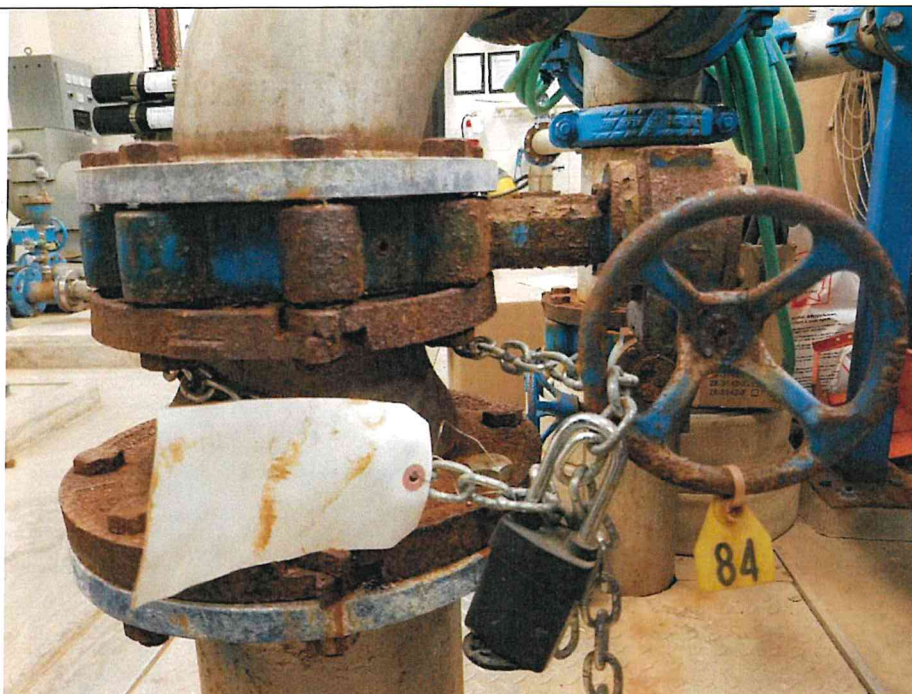


Photo PPE4: Well 2 Bypass Valve Corrosion (Normally Closed). Heavily Corroded.

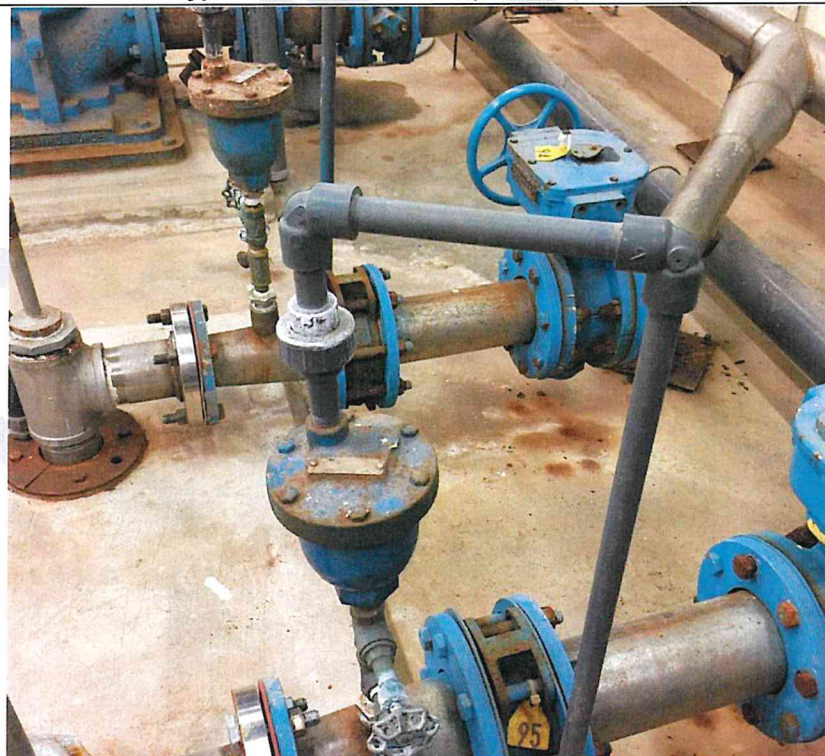


Photo PPE5: High Lift Pump 1 and 2. Mild Corrosion in Air Release and Check Valves.

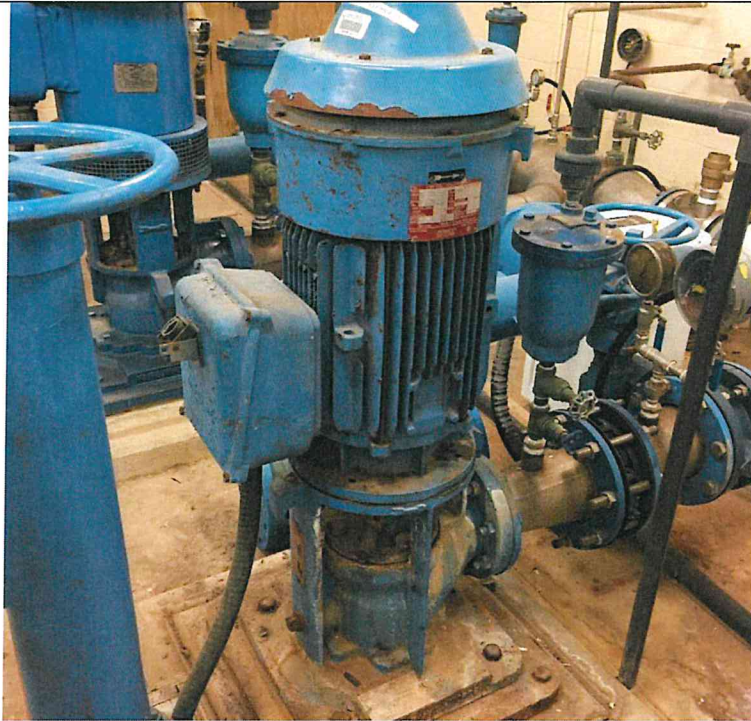


Photo PPE6: High Lift Pump #4. Corrosion on Pump and Motor. Asset Reaching End of Life.



Photo PPE7: Well Pump 1 Air Release Valve. Heavily Corroded.



Photo PPE8: Well Pump 1 Discharge Butterfly Valve. Mild Corrosion.



Photo PPE9: Well Pump 2 Discharge Butterfly Valve. Heavily Corroded.

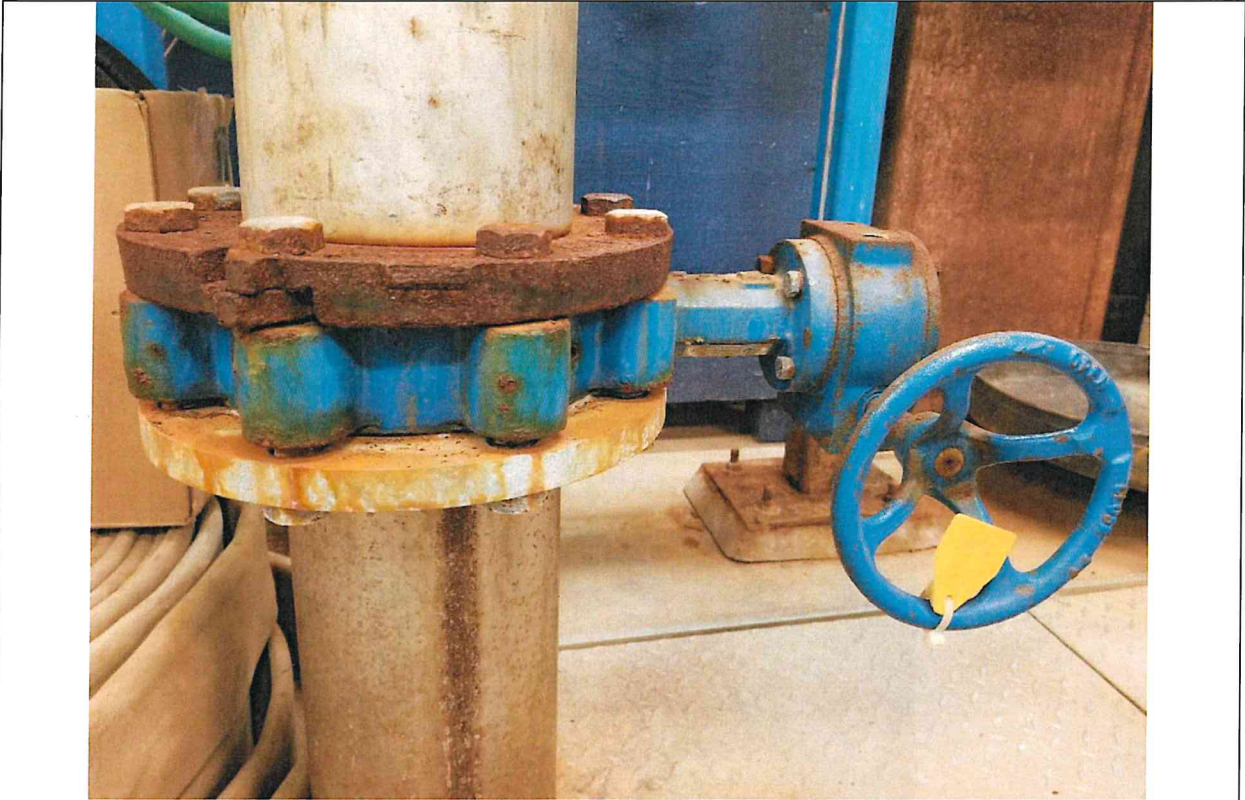


Photo PPE10: Well Pump 2 Discharge / Isolation Butterfly Valve. Heavily Corroded.



Photo PPE11: Well 2 Isolation Valve and Wells Common Discharge Valves. Heavy Corrosion.

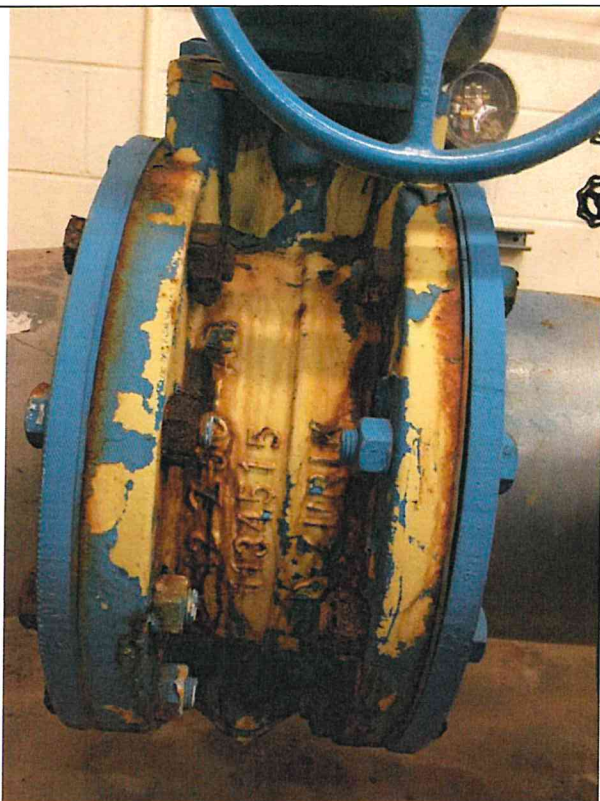


Photo PPE12: Pump Station Discharge Valve. Heavy Corrosion.

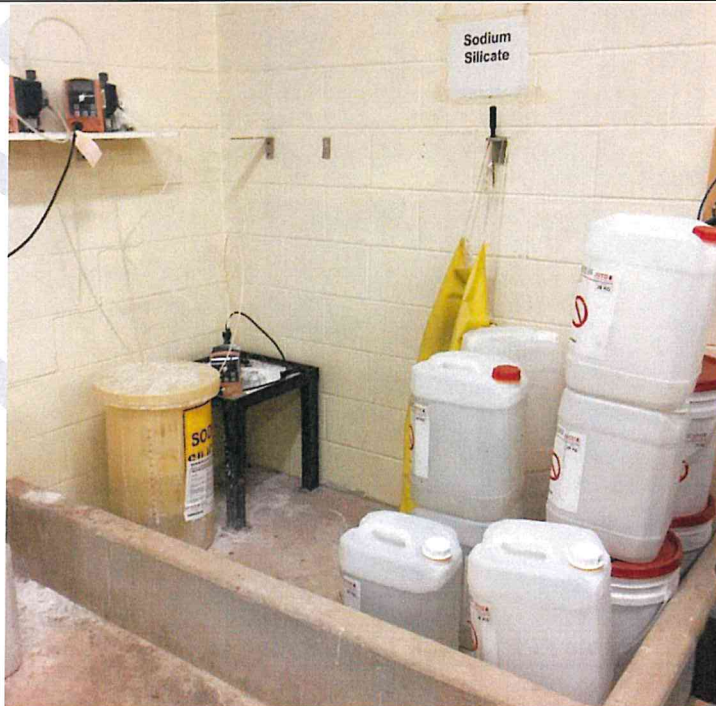


Photo PPE13: Sodium Silicate Chemical Pumps and Storage Tank. Area and Tank are Not Properly Ventilated.



Photo PPE14: Sodium Hypochlorite Pumps and Storage Tanks. Area and Tank are Not Properly Ventilated. Health and Safety Issues for Delivery.

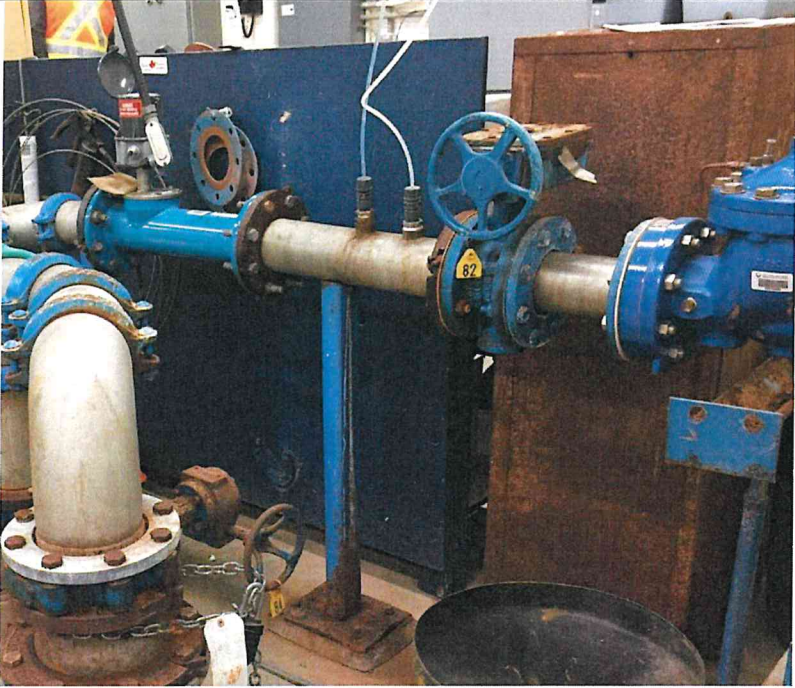


Photo PPE15: Well 2 Pipe Supports/ Heavily Corroded.



Photo PPE16: High Lift Pumps 1 and 2. Corroded Pipe.



Photo PPE17: High Lift Pump 5 Pipe. Heavily Corroded.

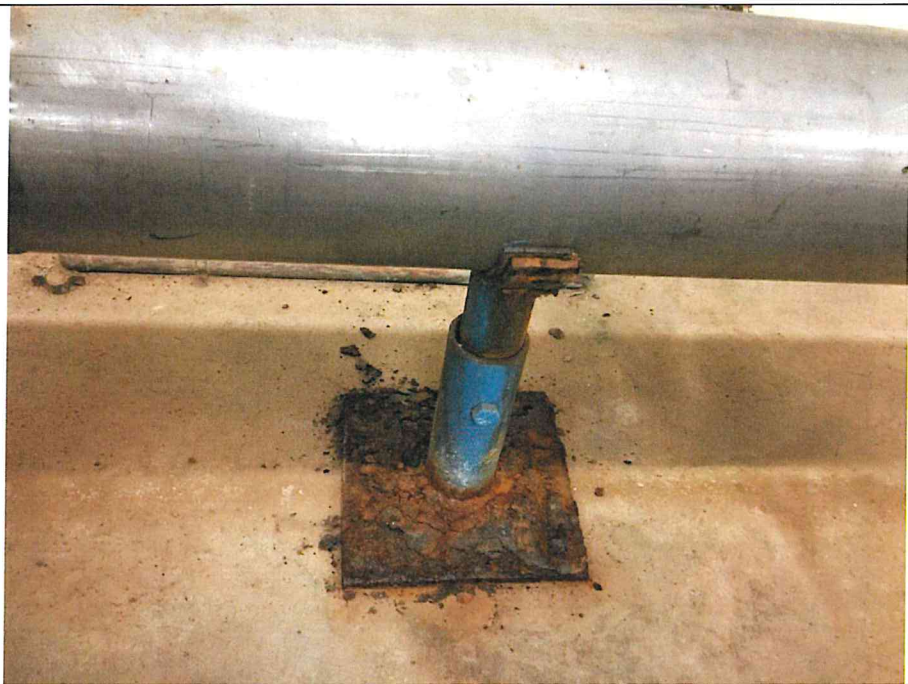


Photo PPE18: Discharge Header Pipe Supports. Heavily Corroded.

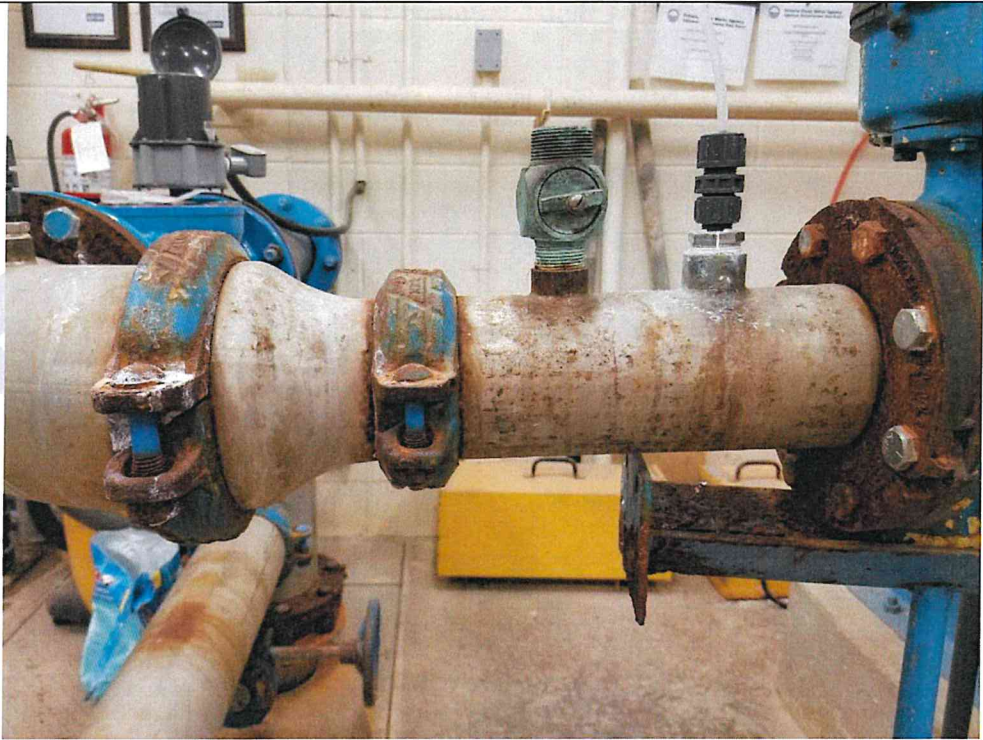


Photo PPE19: Well 1 Corroded Pipe



Photo PPE20: Piping and Minor Appurtenances HLP 5. No Flowmeter.



Photo PPE21: Standpipe. Sealant Dripping on the Exterior.



Photo PE1: Genset. Poor Condition, Consider Immediate Replacement.



Photo PE2: MCC. Poor Condition, Limited Spare Capacity. Consider Replacement.

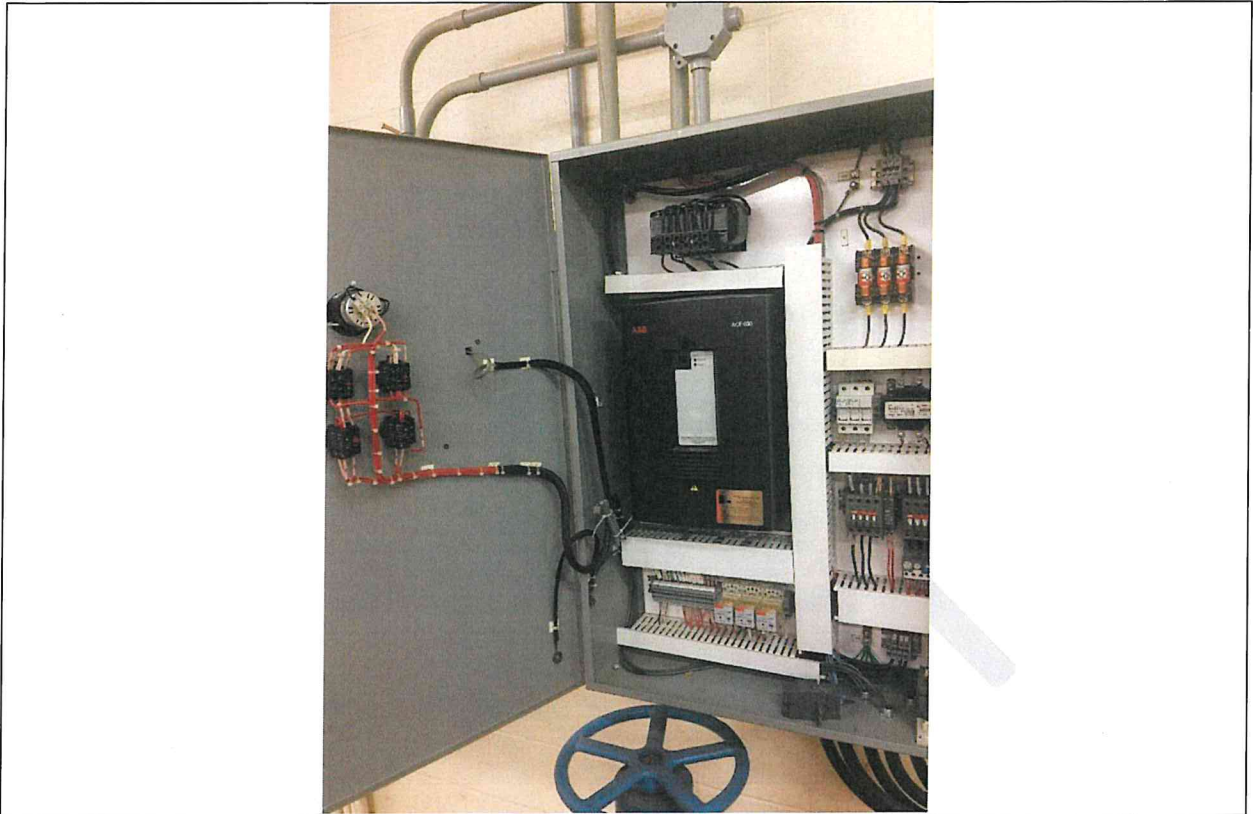


Photo PE3: High Lift Pump 1 VFD. Fair Condition, but Reaching End-of-Life Age.



Photo PE4: Battery Charger Panel. Poor Condition. To be Removed upon Genset Replacement.



Photo PE5: Chart Recorder Panel. Fair Condition, Some Rust. Consider Merging with PLC Panel.



Photo PE6: PLC Control Panel. Door Weatherstripping Faulty. Consider Replacing Immediately Given High Humidity Within Room to Extend Life of PLC.



Phot PE7: Genset. Fair Condition, Does Not Meet TSSA Code.



Photo PE8: Well Control Panel. Panel and Mounting Structure in Poor Condition.

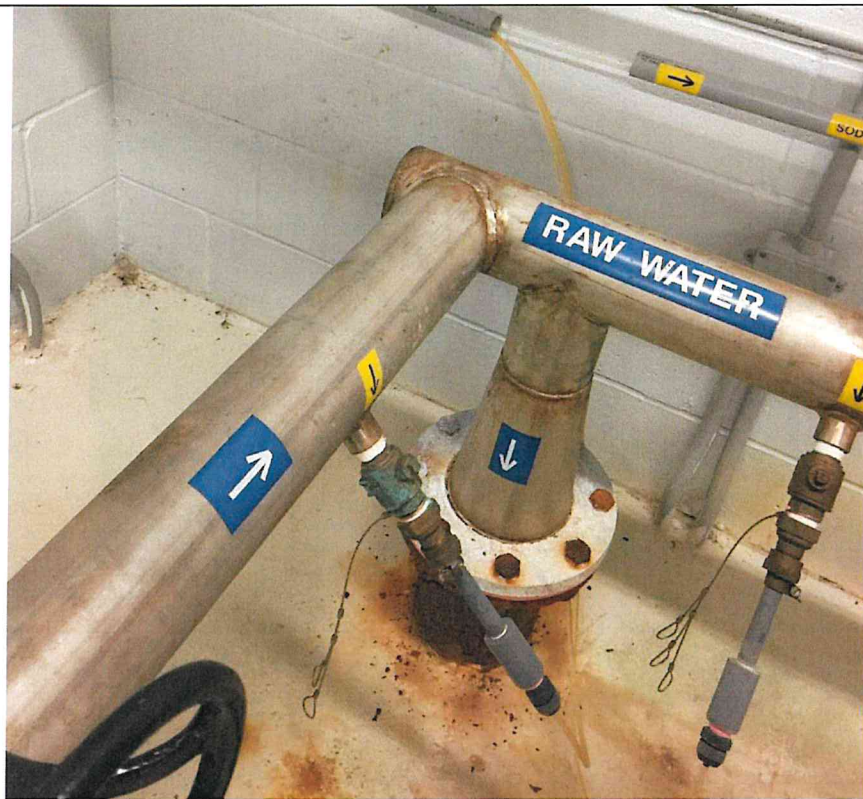


Photo PPE22: WP1 & WP2 Piping and Appurtenances. Corrosion in Raw Water Pipe.



Photo PPE23: HLP1, HLP2, HLP3 & HLP4 Piping and Appurtenances and Valve Stanpipe to Suction Header. Corrosion in Water Pipe.

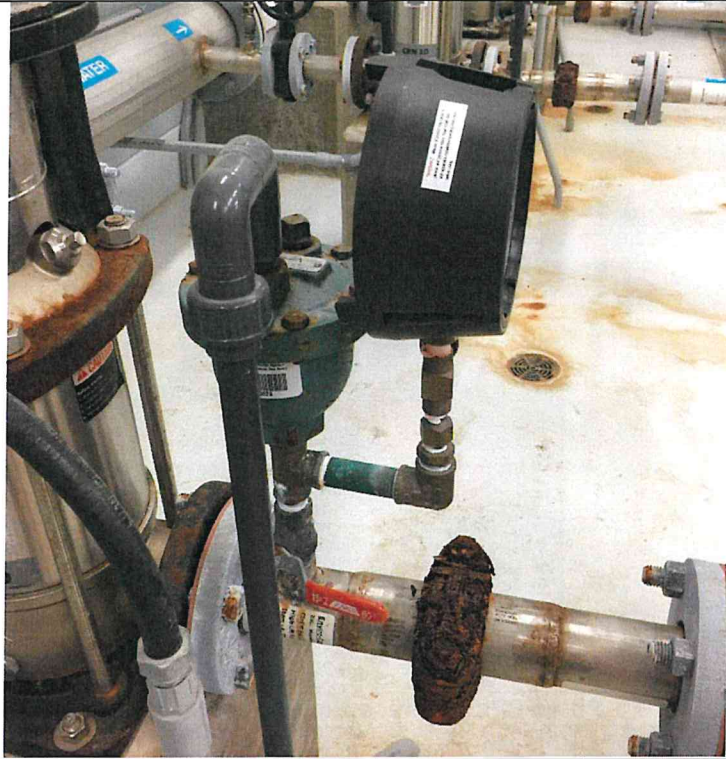


Photo PPE24: HLP1, HLP2, HLP3 & HLP4 Piping and Appurtenances HLP Discharge, Air Release Valves. Corrosion in Couplings.



Photo PPE25: HLP #2. Corrosion and Build-up.



Photo PPE26: Pressure Tanks. Heavy Corrosion.



Photo PPE27: Isolation Discharge Valve and Blowoff. Heavy Corrosion.

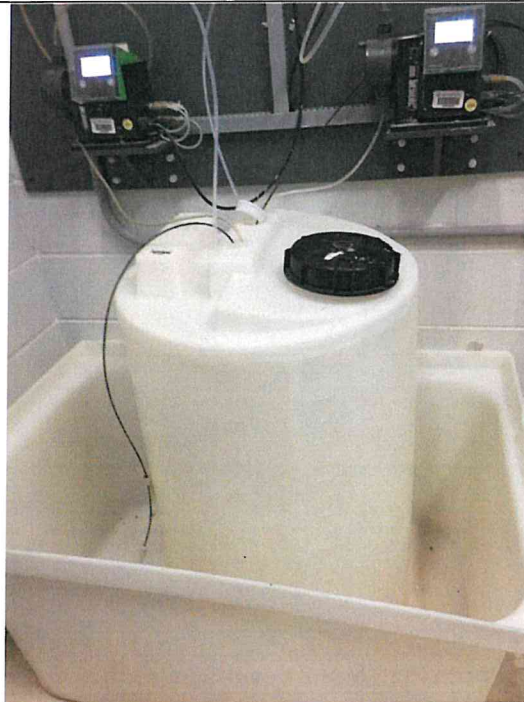


Photo PPE28: Tank Process 01 Chemical Chlorine. Connection with Chemical Pumps is Not Air Tight. Clogging Issues with Chemical (Needs Filtration Prior Filling Tank).

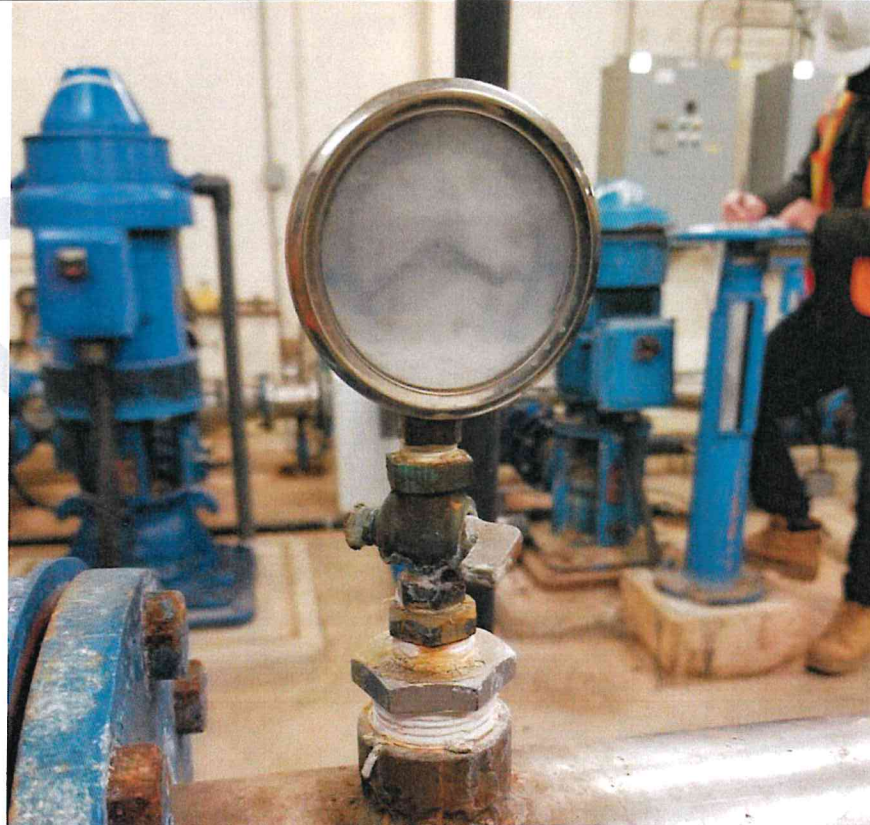


Photo PI1: Well 2 Pressure Gauge

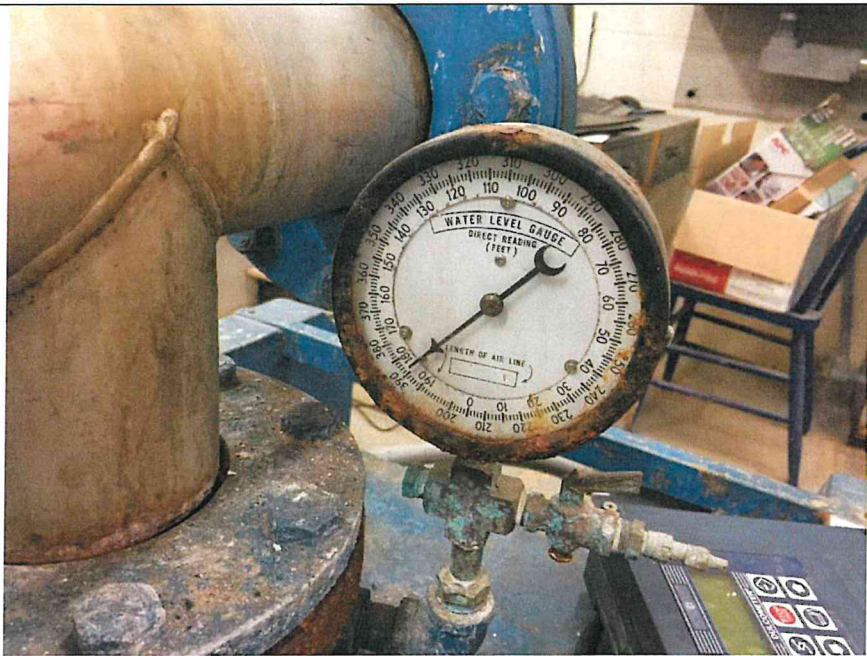


Photo P12: Well 2 Level Sensor. Not in Operation.

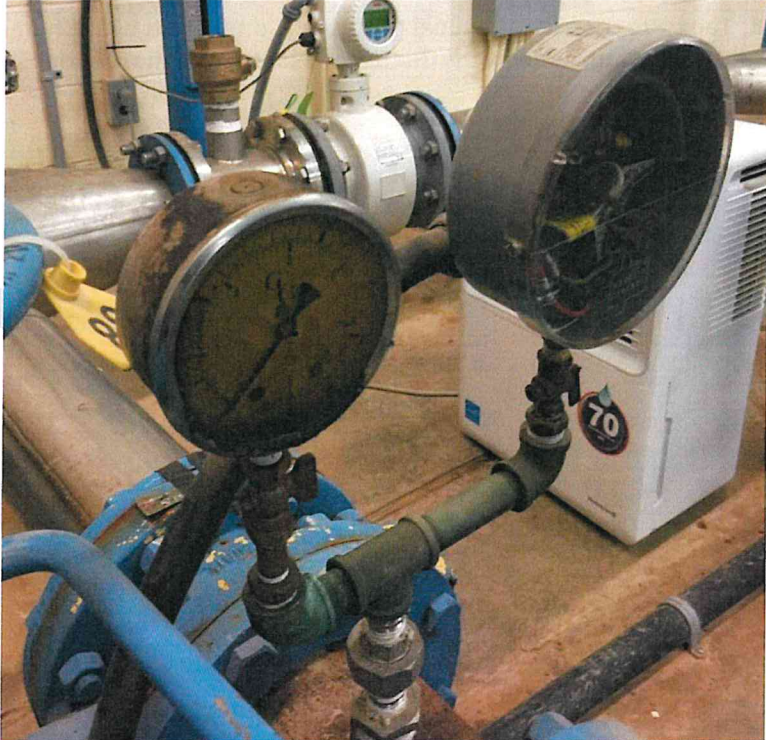


Photo P13: High Lift Pump 03 Pressure Gauge. Not in Operation.

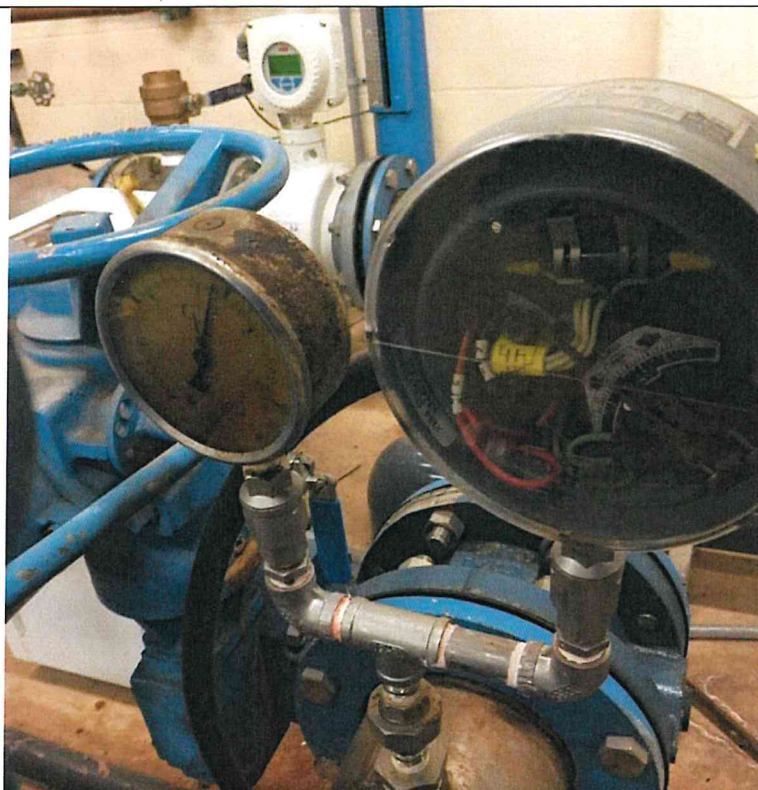


Photo PI4: High Lift Pump 04 Pressure Gauge. Poor Condition.



Photo PI5: High Lift Pump 05 Pressure Gauge. Poor Condition.



Photo PI6: Flowmeter for Well Pump 1. Old Cable-Style Flowmeter.

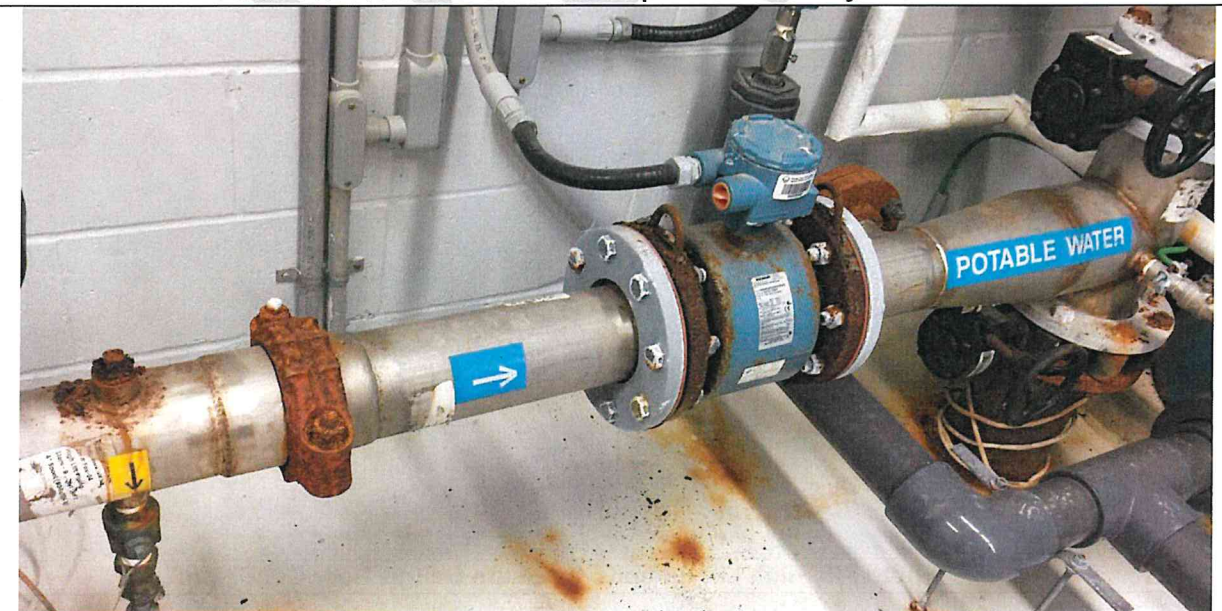


Photo PI7: Discharge Flowmeter. Corrosion and Reaching End of Life.

Inventory, Condition, and Capital Planning Assessment Report
Drayton WTP and Moorefield DWS



Photo SW1: Station Driveway. Non Paved.



Photo SW2: Trees and Bushes. Reservoir Hatch Drains are Clogging.

C

Appendix C: Asset Inventory Database

Asset Description and Categorization				TECHNICAL/OPERATIONAL INFORMATION				PHYSICAL ASSESSMENT				ANALYSIS				ASSET MANAGEMENT INFORMATION				RECOMMENDATION/REPAIR/REPLACEMENT SCHEDULE							
Priority	Asset No.	Asset Category	Asset Type	Asset Sub-Type	Asset Description	Notes	Manufacturer	Model	Serial No.	Manufacturer's Part No.	SP	MP	IP	OP	Condition	Estimated Age	Estimated Value	Estimated Life	Estimated Cost	Estimated Frequency	Estimated Priority	Estimated Start Date	Estimated End Date	Estimated Duration	Estimated Status	Estimated Remarks	
1	001

Asset Description and Configuration				Technical/Operational Information				Physical Assessment				ANALYSIS				ASSET MANAGEMENT INFORMATION				HOMERUNDED REMEDIATION AND REPLACEMENT SCHEDULE			
Priority	Item	Category	Asset Type	Asset Name	Serial No.	Capacity	Unit	Model	Brand	Manufacturer	Year	Condition	Estimated Value	Estimated Cost	Estimated Life	Estimated Replacement	Estimated Cost	Estimated Life	Estimated Replacement	Estimated Cost	Estimated Life	Estimated Replacement	
1	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
2	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000
3	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000
4	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
5	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000
6	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000	6000
7	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000	7000
8	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000	8000
9	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000	9000
10	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000

DRAFT

CIMA+
900-101 Frederick St
Kitchener, ON N2H 6R2
T 519-772-2299 F 519-772-2298
cima.ca



February Agenda

February 17, 2021

7:00pm

Zoom

Attendance: Cathy, Maureen, Paul, Amber, Gina, Jenn

Regrets: Dale

Crystal Seifreid from North Wellington Community News (Jan 27 email)- Will attend in February.

MakeitMapleton Website Update

- Cheque from Innovation Guelph came in
- Website ready to go live
- Chamber is just flow through, we make nothing off of it.

#lockdownlove update

- Update on winners
- money to purchase winners certificates coming from the Township

AGM

- March 10, 7pm
- Package to go out (wait for finance report)
- Nominations listed.
- Cathy to make backgrounds for board members
- No ad for newspaper

Township Update

-Economic Development Committee hasn't met during pandemic, resuming in March.

Luke Joy, Jeff Duimering, Steph Drost, Lorri Woodham, Paul, Aly

- Recreation Manager hired
- Tax rate in Mapleton going down (Wellington County still going up)

Membership Update

- do we follow up with members who don't renew? Yes, in some circumstances
- New, reached out to us, Beyond Rewards HR
- No updates on board contacts

Treasurers Report:

-Billing from January ready to go out, will offer people to pay monthly/quarterly, will let us know

- Quickbooks updates causing some interesting finance tracking/corrections
- Cathy shared 2020 Balance Sheet and P&L, explained line items, 2021 budget.

Website-

-Cathy been working on updating site with social media feed, who we are, and an interactive member listing



DEPARTMENTAL REPORT

CAO/Clerks Department CL2021-02

To: Mayor Davidson and Council
Subject: Security Reduction Request - Wyndott Phase 1, Ruth Anne Place
Meeting: Regular Council Meeting - 23 Mar 2021
Department: CAO/Clerks Department
Staff Contact: Larry Wheeler, Clerk

RECOMMENDATION:

THAT Township of Mapleton Council receive Clerk's Report CL2021-02 dated March 23, 2021 regarding a Security Reduction Request for Wyndott Estates Subdivision Phase 1 (Ruth Anne Place):

AND FURTHER THAT Council undertake to have staff reduce the amount of the Developer's Letter of Credit to \$79,000

BACKGROUND INFORMATION:

On September 29, 2020 we received a letter from K. Smart Associates on behalf of their client Ron Harrington of Wyndott Estates Subdivision formally requesting that Mapleton lower the value of their Letter of Credit to \$50,000 (attachment 1). Carley Dixon (P.Eng) of Burnside Engineering reviewed the request and advised against the reduction as a result of outstanding issues (attachment 2). Since that time, a majority of the issues have been rectified and Burnside have submitted a revised calculation sheet (attachment 3). Burnside are now in a position to recommend a reduction in the Letter of Credit held by the Township to no less than \$79,000 subject to the following conditions:

- The Developer provide a Statutory Declaration indicating that all accounts have been paid for the works claimed (attachment 4).
- The Township solicitor confirming there are no registered liens or outstanding claims against the subject lands.
- The Township verify all administrative matters. As such, Wyndott Estates account with the Township has now been made current as per the 2021 Fees and Charges By-law Schedule F.

PREVIOUS PERTINENT REPORTS:

CL2014-38 Subdivision Agreement Approval
CL2017-06 Preliminary Acceptance
CL2017-34 Lot Specific Agreement

DISCUSSION:

Senior Management concur with Carley Dixon's recommendation to reduce the Letter of Credit to \$79,000. Additionally, Wyndott Estates do not have unpaid property tax accounts, their 2021 Mapleton planning fees are paid in full, and their Accounts Receivable balance is in a strong credit position.

CONSULTATION:

Carley Dixon, R.J. Burnside & Associates Ltd
Scott Galajda, Miller Thomson LLP
Ron Harrington, Wyndott Estates

FINANCIAL IMPACT:

The Letter of Credit being held as security for Wyndott Subdivision will be reduced to \$79,000.

SUMMARY:

The Developer will not be eligible for final assumption until September 2021 - at which time the top lift of asphalt will have been in place for one year.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: n/a

The Local Economy: The project's inception was nearly a decade ago, and it is now approaching completion. The developer no longer owns lots in the subdivision.

Recreation: n/a

Municipal Administration: n/a

Financial Responsibility: n/a

ATTACHMENTS:

[K. Smart Letter Sept 2020 LC Reduction Request](#)

[Correspondance Wyndott](#)

[Burnside revised LC reduction](#)

[R Harrington Statutory Declaration Feb 2021](#)



K. SMART ASSOCIATES LIMITED
CONSULTING ENGINEERS & PLANNERS

85 McIntyre Drive
Kitchener, ON N2R 1H6

Tel: 519-748-1199
Fax: 519-748-6100

September 29, 2020

File No. 15-196

Township of Mapleton
7275 Sideroad 16, Box 160
Drayton, Ontario
N0G 1P0

ATTN: Mr. Sam Mattina

Re: Wyndott Estates Subdivision Phase 1

Our client Mr. Harrington would like to request a reduction in the value of the Letter of Credit for the Wyndott Estates Subdivision Phase 1. The current amount of the letter of credit is \$133,000.

I have enclosed a revised report, an itemized spreadsheet showing the value of works completed, and the value of works remaining to be completed (no items remaining) as well as the value of works remaining on maintenance.

In accordance with section 14 (b) of the subdivision agreement, \$50,000 is the minimum value for the letter of credit.

Therefore, it is our recommendation that the value of the letter of credit be reduced from \$133,000 to \$50,000.00.

If you have any questions or comments, please call our office.

Yours truly,

Kevin Death, CET
K. Smart Associates Ltd.

cc: Ron Harrington, P. Eng

TOWNSHIP OF MAPLETON - SUBDIVISION SECURITIES

SUBDIVISION NAME: Wyndott Subdivision Phase 1

REPORT NO.: 3

DATE: Sept. 11, 2020

Sub-Total

Part "A" - Earthworks

1. Value of All Works	\$51,000.00
2. Value of Completed Works (remaining on maintenance)	\$0.00
3. Value of Completed Works (maintenance period expired)	\$51,000.00
4. Value of Uncompleted Works	\$0.00
5. Required Value of L/C to be Retained (15% of Line 2 + 15% of Line 3 + 100% of Line 4)	\$0.00

Part "B" - Road Surfacing

1. Value of All Works	\$195,000.00
2. Value of Completed Works (remaining on maintenance)	\$43,225.00
3. Value of Completed Works (maintenance period expired)	\$151,775.00
4. Value of Uncompleted Works	\$0.00
5. Required Value of L/C to be Retained (15% of Line 2 + 15% of Line 3 + 100% of Line 4)	\$6,483.75

Part "C" - Servicing (Stormwater Conveyance)

1. Value of All Works	\$51,000.00
2. Value of Completed Works (remaining on maintenance)	\$0.00
3. Value of Completed Works (maintenance period expired)	\$51,000.00
4. Value of Uncompleted Works	\$0.00
5. Required Value of L/C to be Retained (15% of Line 2 + 15% of Line 3 + 100% of Line 4)	\$0.00

Part "D" - Secondary Road Construction

1. Value of All Works	\$52,000.00
2. Value of Completed Works (remaining on maintenance)	\$21,433.00

3. Value of Completed Works (maintenance period expired)	\$30,567.00
4. Value of Uncompleted Works	\$0.00
5. Required Value of L/C to be Retained (15% of Line 2 + 15% of Line 3 + 100% of Line 4)	\$3,214.95
<u>Part "E" - Erosion Control</u>	
1. Value of All Works	\$7,000.00
2. Value of Completed Works (remaining on maintenance)	\$0.00
3. Value of Completed Works (maintenance period expired)	\$7,000.00
4. Value of Uncompleted Works	\$0.00
5. Required Value of L/C to be Retained (15% of Line 2 + 15% of Line 3 + 100% of Line 4)	\$0.00
<u>Part "F" - Electrical Distribution and Street Lighting</u>	
1. Value of All Works	\$50,000.00
2. Value of Completed Works (remaining on maintenance)	\$0.00
3. Value of Completed Works (maintenance period expired)	\$50,000.00
4. Value of Uncompleted Works	\$0.00
5. Required Value of L/C to be Retained (15% of Line 2 + 15% of Line 3 + 100% of Line 4)	\$0.00
<u>Engineering and Contingency</u>	\$1,454.81
(15% of the required value of L/C to be Retained)	
TOTAL VALUE OF L/C TO BE RETAINED	\$11,153.51

WYNDOTT ESTATES PHASE 1

Letter of Credit Cost Estimate

Job # 15-197

Date: 11-Sep-20

ITEM NO.	DESCRIPTION	UNIT	QUANTITIES	UNIT PRICE	QUANTITIES TO DATE	TOTAL COMPLETED	TOTAL UNCOMPLETED
A	EARTHWORKS						
	Site Grading Ruth Anne Place	m ³	12352.0	\$3.00	12352.0	\$37,056.00	\$0.00
	Top Soil Stripping Ruth Anne Place	m ³	6560.0	\$2.10	6560.0	\$13,776.00	\$0.00
SUB TOTAL ITEM A:						\$50,832.00	\$0.00
B	SURFACING						
	- Granular B (450mm) Ruth Anne Place	tonne	6632.0	\$11.00	6632.0	\$72,952.00	\$0.00
	- Granular A (150mm) Ruth Anne Place	tonne	2117.0	\$13.00	2117.0	\$27,521.00	\$0.00
	-Asphalt Binder Course 50mm HL8 Ruth Anne Place	tonne	597.0	\$85.00	597.0	\$50,745.00	\$0.00
	-Asphalt Top Course 40mm HL3 Ruth Anne Place	tonne	455.0	\$95.00	455.0	\$43,225.00	\$0.00
SUB TOTAL ITEM B:						\$194,443.00	\$0.00
C	SERVICING						
	Storm Sewer						
	- 150mm Perforated Subdrain Ruth Anne Place	m	742.0	\$19.00	742.0	\$14,098.00	\$0.00
	- 11m - 450mmØ 1.6mm wall CSP Culvert (driveways) Ruth Anne Place	each	9.0	\$1,000.00	9.0	\$9,000.00	\$0.00
	- 600mm 2.0mm thick wall CSP Ruth Anne Place	m	86.0	\$180.00	86.0	\$15,480.00	\$0.00
	- 910 x 660mm Arch 2.0mm wall CSP Ruth Anne Place	m	28.5	\$260.00	28.5	\$7,410.00	\$0.00
	-200mm CSP Ruth Anne Place	m	12.0	\$85.00	12.0	\$1,020.00	\$0.00
	Storm Structures						
	- Ditch Inlet Catchbasin Ruth Anne Place	each	1.0	\$1,900.00	1.0	\$1,900.00	\$0.00
	- Catchbasin Manhole 1200mm Ruth Anne Place	each	1.0	\$2,100.00	1.0	\$2,100.00	\$0.00
SUB TOTAL ITEM C:						\$51,008.00	\$0.00
D	MISCELLANIOUS						
	- Driveways - 200mm gran A Ruth Anne Place	tonne	154.2	\$13.00	154.2	\$2,004.60	\$0.00
	- Driveways - 50mm HL3 Ruth Anne Place	tonne	37.5	\$95.00	37.5	\$3,562.50	\$0.00
	Clearing and Grubbing Ruth Anne Place	m ²	11700.0	\$1.20	11700.0	\$14,040.00	\$0.00
	- Plant trees Ruth Anne Place	each	30.0	\$200.00	30.0	\$6,000.00	\$0.00
	Top Soil and Stacked Sod Ruth Anne Place	m ²	2968.0	\$4.00	2968.0	\$11,872.00	\$0.00
	Top Soil and Hydroseeding Ruth Anne Place	m ²	5500.0	\$1.35	5500.0	\$7,425.00	\$0.00
	American Green P300 permanent turf reinforcement Ruth Anne Place	m ²	90.0	\$65.00	90.0	\$5,850.00	\$0.00
	Heavy Rip rap Ruth Anne Place	m ²	12.0	\$95.00	12.0	\$1,140.00	\$0.00
SUB TOTAL ITEM D:						\$51,894.10	\$0.00
E	EROSION CONTROL						
	Silt fence Ruth Anne Place	m	315.0	\$4.00	315.0	\$1,260.00	\$0.00
	Strawbale Dams (min 2m high- stacked) Ruth Anne Place	each	10.0	\$500.00	10.0	\$5,000.00	\$0.00
	Mud Mats for Entrances (6m wide x 12m long) Ruth Anne Place	LS	1.0	\$260.00	1.0	\$260.00	\$0.00
SUB TOTAL ITEM E:						\$6,520.00	\$0.00
F	Electrical Servicing						
	Lot services and street lighting on Margaret Court	LS	1.0	\$50,000.00	1.0	\$50,000.00	\$0.00
SUB TOTAL ITEM F:						\$50,000.00	\$0.00

SUMMARY		COMPLETED	UNCOMPLETED
A	EARTHWORKS	\$50,832.00	\$0.00
B	SURFACING	\$194,443.00	\$0.00
C	SERVICING	\$51,008.00	\$0.00
D	MISCELLANIOUS	\$51,894.10	\$0.00
E	EROSION CONTROL	\$6,520.00	\$0.00
F	ELECTRICAL SERVICING	\$50,000.00	\$0.00
Ruth Anne Place Sub Total		<u>\$404,697.10</u>	<u>\$0.00</u>



December 7, 2020

Via: Email

Mr. Manny Baron
 CAO Deputy Clerk
 Township of Mapleton
 7275 Sideroad 16, Box 160
 Drayton, ON N0G 1P0

Dear Mr. Baron:

**Re: Wyndott Phase 1 (Ruth Anne Place)
 Top Lift of Asphalt and Letter of Credit Reduction Request No. 3
 Project No.: M11000000.0000**

Top Lift of Asphalt

As noted in letters copied to the Township on October 7, 2020 (included for reference), the top lift of asphalt was placed without the knowledge of the Developer and without any supervision. As a result, the Developer was not able to fulfill several obligations required in the subdivision agreement and we would not recommend a reduction in securities as requested by the Developer's Engineer. In order to remedy the situation, Burnside completed the following:

- We retained Peto MacCallum, a geotechnical consultant to investigate the top lift of asphalt. Their analysis was based on four cores taken on the road. A copy of their findings is attached.
- We completed a survey of the top course asphalt to verify width and cross fall.
- We reviewed information the contractor was able to provide (surface asphalt mix design and copy of asphalt weight tickets).

Based on the information collected above, we were able to compare the information to the approved drawing.

	Requirement	On-Site
Depth of Asphalt:	40 mm	Average thickness was 43 mm with a range of 35 to 49 mm.
Compaction	92% minimum (OPSS 310)	91.7 to 92.8%
Marshall Hot Mix Asphalt Test Report	Compliance with OPSS 310 and OPSS 1150.	Material tested generally conformed with the exception of a borderline asphalt content result.
Asphalt Width	8.5 m	Average was 8.6 m with a range of 8.4 m to 8.7 m.
Road Crossfall	2% - 2% max	Average was 2.06% with a range of 0.95% to 2.8%.

	Requirement	On-Site
Weight tickets	Based on surveyed road area, expected to see a minimum weight of 470 tonnes.	The tickets submitted totaled 475 tonnes.

Based on our review, we find the top lift of asphalt to be acceptable.

Letter of Credit Reduction Request

We are now able to recommend a reduction in the letter of credit held by the Township. The reduction is a result of the top lift of asphalt being placed, the installation of street trees, topsoil/sod placement and completion of some driveway aprons. There are some slight adjustments in the reduction requested by the Developer's Engineer, and we have provided a revised calculation sheet. The reduction requested full release of driveway aprons however only four of the ten driveways are complete, the interceptor swale between 0+020 to 0+090 is not complete, and we could not verify shoulder completion due to the snow.

Summary

In summary, it is recommended that a security in the amount of no less than **\$79,000** be held subject to the following:

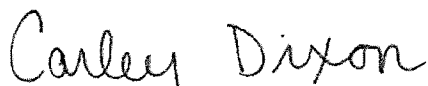
- The Developer provide a Statutory Declaration indicating that all accounts have been paid for the works claimed.
- The Township solicitor confirming there are no registered liens or outstanding claims against the subject lands.
- The Township verify all administrative matters, including the payment of any outstanding charges and invoices by the Developer. This should include the Burnside invoice that includes the geotechnical consultant's fee which remains pending. As soon as we receive their invoice, we will have it processed.

The Developer will not be eligible for final assumption until September 2021 when the top lift of asphalt has been in place for one year. At the end of the one year period, a final inspection can be completed, and final deficiencies can be identified for the Developer to rectify. However, the Developer could choose to preemptively request a site inspection with Burnside, Township Public Works and their Engineer K.Smart in the spring 2021 to proactively address deficiencies prior to final assumption.

If you have any questions regarding the above recommendation, please feel free to contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited



Carley Dixon, P.Eng.
CD:sd

- Enclosure(s)
1. October 7, 2020 letter addressed to Ron Harrington (the Developer)
 2. October 7, 2020 letter addressed to Kevin Death (the Developer's Engineer)
 3. Peto MacCallum Ltd. Report dated November 20, 2020
 4. Burnside Security Reduction Calculation

cc: Larry Wheeler, Township of Mapleton (enc.) (Via: Email)
Sam Mattina, Township of Mapleton (enc.) (Via: Email)
Ron Harrington, Developer (enc.) (Via: Email)
Kevin Death, K. Smart (enc.) (Via: Email)

M1100_Phase 1 LC Request No. 3 and Engineering Matters.asd
2020-12-07 5:40 PM



October 7, 2020

Via: Email

Ira Ron Harrington

Dear Mr. Harrington:

**Re: Wyndott Maintenance - Asphalt Certification
Project No.: M1100**

We are writing to you on behalf of the Township of Mapleton, in our capacity as Township Engineers. This letter responds to the letter of September 29, 2020 written by your engineers to Mr. Mattina requesting the commencement of the Maintenance Period for surface asphalt and trees. It also responds to your email of September 30, 2020 to Mr. Mattina, informing him that the paving took place without your knowledge and without the involvement of your Consulting Engineer. Under these circumstances I have reviewed the Subdivision Agreement and note the following relevant clauses:

Paragraph 7(h) *“The Developer shall engage a Consulting Engineer registered with the Association of Professional Engineers of Ontario to Furnish the Township with a certificate that the servicing works have been completed under the supervision of the Consulting Engineer and in accordance with the design drawings, applicable specifications and good engineering practices. This is to be supplied for Preliminary Acceptance and Final Acceptance”.*

The absence of your consultant during the paving operation leaves you unable to fulfill this obligation of your agreement and renders Mr. Death’s request incomplete. Also, the placement of asphalt without geotechnical testing leaves the question of compliance with specifications unanswered.

Paragraph 9(f) *“The Developer shall deliver to the Township a Certificate from the Developer’s Consulting Engineer certifying that all municipal services have been constructed and installed in accordance with Plans as approved by the Township Consulting Engineer”*

Again, the failure of your contractor to inform anyone of his activity has left you unable to fulfill this obligation.

Paragraph 11(b)- *".... If, for any reason, there is a cessation or interruption of construction, the Developer shall provide seven (7) days' prior written notification to the Township's Consulting Engineer before the construction is resumed...."*

You were unable to comply with this requirement.

In summary, the actions of your contractor have caused you to breach the Subdivision Agreement in a number of areas. This will cause a difficulty with Paragraph 22(f):

"Upon all repairs being completed and provided that the Developer has complied with all other terms of this Agreement to date, the Township's Consulting Engineer shall issue to Council a recommendation that Certificate of Final Acceptance be granted."

Based on the information and certifications that are lacking and cannot be provided we will not be in a position to make such a recommendation. In order to remedy this situation, we will be undertaking the following:

- We have engaged an Geotechnical Engineer and tasked them with extending boreholes through the road structure in a number of places to measure depth of materials. They will conduct laboratory testing on the asphalt material and report to us on their findings.
- Part of the job of a site inspector is to ensure that the asphalt width and location is compliant with the drawings. We will be conducting site measurements to verify.
- Depending on our findings, our recommendations to the Township may include the extension of the Maintenance Period in order to further assess the performance of the road.

Please note that the costs for such studies will be charged back to you in accordance with Paragraph 6 of the Subdivision Agreement. As noted in our separate letter to Mr. Death these additional costs are a direct result of your contractor failing to provide you with at least two weeks' notice as you had directed, and we suspect that you will be seeking compensation. We have set up a separate phase in our invoicing for these charges so that the amount is not mingled with your other subdivision charges. Your contractor may contact me directly to discuss this if he so desires.

I will provide you with the results of our investigations upon completion and will provide further response to your requests for security reduction and commencement of the maintenance period. I trust you will find these actions to be reasonable under the circumstances.

Yours truly,

R.J. Burnside & Associates Limited



Gord Feniak
GF:js

cc: Kevin Death, K Smart Associates Ltd.
Sam Mattina, Township of Mapleton
Manny Baron, Township of Mapleton

M1100_Wyndott Maintenance
07/10/2020 12:42 PM



October 7, 2020

Via: Email

Mr. Kevin Death, C.E.T.
K Smart Associates Ltd.
85 McIntyre Drive
Kitchener ON N2R 1H6

Dear Mr. Death:

**Re: Wyndott Estates, Township of Mapleton
Project No.: M1100**

Sam Mattina has asked me to respond on behalf of the Township of Mapleton to the letter that you sent him on September 29, 2020. Unfortunately, the top lift of asphalt was placed without the knowledge of the Developer and without any supervision. As confirmed in my email to you of September 30, 2020, the work has not been certified by a professional engineer as required in the Subdivision Agreement. My email also requested copies of geotechnical testing provided for the asphalt and as we did not receive a reply it can be concluded that materials test results are not available. As a result of these requirements not being fulfilled the work cannot be recognized by the Township as being complete and it would be inappropriate to process any reduction in security for these works.

We also note that Paragraph 14(b) of the Subdivision Agreement requires that a request for reduction in securities should be accompanied by a Statutory Declaration indicating that all accounts have been paid for the works being claimed. No such document was provided. Presumably, Mr. Harrington has not paid for work that was completed without notice, supervision, or materials testing which is a further impediment to processing a reduction in security.

I trust that our position is clear with respect to engineering matters. A separate letter has been sent to your client dealing with other related matters.

Yours truly,

R.J. Burnside & Associates Limited



Gord Feniak
GF:js

cc: Ira Ron Harrington
Sam Mattina, Township of Mapleton
Manny Barton, Township of Mapleton

M1100_Wyndott LC
07/10/2020 12:43 PM

November 20, 2020

PML Ref.: 20KM094
Report: 1

Mr. Gord Feniak
R.J. Burnside & Associates Limited
292 Speedvale Avenue West
Unit 20
Guelph, Ontario
N1H 1C4

Dear Mr. Feniak

Asphalt Coring and Analysis
Wyndott Phase 1 (M11000000.00000), Ruth Anne Place
Mapleton, Ontario

Peto MacCallum Ltd. is pleased to report the results of the investigation recently completed at the above noted project site.

The purpose of the investigation was to collect samples of the recently constructed asphalt pavement for the purposes of laboratory analyses and comparison to existing HL3 RAP15 Mix Design Specifications.

Peto MacCallum Ltd. attended a site on October 23, 2020 and collected cores from four locations, shown on the appended Corehole Location Plan, Drawing 1. The recovered samples were returned to our laboratory for visual inspection and analysis.

The locations of the coreholes were established in the field by Peto MacCallum Ltd. and selected to ensure representative coverage of the pavement.

Laboratory testing included a complete Marshall analysis of a composite sample from the cores, and three determination of the recovered cores. Please refer to the enclosed laboratory results for details.

In general, the material tested conformed to the job mix formula, with the exception of a borderline asphalt content result of 4.7%. The compaction was found to be acceptable with a range of 91.7 to 92.8%. The lift had an average thickness of 43 mm, with a range of 35 to 49 mm.



Should you have any questions regarding the information presented, please contact our office.

Sincerely

Peto MacCallum Ltd.

A handwritten signature in blue ink, appearing to read "Dylan Brice", enclosed within a hand-drawn circle.

Dylan Brice
Project Technologist, Geotechnical Services

A handwritten signature in blue ink, appearing to read "Sean Jerry", with a long, sweeping tail.

Sean Jerry, P.Eng.
Manager, Inspection and Testing Services

DB:db

Enclosure(s):

Enclosure 1 - Marshal Hot Mix Test Report
Drawing 1 - Corehole Location Plan

Distribution:

1 email: gord.feniak@rjburnside.com

MARSHALL HOT MIX ASPHALT TEST REPORT

CLIENT R.J. Burnside & Associates Limited
 PROJECT Wyndott Phase 1 - M11000000.00000
 LOCATION Ruth Anne Place, Mapleton, Ontario
 MIX TYPE/LIFT HL3
 MIX IDENTIFICATION 19039
 PAVING CONTRACTOR Murray Group
 SUPPLIER AND PLANT The Murray Group Ltd., Mount Forest
 SAMPLE LOCATION

PML REF. 20KM094
 REPORT NO. 1
 ENCLOSURE 1
 SAMPLE NO. 2072211
 DATE SAMPLED
 TIME SAMPLED
 SAMPLED BY D. Brice
 AIR TEMPERATURE (°C)
 MIX TEMPERATURE (°C)

FULL MARSHALL COMPLIANCE EXTRACTION/GRADATION IMMERSION MARSHALL

EXTRACTION/GRADATION TEST RESULTS					
SEIVE SIZE	CUMULATIVE % PASSING		TOLERANCES ON THE JOB MIX FORMULA (OPSS 310)		*
	SAMPLE	JOB MIX FORMULA	ACCEPTABLE	BORDERLINE	
26.5 mm		100.0			
19 mm	100.0	100.0			
16 mm	100.0	100.0			
13.2 mm	98.7	98.2			
9.5 mm	77.8	79.9	<5.0	5.0-7.5	
4.75 mm	54.1	55.1	<5.0	5.0-7.5	
2.36 mm	44.4	45.6			
1.18 mm	36.2	37.6			
600 µm	25.1	23.7	<3.5	3.5-5.0	
300 µm	13.1	9.9			
150 µm	7.3	5.5			
75 µm	4.6	3.6	<2.0	2.0-3.0	
ASPHALT CONTENT (%)	4.70	5.1	<0.30	0.30-0.50	*
AIR VOIDS %	3.4	4.4	3.0-5.0	2.0-6.0	

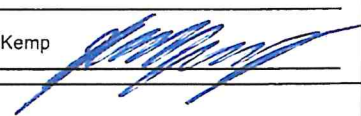
MARSHALL TEST RESULTS				
TEST	SAMPLE	SPEC (OPSS 1150)	JOB MIX FORMULA	*
AIR VOIDS %	3.4	3.0-5.0	4.4	
AIR VOIDS, SSD(%)				
VMA (%)	13.2		15.0	
STABILITY (N)	16259	8,900 min.	11311	
FLOW (0.25 MM)	9.8	8.0-14.0	8.0	
BRD	2.459		2.419	
MRD	2.545		2.530	

APPEARANCE				
MIX APPEARANCE	D	(M)	R	VR
BRIQUETTE APPEARANCE	D	(M)	R	SF F
COATING-FINE AGG.	P	F	(G)	
COATING-COARSE AGG.	P	F	(G)	
STRIPPING	(NIL)	SL	M	H
COARSE AGG.FRACTURE	NIL	(SL)	M	H

RETAINED STABILITY
 ROTAREX IGNITION OVEN
 WASHED FINES CORR MIX MOISTURE CONTENT 0.06

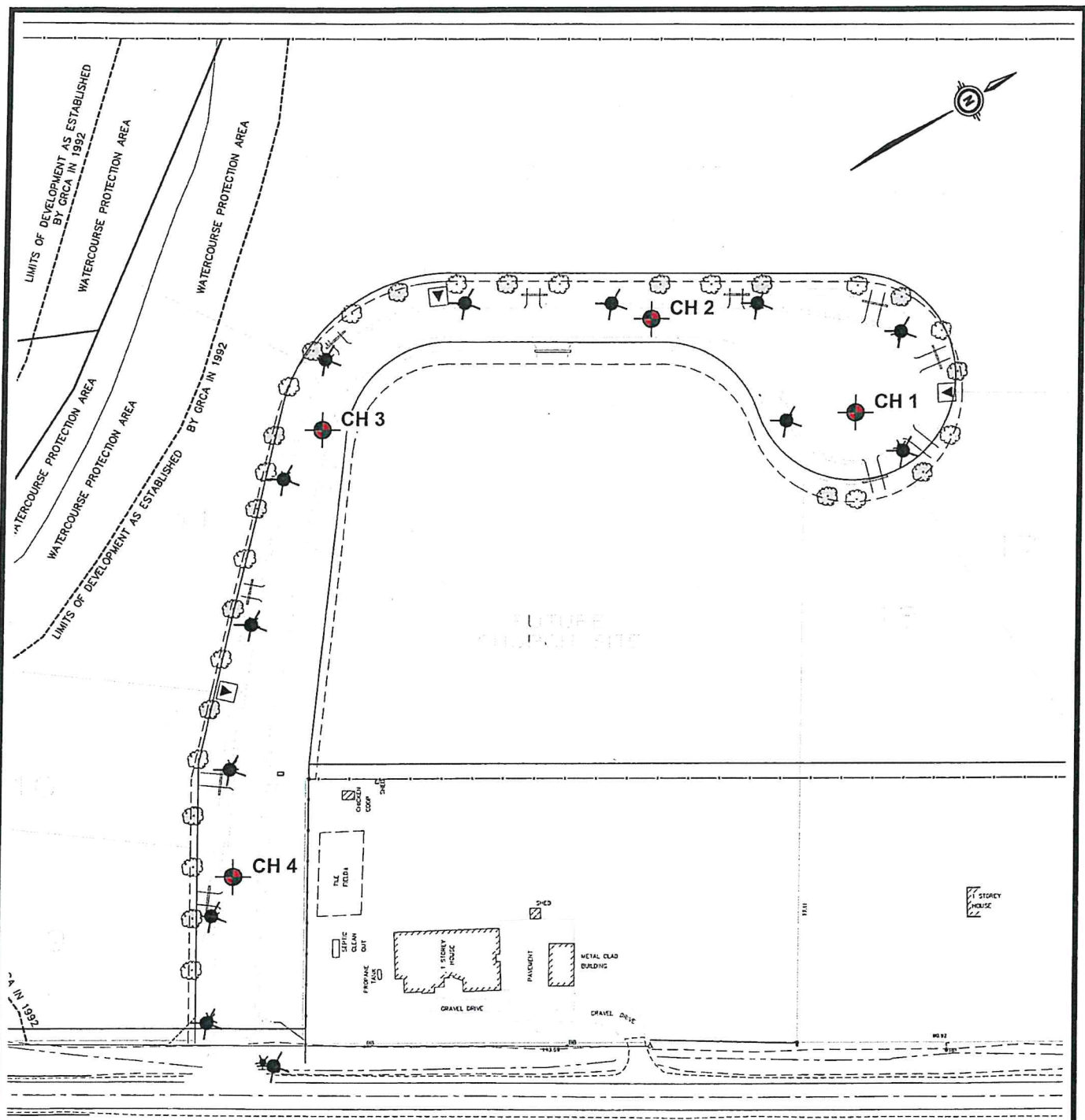
NOTE: * Borderline
 ** Out of specification

DATE ISSUED: November 13, 2020

REVIEWED BY: M. Kemp 

REMARKS:





R.J. BURNSIDE & ASSOCIATES LTD.

WYNDOTT PHASE 1
RUTH ANNE PLACE
MAPLETON, ONTARIO

COREHOLE LOCATION PLAN

PML Peto MacCallum Ltd.
CONSULTING ENGINEERS

DRAWN	D. BRICE	DATE	SCALE	PML REF.	DWG. NO.
CHECKED	D. BRICE	NOVEMBER 2020	N.T.S.	20KM094	Page 149 of 316
APPROVED	S. JERRY				

Wyndrott Estates Suvdivision Phase 1 (Ruth Anne Place)
Security Requirement Calculations
Township of Mapleton
Security Reduction No. 3

No.	Item	Original Amount	Amount Complete	Amount Remaining		L.C. Amount Required
1.0	Earthworks	\$51,000.00	\$51,000.00	\$0.00	15%	\$7,650.00
					100%	\$0.00
	Sub-Total Section 1.0					
2.0	Road Surfacing (includes granualr and asphalt)	\$195,000.00	\$189,495.80	\$5,504.20	15%	\$28,424.37
					100%	\$5,504.20
	Sub-Total Section 2.0					
3.0	Servicing (Stormwater Converyance)	\$51,000.00	\$42,008.00	\$0.00	15%	\$6,301.20
					100%	\$0.00
	Sub-Total Section 3.0					
4.0	Secondary road construction (driveway aprons, street trees, boulevard	\$52,000.00	\$47,488.10	\$4,511.90	15%	\$7,123.22
					100%	\$4,511.90
	Sub-Total Section 4.0					
5.0	Erosion Control	\$7,000.00	\$7,000.00	\$0.00	15%	\$1,050.00
					100%	\$0.00
	Sub-Total Section 5.0					
6.0	Electrical Distribution and Street Lighting	\$50,000.00	\$50,000.00	\$0.00	15%	\$7,500.00
					100%	\$0.00
	Sub-Total Section 6.0					
7.0	Engineering and Contingencies	\$60,900.00	\$59,397.59	\$1,502.42	15%	\$8,909.64
					100%	\$1,502.42
	Sub-Total Section 7.0					

Letter of Credit Required Required for registration of the subdivision agreement
 (Note: 100% of Items 1 - 7)

\$466,900.00

Required Letter of Credit after approved reduction (ROUDNED)

\$79,000.00

In the Matter of the Construction Lien Act (Ontario)

I, Ira Ronald Alfred Harrington, of the Town of Clive, Alberta, SOLEMNLY DECLARE that:

1. As of the date of this Declaration, I, Ira Ronald Alfred Harrington (the "Owner"), formerly owned the land described as Lots 9-18, Wyndott Phase 1, Plan 61M-199, Township of Mapleton, County of Wellington, Province of Ontario. All lots have now been sold;

2. As the owner, I have personal knowledge of the fact that all outstanding accounts for labour, contracts, subcontracts, products, materials, services and construction machinery and equipment have been paid in full as required by the contracts, except for:

- (i) holdback monies property retained;
- (ii) payments deferred by agreement, which I have disclosed to the Lender and Stewart Title; or
- (ii) amounts withheld by reason of legitimate dispute, which amounts and disputes has been disclosed to the Lender and to Stewart Title.

3. All holdbacks pursuant to the Construction Lien Act, R.S.O. 1990, c. C27 required to be held by the Owner have been maintained.

AND I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Dated at Red Deer, AB this 1st day of February, 2021.



Ira Ronald Alfred Harrington

DECLARED BEFORE ME at the City of Red Deer in the Province of Alberta on this 1 day of February, 2021


NOTARY PUBLIC IN AND FOR THE PROVINCE OF ALBERTA

Joshua James Roadhouse
A Notary Public
In and for the Province of Alberta



DEPARTMENTAL REPORT

CAO/Clerks Department CL2021-03

To: Mayor Davidson and Council
Subject: Drayton Heights Phase 5B - Preliminary Acceptance
23T-02001
Meeting: Regular Council Meeting - 23 Mar 2021
Department: CAO/Clerks Department
Staff Contact: Larry Wheeler, Clerk

RECOMMENDATION:

THAT Clerk's Report CL2021-03 dated March 23, 2021 regarding Drayton Heights Phase 5B - Preliminary Acceptance be hereby received for information:

AND FURTHER THAT The Township of Mapleton Council hereby approve Preliminary Acceptance for the Drayton Heights Phase 5B Subdivision, subject to the following conditions:

- Verification of all administrative matters, including payment of any outstanding charges and invoices by Activa.
- Commencement of the maintenance period as of July 16, 2020.

BACKGROUND INFORMATION:

In December 2019 Council granted approval of a request from the Developer's Engineer (Stantec) for relief from the requirement of having Preliminary Acceptance prior to issuance of building permits - as a result of the subdivision not being constructed to base course asphalt..

The Developer has now placed base course asphalt - work which was certified by the Developer's Engineer in July 2020. The Developer's Engineer has requested that the minimum two year warranty period commence as of that date, a request which is supported by R.J. Burnside & Associates (attachment 1).

PREVIOUS PERTINENT REPORTS:

CL2019-39 [Dec 10, 2019] Drayton Heights 5B - Relief from requirement of Preliminary Acceptance to allow for the issuance of building permits.

CL2020-25 [Nov 24, 2020] Drayton Heights 5B - Security Reduction Request which reduced the Developer's Letter of Credit from \$531,000 to \$183,00.

DISCUSSION:

With regard to the condition stipulated above concerning administrative matters and payment of outstanding charges:

- Mapleton currently holds a \$183,000 Letter of Credit from Activa Holdings Inc.
- Activa Holdings has a credit balance of \$2,593.67 in their Accounts Receivable Deposit account.

CONSULTATION:

Carley Dixon (P.Eng) R.J. Burnside & Associates
Peter Fitzgerald, Stantec - via Carley
David Peres, Activa - via Carley
Mapleton Senior Management

FINANCIAL IMPACT:

While the two year warranty period will have commenced, the Township continues to hold ample financial security.

SUMMARY:

Staff support our consultant Engineer's recommendation that Preliminary Acceptance be granted to Activa Holdings Inc with regard to Drayton Heights Phase 5B dependent on the two specified conditions.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: A potential date (July 16, 2022) now exists at which time the Township will assume the associated subdivision infrastructure constructed by the developer.

The Local Economy: n/a

Recreation: n/a

Municipal Administration: n/a

Financial Responsibility: n/a

ATTACHMENTS:

[Burnside - Drayton Heights 5B](#)



March 3, 2021

Via: Email

Mr. Manny Baron
CAO
Township of Mapleton
7275 Sideroad 16
Drayton, ON N0G 1P0

Dear Manny:

**Re: Drayton Heights Phase 5B (23T-02001)
Preliminary Acceptance
Project No.: MSO130860.0003**

In November 2019, the Developer's Engineer (Stantec) requested relief from the requirement of having Preliminary Acceptance prior to issuance of building permits as a result of the subdivision not being constructed to base course asphalt. Council granted approval of this request in December 2019.

Since that time, the Developer has placed base course asphalt and an inspection of the works took place in July 2020 and all works have been certified by the Developer's Engineer. The Developer's Engineer has recently acquired about formally receiving Preliminary Acceptance and setting the date at which the minimum 2 year warranty period would commence. We are supportive of the request for Preliminary Acceptance and have the following recommendations:

- The Township verify all administrative matters, including payment of any outstanding changes and invoices by Activa.
- The Township grant Preliminary Acceptance of Drayton Heights Phase 5B and thereby commencing the maintenance period as of July 16, 2020.

Should you have any questions please contact me.

Yours truly,

R.J. Burnside & Associates Limited

Carley Dixon, P.Eng.
CD:js

cc: Peter Fitzgerald, Stantec (Developer's Engineer) (Via: Email)
David Peres, Activa (Developer) (Via: Email)
Larry Wheeler, Township of Mapleton (Via: Email)

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THE CORPORATION OF THE TOWNSHIP OF MAPLETON

CLOSE TO HOME 2021-01

TO: Mayor Davidson and Members of Council
FROM: Helen Edwards, Seniors' Health Services Coordinator
RE: Multi-Sectoral Accountability Agreement Extension (MSAA)
DATE: March 9th 2021

RECOMMENDATION:

THAT Township of Mapleton Council receive the Close to Home Report 2021-01 dated March 9th 2021 regarding an extension of one year from March 31st 2021 to March 31st 2022 to the Multi-Sectoral Accountability Agreement.(MSAA)

AND FURTHER THAT Council authorize the Mayor and the CAO to execute the MSAA extension letter.

BACKGROUND:

The Local Health System Integration Act, 2006 ("LHSIA") requires the Waterloo Wellington Local Health Integration Network (the "LHIN") to notify a health service provider when the LHIN proposes to enter into, or amend, a service accountability agreement with that health service provider.

In accordance with section 14.11 of the SAA, the terms and conditions in the SAA are amended such that the Schedules in effect on March 31, 2021 shall remain in effect until March 31, 2022, or until such other time as may be agreed to in writing by the LHIN and the HSP.

PREVIOUS PERTINENT REPORTS:

None

DISCUSSION:

Due to the pandemic there has been a delay in the transfer from LHINS to Ontario Health.

CONSULTATION:

None

FINANCIAL IMPLICATIONS:

None

COMMUNICATION:

A scan of the fully executed document will be sent to the WWLHIN by the Seniors' Health Services Coordinator before the due date of March 26th 2021

Prepared By:

Reviewed By:

Helen Edwards
Seniors' Health Services Coordinator

Manny Baron
CAO

Attachments:

1. MSSA Amending Agreement letter

Waterloo Wellington LHIN

Waterloo Office
141 Weber Street South
Waterloo ON N2J 2A9
Tel: 519 748 2222 • Fax: 519 883 5555
Toll Free: 1 888 883 3313
wwhin.on.ca • wwhealthline.ca

March 2, 2021

Helen Edwards
Seniors' Health Services Provider
The Corporation Of The Township Of Mapleton
11 Andrews Dr W
Drayton, ON N0G 1P0
hedwards@town.mapleton.on.ca

DELIVERED ELECTRONICALLY

Dear Ms. Edwards:

Re: LHSIA s. 20 Notice and Extension of Multi-Sector Service Accountability Agreement(s) (“Extending Letter”)

The *Local Health System Integration Act, 2006* (“LHSIA”) requires the Waterloo Wellington Local Health Integration Network (the “LHIN”) to notify a health service provider when the LHIN proposes to enter into, or amend, a service accountability agreement with that health service provider.

The LHIN hereby gives notice and advises The Corporation Of The Township Of Mapleton (the “HSP”) of the LHIN’s proposal to amend each and every multi-sector service accountability agreement (as described in the LHSIA) currently in effect between the LHIN and the HSP (each a “SAA”).

Subject to the HSP’s acceptance of this Extending Letter, the SAA will be amended with effect on March 31, 2021. All other terms and conditions of the SAA remain in full force and effect.

In accordance with section 14.11 of the SAA, the terms and conditions in the SAA are amended such that the Schedules in effect on March 31, 2021 shall remain in effect until March 31, 2022, or until such other time as may be agreed to in writing by the LHIN and the HSP.

Unless otherwise defined in this letter, all capitalized terms used in this letter have the meanings set out in the SAA.

Please indicate the HSP’s acceptance and agreement to the amendment of the SAA as described in this Extending Letter by signing below and returning one scanned copy of this letter by e-mail no later than the end of business day on March 26, 2021 to: Tiffany Britten, Manager, Contracts & Accountability at tiffany.britten@lhins.on.ca.

The HSP and the LHIN agree that the Extending Letter may be validly executed electronically, and that their respective electronic signature is the legal equivalent of a manual signature. The electronic signature of a party may be evidenced by one of the following means and transmission of the Extending Letter may be as follows:

- 1) a manual signature of an authorized signing representative placed in the respective signature line of the Extending Letter and the Extending Letter delivered by facsimile transmission to the other party;
- 2) a manual signature of an authorized signing representative placed in the respective signature line of the Extending Letter and the Extending Letter scanned as a PDF and delivered by email to the other party;
- 3) a digital signature, including the name of the authorized signing representative typed in the respective signature line of the Extending Letter, an image of a manual signature or an Adobe signature of an authorized signing representative, or any other digital signature of an authorized signing representative with the other party's prior written consent, placed in the respective signature line of the Extending Letter and the Extending Letter delivered by email to the other party; or
- 4) any other means with the other party's prior written consent.

Should you have any questions regarding the information provided in this Extending Letter, please contact Ellen Lanooy, Director, Contracts & Accountability at ellen.lanooy@lhins.on.ca.

Sincerely,



Mark B. Walton
Regional Lead (Interim), West Region, Ontario Health, and Chief Executive Officer
Erie St. Clair, South West, Hamilton Niagara Haldimand Brant and Waterloo Wellington LHINs

- c. Deborah Whale, Board Chair, The Corporation Of The Township Of Mapleton
- c. Mark Brintnell, Vice President, Quality, Performance and Evaluation, Ontario Health (West)
- c. Ellen Lanooy, Director, Contracts & Accountability, Ontario Health (West)

Signature page follows

AGREED TO AND ACCEPTED BY

The Corporation Of The Township Of Mapleton

By:

Manny Baron, C.A.O. Township of Mapleton
I have the authority to bind the health service
provider.

Date: _____
mm/dd/yyyy

And By:

Gregg Davidson, Mayor Township of Mapleton
I have authority to bind the health service
provider.

Date: _____
mm/dd/yyyy



DEPARTMENTAL REPORT

Economic Development ED2021-03

To: Mayor Davidson and Council
Subject: Water Tower Design Public Survey
Meeting: Regular Council Meeting - 23 Mar 2021
Department: Economic Development
Staff Contact: Aly Cripps, Economic Development Coordinator

RECOMMENDATION:

THAT Township of Mapleton Council receive Economic Development Report ED2021-03 dated March 23, 2021 regarding Water Tower Design Public Survey;

AND FURTHER THAT Township of Mapleton council approve the release of the Drayton Water Tower Design Survey;

BACKGROUND INFORMATION:

The Township of Mapleton has been working on the process of building a water tower in Drayton to service the needs of the community. A RFT for the Water Tower construction will be going out on Thursday March 25th, 2021.

PREVIOUS PERTINENT REPORTS:

N/A

DISCUSSION:

Water tower's are a landmark that can be seen from far and wide and are one of the first things that visitors can see when coming into town. When choosing the design and look of the new Drayton water tower we want to ensure that our residents are engaged in the decision making. The new water tower can be seen as a piece of pride for the community and we want it to reflect that in the design.

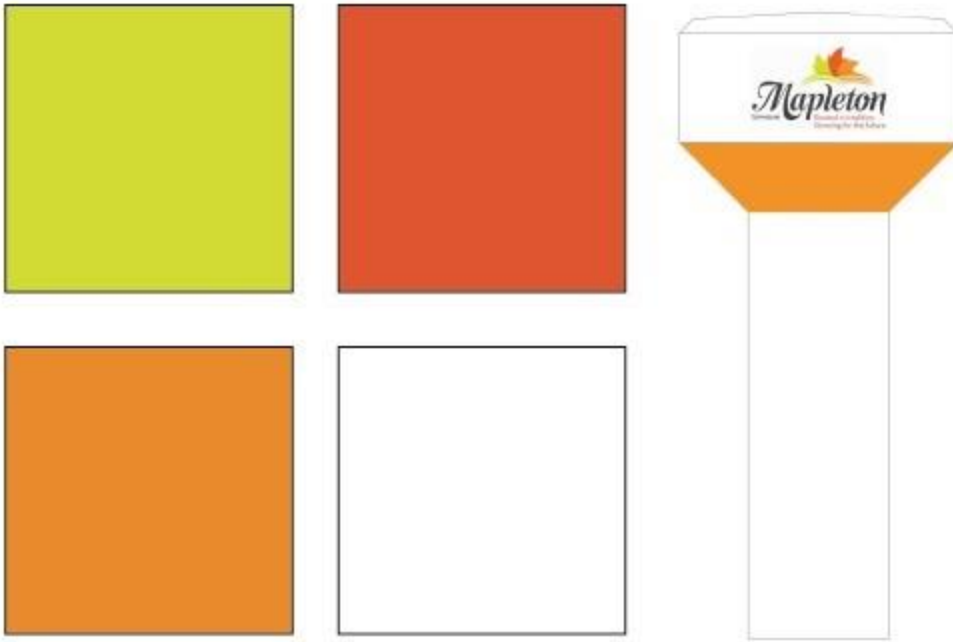
In 2019 a report was brought to council on the logo that would be chosen for the water tower, council at that time chose their favourite logo. It has been two years since this and we believe the design should be reviewed again, this time with public input to engage our citizens.

By creating a short survey for our residents to choose their favourite design and look of the water tower we can create excitement within the municipality about the growth and advancements happening within Mapleton. We will be giving away three gift cards of \$50 to Mapleton business for respondents that fill out their contact information to entice residents to respond to the survey while supporting local businesses.

We will launch the survey the day the RFT goes out and will have it open for two weeks.

Residents will respond to the following four questions:

1. What colour would you like to see on the underside of the water tower? (alike photo attached)



2. Which Mapleton Logo would you like to see featured on the Water Tower?



3. Would you like to see DRAYTON written beside the Logo?

4. Would you like the design on one side of the water tower or have it wrapped around?

CONSULTATION:

Consulted with Mapleton public works department on design and timing.

FINANCIAL IMPACT:

\$150 for prizes taken from Economic Development operating budget.

SUMMARY:

THAT Township of Mapleton Council receive Economic Development Report ED2021-03 dated March 23, 2021 regarding Water Tower Design Public Survey;

STRATEGIC COMMUNICATION:

Municipal Infrastructure: This will increase public involvement and pride in our municipal infrastructure.

The Local Economy: n/a

Recreation: n/a

Municipal Administration: n/a

Financial Responsibility: n/a



DEPARTMENTAL REPORT

Fire Department FR2021-02

To: Mayor Davidson and Council
Subject: Ontario Fire Marshal Grant Application
Meeting: Regular Council Meeting - 23 Mar 2021
Department: Fire Department
Staff Contact: Rick Richardson, Fire Chief

RECOMMENDATION:

That Township of Mapleton Council approve the grant application from the Ontario Fire Marshal for funding to train firefighter members in a Covid environment.

BACKGROUND INFORMATION:

On March 11, 2021 the Province of Ontario Fire Marshal, Jon Pegg, announced a one time \$5M grant to municipal fire services to assist in addressing challenges associated with training and virtual inspections due to the Covid-19 pandemic.

PREVIOUS PERTINENT REPORTS:

None

DISCUSSION:

The sum designated to Mapleton Fire/Rescue is \$7,100.00. With these funds, the local Fire department would like to purchase laptop computers to be used at both stations to complete on-line and virtual training. Many courses during the past year have been blended with on-line and practical skills combined to reach certification levels required to maintain the level of service that we have committed to providing. By doing in-house training in groups of 6, we can continue to complete this task, while maintaining social distancing.

CONSULTATION:

This idea was discussed and approved by our Officers.

FINANCIAL IMPACT:

The total (\$7,100.) would be put towards this purchase and any amount over this would be coded to the Computer hardware/software account.

SUMMARY:

These funds will be used effectively to provide future training assistance to our members.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: an update to Fire department resources to benefit the community.

The Local Economy: n/a

Recreation: n/a

Municipal Administration: n/a

Financial Responsibility: n/a



Office of the Fire Marshal

2020/2021 Fire Safety Grant Application Form

Instructions:

1. Please ensure that all fields are completed as part of this grant application form.
2. If you require more space, please adjust the text boxes as needed.
3. If you wish to split the grant between supporting training and supporting a virtual inspection program to enhance your existing in-person inspection program, please complete both sections below.
4. Please email completed application to ofm@ontario.ca
5. **Applications must be received no later than 1700hrs on March 19, 2021.**
6. If you have any questions, please contact your Fire Protection Adviser.

Name of Municipality	Township of Mapleton
Name of Fire Department	Mapleton Fire Rescue
Municipal Mailing Address	Box 160 Drayton, ON NOG 1P0
Name of Fire Chief	Rick Richardson
Email Address for Fire Chief	rrichardson@mapleton.ca
Fire Safety Grant Allocation Amount	\$7,100.00

For those departments who wish to use the grant to support training, please provide a brief description of how the grant will be allocated, including the dollar amount. Please provide a brief overview of the training being provided, mode of delivery (online, Regional Training Centre, Learning Contract, other) and estimated timelines for completion. Please refer to the Fire Marshal Memo issued on March 11th, 2021 for additional information regarding eligible expenses. Please add extra lines to expand the text box below, if needed.

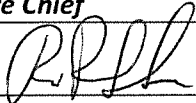
The Mapleton Fire/Rescue appreciate the funds of \$7,100.00 allocated by the OFM for the Fire safety Grant in its entirety. Throughout Covid, our Fire department has engaged in more online and blended training programs including NFPA Level 1+ 2 Firefighter, Company Officer courses and many other specialty courses. To continue to utilize online methods and encourage training in our department we would like to purchase new laptop computers with cases and accessories. We estimate the cost of this acquisition to come to \$8000.00 in which we will use the grant amount as well as Township funding. This will allow for better social distancing and flexibility within our department training.



Office of the Fire Marshal

2020/2021 Fire Safety Grant Application Form

For those departments who wish to use the grant to support a virtual inspection program to enhance your existing in-person inspection program, please provide a brief description of how the grant will be allocated, including the dollar amount. Please provide a brief overview of the compliance activities and how it will be administered at the department level, including potential rollout. Please refer to Fire Marshal Memo issued on March 11th, 2021 for additional information regarding eligible expenses. Please add extra lines to expand the text box below, if needed.

Name of Application Submitter	<i>Rick Richardson</i>
Title	<i>Fire Chief</i>
Signature	
Date	<i>March 17, 2021</i>

Ministry of the Solicitor General

**Office of the Fire Marshal and
Emergency Management**

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère du Solliciteur général

**Bureau du commissaire des incendies et
de la gestion des situations d'urgence**

25, avenue Morton Shulman
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



MEMORANDUM TO: CAO Manny Baron
Municipal Clerk Larry Wheeler Fire
Chief Rick Richardson

FROM: Jon Pegg
Ontario Fire Marshal

DATE: March 11th, 2021

SUBJECT: Fire Safety Grant Announcement

Earlier today, the Government of Ontario announced a one time \$5M grant to municipal fire services to assist in addressing challenges associated with training and virtual inspections due to the COVID-19 pandemic.

Since the start of the pandemic, Ontario's fire services have faced unprecedented challenges and have voiced those concerns to me as Fire Marshal. The ability to train fire service members in a COVID environment brought with it new restrictions and despite opportunities to train online and through other modes, I know that not all training priorities may have been met over the last year. In addition, my office has heard concerns from fire departments about fire code enforcement and the ability to enter premises to conduct inspections and promote fire safety. It is hoped that this grant will work to support fire services through this period of uncertainty and ongoing challenges.

I am pleased to advise that the Township of Mapleton is eligible to receive up to **\$7,100.00** as part of this grant program.

The grant is intended to provide fire departments with the flexibility to support two priority areas. First, this grant may be put towards ongoing training needs including registration, administrative programming, technology upgrades and associated costs for attending as well for providing services. In addition, if code compliance and inspections continue to be challenging, addressing opportunities for an inspection program may include technology, capital costs and training to ensure that fire services are able to meet the demand of this need at the local level.

In order to receive funds, the Office of the Fire Marshal (OFM) requires that the attached application be submitted by a representative of the municipality. As decisions regarding

the grant may not have time to proceed to municipal council for approval within the timeframes identified below, my office would be comfortable with the fire chief accepting the grant in principle on behalf of the municipality, pending formal approval from the council. To help facilitate this process, once the grant applications are approved, I will send the respective fire chief a letter of intent that will be contingent upon council's deliberations. In order to allocate funds before March 31, 2021, all applications must be received by my office no later than March 19, 2021. In addition, as a condition of the grant, these funds must be spent by August 1, 2021, and a report back to the Fire Marshal will be required by September 1, 2021, to outline how the grant was utilized at the department level.

Completed agreements should be sent by email to the Office of the Fire Marshal at ofm@ontario.ca. If you have any questions about this grant, do not hesitate to reach out to your Fire Protection Adviser.

Yours truly,

Jon Pegg
Ontario Fire Marshal



DEPARTMENTAL REPORT

Public Works Department PW2021-04

To: Mayor Davidson and Council
Subject: Safe Drinking Water Act Reporting – 2020 Drayton & Moorefield Water Systems
Meeting: Regular Council Meeting - 23 Mar 2021
Department: Public Works Department
Staff Contact: Sam Mattina, Director of Public Works

RECOMMENDATION:

THAT Public Works Report PW2021-04 dated March 23, 2021 reporting on the 2020 Drayton & Moorefield Water Systems in accordance with The Safe Drinking Water Act, Ontario Reg. 170/03, be hereby received.

AND THAT Council acknowledge receipt of the Section 11, 2020 Annual Reports, and the Schedule 22, 2020 Summary Reports for both the Drayton Water Supply System and the Moorefield Water Supply System satisfying legislative requirements.

BACKGROUND INFORMATION:

The Ontario Clean Water Agency (OCWA) is the contracted operator of the Township of Mapleton Water Supply Systems. On behalf of the Township of Mapleton, in accordance with and as required under The Safe Drinking Water Act, 2002, O.Reg.170/03, OCWA has prepared the following correspondence and reports;

- 2020 Schedule 22 Summary Report for the Moorefield Water Supply System, (Attach. 1)
- 2020 Schedule 22 Summary Report for the Drayton Water Supply System, (Attach. 2)
- 2020 Article 11 Annual Report for the Moorefield Water Supply System (Attach. 3)
- 2020 Article 11 Annual Report for the Drayton Water Supply System (Attach. 4)

PREVIOUS PERTINENT REPORTS:

PW2013-09 dated March 26, 2013
PW2014-01 dated March 25, 2013
PW2016-03 dated March 22, 2016
PW2017-07 dated March 28, 2017
PW2018-09 dated March 27, 2018
PW2019-03 dated March 12, 2019
PW2019-08 dated April 9, 2019
PW2020-05 dated March 24, 2020

DISCUSSION:

The Drayton and Moorefield Drinking Water Systems Summary Reports were prepared in accordance with the reporting conditions outlined in [Schedule 22](#) of Ontario Regulation 170/03. Page 169 of 316

Summary reports must cover the period from January 1 to December 31 of one year and must be prepared and distributed by the owner of the system by March 31 of the following year. In the case of Mapleton Township, the previous years' reports for Moorefield and Drayton must be distributed to all Council members by March 31 of the following year.

The Schedule 22 Summary Report consists of the following:

- A list of the requirements and regulations of the Safe Drinking Water Act that the water system failed to meet during the report time frame, including the duration of any failure or non-compliance.
- A list of the requirements of the water system's drinking water works permit and municipal drinking water license that the water system failed to meet during the report's time frame, including the duration of the failure.
- A list of any Orders that the water system failed to meet during the report's time frame including the duration of the failure.
- A description of the measures taken to correct the failures
- A summary of the quantities and flow rates of the water supplied including monthly averages, maximum daily flows and daily instantaneous peak flow rates.

The Drayton and Moorefield Drinking Water Systems Annual Reports were prepared in accordance with the reporting conditions outlined in [Section 11](#) of Ontario Regulation 170/03.

Annual Reports must cover the period from January 1 to December 31 in a year and must be prepared not later than February 28 of the following year. A copy of these Annual Reports must be made available to the public free of charge either in hard copy at the Township Municipal Office or electronically on the Township's website.

The Section 11 Annual Report consists of the following:

- A brief description of the Drinking Water System, (DWS).
- Any "correct action" reports submitted to the Ministry (if applicable).
- A list of major expenses incurred during the period.
- A summary of test results required by the Regulation.
- Any lead sample laboratory results during the period.

CONSULTATION:

None

FINANCIAL IMPACT:

None

SUMMARY:

The Ontario Regulation 170/03 annual and summary reports presented by this public works report cover the period of January 1, 2020 to December 31, 2020.

The reports summarize the test parameters, results and any water quality issues encountered as well as the measures taken to correct those issues during the reporting period. The reports also stipulate the quantity and flow rate of the water supplied by each water supply system during the period.

The information contained in these reports allow for the system owner to assess the capability of the water system to meet existing and future uses.

These reports confirm that both Drayton's and Moorefield's drinking water systems meet all health-related drinking water standards set out by the Ontario Ministry of the Environment, Conservation and Parks.

STRATEGIC COMMUNICATION:

Municipal Infrastructure:

Maintaining and upgrading municipal infrastructure to serve local residents and businesses and to encourage growth.

The Local Economy: N/A

Recreation: N/A

Municipal Administration: N/A

Financial Responsibility: N/A

ATTACHMENTS:

[Attach #1 2020 Schedule 22 Moorefield DWS Summary Report](#)

[Attach #2 2020 Schedule 22 Drayton DWS Summary Report](#)

[Attach #3 2020 Article 11 Moorefield DWS Annual Report](#)

[Attach #4 2020 Article 11 Drayton DWS Annual Report](#)

SUMMARY REPORT

ONTARIO REGULATION 170/03
SCHEDULE 22

MOOREFIELD DRINKING WATER SYSTEM

FOR THE PERIOD:
JANUARY 1, 2020 – DECEMBER 31, 2020

*Prepared for the Township of Mapleton
by the Ontario Clean Water Agency*



SUMMARY REPORTS FOR MUNICIPALITIES

Period from: JANUARY 01, 2020 – DECEMBER 31, 2020

DRINKING-WATER SYSTEMS REGULATION O. Reg. 170/03, Schedule 22

DRINKING-WATER SYSTEM NAME:	MOOREFIELD DRINKING WATER SYSTEM
DRINKING-WATER SYSTEM NUMBER:	260069732
DRINKING-WATER SYSTEM CATEGORY:	LARGE MUNICIPAL RESIDENTIAL
DRINKING-WATER WORKS PERMIT #:	105-202, Issue #4 – Issued: November 13, 2020
MUNICIPAL DRINKING WATER LICENCE #:	105-102, Issue #3 – Issued: November 13, 2020 Expiry: November 13, 2025
PERMIT TO TAKE WATER #:	1401-9KXJW5 – May 31, 2024

REPORT:

This report is a summary of water quality information for the Moorefield Water Supply, published in accordance with Schedule 22 of Ontario's Drinking-Water System Regulation 170/03 for the reporting period of **January 1, 2020 to December 31, 2020**.

This report was prepared by the Ontario Clean Water Agency on behalf of the Township of Mapleton.

Issues of Non-Compliance

The following outlines any instances when the DWS failed to meet the requirements of the Act, Regulations, System Approval(s) and any Order during this reporting period and the measures taken to correct each failure.

There were no instances of non-compliance this reporting year.

The Moorefield Drinking Water System was last inspected by the Ministry of the Environment, Conservation, and Parks on September 3, 2020.

Please refer to the Section 11 Annual Report for the Moorefield Drinking Water System for information regarding Adverse Water Quality Incident(s) which may have occurred during the reporting period.

SUMMARY REPORTS FOR MUNICIPALITIES

Period from: JANUARY 01, 2020 – DECEMBER 31, 2020

DRINKING-WATER SYSTEMS REGULATION O. Reg. 170/03, Schedule 22

SYSTEM PERFORMANCE:

The following tables list the quantities and flow rates of the water supplied during the reporting period covered by this report, including each raw water well and the treated water system. It includes the monthly average, maximum daily flows and a comparison to the rated capacity and flow rates specified in the system approval.

Moorefield Well Supply	Well #1	Well #2	Total Raw	Treated
Design Capacity (m ³ /day)	1310.00	1310.00	2620.00	1555.00
Approved Maximum Flow Rate (L/s)	15.17	15.17	-	-
Average Day Flow (m ³ /day)	59.10	60.29	-	105.43
Maximum Day Flow (m ³ /day)	167.14	137.44	-	252.99
% Average Day Flow/Design Capacity	4.51%	4.60%	-	6.78%
% Maximum Day Flow/Design Capacity	12.76%	10.49%	-	16.27%
Average Peak Flow Rate (L/s)	10.52	7.35	-	-
Maximum Peak Flow Rate (L/s)	11.62	12.88	-	-
% Average Peak Flow Rate/Approved	69.35%	48.45%	-	-
% Maximum Peak Flow Rate/Approved	76.60%	84.90%	-	-

A review of flow information for the period of January 1, 2020 to December 31, 2020 indicates that:

- The maximum daily volume specified in the PTTW was not exceeded on any well.
- The drinking water system did not exceed the rated capacity for the maximum treated volume of treated water that flows from the treatment subsystem to the distribution system as specified in the MDWL.

Month	Treated			
	Monthly Flow Total (m ³ /month)	Daily Flow Average (m ³ /day)	Daily Flow Maximum (m ³ /day)	Max Percent Rated Capacity (%)
January	3193.60	103.02	163.20	10.50
February	2986.37	102.98	182.46	11.73
March	3093.89	99.80	160.96	10.35
April	2969.98	99.00	132.35	8.51
May	3249.15	104.81	159.87	10.28
June	3594.11	119.80	252.99	16.27
July	3301.12	106.49	166.85	10.73
August	3169.66	102.25	146.75	9.44
September	3151.17	105.04	147.97	9.52
October	3396.29	109.56	142.66	9.17

SUMMARY REPORTS FOR MUNICIPALITIES

Period from: JANUARY 01, 2020 – DECEMBER 31, 2020

DRINKING-WATER SYSTEMS REGULATION O. Reg. 170/03, Schedule 22

November	3160.32	105.34	140.29	9.02
December	3318.85	107.06	148.61	9.56
Total	38584.51			
Avg		105.43		
Max			252.99	16.27

The following tables outline the detailed flow summary for each Raw Water Well:

Table 3: Facility Flow Summary for Raw Water Source W1						
Well #1						
Month	Monthly Flow Total (m ³ /month)	Daily Flow Average (m ³ /day)	Daily Flow Maximum (m ³ /day)	Max Percent Water Taking Limits (%)	Daily Flow Peak Flow Rate (L/sec)	Number of Days of Water Taking
January	1522.56	56.39	92.22	7.04	10.33	26
February	1442.56	57.70	120.32	9.18	10.26	25
March	1430.34	57.21	79.04	6.03	10.29	27
April	1334.59	53.38	62.02	4.73	10.29	28
May	1701.55	58.67	167.14	12.76	10.38	25
June	1837.25	63.35	146.40	11.18	10.29	27
July	1626.27	60.23	125.34	9.57	10.25	27
August	1568.48	58.09	118.05	9.01	10.26	27
September	1463.87	54.22	111.68	8.53	10.31	28
October	2242.69	80.10	151.84	11.59	10.97	29
November	1511.30	55.97	114.34	8.73	11.00	27
December	1560.90	53.82	115.17	8.79	11.62	29
Total	19242.36					325
Avg		59.10			10.52	
Max			167.14	12.76	11.62	

SUMMARY REPORTS FOR MUNICIPALITIES

Period from: JANUARY 01, 2020 – DECEMBER 31, 2020

DRINKING-WATER SYSTEMS REGULATION O. Reg. 170/03, Schedule 22

Table 4: Facility Flow Summary for Raw Water Source W2						
Well #2						
Month	Monthly Flow Total (m ³ /month)	Daily Flow Average (m ³ /day)	Daily Flow Maximum (m ³ /day)	Max Percent Water Taking Limits (%)	Daily Flow Peak Flow Rate (L/sec)	Number of Days of Water Taking
January	1652.04	61.19	87.23	6.66	6.73	29
February	1526.05	61.04	130.53	9.96	6.77	26
March	1669.18	64.20	136.99	10.46	6.82	25
April	1607.14	59.52	75.17	5.74	6.84	27
May	1577.15	58.41	73.41	5.60	6.87	27
June	1765.25	65.38	137.44	10.49	6.77	28
July	1619.81	57.85	134.75	10.29	6.76	26
August	1591.90	53.06	81.89	6.25	12.88	30
September	1693.31	65.13	114.37	8.73	6.64	26
October	1174.11	55.91	74.14	5.66	6.71	21
November	1591.49	58.94	71.49	5.46	6.76	28
December	1761.18	62.90	119.49	9.12	7.66	30
Total	19228.62					323
Avg		60.29			7.35	
Max			137.44	10.49	12.88	

SUMMARY REPORT

ONTARIO REGULATION 170/03
SCHEDULE 22

DRAYTON DRINKING WATER SYSTEM

**FOR THE PERIOD:
JANUARY 1, 2020 – DECEMBER 31, 2020**

*Prepared for the Township of Mapleton
by the Ontario Clean Water Agency*



**ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX**

SUMMARY REPORTS FOR MUNICIPALITIES

Period from: JANUARY 01, 2020 – DECEMBER 31, 2020

DRINKING-WATER SYSTEMS REGULATION O. Reg. 170/03, Schedule 22

DRINKING-WATER SYSTEM NAME:	DRAYTON DRINKING WATER SYSTEM
DRINKING-WATER SYSTEM NUMBER:	220004064
DRINKING-WATER SYSTEM CATEGORY:	LARGE MUNICIPAL RESIDENTIAL
DRINKING-WATER WORKS PERMIT #:	105-201, Issue #5 – Issued: November 13, 2020
MUNICIPAL DRINKING WATER LICENCE #:	105-101, Issue #3 – Issued: November 13, 2020 Expiry: November 13, 2025
PERMIT TO TAKE WATER #:	0758-98MLKT – Expiry: May 31, 2023

REPORT:

This report is a summary of water quality information for the Drayton Water Supply, published in accordance with Schedule 22 of Ontario's Drinking-Water System Regulation 170/03 for the reporting period of **January 1, 2020 to December 31, 2020**.

This report was prepared by the Ontario Clean Water Agency on behalf of the Township of Mapleton.

Issues of Non-Compliance

The following outlines any instances when the DWS failed to meet the requirements of the Act, Regulations, System Approval(s) and any Order during this reporting period and the measures taken to correct each failure.

Non-Compliance Description	Date Non-Compliance Issued	Corrective Action	Date Corrective Action Implemented
Loss of Continuous Monitoring	July 31 st 2020 10:57-13:40hrs	Operator restored power to cl2 analyzer, turbidity analyzer and distribution flow meter at 13:35 - DWS was returned to normal operating conditions and the process data recorded via SCADA again. Operator confirmed cl2 residuals were sufficient, free cl2 1.74 mg/L at 13:40. Alarms were put through the plc as a redundancy to the analyzer and receptacles were isolated so they are only purposed for the analyzers.	08/27/2020

The Drayton Drinking Water System was last inspected by the Ministry of the Environment, Conservation, and Parks on August 19, 2020.

Please refer to the Section 11 Annual Report for the Drayton Drinking Water System for information regarding Adverse Water Quality Incident(s) which may have occurred during the reporting period.

SUMMARY REPORTS FOR MUNICIPALITIES

Period from: JANUARY 01, 2020 – DECEMBER 31, 2020

DRINKING-WATER SYSTEMS REGULATION O. Reg. 170/03, Schedule 22

SYSTEM PERFORMANCE:

The following tables list the quantities and flow rates of the water supplied during the reporting period covered by this report, including each raw water well and the treated water system. It includes the monthly average, maximum daily flows and a comparison to the rated capacity and flow rates specified in the system approval.

Drayton Well Supply	Well #1	Well #2	Total Raw	Treated
Design Capacity (m ³ /day)	1964.16	1964.16	3928.32	3928.0
Approved Maximum Flow Rate (L/s)	22.73	22.73	-	-
Average Day Flow (m ³ /day)	270.85	315.41	-	445.53
Maximum Day Flow (m ³ /day)	670.74	736.71	-	974.91
% Average Day Flow/Design Capacity	13.79%	16.06%		11.34%
% Maximum Day Flow/Design Capacity	34.15%	37.51%	-	24.82%
Average Peak Flow Rate (L/s)	21.71	19.64	-	-
Maximum Peak Flow Rate (L/s)	23.70	20.30	-	-
% Average Peak Flow Rate/Approved	89.09%	85.17%	-	-
% Maximum Peak Flow Rate/Approved	104%	89.31%	-	-

A review of flow information for the period of January 1, 2020 to December 31, 2020 indicates that:

- The maximum daily volume specified in the PTTW was not exceeded on any well.
- The drinking water system did not exceed the rated capacity for the maximum treated volume of treated water that flows from the treatment subsystem to the distribution system as specified in the MDWL.
- There were 2 instances where the maximum peak flow rate was exceeded for Well 1 within the drinking water system.
 - June 14, 2020 – exceedance occurred for brief seconds on startup and was not reportable due to it being a brief spike. Measures were taken to prevent this spike from happening in the future on startup.
 - August 6, 2020 – exceedance occurred for less than 5 minutes due to electrician working on equipment

Treated				
Month	Monthly Flow Total (m ³ /month)	Daily Flow Average (m ³ /day)	Daily Flow Maximum (m ³ /day)	Max Percent Rated Capacity (%)
January	11795.83	380.51	433.61	11.04
February	11079.63	382.06	436.83	11.12
March	12081.88	389.74	627.24	15.97
April	11975.75	399.19	477.18	12.15

SUMMARY REPORTS FOR MUNICIPALITIES

Period from: JANUARY 01, 2020 – DECEMBER 31, 2020

DRINKING-WATER SYSTEMS REGULATION O. Reg. 170/03, Schedule 22

May	14327.09	462.16	648.97	16.52
June	15296.16	509.87	675.55	17.20
July	17334.31	559.17	974.91	24.82
August	15078.45	486.40	770.79	19.62
September	13760.63	458.69	588.00	14.97
October	13401.44	432.30	485.81	12.37
November	134287.57	447.62	507.10	12.91
December	13597.49	438.63	516.64	13.15
Total	163157.20			
Avg		445.78		
Max			974.91	24.82

The following tables outline the detailed flow summary for each Raw Water Well:

Table 3: Facility Flow Summary for Raw Water Source W1						
Well #1						
Month	Monthly Flow Total (m ³ /month)	Daily Flow Average (m ³ /day)	Daily Flow Maximum (m ³ /day)	Max Percent Water Taking Limits (%)	Daily Flow Peak Flow Rate (L/sec)	Number of Days of Water Taking
January	10988.68	366.29	424.94	21.63	20.70	30
February	1089.56	155.65	429.43	21.86	20.90	7
March	11157.38	371.91	452.27	23.03	20.80	30
April	1640.88	164.09	386.43	19.67	21.10	10
May	7773.97	370.19	537.15	27.35	21.80	21
June	11490.12	478.75	670.74	34.15	23.70	24
July	1292.54	129.25	479.91	24.43	22.10	10
August	2945.92	245.49	450.47	22.93	22.90	12
September	13423.00	447.43	581.40	29.60	21.40	30
October	228.55	32.65	161.13	8.20	20.70	7
November	12039.32	429.98	510.11	25.97	22.20	28
December	350.90	58.48	221.83	11.29	22.20	6
Total	74420.82					209
Avg		270.85			21.71	
Max			670.74	34.15	23.70	

SUMMARY REPORTS FOR MUNICIPALITIES

Period from: JANUARY 01, 2020 – DECEMBER 31, 2020

DRINKING-WATER SYSTEMS REGULATION O. Reg. 170/03, Schedule 22

Table 4: Facility Flow Summary for Raw Water Source W2						
Well #2						
Month	Monthly Flow Total (m ³ /month)	Daily Flow Average (m ³ /day)	Daily Flow Maximum (m ³ /day)	Max Percent Water Taking Limits (%)	Daily Flow Peak Flow Rate (L/sec)	Number of Days of Water Taking
January	709.08	118.18	400.59	20.39	18.90	6
February	10291.10	381.15	465.65	23.71	19.10	27
March	713.41	89.18	420.58	21.41	19.10	8
April	10686.73	395.80	484.84	24.68	19.30	27
May	6814.72	400.87	678.91	34.56	19.30	17
June	3885.75	277.55	593.85	30.23	19.60	14
July	17136.84	552.80	736.71	37.51	19.80	31
August	12962.52	480.09	607.34	30.92	20.10	27
September	111.31	18.55	33.53	1.71	19.90	6
October	13803.27	445.27	495.73	25.24	20.30	31
November	1281.67	183.10	506.78	25.80	20.30	7
December	13714.53	442.40	535.42	27.26	20.00	31
Total	92110.93					232
Avg		315.41			19.64	
Max			736.71	37.51	20.30	

ANNUAL REPORT

MOOREFIELD DRINKING WATER SYSTEM

FOR THE PERIOD:
JANUARY 1, 2020 – DECEMBER 31, 2020

*Prepared for the Township of Mapleton
by the Ontario Clean Water Agency*



Drinking-Water System Number:	260069732
Drinking-Water System Name:	Moorefield Drinking Water System
Drinking-Water System Owner:	The Corporation of the Township of Mapleton
Drinking-Water System Category:	Large Municipal Residential
Period being reported:	January 1, 2020 – December 31, 2020

<u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u>	<u>Complete for all other Categories.</u>
<p>Does your Drinking-Water System serve more than 10,000 people? Yes [] No [X]</p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes [X] No []</p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection. Office of Township of Mapleton 7275 Sideroad 16 Drayton Ontario, NOG 1P0</p>	<p>Number of Designated Facilities served: Not Applicable</p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve? Not Applicable</p> <p>Number of Interested Authorities you report to: Not Applicable</p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Not Applicable</p>

Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
<i>Not Applicable</i>	<i>Not Applicable</i>

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?

Not Applicable.

Indicate how you notified system users that your annual report is available, and is free of charge.

- Public access/notice via the web
- Public access/notice via Government Office
- Public access/notice via a newspaper
- Public access/notice via Public Request
- Public access/notice via a Public Library
- Public access/notice via other method:

Describe your Drinking-Water System

The Moorefield Water Supply System is a ground water supply, treatment and storage system, serving the Hamlet of Moorefield in the Township of Mapleton. There are two wells, one at 119 and one at 73.2 meters deep, in bedrock within the same aquifer. Both wells are located outdoors, approximately 55 meters east of the pumphouse and are approved to supply water at a maximum flow rate of 660 L/min and 420 L/min from the system.

Before entering the distribution system from these wells, the raw water is treated by adding a disinfectant to protect against microbial contaminants. The water is disinfected with sodium hypochlorite solution (chlorine). Treated water is then pumped from the pumphouse to the water storage standpipe providing a total storage capacity of approximately 387 m3 for equalization and emergency storage and chlorine contact requirements. The treated water, in the water storage standpipe, is distributed by four high lift pumps through approximately 4 kilometers of watermain. Residual chlorine levels are maintained in the distribution system to effectively provide disinfection throughout the entire system.

List all water treatment chemicals used over this reporting period

- Sodium Hypochlorite 12% Solution NSF, Disinfection

Were any significant expenses incurred to?

- Install required equipment
- Repair required equipment
- Replace required equipment
- No significant expenses were incurred

Please provide a brief description of any significant expenses incurred

- Annual Flow Meter Calibrations
- Annual Generator Load Testing
- Annual Backflow Preventer Inspections
- DWQMS S2 Systems Audit
- Well #2 Inspection and Testing

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date (yyyy/mm/dd)	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date (yyyy/mm/dd)
<i>Not Applicable</i>					

Table 1. Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.

Location	Number of Samples	Range of E.coli Results		Range of Total Coliforms Results		Number of HPC Samples	Range of HPC Samples	
		Min.	Max.	Min.	Max.		Min.	Max.
Raw Water - Well 1	53*	0	0	0	0	n/a	n/a	n/a
Raw Water - Well 2	52	0	0	0	0	n/a	n/a	n/a
Treated Water	53*	0	0	0	0	53*	0	2
DW location	132	0	0	0	0	92	0	8

*Additional sample due to re-sample required as initial sample was past holding time

Table 2. Operational testing done under Schedule 7, 8 or 9 during the period covered by this Annual Report.

Parameter	Number of Grab Samples	Range of Results	
		Minimum	Maximum
Raw Water			
Turbidity, Well 1 (NTU)	12	0.05	0.23
Turbidity, Well 2 (NTU)	12	0.05	0.27
Treated Water			
Free Chlorine Residual, TW (mg/L)	8760	0.91	1.62
Distribution Water			
Free Chlorine Residual, DW (mg/L)	450	0.80	1.58

NOTE: For continuous monitors, 8760 is used as the number of samples.

Table 3. Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
<i>Not Applicable</i>				

Table 4. Summary of Inorganic parameters tested during this reporting period or most recent sample results

Treated Water	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Antimony: Sb (µg/L) - TW	2018/07/26	<MDL 0.02	6.0	No	No
Arsenic: As (µg/L) - TW	2018/07/26	<MDL 0.2	10.0	No	No
Barium: Ba (µg/L) - TW	2018/07/26	208.0	1000.0	No	No
Boron: B (µg/L) - TWµ	2018/07/26	28.0	5000.0	No	No
Cadmium: Cd (µg/L) - TW	2018/07/26	<MDL 0.003	5.0	No	No
Chromium: Cr (µg/L) - TW	2018/07/26	0.1	50.0	No	No
Mercury: Hg (µg/L) - TW	2018/07/26	<MDL 0.01	1.0	No	No
Selenium: Se (µg/L) - TW	2018/07/26	<MDL 0.04	50.0	No	No
Uranium: U (µg/L) - TW	2018/07/26	0.028	20.0	No	No
Additional Inorganics					
Fluoride (mg/L) - TW	2016/07/18	0.8	1.5	No	Yes

Nitrite (mg/L) - TW	2020/01/14	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW	2020/04/07	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW	2020/07/07	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW	2020/10/27	<MDL 0.003	1.0	No	No
Nitrate (mg/L) - TW	2020/01/14	<MDL 0.006	10.0	No	No
Nitrate (mg/L) - TW	2020/04/07	<MDL 0.006	10.0	No	No
Nitrate (mg/L) - TW	2020/07/07	<MDL 0.006	10.0	No	No
Nitrate (mg/L) - TW	2020/10/27	<MDL 0.006	10.0	No	No
Sodium: Na (mg/L) - TW	2016/07/18	14.6	20*	No	Yes

*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

Table 5. Summary of lead testing under Schedule 15.1 during this reporting period (applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Results		MAC	Number of Exceedances
		Minimum	Maximum		
Distribution - Lead Results (µg/L)	4	0.05	0.88	10	0
Distribution - Alkalinity (mg/L)	4	229	241	n/a	n/a
DW location - pH In-House	4	7.20	7.78	n/a	n/a

The Moorefield Drinking Water Systems qualifies for plumbing exemption.

Table 6. Summary of Organic parameters sampled during this reporting period or the most recent sample results

TREATED WATER	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Alachlor (µg/L) - TW	2018/07/26	<MDL 0.02	5.00	No	No
Atrazine + N-dealkylated metabolites (µg/L) - TW	2018/07/26	<MDL 0.01	5.00	No	No
Azinphos-methyl (µg/L) - TW	2018/07/26	<MDL 0.05	20.00	No	No
Benzene (µg/L) - TW	2018/07/26	<MDL 0.32	1.00	No	No
Benzo(a)pyrene (µg/L) - TW	2018/07/26	<MDL 0.004	0.01	No	No
Bromoxynil (µg/L) - TW	2018/07/26	<MDL 0.33	5.00	No	No
Carbaryl (µg/L) - TW	2018/07/26	<MDL 0.05	90.00	No	No
Carbofuran (µg/L) - TW	2018/07/26	<MDL 0.01	90.00	No	No
Carbon Tetrachloride (µg/L) - TW	2018/07/26	<MDL 0.16	2.00	No	No
Chlorpyrifos (µg/L) - TW	2018/07/26	<MDL 0.02	90.00	No	No
Diazinon (µg/L) - TW	2018/07/26	<MDL 0.02	20.00	No	No
Dicamba (µg/L) - TW	2018/07/26	<MDL 0.2	120.00	No	No
1,2-Dichlorobenzene (µg/L) - TW	2018/07/26	<MDL 0.41	200.00	No	No
1,4-Dichlorobenzene (µg/L) - TW	2018/07/26	<MDL 0.36	5.00	No	No

1,2-Dichloroethane (µg/L) - TW	2018/07/26	<MDL 0.35	5.00	No	No
1,1-Dichloroethylene (µg/L) - TW	2018/07/26	<MDL 0.33	14.00	No	No
Dichloromethane (Methylene Chloride) (µg/L) - TW	2018/07/26	<MDL 0.35	50.00	No	No
2,4-Dichlorophenol (µg/L) - TW	2018/07/26	<MDL 0.15	900.00	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (µg/L) - TW	2018/07/26	<MDL 0.19	100.00	No	No
Diclofop-methyl (µg/L) - TW	2018/07/26	<MDL 0.4	9.00	No	No
Dimethoate (µg/L) - TW	2018/07/26	<MDL 0.03	20.00	No	No
Diquat (µg/L) - TW	2018/07/26	<MDL 1.0	70.00	No	No
Diuron (µg/L) - TW	2018/07/26	<MDL 0.03	150.00	No	No
Glyphosate (µg/L) - TW	2018/07/26	<MDL 1.0	280.00	No	No
Malathion (µg/L) - TW	2018/07/26	<MDL 0.02	190.00	No	No
Metolachlor (µg/L) - TW	2018/07/26	<MDL 0.01	50.00	No	No
Metribuzin (µg/L) - TW	2018/07/26	<MDL 0.02	80.00	No	No
Monochlorobenzene (Chlorobenzene) (µg/L) - TW	2018/07/26	<MDL 0.3	80.00	No	No
Paraquat (µg/L) - TW	2018/07/26	<MDL 1.0	10.00	No	No
PCB (µg/L) - TW	2018/07/26	<MDL 0.04	3.00	No	No
Pentachlorophenol (µg/L) - TW	2018/07/26	<MDL 0.15	60.00	No	No
Phorate (µg/L) - TW	2018/07/26	<MDL 0.01	2.00	No	No
Picloram (µg/L) - TW	2018/07/26	<MDL 1.0	190.00	No	No
Prometryne (µg/L) - TW	2018/07/26	<MDL 0.03	1.00	No	No
Simazine (µg/L) - TW	2018/07/26	<MDL 0.01	10.00	No	No
Terbufos (µg/L) - TW	2018/07/26	<MDL 0.01	1.00	No	No
Tetrachloroethylene (µg/L) - TW	2018/07/26	<MDL 0.35	10.00	No	No
2,3,4,6-Tetrachlorophenol (µg/L) - TW	2018/07/26	<MDL 0.2	100.00	No	No
Triallate (µg/L) - TW	2018/07/26	<MDL 0.01	230.00	No	No
Trichloroethylene (µg/L) - TW	2018/07/26	<MDL 0.44	5.00	No	No
2,4,6-Trichlorophenol (µg/L) - TW	2018/07/26	<MDL 0.25	5.00	No	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (µg/L) - TW	2018/07/26	<MDL 0.12	100.00	No	No
Trifluralin (µg/L) - TW	2018/07/26	<MDL 0.02	45.00	No	No
Vinyl Chloride (µg/L) - TW	2018/07/26	<MDL 0.17	1.00	No	No
Distribution Water					
Trihalomethane: Total (µg/L) Annual Average - DW	2020 (Quarterly)	17.25	100.00	No	No
HAA Total (µg/L) Annual Average - DW	2020 (Quarterly)	6.375	80.00	No	No

Table 7. List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards. (Only if DWS category is large municipal residential, small municipal residential, large municipal non-residential, non-municipal year round residential, large non municipal non-residential)

Parameter	Result Value	Unit of Measure	Date of Sample
Fluoride (mg/L) - TW	0.8	mg/L	2016/07/18

The Moorefield Drinking Water System was last inspected by the Ministry of the Environment, Conservation, and Parks on September 3, 2020.

ANNUAL REPORT

DRAYTON DRINKING WATER SYSTEM

**FOR THE PERIOD:
JANUARY 1, 2020 – DECEMBER 31, 2020**

*Prepared for the Township of Mapleton
by the Ontario Clean Water Agency*



Drinking-Water System Number:	220004064
Drinking-Water System Name:	Drayton Drinking Water System
Drinking-Water System Owner:	The Corporation of the Township of Mapleton
Drinking-Water System Category:	Large Municipal Residential
Period being reported:	January 1, 2020 – December 31, 2020

<u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u>	<u>Complete for all other Categories.</u>
<p>Does your Drinking-Water System serve more than 10,000 people? Yes [] No [X]</p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes [X] No []</p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection. Office of Township of Mapleton 7275 Sideroad 16 Drayton Ontario, NOG 1P0</p>	<p>Number of Designated Facilities served: Not Applicable</p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve? Not Applicable</p> <p>Number of Interested Authorities you report to: Not Applicable</p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Not Applicable</p>

Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
<i>Not Applicable</i>	<i>Not Applicable</i>

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?

Not Applicable.

Indicate how you notified system users that your annual report is available, and is free of charge.

- Public access/notice via the web
- Public access/notice via Government Office
- Public access/notice via a newspaper
- Public access/notice via Public Request
- Public access/notice via a Public Library
- Public access/notice via other method:

Describe your Drinking-Water System

The Drayton Water Supply System is a ground water supply, treatment and storage system, serving the Village of Drayton in the Township of Mapleton. There are two wells, Well #1 is 66.29 m deep bedrock and Well #2 is 67.05 m deep bedrock within the same aquifer. Both wells are located within the pumphouse and are approved to supply water at a maximum flow rate of 1,364 L/min and a maximum daily flow of 3,928 m³/day from the system.

Before entering the distribution system from these wells, the raw water is treated by adding a disinfectant to protect against microbial contaminants. The water is disinfected with sodium hypochlorite solution (chlorine) and iron sequestering (sodium silicate), prior to entering the in-ground reservoir. Residual chlorine levels are maintained in the distribution system to effectively provide disinfection throughout the entire system.

The treated water in the pumphouse is pumped into a four-celled in ground reservoir with a total storage capacity of approximately 405m³. The treated water in the reservoir is distributed by high pumps through 9.88 kilometers of watermain.

List all water treatment chemicals used over this reporting period

- Sodium Hypochlorite 12% Solution NSF, Disinfection
- Sodium Silicate, Iron Sequestering, NSF

Were any significant expenses incurred to?

- Install required equipment
- Repair required equipment
- Replace required equipment
- No significant expenses were incurred

Please provide a brief description of any significant expenses incurred

- Reservoir Cleaning
- Annual Flow Meter Calibrations
- Annual Generator Load Testing
- Annual Backflow Preventer Inspections
- DWQMS S2 Systems Audit
- Chlorine Analyzer replacement

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date (yyyy/mm/dd)	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date (yyyy/mm/dd)
2020/07/26	High Chlorine Residual	TW - 7.48 DW – 8.80	mg/L mg/L	AWQI# 150951 - Flushed hydrant at Township Shed from 13:30-19:15; continuous chlorine residual	2020/07/26
2020/07/31	Observation of improperly	n/a	n/a	AWQI# 151045 Breaker was	2020/07/31

	disinfected water			tripped losing power to Cl2 analyzer, turbidity analyzer and distribution flow meter losing monitoring data; Cl2 pumps were on different power circuit and ran when well pumps were running; Operator restored power to units and confirmed Cl2 residuals were sufficient; free Cl2 1.74 mg/L at 13:30	
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Table 1. Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.

Location	Number of Samples	Range of E.coli Results		Range of Total Coliforms Results		Number of HPC Samples	Range of HPC Samples	
		Min.	Max.	Min.	Max.		Min.	Max.
Raw Water - Well 1	52	0	0	0	0	n/a	n/a	n/a
Raw Water - Well 2	52	0	0	0	0	n/a	n/a	n/a
Treated Water	52	0	0	0	0	52	0	3
DW location	143	0	0	0	0	119	0	19

Table 2. Operational testing done under Schedule 7, 8 or 9 during the period covered by this Annual Report.

Parameter	Number of Grab Samples	Range of Results	
		Minimum	Maximum
Raw Water			
Turbidity, Well 1 (NTU)	12	0.13	0.82
Turbidity, Well 2 (NTU)	12	0.14	0.69
Treated Water			
Free Chlorine Residual, TW (mg/L)	8760	0.00*	5.00**
Distribution Water			
Free Chlorine Residual, DW (mg/L)	459	0.48	2.09

NOTE: For continuous monitors, 8760 is used as the number of samples.

*Minimum chlorine residuals of 0 mg/L were due to alarm testing during MECP Inspection and system maintenance; actual readings at the time were well within regulatory requirements.

**Maximum chlorine residuals of 5.0 mg/L were due to alarm testing during MECP Inspection; actual readings at the time were well within regulatory requirements.

Table 3. Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
<i>Not Applicable</i>				

Table 4. Summary of Inorganic parameters tested during this reporting period or most recent sample results

Treated Water	Sample Date (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Antimony: Sb (µg/L) - TW	2019/01/15	0.03	6.0	No	No
Arsenic: As (µg/L) - TW	2019/01/15	3.1	10.0	No	No
Barium: Ba (µg/L) - TW	2019/01/15	226.0	1000.0	No	No
Boron: B (µg/L) - TWµ	2019/01/15	46.0	5000.0	No	No
Cadmium: Cd (µg/L) - TW	2019/01/15	<MDL 0.003	5.0	No	No
Chromium: Cr (µg/L) - TW	2019/01/15	0.09	50.0	No	No
Mercury: Hg (µg/L) - TW	2019/01/15	<MDL 0.01	1.0	No	No
Selenium: Se (µg/L) - TW	2019/01/15	<MDL 0.04	50.0	No	No
Uranium: U (µg/L) - TW	2019/01/15	0.056	20.0	No	No
Additional Inorganics					
Fluoride (mg/L) - TW	2018/09/11	0.48	1.5	No	No
Nitrite (mg/L) - TW	2020/01/14	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW	2020/04/08	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW	2020/07/07	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW	2020/10/27	<MDL 0.003	1.0	No	No
Nitrate (mg/L) - TW	2020/01/14	<MDL 0.006	10.0	No	No
Nitrate (mg/L) - TW	2020/04/08	0.006	10.0	No	No
Nitrate (mg/L) - TW	2020/07/07	<MDL 0.006	10.0	No	No
Nitrate (mg/L) - TW	2020/10/27	0.009	10.0	No	No
Sodium: Na (mg/L) - TW	2018/09/11	18.8	20*	No	Yes

*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

Table 5. Summary of lead testing under Schedule 15.1 during this reporting period (applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Results		MAC	Number of Exceedances
		Minimum	Maximum		
Distribution - Lead Results (µg/L)	4	0.04	0.21	10	0
Distribution - Alkalinity (mg/L)	4	212	220	n/a	n/a
DW location - pH In-House	4	7.65	7.85	n/a	n/a

The Drayton Drinking Water Systems qualifies for plumbing exemption.

Table 6. Summary of Organic parameters sampled during this reporting period or the most recent sample results

TREATED WATER	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Alachlor (µg/L) - TW	2019/01/15	<MDL 0.02	5.00	No	No
Atrazine + N-dealkylated metabolites (µg/L) - TW	2019/01/15	<MDL 0.01	5.00	No	No
Azinphos-methyl (µg/L) - TW	2019/01/15	<MDL 0.05	20.00	No	No
Benzene (µg/L) - TW	2019/01/15	<MDL 0.32	1.00	No	No
Benzo(a)pyrene (µg/L) - TW	2019/01/15	<MDL 0.004	0.01	No	No
Bromoxynil (µg/L) - TW	2019/01/15	<MDL 0.33	5.00	No	No
Carbaryl (µg/L) - TW	2019/01/15	<MDL 0.05	90.00	No	No
Carbofuran (µg/L) - TW	2019/01/15	<MDL 0.01	90.00	No	No
Carbon Tetrachloride (µg/L) - TW	2019/01/15	<MDL 0.16	2.00	No	No
Chlorpyrifos (µg/L) - TW	2019/01/15	<MDL 0.02	90.00	No	No
Diazinon (µg/L) - TW	2019/01/15	<MDL 0.02	20.00	No	No
Dicamba (µg/L) - TW	2019/01/15	<MDL 0.2	120.00	No	No
1,2-Dichlorobenzene (µg/L) - TW	2019/01/15	<MDL 0.41	200.00	No	No
1,4-Dichlorobenzene (µg/L) - TW	2019/01/15	<MDL 0.36	5.00	No	No
1,2-Dichloroethane (µg/L) - TW	2019/01/15	<MDL 0.35	5.00	No	No
1,1-Dichloroethylene (µg/L) - TW	2019/01/15	<MDL 0.33	14.00	No	No
Dichloromethane (Methylene Chloride) (µg/L) - TW	2019/01/15	<MDL 0.35	50.00	No	No
2,4-Dichlorophenol (µg/L) - TW	2019/01/15	<MDL 0.15	900.00	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (µg/L) - TW	2019/01/15	<MDL 0.19	100.00	No	No
Diclofop-methyl (µg/L) - TW	2019/01/15	<MDL 0.4	9.00	No	No
Dimethoate (µg/L) - TW	2019/01/15	<MDL 0.06	20.00	No	No
Diquat (µg/L) - TW	2019/01/15	<MDL 1.0	70.00	No	No
Diuron (µg/L) - TW	2019/01/15	<MDL 0.03	150.00	No	No
Glyphosate (µg/L) - TW	2019/01/15	<MDL 1.0	280.00	No	No
Malathion (µg/L) - TW	2019/01/15	<MDL 0.02	190.00	No	No
Metolachlor (µg/L) - TW	2019/01/15	<MDL 0.01	50.00	No	No

Metribuzin (µg/L) - TW	2019/01/15	<MDL 0.02	80.00	No	No
Monochlorobenzene (Chlorobenzene) (µg/L) - TW	2019/01/15	<MDL 0.3	80.00	No	No
Paraquat (µg/L) - TW	2019/01/15	<MDL 1.0	10.00	No	No
PCB (µg/L) - TW	2019/01/15	<MDL 0.04	3.00	No	No
Pentachlorophenol (µg/L) - TW	2019/01/15	<MDL 0.15	60.00	No	No
Phorate (µg/L) - TW	2019/01/15	<MDL 0.01	2.00	No	No
Picloram (µg/L) - TW	2019/01/15	<MDL 1.0	190.00	No	No
Prometryne (µg/L) - TW	2019/01/15	<MDL 0.03	1.00	No	No
Simazine (µg/L) - TW	2019/01/15	<MDL 0.01	10.00	No	No
Terbufos (µg/L) - TW	2019/01/15	<MDL 0.01	1.00	No	No
Tetrachloroethylene (µg/L) - TW	2019/01/15	<MDL 0.35	10.00	No	No
2,3,4,6-Tetrachlorophenol (µg/L) - TW	2019/01/15	<MDL 0.2	100.00	No	No
Triallate (µg/L) - TW	2019/01/15	<MDL 0.01	230.00	No	No
Trichloroethylene (µg/L) - TW	2019/01/15	<MDL 0.44	5.00	No	No
2,4,6-Trichlorophenol (µg/L) - TW	2019/01/15	<MDL 0.25	5.00	No	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (µg/L) - TW	2019/01/15	<MDL 0.12	100.00	No	No
Trifluralin (µg/L) - TW	2019/01/15	<MDL 0.02	45.00	No	No
Vinyl Chloride (µg/L) - TW	2019/01/15	<MDL 0.17	1.00	No	No
Distribution Water					
Trihalomethane: Total (µg/L) Annual Average - DW	2020 (Quarterly)	13.75	100.00	No	No
HAA Total (µg/L) Annual Average - DW	2020 (Quarterly)	5.3	80.00	No	No

Table 7. List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards. (Only if DWS category is large municipal residential, small municipal residential, large municipal non-residential, non-municipal year round residential, large non municipal non-residential)

Parameter	Result Value	Unit of Measure	Date of Sample
<i>Not Applicable</i>			

The Drayton Drinking Water System was last inspected by the Ministry of the Environment, Conservation, and Parks on August 19, 2020.



DEPARTMENTAL REPORT

Public Works Department PW2021-05

To: Mayor Davidson and Council
Subject: 2021 Public Works Capital Program Quarterly Update #1
Meeting: Regular Council Meeting - 23 Mar 2021
Department: Public Works Department
Staff Contact: Sam Mattina, Director of Public Works

RECOMMENDATION:

THAT Township of Mapleton Council receive Public Works Report PW2021-05 dated March 23, 2021 regarding the 2021 Public Works Capital Program Quarterly Update #1 for information;

BACKGROUND INFORMATION:

In 2017 Mapleton Township established a 10 year capital program to manage the townships infrastructure. In 2019 Asset Management Legislation, namely Ontario Reg, 588/17 was introduced to ensure municipalities maintain their infrastructure in a proactive manner to ensure assets are in a state of good repair and sustainability to ensure their ability to deliver the level of services they were intended to deliver. The infrastructure under consideration includes Municipal Facilities, Roads, including all associated assets, Bridges and Culverts, Water and Wastewater systems, Storm water management systems and Storm water collection systems.

A Capital Plan and Work Program is the key factor in the successful implementation and execution of the corporate asset management plan and policy which was formulated and adopted by Mapleton Council in 2019 in compliance with the legislation.

The Capital Plan and Capital Work Program development is dependent on a number of legislated tools utilized by staff to formulate it.

These tools include, staff maintenance inspections and reporting on Township lineal assets, facility structural inspections and reporting, infrastructure inspections and reporting such as the Ontario Structural Inspection Manual (OSIM) program, a Road Condition Survey, and sanitary sewer closed circuit television inspections.

This quarterly update report is being prepared in compliance with Resolution 2020-26-04 dated December 15, 2020, Attachment #1, requiring the tendering of all roads, bridge and facilities projects by April 1, 2021 and to provide an update on the progress of the roads, bridge and facilities capital program implementation.

PREVIOUS PERTINENT REPORTS:

None

DISCUSSION:

The implementation of the Capital Program is a complex process consisting of many levels with many factors affecting each level throughout the process.

Additionally, it must be noted that the speed of process implementation of each level is impacted by many inter-related components including external factors that make up the process.

As many projects as possible are formulated and administered in house by Township staff. If the project however, cannot be administered in house, then staff will procure outside engineering services to assist with the project design, tender compilation, contract administration and contract inspections.

In general, the steps to organizing and implementing a capital road project consist of the following; These below steps are fairly generic across the board on all types of capital program contracts that are prepared and tendered and generally depict the process involved in executing a tendered project from initiation to completion. The overall process timeline varies depending on contract value and scope and could run from 6 weeks to 42 weeks.

To illustrate in simple terms the steps involved, below is a typical task, process flow for a simple road reconstruction project.

Road Projects

- Identify and Quantify Scope of work.
 - This may require the hiring of an engineering consultant to investigate the project physical parameters by under taking the following tasks;
 - Topographic survey
 - Drainage analysis; to identify any existing defects and any GRCA requirements
 - Subsurface analysis; test holes or bore holes are required in order to determine the strength of the underlying surface and its ability to support the road and its anticipated traffic load.

From the above; the engineering task will include;

- Quantify the project requirements
- Estimate the cost of the work
- Prepare the tender documents
 - It is very important to ensure that the tender documents are comprehensive and complete. If the specifications contain loose wording or descriptions or lack of detail, the results of this would be;
 - Time lost during tender period
 - Numerous communications and complaints from bidders during tender period which result in overall delays to the process, additional encumbrances on staff and increased pre-tender costs
 - Inflated bid prices for tendered items post tender close
 - Extended tender execution timeframes and potential litigation over claim disputes
- Advertise the tender
- Issue the tender
- Administer the tender closing, analyze results and award the tender.
- Council approval may be required adding 4 weeks to the process.
- Administer the execution of the work
 - Prevention of scope creep thus managing costs
- Inspection of the work
 - This is a critical component to ensure project specification compliance and quality control.
- Address ongoing issues as they arise throughout the construction process
 - Unanticipated physical discoveries in the field, causing potential cost increases
 - Complaints from the public

- Third party claims
- Process progress payments and certification of completion to the specifications
- Commissioning of the project

Each Capital Project that staff oversee generally follows the above process template. With 35 Capital Projects in the que for Public Works to deliver in 2021, the process is continuous and overlapping, leaving little room for error.

It can be said that diligent pre-tender quality assurance is therefore a key factor in successful project delivery

The 2021 to 2030 Capital Forecast is attached for reference and labelled, Attachment #2. A table, listing 2021 project information and status, as of March 23, 2021, is attached to this report as Attachment #3.

CONSULTATION:

None

FINANCIAL IMPACT:

The Capital Plan and Capital Forecast are funded generally through tax based revenues for roads and bridges and user pay accounts for water and wastewater infrastructure. Careful financial planning is required in order to successfully implement and carry out the capital plan and forecast. The individual projects are funded through various accounts in order to properly track and allocate the actual costs. The 2021 Public Works Capital Plan is valued at \$9,761,050.

SUMMARY:

The 2021 Public Works Capital Program summarized in this report is comprised of 35 projects. The 2021 program value is \$9,761,050 dollars.

To date, March 23, 2021 Staff have issued all tenders and quotation requests. A number of tenders are still awaiting tender closing and award. Of the reported capital program, Staff have so far awarded \$2,037,544 in contracts with \$7,723,506 remaining tenders to close in April 2021.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: Maintaining and upgrading municipal infrastructure to serve local residents and businesses and to encourage growth

The Local Economy:

Recreation:

Municipal Administration:

Financial Responsibility:

ATTACHMENTS:

[Attachment #1 Resolution 2020-26-04 dated December 15, 2020](#)

[Attachment #2 2021-2030 CAPITAL Budget Forecast Final approved Jan 4, 2021](#)

[Attachment #3 Table of Capital Project status March 23, 2021](#)



The Corporation of the Township of Mapleton

Capital Budget 2021 - 2028

	Budget 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Ten Year Total
Capital Projects											
Culvert Replacement General	18050 \$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 60,000	\$ -	\$ 70,000	\$ 230,000
Culvert Replacement Con 3 Lebanon	20172 60,000	-	-	-	-	-	-	-	-	-	60,000
Bridge - PB011	18051 -	60,000	715,000	-	-	-	-	-	-	-	775,000
Bridge - MB009	18056 30,600	510,000	-	-	-	-	-	-	-	-	540,600
Bridges U/S & D/S creek/stream cleaning	19058 -	50,000	50,000	-	50,000	50,000	-	50,000	50,000	60,000	360,000
Bridges -Minor repair program	19059 70,000	-	70,000	-	70,000	-	70,000	-	-	85,000	365,000
Bridges -Inspections for OSIM Report	19060 -	40,000	-	50,000	-	50,000	-	50,000	-	50,000	240,000
Bridges -replace culvert < 3m	19062 -	-	-	200,000	-	-	-	200,000	-	-	400,000
Bridge - PB025	19063 650,000	-	-	-	-	-	-	-	-	-	650,000
Bridge - PB029	19065 -	-	40,000	484,000	-	-	-	-	-	-	524,000
Bridge - PB015	19066 -	-	-	40,000	522,500	-	-	-	-	-	562,500
Bridge - PB021	19067 -	-	-	253,000	-	-	-	-	-	-	253,000
Bridge - MB014	19068 -	-	-	132,000	-	-	-	-	-	-	132,000
Bridge - MB002	19070 -	-	-	-	40,000	1,402,500	-	-	-	-	1,442,500
Bridge - PB013	19071 -	-	-	-	-	-	275,000	-	-	-	275,000
Bridge - PB019	19072 -	-	-	-	-	40,000	951,500	-	-	-	991,500
Bridge - PB030	19073 -	-	-	-	88,000	-	-	-	-	-	88,000
Bridge - PB016	19075 -	-	-	-	-	-	40,000	990,000	-	-	1,030,000
Bridge - PB031	19076 -	-	-	40,000	698,500	-	-	-	-	-	738,500
Bridge - PB045	20139 -	-	-	-	-	-	-	40,000	600,000	-	640,000
Subtotal Bridges & Culverts	810,600	710,000	875,000	1,199,000	1,519,000	1,542,500	1,336,500	1,390,000	650,000	265,000	10,297,600
SDR 6 - C3 Rd 86 Sec M119	18031 250,000	1,073,760	-	-	-	-	-	-	-	-	1,323,760



The Corporation of the Township of Mapleton

Capital Budget 2021 - 2030

	Budget 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Ten Year Total
8th Ln SDR 16 - SDR 17 Sec P242	18032	285,000	-	-	-	-	-	-	-	-	285,000
Andrews Dr (Wellington-Dale) Sec D032-33	18035	-	221,500	-	-	-	-	-	-	-	221,500
John Street Sec D013	18036	51,950	-	-	-	-	-	-	-	-	51,950
SDR 15 -WR 8 to Con 12 Sec M147	18037	-	-	750,100	750,100	772,800	-	-	-	-	2,273,000
SDR 15 Hollen Rd to Con 6 Sec M144	18039	-	-	210,000	-	-	-	-	-	-	210,000
Con3, WR 10 - Diamond SR M214	18040	-	-	-	218,500	-	-	-	-	-	218,500
Edward St (Pine - Wellington) Sec D044	18043	-	101,000	-	-	-	-	-	-	-	101,000
8th Ln WR 12-SDR 17 Sec P243	18044	-	-	421,000	-	-	-	-	-	-	421,000
Con 4, SDR 3 - WR 9 Sec M221	18045	-	-	-	427,800	-	-	-	-	-	427,800
SDR12 Con 16 - WR 109 Sec M139B	18047	-	53,500	-	-	-	-	-	-	-	53,500
12th Ln (WR 17 - SDR 20) Sec P267	18048	-	-	-	-	-	352,800	-	-	-	352,800
Sidewalk repair program	18059	133,000	70,000	70,000	70,000	80,000	80,000	80,000	80,000	80,000	813,000
Robin St (John St-End) Sec DO17	19100	-	112,000	-	-	-	-	-	-	-	112,000
Road Condition Assessment	19101	-	-	60,000	-	-	-	-	-	-	60,000
John St (MainSt E - Wood St) D014 D015 DO016	19102	-	65,000	-	-	-	-	-	-	-	65,000
SDR17 (4th Ln-6th Ln) Sec P123A	19104	-	-	-	-	-	497,200	497,200	512,300	-	1,506,700
Lakeview Dr (WR11-RD1B) SecP601A	19108	-	-	-	-	-	73,300	-	-	-	73,300
Lakeview Dr - RD1B Sec P601B	19109	-	-	-	-	-	52,800	-	-	-	52,800
Sailing Club Rd -WR 11 Sec M162	19111	-	-	-	-	-	687,500	-	-	-	687,500
SDR18 - 4th Ln Sec P134	19114	-	-	-	-	193,000	-	-	-	-	193,000
SDR19 - 6th Ln Sec P153A	19116	-	-	-	-	-	491,700	491,800	491,800	-	1,475,300
SDR20- 12th Ln Sec P168A	19119	-	-	-	-	-	-	157,800	-	-	157,800
SDR25 (Hollan Rd-Con 5) SecM143	19122	-	-	-	-	-	206,200	-	-	-	206,200
Road Asset Management Plan	19129	50,000	-	-	-	50,000	-	-	-	-	100,000
James St Rothsay (Head St-WR10)	19130	-	-	-	-	-	150,000	-	-	-	150,000



The Corporation of the Township of Mapleton

Capital Budget 2021 - 2030

	Budget 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Ten Year Total
Graham St Alma rural cross section	250,000	-	-	-	-	-	-	-	-	-	250,000
12th Ln (SDR19 - SDR18) Sec P266	-	-	-	-	-	-	-	-	-	1,508,500	1,508,500
SDR 17 (6th Ln - 8th Ln) Sec P124	-	-	-	-	-	-	-	-	1,681,700	-	1,681,700
Con 5 (Hollen Rd-SDR15) Sec M228	-	-	-	-	-	-	-	-	-	705,100	705,100
18th Ln (SDR19 - SDR18) Sec P295	-	-	-	-	-	-	-	-	-	993,400	993,400
SDR 18 -2.439 km N 3rd Ln Sec P133	-	-	-	-	-	-	-	-	-	1,153,000	1,153,000
SDR19 - WR86 Sec P150A	-	-	-	-	-	-	-	-	510,000	-	510,000
SDR19 - 8th Ln Sec P154A	-	-	-	-	-	-	-	-	1,436,450	-	1,436,450
Yatton SDR - 3rd Ln Sec P501	-	-	-	-	-	-	-	-	117,860	-	117,860
Con 5 (SDR15-WR10) Sec M225	-	614,400	-	-	-	-	-	-	-	-	614,400
SDR21 (14th Ln-16th Ln) SecP172	1,155,000	-	-	-	-	-	-	-	-	-	1,155,000
Edward St (WR11-Main St) D022/023/031/044	-	-	-	430,000	-	-	-	-	-	-	430,000
Miscellaneous asphalt patching	150,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	-	950,000
Storm Pond Rehabilitation	250,000	250,000	250,000	250,000	250,000	250,000	250,000	-	-	-	1,750,000
ADD Traffic survey for MMS classification	15,000	-	-	-	-	-	-	-	-	-	15,000
Subtotal Roads & Sidewalks	2,589,950	2,439,660	1,957,900	2,291,100	1,816,400	1,445,800	1,625,100	1,326,800	4,930,110	4,440,000	24,862,820
Replace P/U 09-T-103	41,000	-	-	-	-	-	-	-	-	-	41,000
Lawn Tractors	-	29,640	-	-	-	-	-	-	-	35,000	64,640
Replace P/U 12-T-105	-	60,000	-	-	-	-	-	-	-	-	60,000
Replace Pickup GM Silverado 2006	-	51,000	-	-	-	-	-	-	-	-	51,000
PMI Olympia Ice Resurfacer	-	-	-	-	-	-	200,000	-	-	-	200,000
Replace Tandem International T-022 2012	-	-	-	-	-	-	300,000	-	-	-	300,000
Replace Tandem International T-099 2010	-	-	-	-	300,000	-	-	-	-	-	300,000
Replace Pickup Dodge T-101 2016	44,000	-	-	-	-	-	-	-	-	-	44,000
Replace Pickup Ford F450 T-11 2013	-	-	74,000	-	-	-	-	-	-	-	74,000



The Corporation of the Township of Mapleton

Capital Budget 2021 - 2030

	Budget 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Ten Year Total
19082	-	-	-	-	-	93,000	-	-	-	-	93,000
19083	-	-	-	-	65,000	-	-	-	-	-	65,000
19084	-	-	-	56,000	-	-	-	-	-	-	56,000
19085	-	-	132,000	-	-	-	-	-	-	-	132,000
19086	-	-	-	-	-	480,000	-	-	-	-	480,000
19088	-	-	-	-	-	-	267,000	-	-	-	267,000
19089	-	-	-	35,000	-	-	-	-	-	40,000	75,000
19090	-	-	-	-	30,000	-	-	34,000	-	-	64,000
19092	-	-	5,500	-	-	-	-	-	-	-	5,500
19093	-	-	-	7,500	-	-	-	-	-	-	7,500
19094	46,000	-	-	-	-	48,000	-	-	-	-	94,000
19095	-	-	-	-	46,000	-	-	-	-	-	46,000
19096	-	-	41,000	-	-	-	-	-	-	-	41,000
19097	-	22,500	-	-	-	-	-	-	-	-	22,500
19098	-	-	-	-	26,000	-	-	-	-	-	26,000
19099	-	25,000	-	-	-	-	-	-	-	-	25,000
20128	-	-	-	-	-	-	-	-	10,000	-	10,000
20129	-	-	-	-	-	-	-	-	50,000	-	50,000
20131	-	-	-	-	-	-	-	-	30,000	-	30,000
20173	250,000	-	-	-	-	-	-	-	-	-	250,000
20174	40,000	-	-	-	-	-	-	-	-	-	40,000
20175	85,000	-	-	-	-	-	-	-	-	-	85,000
20176	16,000	-	-	-	-	-	-	-	-	-	16,000
20177	20,000	-	-	-	-	-	-	-	-	-	20,000
Subtotal Fleet & Equipment	542,000	188,140	252,500	98,500	467,000	621,000	767,000	34,000	90,000	75,000	3,135,140



The Corporation of the Township of Mapleton

Capital Budget 2021 - 2030

	Budget 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Ten Year Total
Alma Roof repairs	-	-	-	-	-	75,000	-	-	-	-	75,000
MCC Kitchen renovation	-	-	100,000	-	-	-	-	-	-	-	100,000
MCC Patio Furniture	-	-	-	3,500	-	-	-	-	-	-	3,500
MCC 300 chairs	-	-	30,000	-	-	-	-	-	-	-	30,000
MCC Parking Lot resurfacing	80,000	-	-	-	-	-	-	-	-	-	80,000
PMD New Skate Floor & Refrigeration system	-	-	-	-	-	900,000	-	-	-	-	900,000
PMD Main Entrance Parking Space Extension	-	-	-	-	-	-	250,000	-	-	-	250,000
PMD Main Parking lot pavement	-	-	-	-	-	-	210,000	-	-	-	210,000
PMD Arena floor engineering	-	-	-	30,000	-	-	-	-	-	-	30,000
PMD Structural Adequacy Inspection	-	-	-	7,000	-	-	-	-	9,000	-	16,000
PMD Structural repairs	50,000	-	-	-	50,000	3	-	-	-	-	100,003
PMD Floor washing machines	-	-	-	-	-	-	-	20,000	-	-	20,000
PMD Compressor-1 Refrigerator Plant	60,000	-	-	-	-	-	-	-	-	-	60,000
PMD Dressing Room Flooring	-	90,000	-	-	-	-	-	-	-	-	90,000
PMD Compressor-2 Refrigerator Plant	-	-	60,000	-	-	-	-	-	-	-	60,000
PMD Chiller & Pump	-	-	-	-	-	70,000	-	-	-	-	70,000
PMD Condenser replacement	-	-	-	-	50,000	-	-	-	-	-	50,000
PMD Replace Floor Hall	-	-	-	-	-	-	75,000	-	-	-	75,000
PMD Stage & Sound system	-	25,000	-	-	-	-	-	-	-	-	25,000
PMD Glass Door replacement	5,000	15,000	-	-	-	-	-	-	-	-	20,000
PMD Kitchen & Board room renovation	-	-	-	-	-	-	525,000	-	-	-	525,000
PMD Roof insulation & covering	-	-	-	-	-	50,000	-	-	-	-	50,000
PMD New Roof over Arena Ice Building	-	-	-	-	-	360,000	-	-	-	-	360,000
Subtotal Facilities	195,000	130,000	190,000	40,500	100,000	1,455,003	1,060,000	20,000	9,000	-	3,199,503
Future 50/50	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000



The Corporation of the Township of Mapleton

Capital Budget 2021 - 2030

	Budget 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Ten Year Total
Glen Allan Slide replacement	6,500	-	-	-	-	-	-	-	-	-	6,500
Subtotal Parks	26,500	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	206,500
Pumper 70 Drayton - replacement	-	-	-	-	-	-	-	365,000	-	-	365,000
Tanker 88 Moorefield - replacement	-	295,000	-	-	-	-	-	-	-	-	295,000
Pumper 80 Moorefield - replacement	-	-	-	-	365,000	-	-	-	-	-	365,000
Unit 1 replacement at both stations	40,000	-	-	-	-	-	-	-	-	-	40,000
Self Contained Breathing	-	-	-	-	385,000	-	-	-	-	-	385,000
Air Bottle Refilling Station	-	-	-	-	65,000	-	-	-	-	-	65,000
Thermal Imaging Camera	-	-	-	8,000	-	-	-	-	8,000	-	16,000
Portable Pumps	-	5,000	-	5,000	-	5,000	-	-	5,000	-	20,000
Portable Generators	4,000	-	4,000	-	-	4,000	-	4,000	-	4,000	20,000
Defibrillators	-	-	-	-	-	-	6,000	-	-	-	6,000
Rescue 85 Moorefield - replacement	-	-	-	-	-	-	-	-	-	325,000	325,000
Subtotal Fire Services	44,000	300,000	4,000	13,000	815,000	9,000	6,000	369,000	13,000	329,000	1,902,000
Mapleton WPCP to 1,300m3/day	-	-	-	-	-	4,500,000	-	-	-	-	4,500,000
Waterworks-Service Breaks Program	40,000	-	40,000	-	40,000	-	50,000	-	50,000	-	220,000
Waterworks Mains & facilities- contingency	53,500	30,000	37,500	34,500	33,000	22,500	22,500	27,500	52,500	27,500	341,000
Water Tower Drayton	4,000,000	-	-	-	-	-	-	-	-	-	4,000,000
Wastewater mains & facilities - contingency	38,500	91,300	13,300	31,300	13,300	17,500	117,000	48,500	33,500	33,500	437,700
Storm water Infiltration (I&I)	55,000	-	-	-	-	80,000	80,000	-	50,000	-	265,000
Sludge Removal	500,000	-	-	-	-	-	-	-	-	250,000	750,000
Wastewater -Pumping Station & Foremain	-	3,565,000	-	5,000	-	5,000	-	5,000	-	-	3,580,000
Water & Wastewater Condition Assessment	100,000	-	-	-	-	-	50,000	-	-	-	150,000
Class EA to 2,300 m3/d	-	-	-	-	-	-	250,000	-	-	-	250,000



The Corporation of the Township of Mapleton

Capital Budget 2021 - 2030

	Budget 2021	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030	Ten Year Total
Mapleton Water Servicing Master Plan	250,000	-	-	-	-	-	-	-	-	-	250,000
Well Supply Capacity -High Lift Pumping Station Dr	-	2,000,000	-	-	-	-	-	-	-	-	2,000,000
NRW (Non Revenue Water Losses in MField) Study	30,000	-	-	-	-	30,000	-	-	-	-	60,000
Subtotal Water & Wastewater	5,067,000	5,686,300	90,800	70,800	86,300	4,655,000	569,500	81,000	186,000	311,000	16,803,700
Computers, tablets and Servers	58,718	5,000	10,000	25,000	10,000	5,000	10,000	5,000	25,000	5,000	158,718
Township Office -New Carpet, Blinds, and Flooring	25,000	5,000	5,000	-	-	-	-	-	-	-	35,000
Alma DOWntown	240,000	-	-	-	-	-	-	-	-	-	240,000
Columbarium & Master Plan	-	80,000	-	-	-	-	-	-	-	92,800	172,800
Fire Dept - Drayton parking lot paving	-	-	-	-	30,000	-	-	-	-	-	30,000
Health Dept -Drayton outside railing & counter	30,000	-	-	-	-	-	-	17,000	-	-	47,000
Subtotal Other Assets	353,718	90,000	15,000	25,000	40,000	5,000	10,000	22,000	25,000	97,800	683,518
Total Expenditures	9,628,768	9,564,100	3,405,200	3,757,900	4,863,700	9,753,303	5,394,100	3,262,800	5,923,110	5,537,800	61,090,781
Sources of Funding											
Capital reserve	3,617,768	2,597,800	1,676,695	2,025,879	2,314,179	4,189,303	3,170,379	1,164,579	4,075,889	3,156,779	27,989,250
Protective service reserve	44,000	300,000	4,000	13,000	815,000	9,000	6,000	369,000	13,000	329,000	1,902,000
Cemetery reserve	-	80,000	-	-	-	-	-	-	-	92,800	172,800
Current revenue	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	900,000	9,000,000
Environment reserve fund	2,525,312	2,962,595	90,800	70,800	86,300	3,906,779	569,500	81,000	186,000	311,000	10,760,086
Gas Tax	667,730	333,865	333,865	348,381	348,381	348,381	348,381	348,381	348,381	348,381	3,774,127
Development charges	1,474,118	2,000,000	-	-	-	-	-	-	-	-	3,474,118
Unclassified grants	399,840	399,840	399,840	399,840	399,840	399,840	399,840	399,840	399,840	399,840	3,998,400
Total Financing	\$ 9,628,768	\$ 9,564,100	\$ 3,405,200	\$ 3,757,900	\$ 4,863,700	\$ 9,753,303	\$ 5,394,100	\$ 3,262,800	\$ 5,923,110	\$ 5,537,800	\$ 61,090,781

project number on list	Capital Projects for Year 2021	General Description and Status as of March 23, 2021	ASSIGNED and AWARDED TO and SCOPE	Project Sheet	TOTAL APPROVED BUDGET, (before HST).	ENGINEER FEE (before HST)	AWARDED AMOUNT (before HST)	General comments	TENDER #	STATUS AS OF MARCH 23, 2021
	Bridge and Culverts									
1	Culvert Replacement on Con-3 Lebanon	Correct existing drainage issues. Design build in house. Work will be performed summer 2021. Planning is in progress.	Public Works	20172	60,000	n/a	n/a		n/a	CONTRACT HAS BEEN AWARDED. WORK SCHEDULING IS IN PROGRESS
2	Bridge MB009 Design.	Design for the 2022 reconstruction of bridge structure MB009. Work has been AWARDED and is in progress	R.J. Burnside	18056	30,600	30,000	30,000		n/a	PROJECT DESIGN IS IN PROGRESS Tender to be issued in 2022
3	Bridges Minor Repair Program	design build in house. Work will be performed summer 2021	Public Works and invited contractors by quotation	19059	70,000	2,000	n/a	Quotes being requested for structural components. Public Works to complete part of the work. Quotation requests to be issued to invited contractors before the end of March.	n/a	REQUEST FOR QUOTATIONS TO INVITED CONTRACTORS ON SCHEDULE TO BE ISSUED BY MARCH 31, 2021
4	Bridge PB025- Reconstruction;	Rehabilitation of existing bow string bridge. Sideroad 18 just north of third line near Glen Allan. Tender closed Feb 25, 2021; AWARDED	R.J. Burnside, awarded to Wellington Construction	19063	650,000	48,000	400,834	TENDER CLOSED FEB 25th. Wellington Construction low bidder; scope to rehabilitate the structure and retain the historic architectural appearance.	2021-04	TENDER HAS CLOSED CONTRACT HAS BEEN AWARDED. WORK SCHEDULING IS IN PROGRESS
FROM 2020	Culvert Relining Project Concession 5	Relining of three existing culverts. Carried forward from 2020 due to GRCA delays. AWARDED	Triton Engineering, awarded to Arnott Construction, 2020 project	19062, (\$150k) + 18050, (\$40k)	190,000	invoiced pay per use	143,800	tender closed on July 30, 2020 however award was delayed due to GRCA review and approval process. Award letter sent by Triton to Arnott Construction January 26, 2021 following GRCA approval.	2020-05	CONTRACT HAS BEEN AWARDED. WORK SCHEDULING IS IN PROGRESS
	Total Bridge and Culverts				1,000,600	80,000	574,634			
	Roads and Sidewalks									
5	SDR 6- C3 to WR 86 Sec M119	work has begun 2021 work to replace >3m box culv with csp or HDPE and design the 2022 road project with the \$250k. 2022 scope, Tender and Contract Administration.	Triton Engineering; 2021 scope; Design only, with possible small culvert replacement.	18031	250,000	65,500	65,500	Awarded design and contract administration to Triton Engineering, March 17, 2021 in the amount of \$65,500 + HST.	n/a	PROJECT DESIGN IS IN PROGRESS
6	8th Line SDR 16-SDR17	P242 L= 1844m by 7m =12900m2. Scope; shave and pave; added to Asphalt Paving Tender issue date March 18, 2021. closing April 1, 2021	Public Works and tendered contractor.	18032	285,000	n/a	tba	Shave and Pave 50mm HL8, 50mm HL3 document issued for tender	2020-10	TENDER HAS BEEN ISSUED March 18, 2021. CLOSING DATE IS APRIL 1, 2021
7	John St. Drayton, (Main to Wood)	D013 = 121m, L =121 X 7 = 847m2 Scope; shave and pave; added to Asphalt Paving Tender issue date March 18, 2021. closing April 1, 2021	Public Works and tendered contractor.	18036	51,950	n/a	tba	Shave and Pave, 50mm HL8, 40mm HL4. Perform storm and sani cctv inspections prior to paving in 2021.	2020-10	TENDER HAS BEEN ISSUED March 18, 2021. CLOSING DATE IS APRIL 1, 2021
CARRIED OVER FROM 2020	Elm Street, Wood Street to end.	D012 = 161m x 7m = 1127m2. Scope; shave and pave with 50mm HL4; added to Asphalt Paving Tender issue date March 18, 2021 closing April 1, 2021	Public Works and tendered contractor.	19103	27,000	n/a	tba	Project sheet 19103 value for 2020 = \$27k. Moved from 2020 to 2021. Shave and Pave, 50mm HL4	2020-10	TENDER HAS BEEN ISSUED March 18, 2021. CLOSING DATE IS APRIL 1, 2021
8	Sidewalk Repair Program	Sidewalk repairs and replacement in various locations. Tender to be issued by March 31, 2021	Public Works and tendered contractor.	18059	133,000	n/a	tba	Tender document in development. Will issue before March 31, 2021	2021-11	TENDER WILL BE ISSUED BY March 31, 2021. CLOSING DATE MID APRIL, 2021
9	Road Asset Management plan	Work has begun. Implement City Wide Software to introduce Work Order System to Operations and Finance and establish GIS platform for assets. Project and vendor was approved by Council in 2020.	Public Works and Finance, awarded to Public Sector Digest, (PSD).	19129	50,000	n/a	48,000		n/a	PROJECT IS ACTIVE AND NEARING COMPLETION

10	Graham St.Alma Rural Cross section	issued for tender March 4th. Tender closing March 25th Bids and Tenders Burnside	R.J. Burnside; Improve ditch drainage	19134	250,000	35,000	tba	Tender issue March 4th, closing March 25th, Bids & Tenders	2021-07	WAITING FOR TENDER TO CLOSE
11	SDR 21 (14th Line to 16th Line Sec P172	Reconstruction of SR 21, and replacement of structure PB031. Tender has closed and project has been awarded. Project was designed in 2020	GM Blueplan Project awarded to Cox Construction.	20140	1,155,000	36,100	797,017	Design will pulverize, add 100mm gravel and pave with 55mm HL4. 7m wide asphalt with 0.5m shoulders. correct some verticle curve(sightline) issues, Replace	2021-06	AWARDED; TENDER ISSUED FEB 25, 2021. TENDER CLOSED MARCH 11, 2021
12	Miscellaneous Asphalt Paving	Shave and Pave program in various areas. Includes various streets on Capital Listing. Tender issue date March 18, 2021, Closing date April 1, 2021	Public Works and tendered contractor.	20142	150,000	n/a	tba	The budget for this tender is supplemented by the budget of other projects listed in this capital summary as well as operating budget components, including MCC parking lot, Yatton SR, Robin Dr, Elm street, culvert	2021-10	TENDER ISSUED MARCH 18, 2021, CLOSING APRIL 1, 2021
13	Storm Pond Rehabilitation	Regulatory compliance to MOECP, C of A, (Ministry of Environment Conservation and Parks, Certificate of Approval), to two storm water management ponds. Namely, Drayton Heights School Pond and ABC Park Pond. Tender issue date is March 25th. Tender issue date is March 25, 2021. closing date is April 15, 2021	GHD Ltd., Consulting Engineer; Maintenance of two Storm Water Management Ponds to adhere to regulatory compliance.	20143	250,000	31,600	tba		2021-09	TENDER SCHEDULED TO BE ISSUED ON MARCH 25, 2021
14	AADT Traffic Survey for MMS Classification	Deferred to a future year due to COVID-19;	This project was created in order to correctly classify the Mapleton road system in order to assign an informed AADT, (annual average daily traffic count), value. This traffic count program will aid in designating Mapleton road classification relative to the Ontario Minimum Maintenance Standards, O. Reg 239/02. As a result of COVID-19 and the overall reduction in commuter traffic in 2020 and continuing into 2021, this project will be deferred to a future year, tba, when commuter traffic is expected to return to a more consistent level.	20171	15,000	n/a	n/a	on hold until future year	n/a	DEFERRED TO A FUTURE YEAR DUE TO COVID-19
CARRIED FORWARD FROM 2020	Road Reconstruction-Con 6 - WR10 to SDR6. Moorefield.	M233=1824m Reconstruction of Concession 6 WR10 to SR6. TENDER issued March 11, 2021. Closing March 25, 2021	CIMA+. Pulverize, top up gravel and repave with 50mm HL4	20123	485,000	49,500	tba	RE-TENDER FROM 2020	2021-08	TENDER CLOSING March 25, 2021
	Total Roads and Sidewalks Facilities				3,101,950	217,700	910,517			
15	MCC Parking Lot resurfacing	Resurfacing of MCC Parking Lot. Tender issue March 18, 2021. Closing April 1, 2021	Public Works staff. Award TBA, pulverize and pave with 50mm HL4	20168	80,000	n/a	tba	part of asphalt paving tender various locations	2021-10	TENDER ISSUED MARCH 18, 2021, CLOSING APRIL 1, 2021
16	PMD Structural repairs	Structural repairs followup to inspections of 2019.. Quotations will be requested from invited bidders before March 31.	Tacoma Engineers; Award tba; Structural repairs followup to inspections of 2019	19027	50,000	6,000	tba		n/a	IN PROGRESS
17	PMD Compressor-1 Refrigerator Plant	Supply and install refrigeration system compressor, circa 1991. two quotes received. Awarded to lowest of two quotes.	Public Works staff; two quotes received; KORE Mechanical lowest. Replace one of two refrigeration plant brine compressors	19030	60,000	n/a	31,500	Compressor value incorrectly stated as \$60k. Actual value is about half that. Second replacement to occur in 2023 revise requested budget to \$30k in 2023	n/a	AWARDED

19	PMD Glass Door refrigerator replacement	Replace one of three glass door bar refrigerators. Unit has been purchased.	Public Works staff; two quotes received; IFood Equipment; Replace one of three glass door refrigerators in the PMD bar area	19037	5,000	n/a	4,277	unit is on ordered	n/a	unit is ordered
CARRIED OVER FROM 2019	PMD Renovation of Washrooms; update to AODA	Renovate two washrooms and add an adult accessible unit for AODA compliance; Design in progress.	CIMA+; Tender to be issued March 31, 2021; renovate existing washrooms and add new AODA compliant adult washroom.	19042=\$50k + COVID grant = \$92,500 pending approval	142,500	30,660	tba	Moved from 2019 to 21 due to COVID-19. Applied for COVID relief provincial grant funding in 2020. Design is in progress. Tender issue date planned March 31, 2021	2021-13	Design is in progress. Tender issue date planned for March 31, 2021
18	Stage and sound system	Installation of new arena sound system, and replacement parts only for portable stage in the hall.	Public Works Staff; Baliklava quotation approved for sound system. Awaiting approval of grant funding (\$7500), to complete funding envelope.	19036=\$25,000 + COVID grant = \$7,500 pending approval	32,500	n/a	31,440	MOI grant application has been submitted \$7500. awaiting approval.	n/a	Sound System procured. Awaiting supplemental grant funding of \$7500.
	Total for Facilities Parks				370,000	36,660	67,217			
21	Gel Allan Slide Replacement	Replacement of existing playground slide. Quotations being solicited. Will be procured before March 31, 2021	Public Works Staff; award tba.	20169	6,500	n/a	tba		n/a	PROCUREMENT IN PROGRESS
	Total for Parks Water and Wastewater				6,500	-	-			
22	Waterworks-Services Break program	This is an active contingency program and is drawn upon as needed	Public Works Staff	18062	40,000	n/a	n/a		n/a	IN PROGRESS
23	Waterworks Main & Facilities Contingency	This is an active contingency program and is drawn upon as needed	Public Works Staff	18063	53,500	n/a	n/a		n/a	IN PROGRESS
24	Drayton Elevated Water Tower	Design and constructon of new Elevated Water Tower in Drayton	CIMA+ Award following tender closure late April 2021	18065	4,000,000	422,000	tba	Tender issue date March 25, 2021	2021-05	TENDER TO CLOSE MID APRIL 2021
25	Wastewater main & facilities- Contingency	This is an active contingency program and is drawn upon as needed	Public Works Staff	18068	38,500	n/a	n/a		n/a	IN PROGRESS
27	Sludge Removal	Sludge removal at Mapleton Lagoons	CIMA+, award tba; Sludge removal will take place in Fall 2021 to accommodate land application	18071	500,000	35,000	tba		tba	IN PROGRESS
28	Water & Wastewater Condition Assessment	Assessment of infrastructure for Asset Management Policy compliance. Project has been completed. Reporting to follow	CIMA+; inspect and report on condition of infrastructure assets with recommendations	20157	100,000	100,000	100,000	Project is in progress		IN PROGRESS
29	Mapleton Water Servicing Master Plan	Mapleton Water Servicing Master Plan. Project is in progress	CIMA+; Project is underway	20159	250,000	250,000	250,000	Project is in progress		IN PROGRESS
30	NRW (Non Revenue Water Losses in Mfield)- Study	Investigation of non revenue water losses in Moorefield. Quotation under review. Will be finalized by March 31, 2021	OCWA has provided quotation. Review in progress. Award expected by March 31, 2021.	20163	30,000	n/a	tba	this is a three stage investigative project. Stage pricing is depeant on previous stage		IN PROGRESS
	Total Water & Waste Water Other Capital Assets				5,012,000	807,000	350,000			
31	Alma Downtown- Pedestrian lighting, downtown beautification	install decoartive pedestrian lighting in Alma downtown area	Triton Engineering; Award tba pending tender closing. Installation of pedestrian decorative lightin in Alma Downtown.	18021	240,000	18,400	tba	Tender being prepared. Issue date March 25, 2021, closing date April 8, 2021	2021-12	Tender to be issued March 25, 2021. Closing date April 8, 2021
32	Medical building railing Outside	Replace building outside pedestrian railing and counter top in building. Railing has been procured. Still working on counter tops quotes. Will complete procurement by March 31, 2021	Public Works Staff; Railing awarded. Awaiting counter quotes.	19006	30,000	n/a	19,200	procurement will be complete by March 31, 2021	n/a	railing has been procured. Working to finalize counter pricing
	Total Other Capital Assets				270,000	18,400	19,200			

	OVERALL TOTAL				9,761,050	1,159,760	1,921,568			



DEPARTMENTAL REPORT

Recreation Department REC 2021-01

To: Mayor Davidson and Council
Subject: Mapleton Summer Camp Program
Meeting: Regular Council Meeting - 23 Mar 2021
Department: Recreation Department
Staff Contact: Amy Grose, Recreation Manager

RECOMMENDATION:

THAT Township of Mapleton Council receive Recreation Report 2021-01 dated March 15, 2021 regarding the operation of a Summer Camp.

AND FURTHER THAT Council approves the proposed plan to operate a Summer Day Camp within the municipality.

AND FURTHER THAT Council approves the hiring of Summer Camp Staff.

BACKGROUND INFORMATION:

In the past many discussions have been had regarding recreation programs within the municipality. In February 2021 Mapleton created a Recreation Department. At this time, a survey was created to understand the demand for Summer Camp Programs within Mapleton (Attachment 1).

PREVIOUS PERTINENT REPORTS:

N/A

DISCUSSION:

After conducting a survey for our residents there was overwhelming support for a Summer Camp Program. Neighbouring municipalities have been successfully running Summer Camps for many years and the Mapleton Recreation Department would like to see these programs available in our own community. Our survey responses prove the need and support from residents for operating Summer Camp Programs.

After reviewing the survey responses staff created the Mapleton Summer Camp Operating Handbook (Attachment 2). Mapleton would run Summer Camp offering a fun weekly themed camp for children 4 to 12 with a total of 30 campers. Each group would consist of 15 campers and 3 staff members. Camp hours of operation would be 9am to 4pm. Camp extended care options would be available from 8am to 9am and from 4pm to 5pm. Campers will participate in the weekly themed program and bring their own lunches, and snacks, water bottles.

CONSULTATION:

In addition to the survey that was completed the Recreation Manager consulted with neighbouring municipalities that currently operate successful Summer Camp Programs. Guelph-Wellington-Dufferin Public Health and the County of Wellington have also been conferred.

FINANCIAL IMPACT:

The majority of the cost to operate Summer Camp will be covered by Camp Registration fees.
(Attachment 3)

SUMMARY:

THAT Township of Mapleton Council receive Recreation Report 2021-01 dated March 23, 2021 regarding the operation of a Summer Camp. That Council approves the proposed plan to operate a Summer Day Camp within the municipality. Also, that Council approves the hiring of Summer Camp Staff.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: n/a

The Local Economy: n/a

Recreation: *By providing Summer Camps we are improving recreational opportunities for residents.*

Municipal Administration: n/a

Financial Responsibility: n/a

ATTACHMENTS:

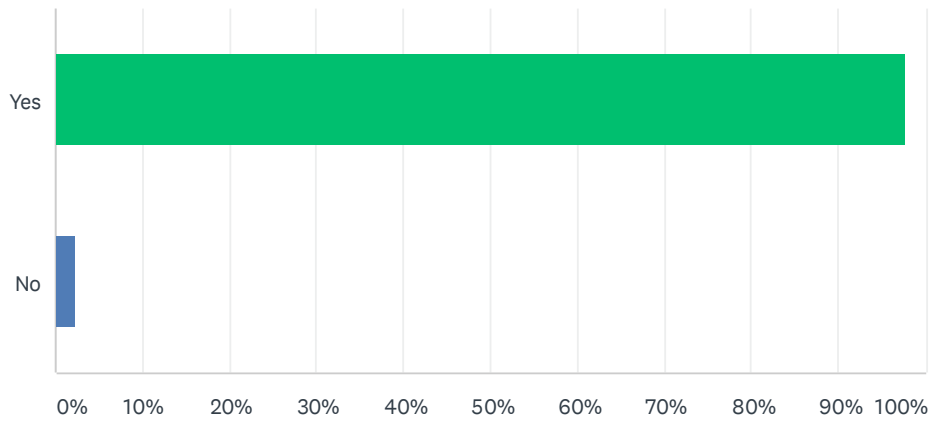
[Attachment 1 Survey-Summer Camp 2021](#)

[Attachment 2 Operating Handbook Summer Camp](#)

[Attachment 3 Budget- Mapleton Summer Camp](#)

Q1 Would your family be interested in a Summer Camp Program offered by the Township of Mapleton for children ages 4 to 12.

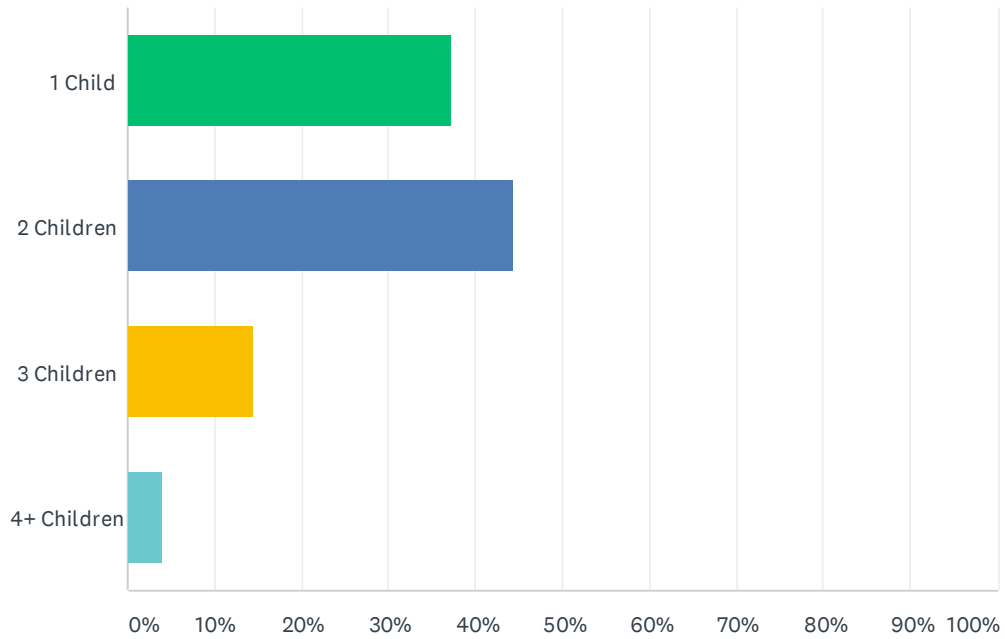
Answered: 182 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	97.80%	178
No	2.20%	4
Total Respondents: 182		

Q2 How many children ages 4 to 12 would you enrol in summer camp?

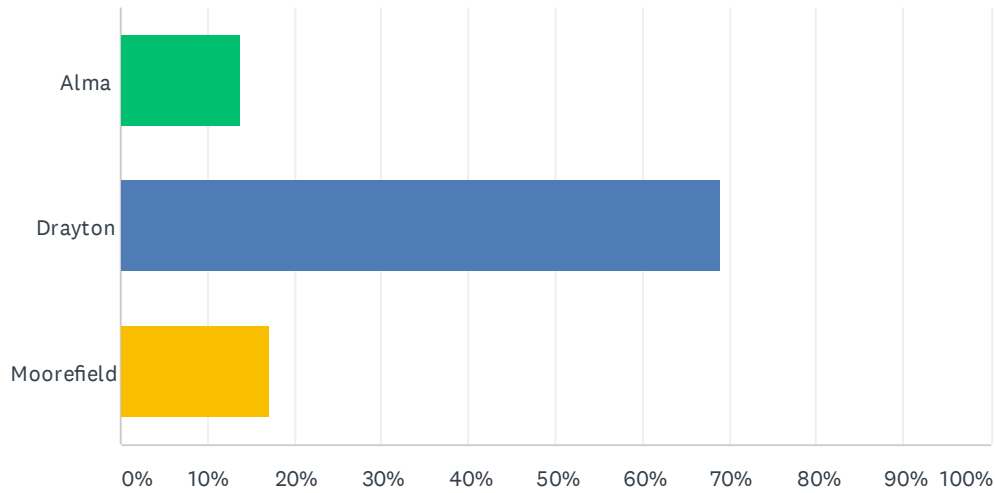
Answered: 180 Skipped: 3



ANSWER CHOICES	RESPONSES	
1 Child	37.22%	67
2 Children	44.44%	80
3 Children	14.44%	26
4+ Children	3.89%	7
TOTAL		180

Q3 What is your preferred location for camp?

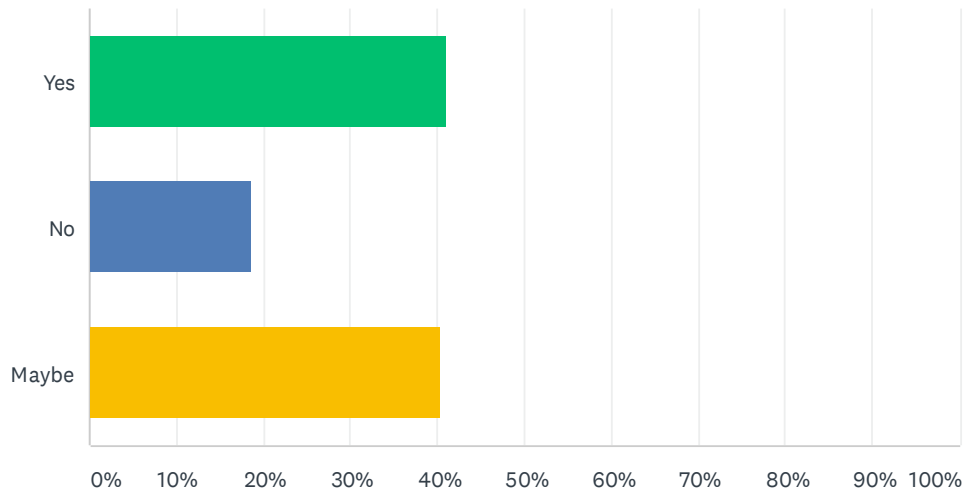
Answered: 181 Skipped: 2



ANSWER CHOICES	RESPONSES
Alma	13.81% 25
Drayton	69.06% 125
Moorefield	17.13% 31
TOTAL	181

Q4 Would you send your child to camp if it was within the Township but is NOT your preferred location?

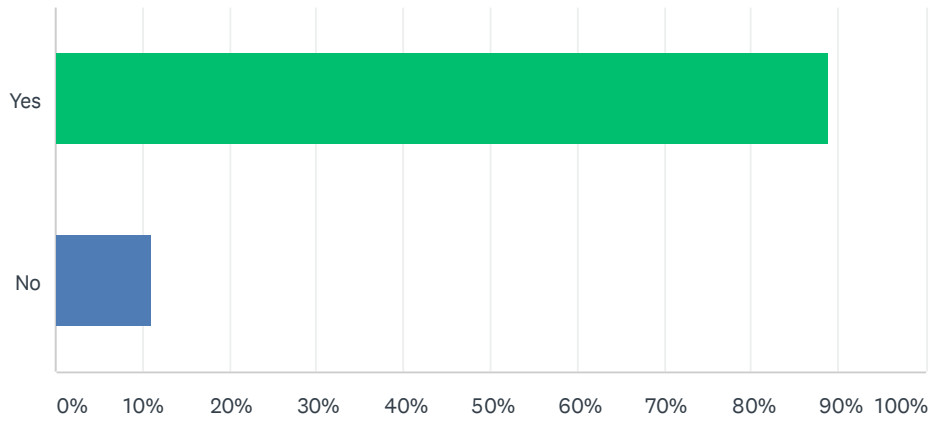
Answered: 183 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	40.98%	75
No	18.58%	34
Maybe	40.44%	74
TOTAL		183

Q5 Would you be willing to pay \$35 to \$45 per day for camp?

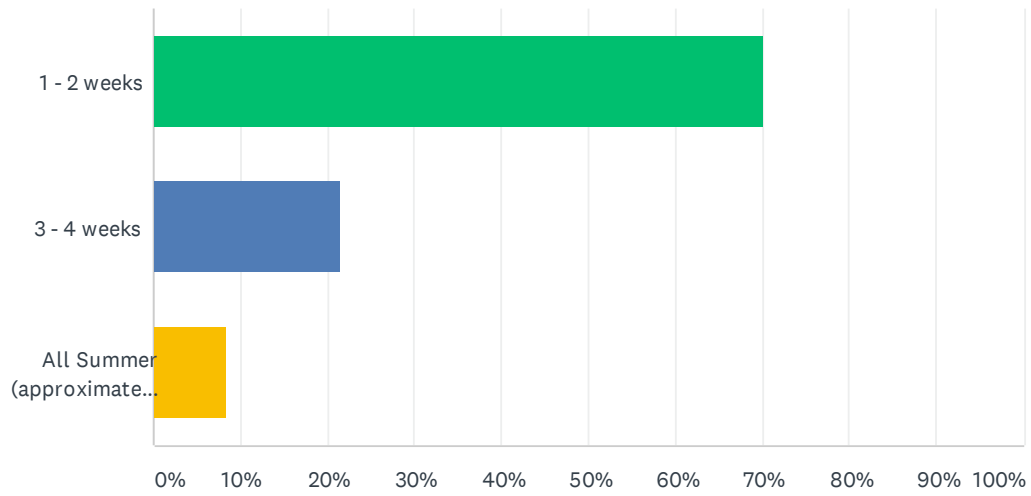
Answered: 180 Skipped: 3



ANSWER CHOICES	RESPONSES
Yes	88.89% 160
No	11.11% 20
TOTAL	180

Q6 How many weeks would you send you child to camp during the summer?

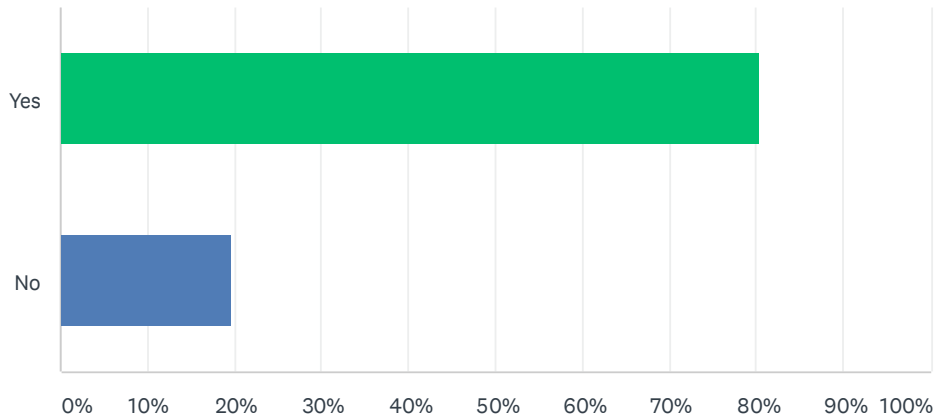
Answered: 181 Skipped: 2



ANSWER CHOICES	RESPONSES	
1 - 2 weeks	70.17%	127
3 - 4 weeks	21.55%	39
All Summer (approximately 9 weeks)	8.29%	15
TOTAL		181

Q7 Would you send your child to camp with the current COVID-19 restrictions? Please see www.wdgpUBLICHEALTH.ca for the most up to date information. We can not offer camp if we are in the Grey Lock down zone.

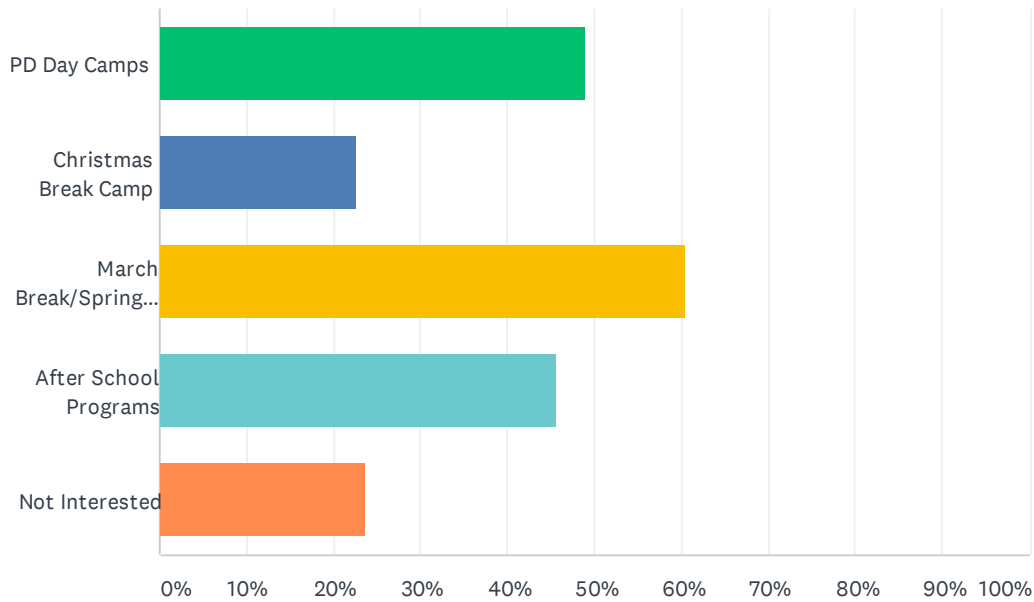
Answered: 183 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	80.33% 147
No	19.67% 36
TOTAL	183

Q8 Would you be interested in any the following Day Camps offered by Mapleton Township?

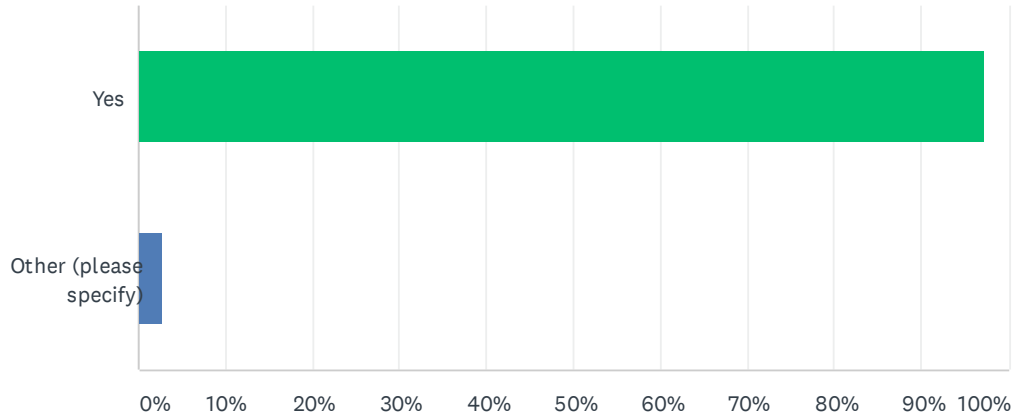
Answered: 182 Skipped: 1



ANSWER CHOICES	RESPONSES	
PD Day Camps	48.90%	89
Christmas Break Camp	22.53%	41
March Break/Spring Break Camp	60.44%	110
After School Programs	45.60%	83
Not Interested	23.63%	43
Total Respondents: 182		

Q9 Are you a resident of Mapleton Township?

Answered: 183 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	97.27%	178
Other (please specify)	2.73%	5
TOTAL		183



Summer Camp
Operating Handbook 2021

WELCOME to Mapleton's Summer camp!

Arriving at Day Camp

All participants are asked to register and pay online for day camp.

A Greeter outside the front door (wearing PPE) will meet campers as they arrive for screening. Names, times, and temperatures will be recorded of anyone entering the day camp area. These records will be maintained for a minimum of 30 days. Other routine questions may be asked before the participant is granted access to the facility. Only those deemed necessary will be permitted into the day camp area.

Anyone at the day camp area for more than 15-minutes will be noted in the daily record.

Anyone entering the facility will be asked to sanitize or wash their hands. Portable hand sanitizer will be kept out of reach of children. All sanitizers will be alcohol based containing 60-90% alcohol.

Leaving Day Camp

All campers will be released to someone 16 years of age or older. Only those listed on the registration forms will be allowed access to pick up a child. If you would like your child to be dismissed from camp on their own at 4pm you must provide this request in writing to the Camp Coordinator. This request will not be approved for children under the age of 10. Pick-up will occur outside or in the front vestibule areas of the arena and community centre entrances. Campers and anyone leaving the day camp area will be signed out of camp and departure times will be recorded. These records will be maintained for a minimum of 30 days.

Anyone leaving the facility will be asked to sanitize or wash their hands. Portable hand sanitizer will be kept out of reach of children.

Camp Staff

Our staff is chosen based on their experience, creativity, and enthusiasm to work with children. Staff are required to be certified in Standard First Aid with level A CPR & AED training. There are 2 full-time camp staff with each cohort. This consist of 1 Camp Site Leader and 1 Camp Junior Leader. Each cohort is also assigned a part-time Junior Leader. Our Summer Camp Leaders are supported by a Camp Coordinator and assisted by our Volunteer Leaders in Training.

Daily Greeter

One staff will be designated the Greeter for each day. This staff will be required to wear a cloth mask, face shield and glasses/sunglasses. As people arrive, the Greeter will greet them, screen campers for COVID-19, and allow the children entrance to the facility.

All other staff except the designated Greeter will supervise the participants inside the facility and will be required to wear a cloth mask and eye protection.

Exceptions to wearing a cloth mask include while eating and drinking and when outside.

Program Overview

Day Camp Hours

Camp runs from 9am until 4pm daily. Staff are available at 8am and until 5pm for those requiring additional care. Camp begins July 6th and ends the week of August 23rd. There is no camp offered on Monday August 3rd (Civic Holiday). We do not operate camp the last week of August.

Day Camp Locations and Information

Pre-registration is required. We require campers to enroll in full weeks only. This helps to limit the risk of COVID-19. Camp may not be offered if there is documented community spread of COVID-19, consultation with the municipality and with the Health Unit will take place to determine the safest decision for everyone.

Camp location TBD

Day Camp Group Sizes

There are 15 children per cohort. We have 2 full-time staff and 1 part-time staff in each cohort. Staff pairings will not change unless necessary.

Schedule and Themes

Week 1: July 5 to 9 - Rumble in the Jungle

Week 2: July 12 to 16 - Exploring Outer Space

Week 3: July 19 to 23 - Dinosaur Dig

Week 4: July 26 to 30 - Incredible Insects

Week 5: Aug 3 to 6 - Super Science

Week 6: Aug 9 to 13 - Wonders of the World

Week 7: Aug 16 to 20 - Amazing Animals

Week 8: Aug 23 to 27 - Under the Sea

Daily Schedule

Each day will include games, crafts, indoor and outdoor exploration aiming to be exciting and engaging for campers.

9am -Arrival/Morning Greeting

9:15 to 12:00 - Indoor/Outdoor Exploration, Craft, and Snack

12:00 to 1:00 – Lunch & Play

1:00 to 4:00 Leader Guided Games, Indoor/Outdoor Exploration, Snack, Splash Pad, Story Time

What to bring to Summer Camp?

- Water Bottle
- Hat
- Sunscreen
- Lunch and Snacks
- Masks

Please bring all belongings in a backpack. Be sure to label everything! All belongings will go home at the end of the day to be cleaned and sanitized, so they are ready for use the next day.

Program Registration

Website Link

Participants will be able to register for day camp using a form provided on the Township of Mapleton website.

Program Cost is \$175.00 per week.

Campers participating in 1 or 2 weeks of camp must pay fees in full at time of registration.

Campers registering for 3 or more weeks will be required to pay fifty percent of fees at time of registration. The remaining will be due prior to the beginning of camp.

*Please contact the Manager of Recreation at the Township Office if you need assistance with payment. 519-638-3313 x037

Camp and COVID-19

The novel Coronavirus (COVID-19) has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, provincial, and municipal governments and health agencies continue to recommend the practice of social distancing.

While the Township of Mapleton has put in place preventative measures to reduce the spread of COVID-19, the Township cannot guarantee that you and/or your child(ren) will not become infected with COVID-19. Further, attending the day camp could increase your risk and your child(ren)'s risk of contracting COVID-19.

We will work hard to reduce the spread of COVID-19. Each cohort will use own equipment, no sharing amongst cohorts. Cohorts to use separate washrooms as designated by space being used. Floor markings will be used to promote safe physical distancing. No trips are planned this summer. No afternoon group snack will be provided, but a snack bin will be made available if needed. Playgrounds may be used upon re-opening. Water fountains not to be used, participant water bottles to be refilled by staff if needed. Maximum number of people inside the facility at any time including staff are not to exceed Provincial and Public Health guidelines.

Rules and Regulations

1. All participants must pre-register and pay online for day camp
2. All personal belongings to be kept to a minimum

Before registering or arriving at the day camp, please ensure that the following is accurate.

1. I am not experiencing any symptom of illness such as cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, headache, sore throat, or new loss of taste or smell
2. I have not travelled to a highly impacted area in the last 14 days
3. I do not believe I have been exposed to someone with a suspected and/or confirmed case of COVID-19
4. I have not been diagnosed with COVID-19 and not yet cleared as non-contagious by local public health authorities.
5. I am following recommended health guidelines as much as possible to limit my exposure to COVID-19

Parents will be required to complete an online assessment form daily that will be placed on the Township of Mapleton's website as per Provincial direction.

DRAFT

Camp Employees

General Guidelines

1. Under health and safety legislation, all employees retain the right to refuse work if they believe the workplace and their duties may cause them harm
2. All applicable Mapleton Township Policies will be communicated to Camp Staff and are expected to be followed
3. Training will consider the emotional and mental stress that Camp Staff may be experiencing and include an opportunity for employees to ask questions and express concerns
4. All training will be documented and dated
5. All Camp Staff will be expected to sign off on training received.
6. Camp Staff that are higher risk of severe illness from COVID-19 (ex. people who have serious underlying medical conditions) are required to inform the employer of their condition to determine if it is safe to work.
7. Camp Staff will follow established sickness and return-to-work protocols as set out by the Township of Mapleton and WDG Public Health
8. Camp Staff training and meetings will occur via online technology whenever possible
9. Camp Staff will work in consistent teams whenever possible to reduce the risk of COVID -19.
10. Camp Staff will self-screen daily prior to arrival at camp.

This will include reviewing the following questions:

- a. Are you experiencing any symptom of illness such as cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, headache, sore throat, or new loss of taste or smell?
 - b. Have you travelled to a highly impacted area in the last 14 days?
 - c. Have you been exposed to someone with a suspected and/or confirmed case of COVID-19?
 - d. Have you been diagnosed with COVID-19 and not yet cleared as non-contagious by local public health authorities?
 - e. Are you following recommended health guidelines to limit your exposure to COVID-19?
11. Camp Staff must wash their hands when arriving at and leaving the facility, and before and after:
- a. Eating
 - b. Taking breaks
 - c. Blowing one's nose, coughing or sneezing
 - d. Going to the washroom
 - e. Using shared equipment
 - f. Providing routine care for another person who needs assistance
12. Personal items and clothing brought in by staff will be kept to a minimum
13. Where Camp Staff must bring items in, they will be stored separately, with adequate space between each employees' items
14. Camp Staff must follow physical distancing of 2m when possible

PPE

1. Each Camp Staff will be provided with their own PPE needed for their shift and their own fanny packs
2. Camp Staff will be trained on its use and established protocols for its use
3. One Camp Staff will be designated the first aid responder and use more robust PPE to prevent undue delays in responding to first aid or resuscitation requirements caused by donning appropriate PPE
4. Camp Staff will follow the procedures prescribed by the World Health Organization (WHO) when removing gloves and PPE (diagrams posted in each)

Respiratory Protection

Staff who cannot maintain physical distancing will wear at least a non-medical mask or cloth face covering.

Eye Protection

Face shields be used. Sunglasses or safety glasses may also be worn.

Hand Protection

Non-latex medical exam gloves should be used (Greeter and First Aid). Practice hand hygiene after gloves are removed.

Body Protection when applying First Aid.

Where possible, long-sleeved water-resistant gowns should be used to prevent body contamination. If water-resistant gowns are not available, remove and launder all clothing once treatment is finished. For both options, practice personal hygiene following use.

Keeping Personal Protective Equipment Organized, Clean and Dry

Each employee will have first contact PPE on their person including gloves and two surgical masks. The gloves and surgical masks must be kept in a resealable zip-top bag to avoid getting wet. Each day camp location will have a dry storage container that includes additional PPE, hand sanitizer and disinfection wipes.

Personal Protective Equipment Disinfection

Proper disposal of single-use equipment and proper disinfection of reusable equipment is necessary for ensuring the safety of both staff and patrons. For proper disinfection of reusable equipment, see manufacturer's specifications. Where no specifications exist, the following ratios are recommended:

The Centers for Disease Control and Prevention (CDC) recommend a 1:10 dilution ratio for household bleach, or a 1:20 ratio for commercial sodium hypochlorite solution to disinfect PPE, then let air dry. Typically, 1 to 10 minutes contact time is recommended.

Equipment

1. All employees will have their own PPE and fanny pack containing First Aid supplies and medications if needed.
2. Employees are encouraged to wash work clothes at the end of each day of program.

Facility Operations

1. Wherever possible, staff should maintain physical distancing while providing effective and consistent rule enforcement and accident prevention.
2. Wherever possible, staff should maintain physical distancing when providing information with other team members.

3. Staff should follow and maintain new protocols concerning regular disinfection of common contact surfaces throughout the operational day.

Emergency Procedures

Sick/Unwell Child at Program

1. First staff to stay with participant and separate from cohort
2. First staff to wear additional PPE and stay with participant at a distance of 2m (surgical mask, gloves, and face shield)
3. First staff to document symptoms
4. First staff to notify Children's Programs Coordinator
5. Second staff to remain with other participants
6. Children's Programs Coordinator to contact WDGHU for guidance
7. Parents of other participants in cohort to be notified a at pick up

Symptoms of and/or COVID-19 Present

1. Staff and participants exposed to a confirmed case of COVID-19 to be excluded from day camp for 14 days
2. Symptomatic staff and participants should be tested
3. Staff and participants to be excluded from day camp while waiting for results
4. Negative test result permits a return to day camp the day following no symptoms
5. Asymptomatic only as advised by the WDGHU (as part of contract tracing)
6. Town of Minto to confer with WGDHU regarding a confirmed case and the declaration of an outbreak

7. If a staff tests positive, they must remain off work for at least 14 days following symptom onset and must also receive clearance from the WGDHU
8. If a staff who tests positive for COVID-19 and is work-related, WSIB, the Ministry of Labour, Township of Mapleton are to be notified within 72 hours

First Aid and Resuscitation

The need for resuscitation is rare. Nevertheless, the outcome of such an incident depends on how quickly effective resuscitation is performed. Staff have an obligation to help those in need as long as it does not risk harm to themselves.

The following should be considered:

- Participants have undergone an active screening prior to entry.
- Proper personal equipment, hand hygiene and screening at sites can help decrease the risk to rescuers.
- The provision and use of proper PPE, hand hygiene, and modified rescue / first aid protocols can help decrease the risk to rescuers.

Rescuers should always assess the risk of providing care. This includes an assessment of their own health status (employees with underlying medical conditions are more likely to experience complications from COVID-19, and during times with high infection rates should consider doing other duties that do not involve direct public interaction).

Other First Aid Interventions

Rescuers should adhere to general precautions such as gloves, face mask, eye protection and good hand washing for all first aid interventions.

If victims can tolerate a mask, they should be encouraged to wear a mask. Masks that cover the mouth and nose of a victim may create significant anxiety which the rescuer should be aware of and attempt to manage when on scene. Additional masks will be stocked for this purpose.

Levels of Risk and Personal Protective Equipment (PPE)

Due to the nature of COVID-19 as an aerosol transmitted pathogen, first aid protocols have been categorized into low-risk and high-risk categories. High-risk protocols include all treatments that generate aerosols, while protocols that do not generate aerosols fall under the low-risk category. Rescuers don PPE in accordance with the level of risk they encounter.

Identified high-risk (aerosol-generating) protocols are as follows:

- Chest compressions
- Ventilations
- High-flow oxygen administration (should be reserved for: victims in need of resuscitation, children and infants and drowning victims).
- Suction (not recommended at this time – instead, roll the victim to allow drainage and utilize a finger sweep if required).
- Abdominal thrusts / back blows

All rescuers within 2m of the victim must don appropriate.

PPE for high-risk protocols.

Cleaning Guidelines

Cleaning, Disinfecting and Personal Protection

1. All employees must wear disposable gloves while cleaning and disinfecting. This includes handling trash.
2. All employees will be trained on proper cleaning and disinfecting techniques and procedures prior to providing cleaning tasks. Training

will include when to use PPE, what PPE is necessary, how to properly don, use, and remove PPE, and how to properly dispose of PPE.

3. Gloves need to be compatible with the disinfectant products being used. Additional PPE such as masks, goggles or face shields may be required based on the cleaning / disinfectant products being used and whether there is a risk of splash. Gloves must be removed carefully to avoid contamination of the wearer and the surrounding area. Lifeguards must wash hands after removing gloves.
4. If gowns are not available, coveralls, aprons or work uniforms can be worn during cleaning and disinfecting. Reusable (washable) clothing should be laundered after each use. Hands must be washed after handling dirty laundry. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used.
5. The use of a spray should be avoided if possible, in order to limit the formation of aerosol of disinfectant product which can be inhaled and thus irritate the respiratory tract.

Where to Clean

Employees will be provided with a detailed cleaning schedule. Log sheets must be filled out each time cleaning occurs.

Start of Day

All high touch surfaces such as, doorknobs, railings, light switches, tables and chairs, hand sanitizer dispensers

Mid-Day (After Lunch)

Same as above plus, any used equipment, toys, and washrooms

End of Day

Same as above plus, any used equipment, toys, and washrooms

What to Clean With

Employees will be provided with products that clean and disinfect all at once (ex. premixed store-bought disinfectant cleaning solutions and wipes). Only approved hard-surface cleaner disinfectants that have a Drug Identification Number (DIN) will be used. All employees will be trained on the hazards of the cleaning chemicals used at the facility.

Cleaning Procedures

1. Staff must use damp cleaning methods such as damp clean cloths, and/or a wet mop. They must not dust or sweep which can distribute virus droplets into the air.
2. Employees must place contaminated disposable cleaning items (ex. mop heads, cloths) in a lined garbage bin before disposing of them with regular waste.
3. In addition to routine cleaning, surfaces that are frequently touched with hands must be cleaned and disinfected more often, as well as when visibly dirty.

Specific Equipment

Cleaning and Disinfecting Training Accessories and Recreational Toys is ongoing. Staff must clean and disinfect toys, games, and training accessories daily and as required.



Mapleton Summer Camp Staff Budget

REGISTRATION FEES

\$175 weekly x 30 campers = \$5250 weekly

SITE LEADERS (X2)

\$16.50 per hr. x 7.5 hrs = \$123.75 daily per leader

\$123.75 per day. x 5 days = \$618.75 per week

CAMP STAFF (X2)

\$14.50 per hr. x 7.5 hrs = \$108.75 daily per camp staff

\$108.75 per day. x 5 days = \$543.75 per week

P/T CAMP STAFF (X2)

\$14.50 per hr. x 4 hrs = \$58.00 daily per p/t camp staff

\$58.00 per day x 5 days = \$290.00 per week

TOTAL WAGES PAID

\$2905.00 per week paid to wages from our \$5250 weekly registration fees.



DEPARTMENTAL REPORT

Recreation Department REC2021-02

To: Mayor Davidson and Council
Subject: Mapleton Before and After School Program
Meeting: Regular Council Meeting - 23 Mar 2021
Department: Recreation Department
Staff Contact: Amy Grose, Recreation Manager

RECOMMENDATION:

THAT Township of Mapleton Council receive Recreation Report 2021-02 dated March 16, 2021 regarding Mapleton's Before and After School Programs.

AND FURTHER THAT Council approves the request to submit the RFP to the Upper Grand District School Board

BACKGROUND INFORMATION:

Over the years Mapleton staff have received inquiries regarding the availability of childcare opportunities within the Township. The Recreation department released a survey regarding the need for Summer Camp Programs in Mapleton which also asked about other programs families wanted to see. The results showed a tremendous demand for before and after school programs within the Township.

PREVIOUS PERTINENT REPORTS:

N/A

DISCUSSION:

After receiving emails from citizens and gaining our survey results, we understand there is a need for quality childcare in our growing community. Over forty percent of respondents indicated that they would participate in a before and after school program facilitated by the municipality.

After being invited to a meeting by Mayor Davidson with our Upper Grand District School Board Trustee, we were assured that our survey results were consistent with the one conducted by the school board. We have also been informed that the school board will provide the space required to implement the program within the schools.

The UDGSB requires that municipalities submit a RFP in order to facilitate programs within their schools. The 2021/2022 RFP deadline has passed. Mapleton has been given an extension to the deadline as staffing did not allow the application to be submitted within their requested closing date. UDGSB is asking that we complete this process as soon as possible.

CONSULTATION:

The Manager of Recreation has consulted with Wellington County, Children's Early Years Division, the Upper Grand District School Board, and neighbouring municipalities already offering the program

FINANCIAL IMPACT:

N/A

SUMMARY:

That the Township of Mapleton Council receive Recreation Report 2021-02 dated March 16, 2021 regarding Mapleton's Before and After School Programs. That Council approves the request to submit the RFP to the Upper Grand District School Board.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: n/a

The Local Economy: n/a

Recreation: *By providing a Before and After School Program we are improving recreational opportunities for residents.*

Municipal Administration: n/a

Financial Responsibility: n/a

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

SOURCE WATER PROTECTION REPORT SWP2021-02

TO: Mayor Davidson and Members of Council

FROM: Kyle Davis, Risk Management Official

RE: Township of Mapleton 2020 Source Protection Annual Reports

DATE: March 23, 2021

RECOMMENDATION:

THAT Township of Mapleton Council receive Source Water Protection Report SWP2021-02 dated March 23, 2021 regarding Township of Mapleton 2020 Source Protection Annual Reports.

BACKGROUND:

For reporting purposes, the Township of Mapleton is subject to one Source Protection Plan (based on watershed or Conservation Authority boundaries): Grand River Plan. The Grand River Plan came into legal effect on July 1, 2016. Although the Ausable Bayfield Maitland Valley (ABMV) Plan encompasses part of the municipality, there are no reporting requirements associated with that Plan for the Township. The Township of Mapleton has two municipal water systems located in the Grand River Source Protection Plan: Drayton and Moorefield.

Under Section 81 of the Clean Water Act and Section 65 of O. Reg. 287/07, an annual report must be prepared by a Risk Management Official and submitted to the appropriate Source Protection Authority (Conservation Authority) by February 1st of each year. Under Section 45 of the *Clean Water Act*, a public body, including a municipality, must comply with monitoring and reporting policies designated by a Source Protection Plan and provide a municipal annual report by February 1st of each year. For the Township of Mapleton, the Risk Management Official and Municipal Annual Reports for 2020 were submitted to the Grand River Source Protection Authority by February 1, 2021. This Council report summarizes the contents of the submitted reports.

The Wellington County municipalities continue to implement source protection under the Wellington Source Water Protection partnership, www.wellingtonwater.ca

PREVIOUS PERTINENT REPORTS:

Previous Annual Reports and Updates to Council

DISCUSSION:

In 2020, progress continued in the implementation of source protection in the municipality. A summary of key aspects of the Risk Management Official Report and Municipal Report are provided below.

In 2020, there were 2 development review notices issued per Section 59 of the Clean Water Act within the municipality. Additionally, Risk Management staff comments were provided on an additional 28 applications that did not require development review notices, for a total of 30 development applications (notices and comments) reviewed in the municipality. There were 32 Section 59 notices issued County wide and Risk Management staff comments on 257 additional development applications, County wide, for a total of 289 development applications (notices and comments) reviewed County wide in 2020. This represents an increase in the total number of development applications (notices and comments) reviewed County wide from 2019 (244) and an increase compared to the five-year average of 258 development applications (notices and comments).

For the municipality, 2020 is generally consistent with previous years in the number of development notices issued and in comments from previous years (37 in 2019) and the five-year average of 29 development applications (notices and comments). In addition to the notices and comments provided, other applications were screened out by building or planning staff following Risk Management Official Written Direction provided by Wellington Source Water Protection.

In 2020, the source protection staffing complement was 2.0 full time equivalents, one co-op student for one term and with administrative support provided by the Township of Centre Wellington. All municipalities have, at a minimum, two staff members appointed as Risk Management Officials and Inspectors. These staff are well supported by the internal Wellington Source Protection Working Group which is comprised of other departmental staff from all eight Wellington municipalities including building officials, planners, water compliance staff, public works staff and Chief Administrative Officers. In 2020, the staffing complement was to increase to 3.0 full time equivalents with the approval of a Source Protection Coordinator position by the County of Wellington. Due to the COVID-19 pandemic, this position has been on hold since March 2020, and it is anticipated that this position will be filled in the first half of 2021. This position will take over some duties currently being conducted by the Risk Management Inspector and will assist the Risk Management Official in program administration.

Analysis continued on the threat verification data collected in previous years on residential, agricultural, industrial, commercial, and institutional activities identified as potential significant drinking water threats in the approved Assessment Reports. Staff complete a variety of tasks to remove or confirm and then mitigate activities identified as potential significant drinking water threats in

the approved Assessment Reports. These threat activities are existing, and the analysis can involve desk top interpretation of air photos or GIS data, phone calls, review of municipal records, windshield surveys, site inspections by Risk Management staff and if confirmed, then mitigation through septic inspection, prohibition and / or negotiation of risk management plans. As a result of this analysis, staff currently estimate approximately 40% of threat activities (12 activities) in the municipality still require action to either remove or confirm / mitigate the threat activities while 60% have been either removed or confirmed and mitigated. The remaining threat activities in the municipality are primarily industrial or municipal.

To support this threats analysis and to determine compliance, 21 inspections were conducted in the Township in 2020. 20 inspections were conducted for compliance purposes (prohibition) with no contraventions found. There was 1 inspection conducted for threat verification or risk management plan purposes in the Township in 2020 with no contraventions found. County wide, 185 inspections were conducted in 2020 with 92% of inspections (170) being prohibition compliance inspections and 8% (15) of inspections conducted for threat activity verification or risk management plan negotiation purposes. Due to the COVID-19 pandemic and associated restrictions, health and safety protocols were implemented to ensure the safety of our inspectors and the regulated community. These protocols included a focus on outside and contactless inspections in 2020, mostly through the use of inspections from vehicles or through physically distanced site visits. The majority of the inspections (92%) were to ensure compliance with manure application and storage prohibitions and these types of inspections are well suited for contactless inspections. The remaining inspections were either mostly conducted prior to the pandemic restrictions beginning in March 2020 or were completed with strict protocols in place. During the first lockdown, one virtual inspection was also completed in the County.

No Risk Management Plans were agreed to in 2020 and 3 are in the process of negotiation for the municipality. Cumulatively, there are 25 Risk Management Plans complete County wide. County wide, the number of Risk Management Plans in progress is 94. In 2020, COVID-19 was a major implementation challenge to the completion of RMPs since the state of emergency was declared in Ontario in March 2020. Since the declaration of emergency, the in-person work was immediately halted, and our source protection staff have been working remotely with limited in-person negotiation of RMPs. Over the summer of 2020 County wide, some additional threat verification inspections / RMP negotiations were completed, however overall, this work was halted due to safety concerns for staff and in respect of the economic situation many of our businesses find themselves under. It is anticipated that COVID-19 impacts will continue in the first half of 2021 and that this will impact RMP negotiation.

The following is a summary of the E and O results, County wide, for 2020. One

virtual training session was run for municipal staff. Four newspaper ads were run during the year on topics related to water conservation, salt and changes to the Source Protection Plans. Staff also attended 4 public meetings on Source Protection Plan updates and the Centre Wellington Tier 3 Community Liaison Group. Development reviews and limited inspections were conducted in 2020 that included educational material being provided directly to the proponents generally regarding the threats present, the process (development review, RMP, prohibition etc.) and property specific mapping. This was mostly related to development reviews and provided electronically where possible. In person inspections were limited in 2020 where educational material was provided directly to proponents. Direct mailing to proponents related to negotiation of RMPs was halted in 2020. Both the limitation of inspections and the RMP mailings were due to the pandemic restrictions. Wellington Source Water Protection continues to maintain and update a website (www.wellingtonwater.ca), ten fact sheets on specific topics and other print media (i.e. post cards to direct applicants to mapping). Social media posts on a variety of topics were either posted or re-shared by our municipalities' corporate channels. Often the content of these posts was from the Conservation Ontario social media calendar. Although work was started, in 2020, on delivering the communications products identified in the 2019 Wellington Source Water Protection communications plan, this work was put on hold starting in March 2020 due to the COVID-19 pandemic. This included drafting of three additional fact sheets. It is hoped that this work will re-start sometime in 2021. Staff participate and Wellington Source Water Protection is a sponsor for the Waterloo-Wellington Children's Groundwater Festival. In 2020, due to the COVID-19 pandemic, the in-person Festival was cancelled. Staff continued to participate on the organizing committee, serving as co-chair and assisting with a number of difficult operational, financial and human resource related decisions due to the pandemic. In 2020, the Festival pivoted to the creation and delivery of a series of online videos showcasing the in-person activity centres. These videos are grade specific and focus on one particular topic per video (i.e. water cycle) and are available at www.wwcgf.com. Planning also began in 2020 for the 2021 Festival as it will be in a virtual format.

In 2020, staff were involved in reviewing, authoring and/or participating in a significant number of Source Protection Plan amendments for the Grand River Source Protection Plan in the County. The amendments were primarily focused on policy updates and / or technical updates including a large quality update and a separate quantity (Tier 3) update for the Grand River – Wellington County chapter as was reported previously to Council.

The Grand River – Wellington County quality update included changes to the Assessment Report and Source Protection Plan and that came into legal effect on February 3, 2021. In 2020, the public consultation for this update occurred. The Assessment Report changes include the delineation of new wellhead protection areas for quality within Centre Wellington and Guelph / Eramosa and new issues contributing areas in Centre Wellington.

There are a large number of policy changes contained in the quality update, with the majority of the policy changes related to chloride or road salt activities (storage and application) and are due to the new Chloride Issue Contributing Areas in Centre Wellington and Puslinch. The policy approaches include prohibition, risk management plan, education and other approaches to manage the road salt related threat activities. In addition to the policy changes related to road salt and the chloride ICAs, other policies were amended to address implementation challenges or changes to provincial guidance. It should be noted that it is possible the road salt policies may apply in the future outside of the chloride issue contributing areas within other parts of the wellhead protection areas. This is due to possible changes to the Provincial thresholds related to road salt. Consultation on changes to these thresholds continued in 2020 and a decision is expected by the Province in 2021.

Tier 3 (water quantity) technical studies continued for Centre Wellington. In 2020, the technical work was completed and a wellhead protection area – quantity was delineated with a significant risk level for the Centre Wellington municipal wells. Similar to previous years, a third-party consultant (RJ Burnside) provided review comments on the completed and draft reports on behalf of the adjacent municipalities, including the Township and their comments were addressed or incorporated into the reports by the project consultant (Matrix Solutions). Based on the risk assessment, the risk level was determined to be significant and a Wellhead Protection Area – Quantity has been drafted. The Wellhead Protection Area – Quantity encompasses parts of Centre Wellington and southern Mapleton, specifically around Alma.

In 2020, policy approaches and policy requirements were drafted to address the threat activities for water quantity that include consumptive water taking and activities that reduce groundwater recharge such as the creation of impervious surfaces. The policy requirements will apply to properties in the south portion of Mapleton specifically in Alma. In 2020, a quantity update for the Grand River Source Protection Plan was initiated and the pre-consultation for this update was completed with Council reports and resolutions from all affected municipalities including the Township. The public consultation ran from January 25 to March 8, 2021.

There are no required septic system inspections for the municipality. If a septic system is present within well head protection area with a vulnerability score of 10 or within an issues contributing area for nitrates, a septic inspection is required every 5 years. All properties within these vulnerable areas in the municipality are connected to municipal sanitary sewer services.

Staff provided comments on four regulatory proposals related to Ontario's water quantity framework, host municipality resolutions related to bottled water operations, changes regarding pumping tests and changes to the Clean Water Act's Director's Technical Rules. The Provincial Water Quantity Working Group also met twice in 2020 to discuss the three-water quantity regulatory proposals. Included in the Clean Water Act's Director's Technical Rules are the Provincial thresholds discussed above in relation to road salt.

Attached for your reference is a summary table of source protection implementation for all municipalities in Wellington County (the County and seven, local municipalities). For further information, please contact Kyle Davis, Risk Management Official, 519-846-9691 ext. 362 or kdavis@centrewellington.ca

CONSULTATION:

Director of Public Works

FINANCIAL IMPLICATIONS:

Current staff and financial resources

SUMMARY:

Source protection implementation continues for the Township of Mapleton and other Wellington County municipalities. The 2020 annual reports were submitted to the Grand River Source Protection Authority as required by the *Clean Water Act*, by February 1, 2021.

COMMUNICATION:

Information on source protection implementation in the Township of Mapleton and for Wellington County can be found at the Wellington Source Water Protection website at www.wellingtonwater.ca or at the Lake Erie Source Protection Committee website at www.sourcewater.ca

Prepared By:

Kyle Davis
Risk Management Official

Reviewed By:

Manny Baron
CAO

Attachments:

Attachment 1 – Source Protection Annual Reporting Summary 2020, Wellington Source Water Protection

Source Protection Annual Reporting Summary 2020 - Wellington County municipalities

Reportables		Centre Wellington	Guelph/Eramosa	Mapleton	Puslinch	Wellington North	Erin	Minto	County of Wellington	Total
Septic Inspection Program	Completed	0	0	N/A	0	0	0	0	N/A	0
	Outstanding	24	426	N/A	61	9	131	6	N/A	657
	Major Remedial Action	Note that the septic inspection program occurs on a five year cycle. The second round of inspections was scheduled to start in 2020, however, was postponed due to the COVID pandemic.								
	Minor Remedial Action	Therefore, all septic inspections are currently outstanding and must be completed by 2025. Also please note that in 2021, the number of septic inspections in Puslinch, Centre Wellington and Guelph / Eramosa will change due to updates to their wellhead protection areas.								
	Septic Socials									
S59 Notices Issued for Reporting Year		8	10	2	4	5	2	1	N/A	32
Comments on Development reviews (in addition to notices) for Reporting Year		54	26	28	72	22	44	11	N/A	257
Total Development Reviews and S59 Notices for the Reporting Year		62	36	30	76	27	46	12	N/A	289
Total Inspections for the Reporting Year (Section 62)		35	46	21	1	21	49	12	N/A	185
Inspections for Section 57 Prohibition for Reporting Year		31	46	20	0	21	42	10	N/A	170
Inspections for Section 58 Risk Management Plans for Reporting Year		4	0	1	1	0	7	2	N/A	15
Contraventions during Inspections for Reporting Year		1	0	0	0	0	0	0	N/A	1
Inspection Summary		County wide, 185 inspections were conducted in 2020 with 92% of inspections (170) being prohibition compliance inspections and 8% (15) of inspections conducted for threat activity verification or risk management plan negotiation purposes. Due to the COVID-19 pandemic and associated restrictions, health and safety protocols were implemented to ensure the safety of our inspectors and the regulated community. These protocols included a focus on outside and contactless inspections in 2020, mostly through the use of inspections from vehicles. The majority of the inspections (92%) were to ensure compliance with manure application and storage prohibitions and these types of inspections are well suited for contactless inspections. The remaining inspections were either mostly conducted prior to the pandemic restrictions beginning in March 2020 or were completed with strict protocols in place. During the first lockdown, one virtual inspection was also completed in the County.								
Transport Pathway Notices		0	0	0	0	0	0	0	N/A	0
% Threat Activities Removed or Managed since Source Protection Plan effective date		88%	63%	60%	75%	91%	95%	85%	N/A	75%
RMPs	Cumulative Completed since SPP Effective Date	8	4	0	0	4	1	8	N/A	25
	Completed in Reporting Year	2	1	0	0	2	0	1	N/A	6
	In Progress	22	18	3	1	25	13	12	N/A	94
DWT Report / Chemical Management Plan (Official Plan Section 4.9.5)	Cumulative Completed	0	4	1	0	1	1	1	N/A	8
	Completed in Reporting Year	0	1	1	0	0	0	0	N/A	2

Source Protection Annual Reporting Summary 2020 - Wellington County municipalities

Reportables	Centre Wellington	Guelph/Eramosa	Mapleton	Puslinch	Wellington North	Erin	Minto	County of Wellington	Total
Comments on Prescribed Instruments (Provincial Approval such as Permits to Take Water) or Provincial Projects	6	1	0	2	1	2	0	N/A	12
Education and Outreach	<p>The following is a summary of the E and O results, County wide, for 2020.</p> <p>One virtual training session was run for municipal staff. Four newspaper ads were run during the year on topics related to water conservation, salt and changes to the Source Protection Plans. Staff also attended 4 public meetings on Source Protection Plan updates and the Centre Wellington Tier 3 Community Liaison Group. Development reviews and limited inspections were conducted in 2020 that included educational material being provided directly to the proponents generally regarding the threats present, the process (development review, RMP, prohibition etc.) and property specific mapping. This was mostly related to development reviews and provided electronically where possible. In person inspections were limited in 2020 where educational material was provided directly to proponents. Direct mailing to proponents related to negotiation of RMPs was halted in 2020. Both the limitation of inspections and the RMP mailings were due to the pandemic restrictions. Wellington Source Water Protection continues to maintain and update a website (www.wellingtonwater.ca), ten fact sheets on specific topics and other print media (i.e. post cards to direct applicants to mapping). Social media posts on a variety of topics were either posted or re-shared by our municipalities' corporate channels. Often the content of these posts was from the Conservation Ontario social media calendar. Although work was started, in 2020, on delivering the communications products identified in the 2019 Wellington Source Water Protection communications plan, this work was put on hold starting in March 2020 due to the COVID-19 pandemic. This included drafting of three additional fact sheets. It is hoped, that this work will re-start sometime in 2021. Staff participate and Wellington Source Water Protection is a sponsor for the Waterloo-Wellington Children's Groundwater Festival. In 2020, due to the COVID-19 pandemic, the in-person Festival was cancelled. Staff continued to participate on the organizing committee, serving as co-chair and assisting with a number of difficult operational, financial and human resource related decisions due to the pandemic. In 2020, the Festival pivoted to the creation and delivery of a series of online videos showcasing the in person activity centres. These videos are grade specific and focus on one particular topic per video (ie water cycle) and are available at www.wwcgf.com. Planning also began in 2020 for the 2021 Festival as it will also be in a virtual format.</p>								
Road Signs (not including provincially installed signs)	0	0	0	0	11	0	15	N/A	26
Emergency Management Plan	Complete	Complete	Complete	Complete	Complete	Complete	Complete	Complete	1
Official Plan Update	County Complete, Local not required	Complete	Complete	Complete	Complete	County Complete, Local to be completed	Complete	Complete	1
Zoning By-law Update	Complete	Complete	Complete	Complete	Complete	Ongoing	Complete	N/A	6
Municipal By-laws Required (Sewer Use, Connection)	N/A	N/A	N/A	N/A	Complete	N/A	Complete	N/A	3

Source Protection Annual Reporting Summary 2020 - Wellington County municipalities

Reportables	Centre Wellington	Guelph/Eramosa	Mapleton	Puslinch	Wellington North	Erin	Minto	County of Wellington	Total
Tier 3 - Water Quantity Studies	Centre Wellington Study: Risk Assessment report complete, Threats Management Strategy complete, Policy approaches and policy text complete, consultation through Community Liaison Group and with stakeholders, Council resolutions complete	GGET Study: Policy approaches final, Policy text drafted and Discussion and collaboration with project team (including City of Guelph, Provincial Ministries, adjacent municipalities) on draft policy text.	Centre Wellington Study: Risk Assessment report complete, Threats Management Strategy complete, Policy approaches and policy text complete, consultation through Community Liaison Group and with stakeholders, Council resolutions complete	GGET Study: Policy approaches final, Policy text drafted and Discussion and collaboration with project team (including City of Guelph, Provincial Ministries, adjacent municipalities) on draft policy text.	N/A	GGET Study: Policy approaches final, Policy text drafted and Discussion and collaboration with project team (including City of Guelph, Provincial Ministries, adjacent municipalities) on draft policy text.	N/A	See summaries for local municipalities.	2
Provincial Working Groups / Comments	Staff provided comments on four regulatory proposals related to Ontario's water quantity framework, host municipality resolutions related to bottled water operations, changes regarding pumping tests and changes to the Clean Water Act's Director's Technical Rules. The Provincial Water Quantity Working Group also met twice in 2020 to discuss the three water quantity regulatory proposals.								

Source Protection Annual Reporting Summary 2020 - Wellington County municipalities

Reportables	Centre Wellington	Guelph/Eramosa	Mapleton	Puslinch	Wellington North	Erin	Minto	County of Wellington	Total
Source Protection Plan Amendments and Technical Projects (not including Tier 3 projects)	Grand River Section 34 update for new WHPAs and Issue Contributing Areas, policy and technical work including public consultation, Council resolutions and submission to Province. Technical support for Water Supply Master Plan and continued chloride sampling program.	Grand River Section 34 update for new WHPAs, policy and technical work including public consultation, Council resolutions and submission to Province.	Grand River Section 34 update for policy and technical work including public consultation, Council resolutions and submission to Province.	Region of Waterloo new WHPAs for quality delineated including separate Grand River Section 34 update that came into effect October 1. Grand River Section 34 update for policy and technical work including public consultation, Council resolutions and submission to Province.	Grand River Section 34 update for new WHPAs, policy and technical work including public consultation, Council resolutions and submission to Province. Consultation with and support on Section 36 updates for Saugeen.	Grand River Section 34 update for new WHPAs, policy and technical work including public consultation, Council resolutions and submission to Province. Technical support for Town Class EA on new Water Supply Wells.	Consultation with and support on policy amendments in Maitland. Consultation with and support on Section 36 updates for Saugeen.	See summaries for local municipalities.	5
Public Meetings in the Reporting Year	Total number provided County wide, public meetings included public consultation for Source Protection Plan changes and Centre Wellington Tier 3 Community Liaison Group.							4	4
Provincial Reporting (Annual Reports)	2	2	2	4	4	4	4	5	27

Note:

a) Please note due to COVID-19 restrictions, RMP work was paused for a large part of 2020.

b) Section 34 and Section 36 of the Clean Water Act outline amendment processes for the Source Protection Plans. Section 34 updates, generally, are focused updates related to updated technical work (i.e. new WHPAs) or updates to policies where there have been implementation challenges. Section 36 updates, generally, are broader updates related to changed provincial guidance, policy updates, updated technical work not already covered by a Section 34 updates. Timelines for Section 36 updates vary, however, are generally every 5 years and are preceded by development of a work plan outlining the tasks. Section 34 updates are completed as required.

c) This table was updated in March 2021 to reflect changes in provincial direction on how to report septic inspection numbers for programs that are in the second round of septic inspections. As a result, there were updates to the percentage of threat activities removed or managed.

d) DWT Report means Drinking Water Threat Disclosure Report. RMP means Risk Management Plan

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW 2021-025

A By-law to authorize temporary borrowing to meet the expenditures of the Township of Mapleton until taxes are collected and other revenues received during the fiscal year ending December 31, 2021.

WHEREAS Section 407 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides authority for a Council by by-law to authorize the Head of Council or the Treasurer or both of them to borrow from time to time, such sums as the Council considers necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year; and

WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by Section 407 of the Municipal Act, 2001;

NOW THEREFORE The Council of The Corporation of the Township of Mapleton enacts as follows:

1. The Head of Council or the Treasurer or both are hereby authorized to borrow from time to time during the fiscal year (hereinafter referred to as the current year) such sums as may be necessary to meet, until taxes are collected, and other revenues are received, the current expenditures of the Municipality for the current year.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be Royal Bank of Canada and such other lender(s) as may be determined from time to time by by-law of Council.
3. The total amount which may be borrowed at any one time under this by-law plus any outstanding amounts of principal borrowed and accrued interest under Section 407 together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1st to September 30th of the current year, 50 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year, and from October 1st to December 31st of the current year, 25 percent of the total of the estimated revenues of the Municipality as set out in the budget adopted for the current year or \$8,502,691.
4. The Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the Municipal Act that have not been repaid.
5. a) if the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimated revenues of the Municipality as set forth in the budget adopted for the previous year and the nature and amount of the revenues received for and on account of the current year.

b) If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the limitation on borrowing set out in section 3 shall be calculated for the time being upon the estimated revenues of the Municipality as

set forth in the budget adopted for the previous year less all revenues received for and on account of the current year.

6. For purposes of this by-law the estimated revenues referred to in section 3, 4, and 5 do not include revenues derivable or derived from, a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
7. The Treasurer be and is hereby authorized and directed to apply in payment of all or, any sums borrowed under this by-law, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and previous years or from any other source, that may be lawfully applied for such purpose.
8. Evidences of indebtedness in respect of borrowings made under section 1 shall be signed by the Head of the Council or conform to the Treasurer or both of them.
9. This by-law shall take effect on the final day of passing.

READ a first, second, and third time this 23rd day of March 2021.

Mayor Gregg Davidson

Clerk Larry Wheeler

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2021-026

Being a by-law to amend By-law 2021-002, being a by-law to establish the fees and charges for various services provided by the municipality.

WHEREAS Section 391. (1) of *The Municipal Act*, 2001 S.O. CHAPTER 25 as amended (hereinafter called "the Act") permits a municipality and a local board to pass by-laws imposing fees or charges on any class of persons; and

WHEREAS Township of Mapleton Council carried Resolution 2021-03-07 pertaining to Finance Report FIN2021-03 dated January 26, 2021 regarding Cemetery Service Fee Adjustments:

NOW THEREFORE the Council of the Corporation of the Township of Mapleton enacts as follows:

1. That Schedule "C", Cemeteries as attached to By-law 2021-002 (1 page) be replaced with Schedule "C", Cemeteries attached hereto.

2. That the effective date for the fees shown in the attached Schedule "C" be the 1st day of March 2021.

READ a first, second, and third time and finally passed this 23rd day of March 2021.

Mayor Gregg Davidson

Clerk Larry Wheeler

**SCHEDULE "C"
CEMETERIES**

DESCRIPTION	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Sale of Interment Rights *** Non-cremation lots: Per Grave (Care & Maintenance Fund included)	\$825	\$908	\$998	\$1,098	\$1,208	\$1,329	\$1,462	\$1,608	\$1,768	\$1,945	\$2,250
Sale of Interment Rights *** Cremation Lots in Cremation Gardens (2x2) (Care & Maintenance Fund included)	\$375	\$408	\$459	\$516	\$580	\$651	\$760	\$868	\$990	\$1,128	\$1,500
Interment (charges to open & close a grave) *** Adult Child (12 & under) Cremated remains Additional Winter Charges (Dec 1 to Apr 15) Weekdays 10am-3pm Full Grave Cremated Remains Additional Charges, Holidays & Weekends (as approved by Director of Public Works) 10am-2pm ** Burial to be double interment in a single grave	<p>\$610 adjusted each calendar year at cost nc \$270 adjusted each calendar year at cost</p> <p>\$650 adjusted each calendar year at cost \$400 adjusted each calendar year at cost \$500 adjusted each calendar year at cost</p> <p>1.5 time the Basic Charge</p>										
Installation of Markers, Monuments & Corner Posts *** Foundation cost – as per chart below Foundation: 42" x 18" x 60" Foundation: 42" x 20" x 60" Foundation: 44" x 20" x 60" Foundation: 66" x 20" x 60" Flat marker less than 172 sq. inches Flat marker larger than 172 sq. inches Monument up to 4 feet in height or width Monument larger than 4 feet in height or width Corner Posts: may be ordered by the Township and engraved as follows: *** ▪ 3 corner posts first initial of family last name ▪ 4 th corner post location of plot (i.e. Z 50 A-D (in Drayton) ; A 50 A51 (in Hollen) Delivered and installed by the Municipality	<p>Based on size: \$30 per cubic foot</p> <p>\$790 adjusted each calendar year at cost \$875 adjusted each calendar year at cost \$925 adjusted each calendar year at cost \$1,375 adjusted each calendar year at cost</p> <p>NC \$50 Care & Maintenance incl \$100 Care & Maintenance incl \$200 Care & Maintenance incl</p> <p>\$210</p>										
Staking/Inspection fee on application for installation of monument marker	\$75										
Storage: *** If human remains to be interred in Mapleton Cemetery - storage of human remains in vault in chapel. If human remains to be interred elsewhere than a Cemetery owned by the Township of Mapleton - storage of human remains in vault in chapel.	<p>no charge</p> <p>\$90</p>										
Transfer Fee: For all services & documents to transfer ownership of lot, and new Certificate of Interment Rights to be issued	\$50										

NOTE: The fees and charges for various services on Schedule "C" are HST Exempt unless illustrated with (*) in the schedule.**



Norfolk County
Officer of the Mayor
Governor Simcoe Square
50 Colborne St., S.
Simcoe, Ontario N3Y 4H3
519-426-5870
Fax: 519-426-7633
norfolkcounty.ca

February 23, 2021

The Honourable Jonathan Wilkinson
Minister of Environment and Climate Change
House of Commons
Ottawa, ON K1A 0A6

The Honourable Marie-Claude Bibeau
Minister of Agriculture and Agri-Food
House of Commons
Ottawa, ON K1A 0A6

Dear Ministers,

I am writing to advise that Norfolk County Council supports the attached Norfolk County Agricultural Advisory Board's letter regarding the application of the carbon tax on primary agriculture producers. It is the recommendation of Norfolk County Council that the Federal Government consider the concerns of the agricultural community and move to exempt all primary agriculture producers from current and future carbon taxes. Please find attached the full recommendation.

Thank you for your attention,

Yours truly,

A handwritten signature in black ink that reads "Kristal Chopp".

Kristal Chopp
Mayor, Norfolk County

P.c. Norfolk County Council
Association of Municipalities of Ontario
Federation of Canadian Municipalities
Ontario Municipalities

Dec 7, 2020

The Honourable Marie-Claude Bibeau, MP
Minister of Agriculture and Agri-Food House of Commons
Ottawa, Ontario
K1A 0A6

Dear Minister Bibeau

Our agricultural advisory board (AAB) who represents the agricultural sector in Norfolk County, Ontario is very concerned about the federal government's current carbon pricing policies. It is our hope that you consider our concerns and move to exempt all primary agriculture producers from current and future carbon taxes.

Carbon tax remains as a major cost of production for producers in Norfolk County. Although some farm fuel purchases are exempt, it is selective and does not meet the needs of the entire agriculture industry. Currently crop drying, heating/cooling of livestock barns and cooling of perishable commodities are still subject to full carbon taxes.

Currently there are no replacements for fossil fuels in agricultural production. As a result, carbon tax policies are not appropriate for the agricultural sector and only decrease farm margins.

Norfolk County which is known as Ontario's garden is home to one of the country's largest diversity of crop production. In addition to the extensive vegetable, fruit and grain production it boasts some of the highest ecological diverse natural habitats, plants and animals in Canada. There is approximately 25% tree cover in the county which is the highest percentage of forested land in Southwestern Ontario. Norfolk County It is also home to over 10,000 acres of woodlots and wetlands protected under Long Point Conservation Authority. In addition to the natural woodlots and wetlands there is also extensive fruit production with 2000 acres of apples and 1000 acres of sour cherries. A mature orchard can fix upwards of 18 mt of CO₂ annually.

The adoption of production practices to protect the soil and environment are advanced in Norfolk County. There has been a wide implementation of cover cropping, planting green and reduced tillage practices all of which sequester carbon. Additional farming practices of 4R nutrient management coupled with precision technology ensure that appropriate nutrients are applied at the right time, place and rate. In many cases sensitive water sources around ponds and wetlands are planted with buffer strips and soil erosion control measures of grassed waterways and windbreaks are also common practices. ALUS (alternative land use) programs have been embraced across the county, taking unproductive land out of production, and returning it to natural native grass plantings, trees and constructed wetlands. Currently there are 1148 active projects with 189 producers covering 1573 acres in Norfolk County managed under the ALUS program.

The agriculture industry has made great strides to protect the environment and will continue to improve production practices that reduces the carbon footprint in food production.

The AAB board believes that all on farm fuels used in agricultural production should be exempt from carbon tax. This should include natural gas, propane, gas, and diesel. We strongly urge the government to be consistent with a sector wide exemption to current carbon tax policies.

Sincerely,

Dustin Zamecnik
Chair of Norfolk County Agriculture Advisory Board



OMAA

ONTARIO MUNICIPAL ADMINISTRATORS' ASSOCIATION

March 6, 2021

Mayor and Council
Municipality of Mapleton
7275 Sideroad 16
Drayton ON N0G 1P0

Dear Mayor Davidson and Members of Council,

I write to you as President of the Ontario Municipal Administrators' Association (OMAA) to offer on behalf of our members, congratulations to your Chief Administrative Officer, Manny Baron, on his recent recognition at the OMAA Awards Event held on February 25th, 2021.

Our Association has been in existence for over 60 years as an organization devoted exclusively to supporting the municipal Chief Administrative Officer (CAO) in Ontario. Collectively OMAA strives to enhance good governance by promoting leadership excellence and professional management in local government administration for municipalities throughout the province.

On behalf of the Ontario Association of Municipal Administrators it is a pleasure to advise that your Chief Administrative Officer was recognized by their peers with a special OMAA achievement award for their commitment to the Wellington County CAOs in responding to the challenges presented by the COVID-19 pandemic. Awards presented this year were special for our Association, celebrating career milestones, exemplary leadership, innovation, and professionalism demonstrated by the members of our CAO community. This has been a particularly challenging time for the municipal sector and Chief Administrative Officers in Ontario. It is a delight to congratulate Manny for his commitment to excellence in municipal management.

OMAA is pleased to celebrate the achievement of your CAO and we thank you for the support provided by Council for your Chief Administrative Officer and the commitment to excellence in local administration and governance. Together we are all working towards superior local government in Ontario.

Sincerely

Gayle Jackson
OMAA President
Chief Administrative Officer, City of Orillia



FOR IMMEDIATE RELEASE
March 17, 2021

MPP Pettapiece marks 10th anniversary of Listowel fire

(Perth-Wellington) – *Perth-Wellington MPP Randy Pettapiece today issued the following statement on the 10th anniversary of the March 17, 2011 fire in Listowel:*

Ten years ago, fire claimed the lives of two North Perth volunteer firefighters, Ken Rea and Ray Walter.

For the Rea and Walter families, it was an incredibly painful day. We all remember it as one of the worst chapters of our community's history.

I was in town that day. Immediately I thought of my son, also a North Perth volunteer firefighter, and all those he served with.

I remember the memorial service, held a week later, and the thousands of firefighters, paramedics and police officers attending from across North America. It was a tremendous show of support after such a devastating loss.

This anniversary again underlines the need to identify truss and lightweight construction (TLC). Firefighters and first responders must be aware of where it is used, so they can act accordingly. Firefighting is a necessary occupation, but it is not a "safe" occupation. Yet, we *can* make it safer.

Many are aware of my private member's bill, the Rea and Walter Act, which would identify TLC across Ontario. I was honoured that the Rea and Walter families supported this bill.

Despite strong support from all parties at Queen's Park, the bill did not advance to its final stages before the last election, meaning it would have to be reintroduced. In late 2018, I reintroduced the bill. Again, it had support from all parties.

In recent weeks I have been working with MPPs and government officials to push this bill over the finish line. I am pleased to report that we are making significant progress. I expect to have more details to be able to share in the coming weeks.

Today, let us all remember Ken Rea and Ray Walter. Let us remember their courage and sacrifice in keeping all of us safe from harm.

We mourn them still.

-30-

COMMUNIQUÉ

du commissaire des incendies

March 4, 2021

No. 2021-02

ONTARIO FIRE COLLEGE TRAINING MODERNIZATION

This Fire Marshal's Communiqué is issued as a follow up to the January 13, 2021 announcement regarding the decommissioning of the Ontario Fire College (OFC) and the modernization of fire safety training in Ontario.

This Communiqué provides an overview of OFC training modernization through several modes, including online and blended courses, Regional Training Centres (RTCs) and Learning Contracts.

A fire department's training program should be designed to meet its set level of fire protection service, based on its needs and circumstances, and guided by the advice of the fire chief. A training program can include a combination of different OFC training modes as well as local in-house training.

While the decommissioning of the OFC campus in Gravenhurst is set for March 31, 2021, staff will continue to play a leading role in developing training courses. This will include curriculum design and development, registration services, online training development and maintenance, training development to build capacity in RTCs, and monitoring performance and quality assurance of programs at the local level.

As part of this plan, OFC instructors will be assigned regionally so that fire departments have a central point of contact for all training inquiries within their region. Instructors will work collaboratively to ensure the availability of training across Ontario.

Available options for OFC training are outlined below:

1. Online and Blended Courses
2. Learning Contracts
3. Regional Training Centres (RTC)
4. Mobile Live Fire Training Units (MLFTUs)

Inquiries on any of the options available, or how to contact the instructor assigned to your region can be directed to Guy Degagne, Assistant Deputy Fire Marshal, Training and Certification (Guy.Degagne@ontario.ca).

1. Online and Blended Courses

Online courses are generally self-paced, which allows for greater flexibility in completing coursework.

Blended courses have a portion of the course online, combined with specific in-person training sessions. The purpose of blended learning is to focus in-person training to elements that cannot be taught online. Blended courses are offered through RTCs or Learning Contracts.

The following courses are available in either an online and/or blended format:

Course	Online	Blended
Legislation	X	
NFPA 1521	X	
NFPA 1031 – Level 1	X	
NFPA 1035 – PIO	X	
NFPA 1035 – Level 1	X	
NFPA 1021 – Level 1	X	X
NFPA 1021 – Level 2		X
NFPA 1021 – Level 3		X
NFPA 1021 – Level 4		X
NFPA 1041 – Level 1	X	X
NFPA 1041 – Level 2		X
Fire Code – Part 2	X	
Fire Code – Part 6	X	
Fire Code – Part 9	X	
NFPA 1001 – Level 1		X
NFPA 1001 – Level 2		X
NFPA 1002		X
NFPA 1006 – Ice/Water Rescue		X
NFPA 1033 – Fire Investigator		X

The remaining National Fire Protection Association (NFPA) courses are scheduled to be upgraded to online and/or blended by the 2022-23 OFC calendar year. These include:

Course	Online	Blended
NFPA 1031 – Level 1	X	
Fire Code – Part 3	X	
Fire Code – Part 4	X	
Fire Code – Part 5	X	
Courtroom Procedures	X	X
NFPA 1072 Haz Mat Operations		X

2. Learning Contracts

Learning contracts provide access to OFC programs through in-house training that is affordable and scalable, and they are provided at the local fire department at their pace. Learning contracts are set up within one fire department, but there is an opportunity for smaller departments to share in the training.

The OFC supports learning contracts with full OFC course delivery including full registration in the OFC database; OFC course numbers; OFC course material; OFC assistance with arranging ASE testing; OFC support in case of Ministry of Labour investigations; and OFC certificates of completion for each student.

Course delivery costs \$65 per student. Training can occur during working hours to reduce overtime costs and can be provided by fire departments' training staff.

3. Regional Training Centres (RTC)

RTCs are operated by municipalities, community colleges, or associations. They are strategically located across the province and provide access to training for career, composite, volunteer, Northern Fire Protection Program (NFPP), and First Nations fire departments.

RTCs are capable of delivering all NFPA programs, including certification testing, and courses meet professional qualification standards including classroom and outdoor fire ground training. It is important to note that course availability across Ontario will be based on a needs analysis that must support local fire departments and the RTC's infrastructure and capacity to deliver.

A number of factors may result in cost savings or avoidance for fire departments that train at RTCs including mileage to and from the home location, costs to backfill fire department personnel, meal reimbursement, banked time and overtime costs.

The interest to open and operate a new RTC has grown significantly since the announcement in January. A map of current RTC locations is provided below, along with some additional locations being considered. Please note that potential locations are continually being updated and not all locations are reflected in the attached map.

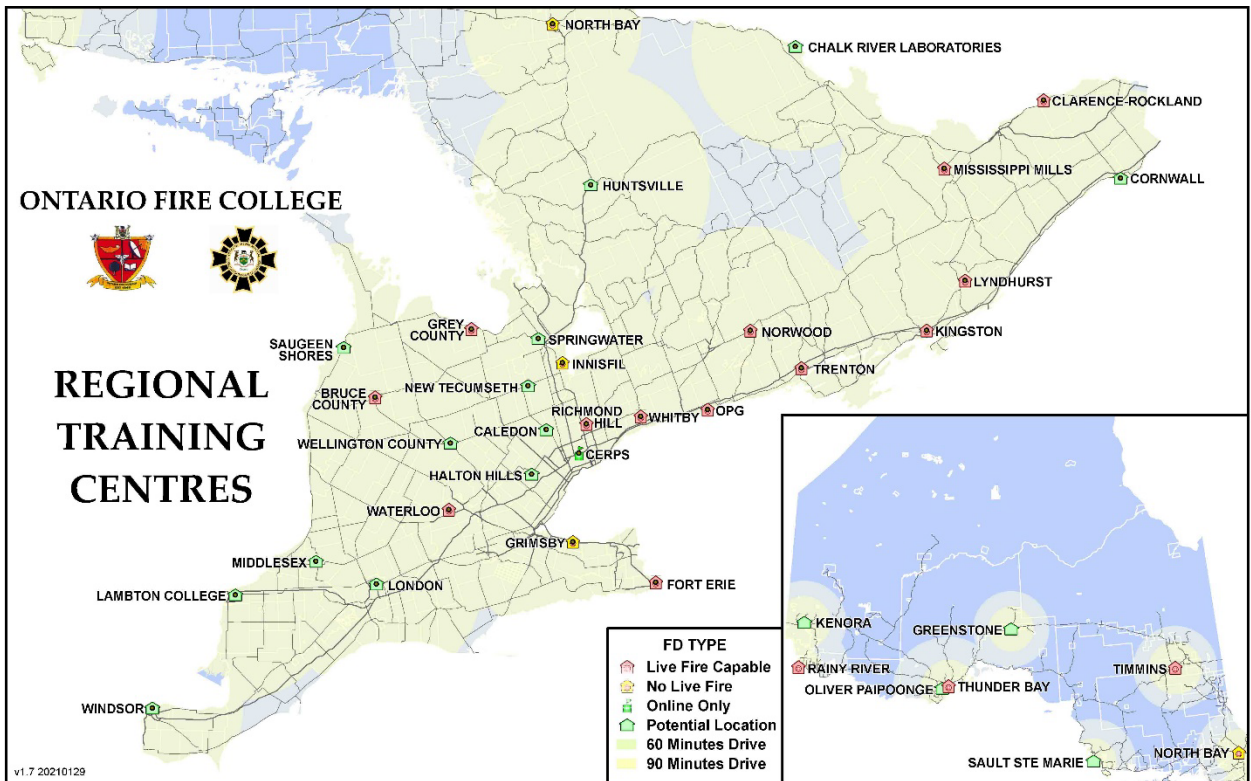
4. Mobile Live Fire Training Units (MLFTUs)

The OFM has purchased two mobile live fire training units that will be available to fire departments across Ontario. In order to support training across the province, one unit will be deployed in northern Ontario and one in southern Ontario. However, this will be continually reviewed to assess where there is the greatest need.

The MLFTUs offer diverse options for live fire training to meet the unique needs of training including: a confined space rescue hatch; main level training rooms; different attack options; multi-prop fire simulators; and portable props.

The OFM will be deploying these units in 2021 and can have them delivered to any location. The MLFTUs will need to be booked in advance and will be available seasonally between May and October. Please contact the OFC Registrar at ApplyOFC@ontario.ca to reserve a unit.

Appendix 1
Map of Ontario's 20 Current Regional Training Centres



Appendix 2
Ontario Fire College – Geographic Coverage Areas

<p>Andrew Blair – Eastern Ontario</p>	<ul style="list-style-type: none"> • Northumberland • Peterborough • Hasting • Prince Edward • Lennox Addington • Frontenac • Lanark • Ottawa • Leeds and Grenville • Stormont, Dundas, and Glengarry • Prescott-Russell
<p>Robert King – Central Ontario</p>	<ul style="list-style-type: none"> • Kawartha Lakes • Haliburton • Muskoka • Simcoe • Grey • Bruce • Dufferin
<p>Ken Benoit – GTA / Niagara</p>	<ul style="list-style-type: none"> • Durham • York • Peel • Toronto • Halton • Hamilton • Niagara
<p>Lyle Quan – Southwest Ontario</p>	<ul style="list-style-type: none"> • Wellington • Waterloo • Brant • Haldimand • Norfolk • Oxford • Perth • Huron • Middlesex • Elgin • Lambton • Chatham-Kent • Essex

Grant Love – Northeast Ontario	<ul style="list-style-type: none"> • Renfrew • Nipissing • Parry Sound • North Bay • Temiskaming
Jamie Meyer – Rainbow / Algoma / Far Northeast	<ul style="list-style-type: none"> • Sudbury • Algoma (Wawa and East and South of Wawa) • Cochrane • Manitoulin
Jennifer Grigg – Northwest Ontario (Nipigon and East)	<ul style="list-style-type: none"> • Thunder Bay (Area East of Nipigon) • Algoma (Wawa and West and North of Wawa)
Tim Beebe – Northwest Ontario (Nipigon and West)	<ul style="list-style-type: none"> • Kenora • Rainy River • Thunder Bay (Area West of Nipigon)



PLANWELL[™]

Wellington County Official Plan Review

Growth Management Overview



Contents

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How does the Province manage growth?	1
How does the Official Plan relate to the Growth Plan?	5
What is a Municipal Comprehensive Review (MCR)?	6
What is a land needs assessment?	6
How can I stay involved?	9
Appendices: Growth Plan Policy Areas by Municipality	11

List of Acronyms

GGH	Greater Golden Horseshoe
MCR	Municipal Comprehensive Review
PPS	Provincial Policy Statement

Documents Referenced

County of Wellington. 2019. County of Wellington Official Plan, January 8, 2021 consolidation.

Ministry of Municipal Affairs, (MMA). 2017. Greenbelt Plan.

Ministry of Municipal Affairs and Housing, (MMAH). 2020. A Place to Grow - Growth Plan for the Greater Golden Horseshoe, 2020 consolidation.

Ministry of Municipal Affairs and Housing, (MMAH). 2020. Needs Assessment Methodology for the Greater Golden Horseshoe.

Ministry of Municipal Affairs and Housing, (MMAH). 2020. Provincial Policy Statement.

Cover: Stock image, Stroud UK

Growth Management Overview

Wellington County Official Plan Review

Introduction

By the time new houses, businesses and schools are under construction, decades of growth management have already taken place. In fact, Wellington County is now planning for growth thirty years into the future as part of the County Official Plan Review.

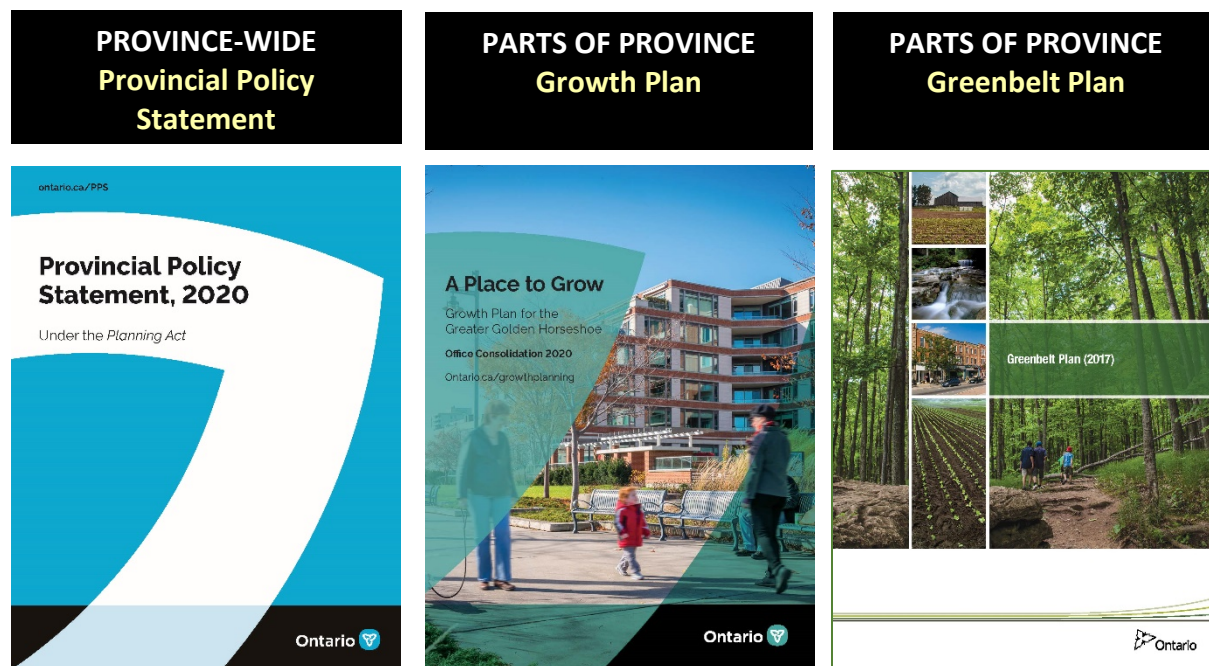
Growth management is an integrated process to determine where and how population and employment growth will occur to promote healthy, compact and complete communities while incorporating planning, servicing and financing considerations.

This overview is about the growth management framework set out in the provincial Growth Plan as it applies to Wellington County.

How does the Province manage growth?

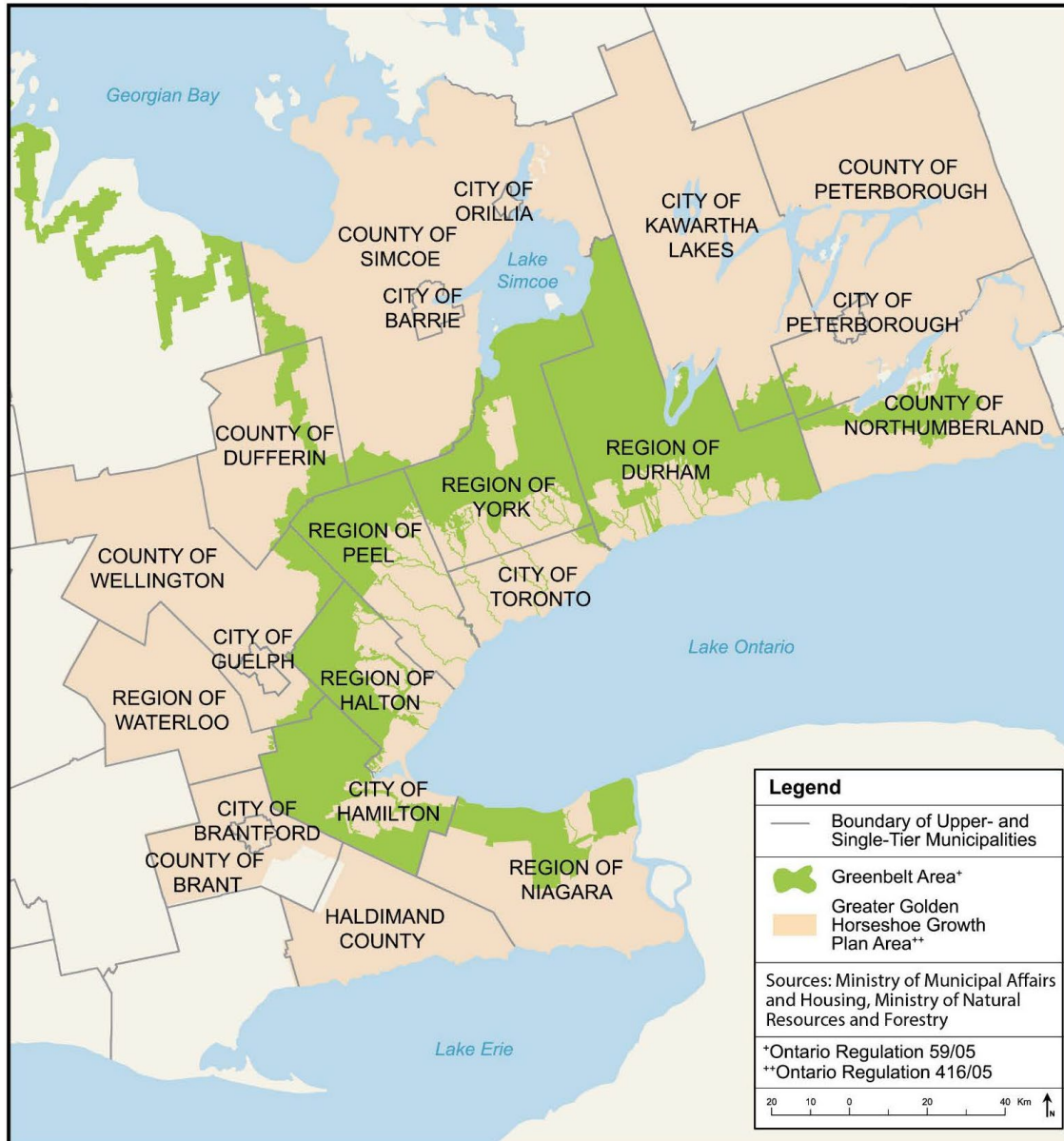
The Province guides municipal decision-making for the management of growth and development through three key provincial land use policy documents: the Provincial Policy Statement (PPS), A Place to Grow – Growth Plan for the Greater Golden Horseshoe (Growth Plan) and the Greenbelt Plan (Figure 1). Municipalities implement provincial policies through official plans.

Figure 1 Provincial Growth Management Policy Framework for Wellington County



The Growth Plan builds on the policy foundation of the PPS but provides additional and more specific land use planning policies for places like Wellington County in the Greater Golden Horseshoe (GGH) area (Figure 2). Working in concert with the Growth Plan, the Greenbelt Plan also provides policy direction in Erin and Puslinch for settlement areas and their expansion.

Figure 2 Greater Golden Horseshoe Growth Plan Area



In August 2020, the Ministry of Municipal Affairs and Housing released Amendment 1 to the Growth Plan, 2019. Significant changes related to growth management include new minimum population and employment forecasts, extension of the planning horizon to 2051 and the potential to substitute higher forecasts determined through a municipal comprehensive review (MCR).

Upper and single-tier municipalities in the GGH are required to use Provincial forecasts in the Growth Plan as a minimum for planning and managing growth. These Schedule 3 growth forecasts identify the number of people (population) and jobs (employment) to be accommodated over a 35-year time horizon by upper-tier and single-tier municipalities across the GGH. As part of the MCR process, GGH municipalities are required to update their Official Plans in accordance with the growth allocations and associated policies of the Growth Plan.

By 2051, the Province expects the County to reach a population of at least 160,000 people and employment of at least 70,000 jobs. The County is required to distribute this additional growth across Wellington, but will do so in consultation with its Member Municipalities.

Once the forecasts are allocated across Wellington and incorporated into the Official Plan, the County and Member Municipalities uses them to plan for:

- urban and rural land needs to support growth
- infrastructure to support growth, like facilities for transportation, electricity, communications, etc.
- servicing growth with water, waste water and storm water
- municipal financing through development charges, community benefits charges and asset management plans
- public services like recreation, fire protection, health and educational programs, etc.
- economic development and tourism initiatives
- transportation planning

Growth Plan policies prioritize growth in existing developed areas (i.e. intensification) and require that minimum density targets be established in newly developing areas in Wellington. The application of Provincial density and intensification targets ultimately influence the amount, type and location of growth in Wellington as well as future urban land needs. The two key policy areas that apply to Urban Centres in Wellington are the delineated built-up area and the designated greenfield area (Figure 4 and 5).

Growth Plan policy areas by Member Municipality are included as Appendix A to this document.

Figure 3 Provincial Forecast for Wellington

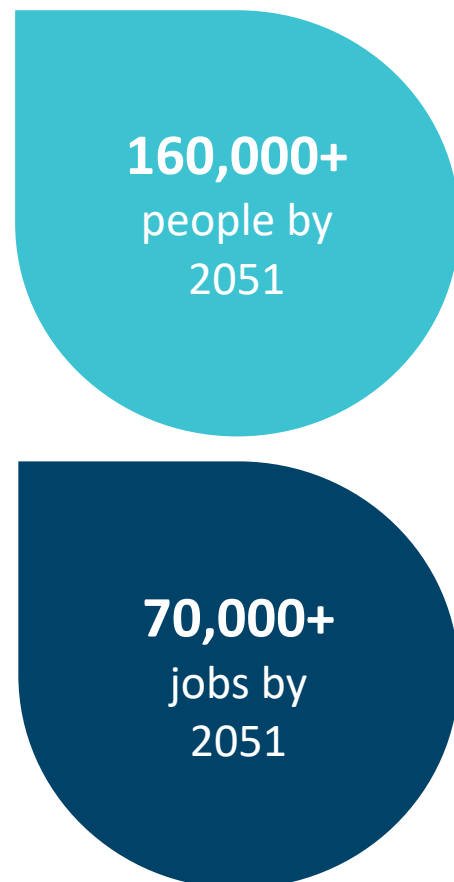
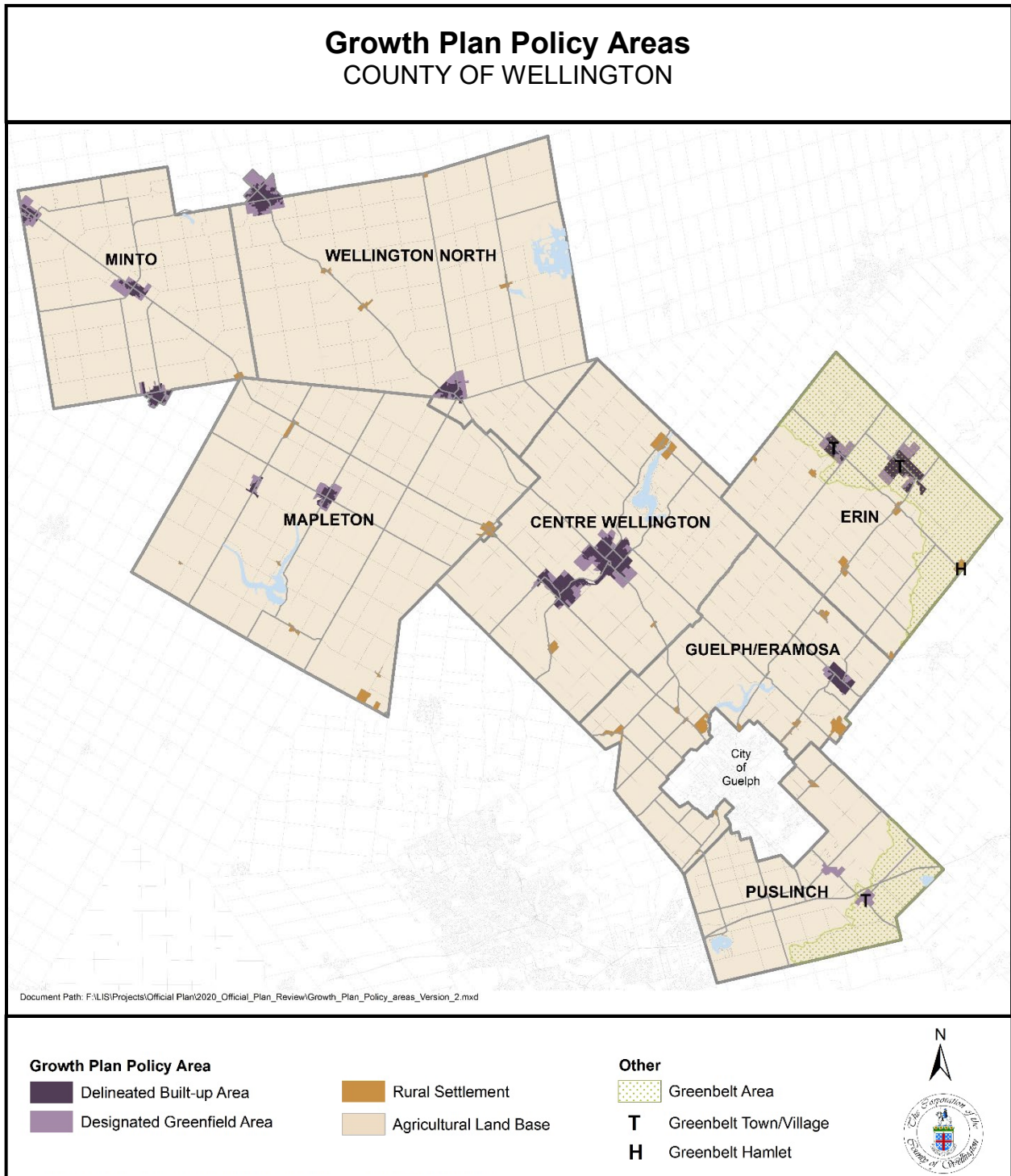


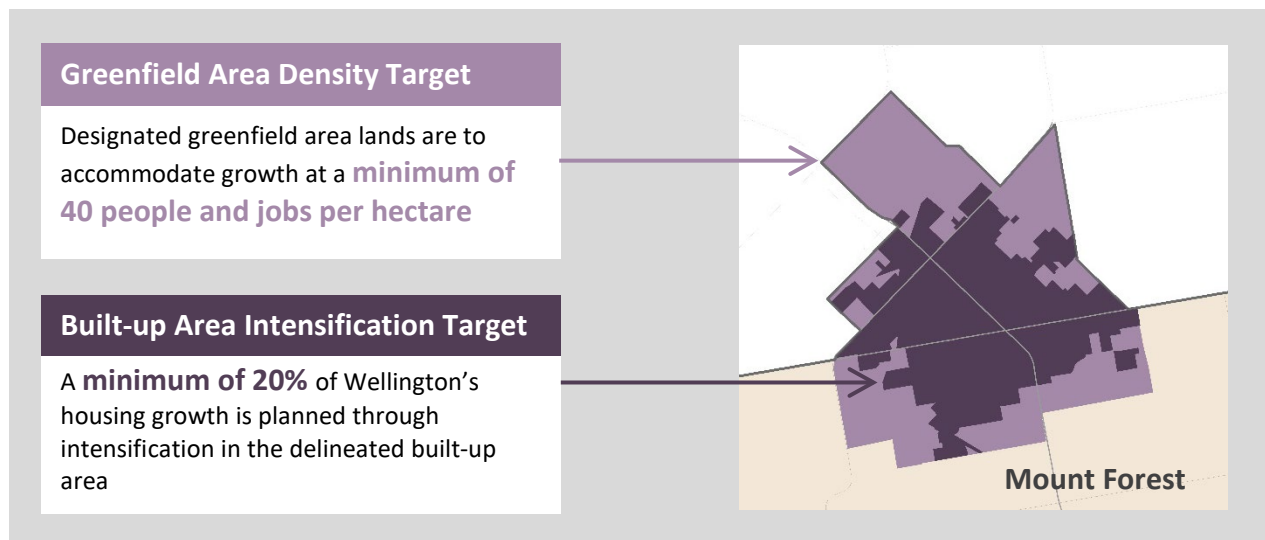
Figure 4 Growth Plan Policy Areas in Wellington



NOTE: Rural Settlements are based on Hamlets identified in January 8, 2021 version of County Official Plan. Community structure will be reviewed during MCR.

Source: Growth Plan (2020 consolidation), Greenbelt Plan (2017), County Official Plan (January 8, 2021 consolidation)

Figure 5 **Detail – Provincial Targets by Growth Plan Policy Areas, County of Wellington**



Source: Growth Plan (2020 consolidation)
County Official Plan (January 28, 2021 consolidation)

How does the Official Plan relate to the Growth Plan?

The County Official Plan is the core planning document that guides decision making on long-term growth and development for the County and its Member Municipalities. The County Official Plan provides policies to ensure that:

- existing and future residents have an adequate supply and variety of jobs, homes, shopping, services, leisure activities, educational opportunities and cultural facilities; and
- people of the County enjoy clean air, clean water, healthy communities, natural heritage, cultural heritage, public health and public safety.

The Plan establishes the County's goals and directions based on a broad structure of urban, rural and greenlands systems. The urban system is the focus for growth, the rural system is the focus for resource activities, and the greenlands system is the focus for protection of the natural environment.

The County is required to keep the Official Plan up to date with Provincial planning policy documents. In 2017, the County completed major updates to the Official Plan to conform with the June 2013 consolidation of the Provincial Growth Plan, 2006. Planning staff need to bring the County Plan up to date with the current version of the Growth Plan most recently amended and consolidated to August 2020. The County is undergoing an Official Plan review at this time, which includes a municipal comprehensive review.

What is a Municipal Comprehensive Review (MCR)?

The Province has defined a process for bringing an official plan up to date with key parts of the Growth Plan termed a “municipal comprehensive review” (“MCR”) which means:

“A new official plan, or an official plan amendment, initiated by an upper- or single-tier municipality under section 26 of the Planning Act that comprehensively applies the policies and schedules of this Plan.”

The Growth Plan and related guidelines set out how to complete the MCR. Major components of a municipal comprehensive review include:

- Review and refinement of the population, housing and employment forecasts;
- Review of intensification and density targets;
- Market analysis;
- Completion of urban land needs assessment which determines if and how much new land will be needed to accommodate growth; and
- A review of official plan policies and designations, including a range of major themes, such as:

Growth Management
Agricultural and Rural Areas
Climate Change
Complete and Healthy Communities
Consultation and Coordination
Housing
Mineral Aggregate Resources
Natural Heritage and Flooding
Transportation
Water Resources

The results of the municipal comprehensive review will help staff prepare amendments to the policies and maps in the County Official Plan for consideration by County Council. By completing the MCR, County staff will align the Official Plan policies with the new Growth Plan.

What is a land needs assessment?

A land needs assessment is a process used to determine how much land is needed for forecasted population and employment growth to 2051. The Province has prepared a standard methodology for GGH municipalities to use to assess the quantity of land needed in two areas – community areas and employment areas:

Community Areas

Areas where most of the housing required to accommodate the forecasted population will be located, as well as most population-related jobs, most office jobs and some employment land employment jobs. Community areas include delineated built-up areas and designated greenfield areas.

Summary of Community Area Land Needs Assessment Process

1. Calculate how much growth will occur between the MCR base year (Census) and the 2051 horizon in the Growth Plan.
2. Convert population forecast into a forecast of housing need by dwelling type.
3. Allocate projected housing need among Member Municipalities based on factors such as planned urban structure, housing affordability, mix of housing types, servicing capacity and potential for intensification.
4. Determine potential housing supply in the delineated built-up area, designated greenfield area, and rural lands, including rural settlements.
5. Calculate the minimum number of people and jobs to be allocated to the designated greenfield area.
6. Calculate whether additional land is required for settlement area boundary expansion.
7. Make final adjustments based on other factors.

Source: Land Needs Assessment for the Greater Golden Horseshoe (2020)

Employment Areas

Areas where most of the employment land employment jobs are (i.e. employment in industrial-type buildings), as well as some office jobs and some population-related jobs, particularly those providing services to the employment area. Employment areas may be located in both delineated built-up areas and designated greenfield areas.

Summary of Employment Area Land Needs Assessment Process

1. Calculate how much employment growth will occur between the MCR base year (Census) and the 2051 horizon in the Growth Plan.
2. Use four primary land use categories to structure the employment forecasts
 - Employment lands employment;
 - Population-related employment;
 - Major office; and
 - Rural-based jobs (may be within rural settlements but otherwise outside of settlement areas).
3. Allocate jobs by type to the different land use categories
4. Determine existing employment area potential
5. Determine need for additional employment area land

Source: Land Needs Assessment for the Greater Golden Horseshoe (2020)

The methodology enables the County to determine a total quantity of land needed to accommodate forecasted growth, including the need for any settlement area boundary expansion, employment area conversion and the quantity of excess lands. The land needs assessment methodology does not determine the location.

Land Need

If a land need is established:

- The location of any settlement area boundary expansion is to be determined later in the MCR process by applying policies regarding feasibility of the proposed expansion and the most appropriate location for the proposed expansion.

Excess Land

If excess land is identified:

- Applicable Growth Plan policies will need to be applied to determine which lands should be identified as excess lands.

Employment Area Conversion

If land needs assessment determines lands within employment areas may be converted to non-employment uses:

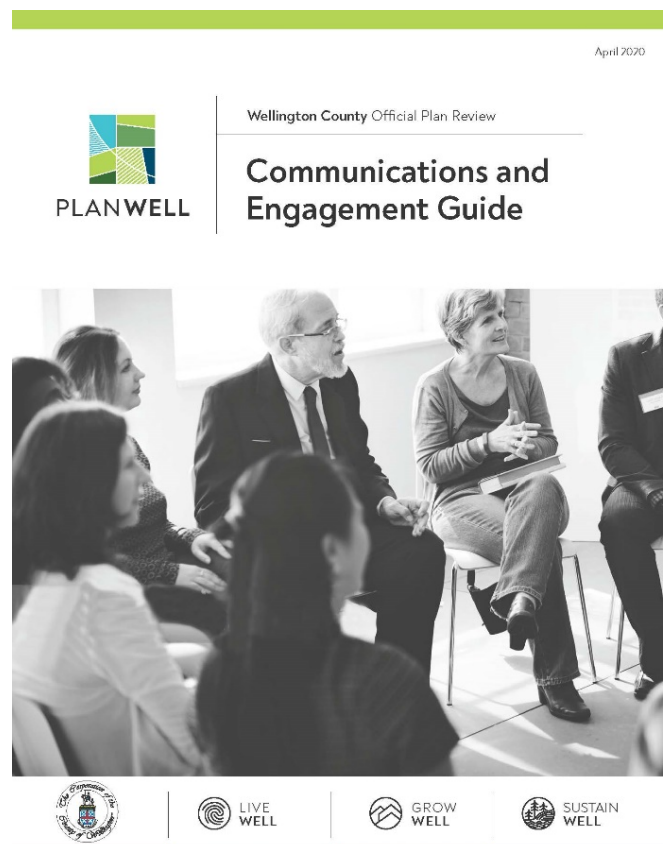
- Applicable Growth Plan policies will need to be applied to determine what areas may be appropriate for conversion.

County planning staff will require input from Councils, members of the public, stakeholders, development planning staff and local municipal staff at key decision points.

How can I stay involved?

Effective communication and engagement is a key ingredient to the success of the Official Plan review. This overview document is a tool to help build familiarity with the growth management process the County will be following. It also fulfills one of the objectives of the Communications and Engagement Guide for the Wellington County Official Plan Review, which is to:

“Provide multiple, targeted ways for the public and stakeholders to learn about land use planning in Wellington and provide feedback during key milestones of the review”



If you wish to provide comments or ask questions about this document or the official plan review, please contact us:

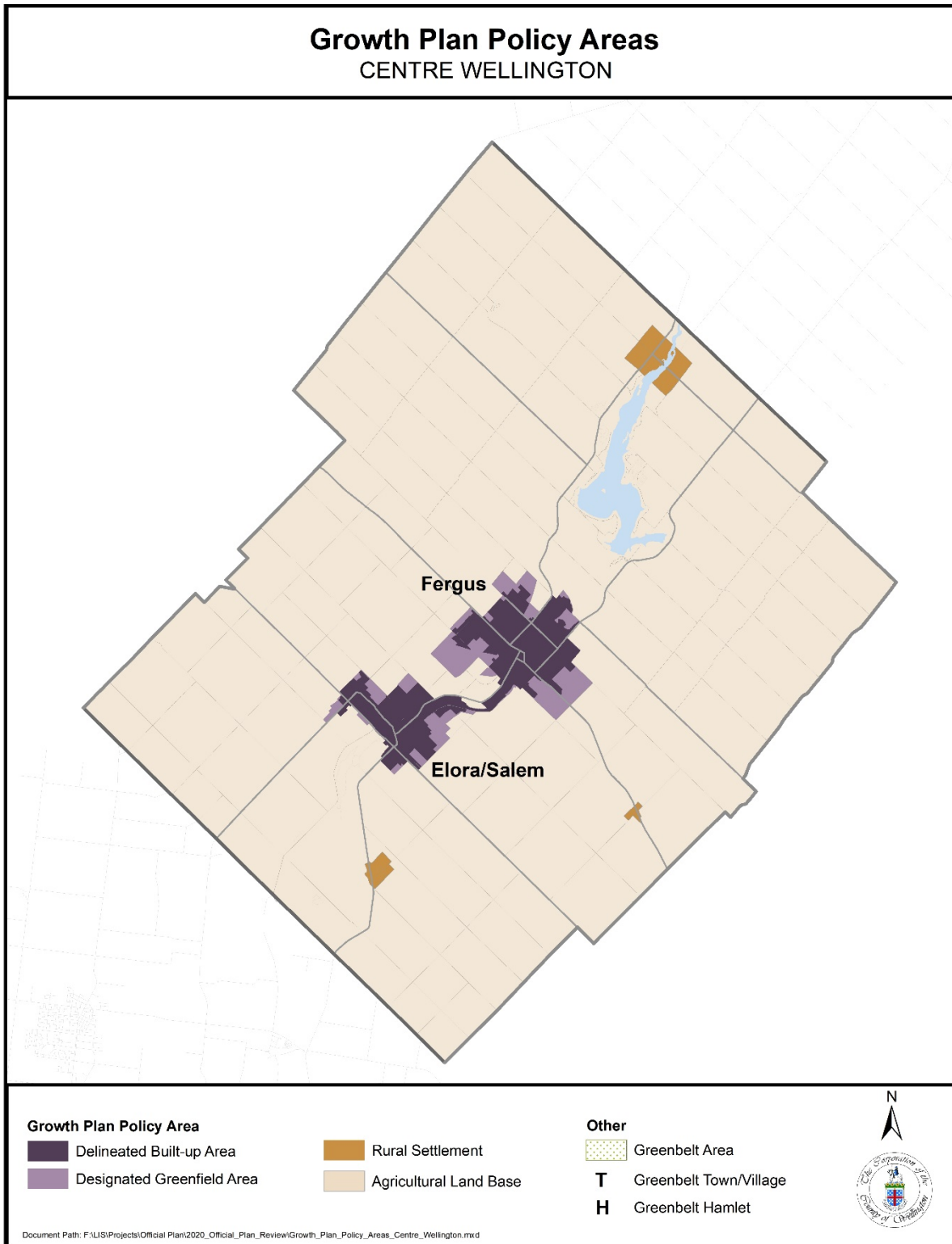
- Send an email to planwell@wellington.ca or
- Call us at (519) 837-2600 x 2300 Jameson Pickard, Senior Planner (Policy)
x 2130 Sarah Wilhelm, Manager of Policy Planning

If you would like to stay engaged and follow the project:

- Join our digital mailing list by sending us a request to planwell@wellington.ca
- Stay tuned to the project webpage at www.wellington.ca/planwell for updates

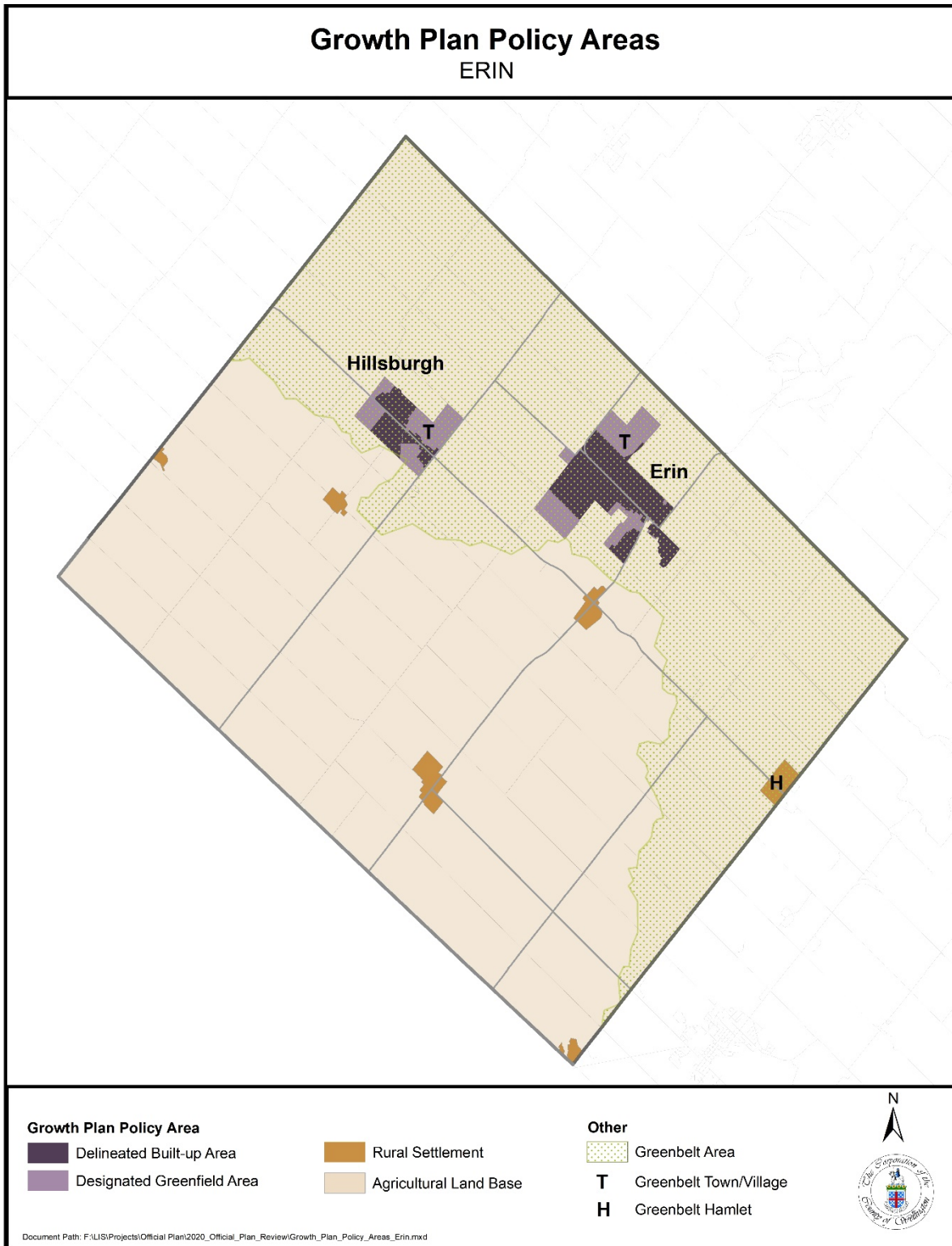
We look forward to hearing from you!

Appendix A1



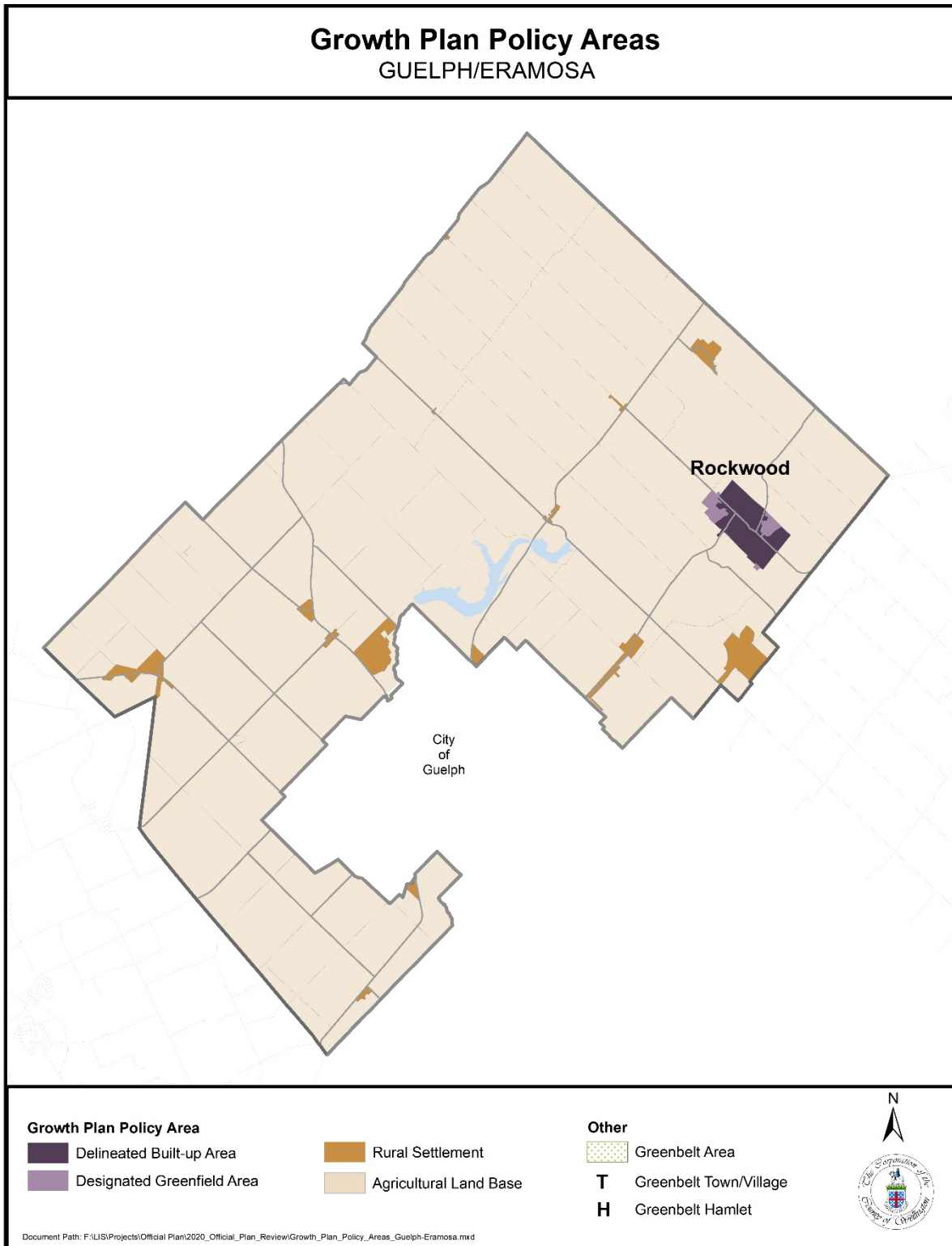
NOTE: Rural Settlements are based on Hamlets identified in January 8, 2021 version of County Official Plan. Community structure will be reviewed during MCR.

Appendix A2



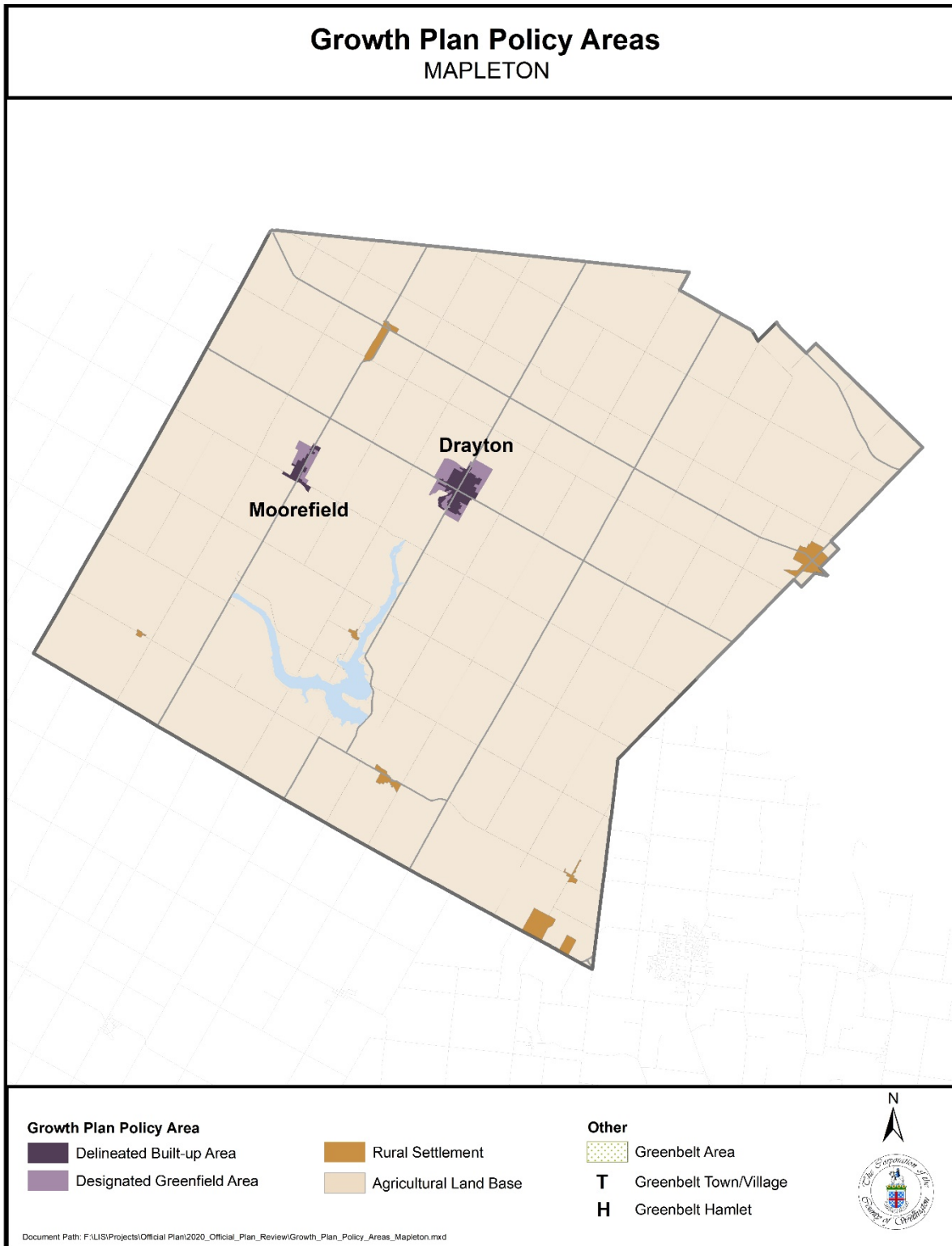
NOTE: Rural Settlements are based on Hamlets identified in January 8, 2021 version of County Official Plan. Community structure will be reviewed during MCR.

Appendix A3



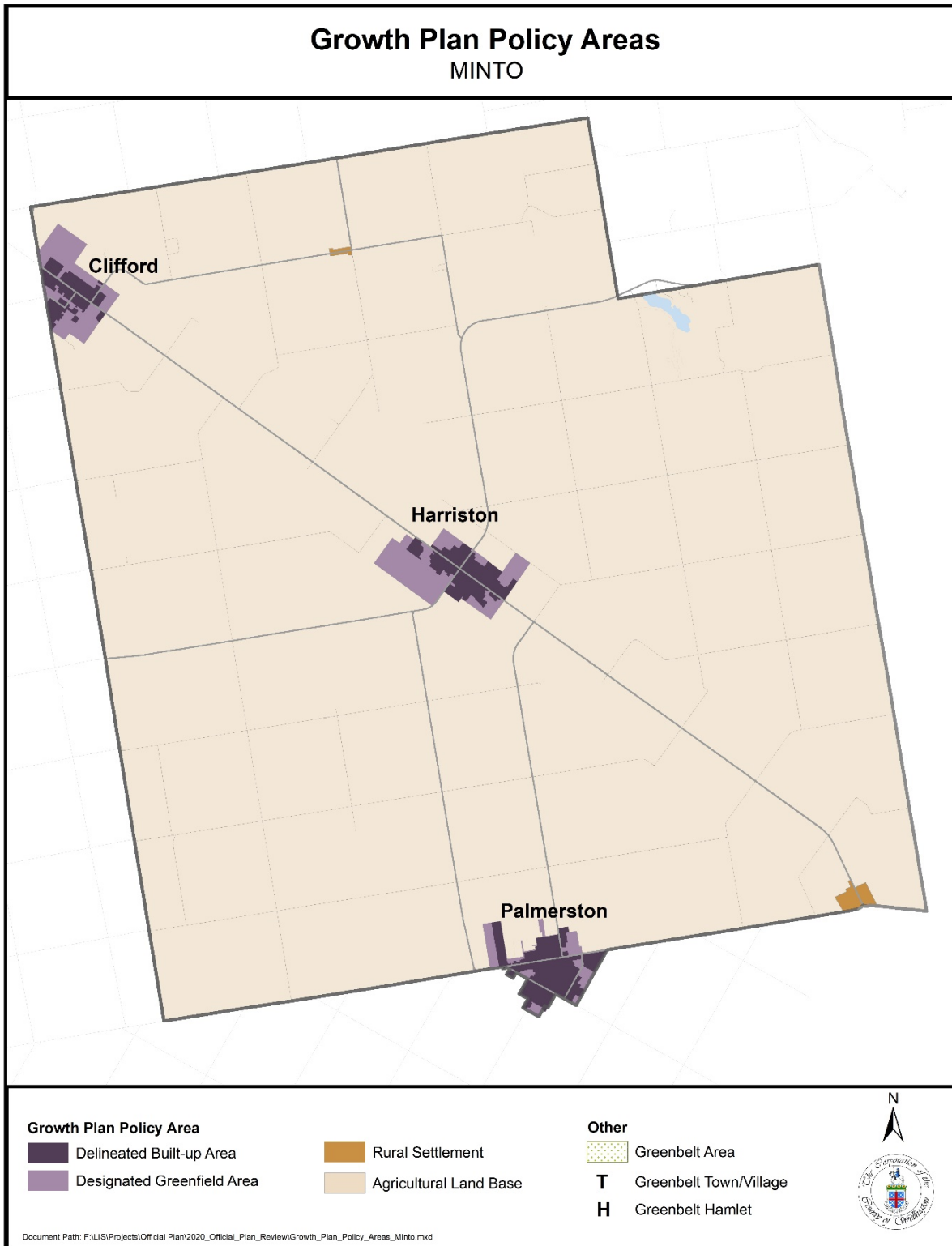
NOTE: Rural Settlements are based on Hamlets identified in January 8, 2021 version of County Official Plan. Community structure will be reviewed during MCR.

Appendix A4



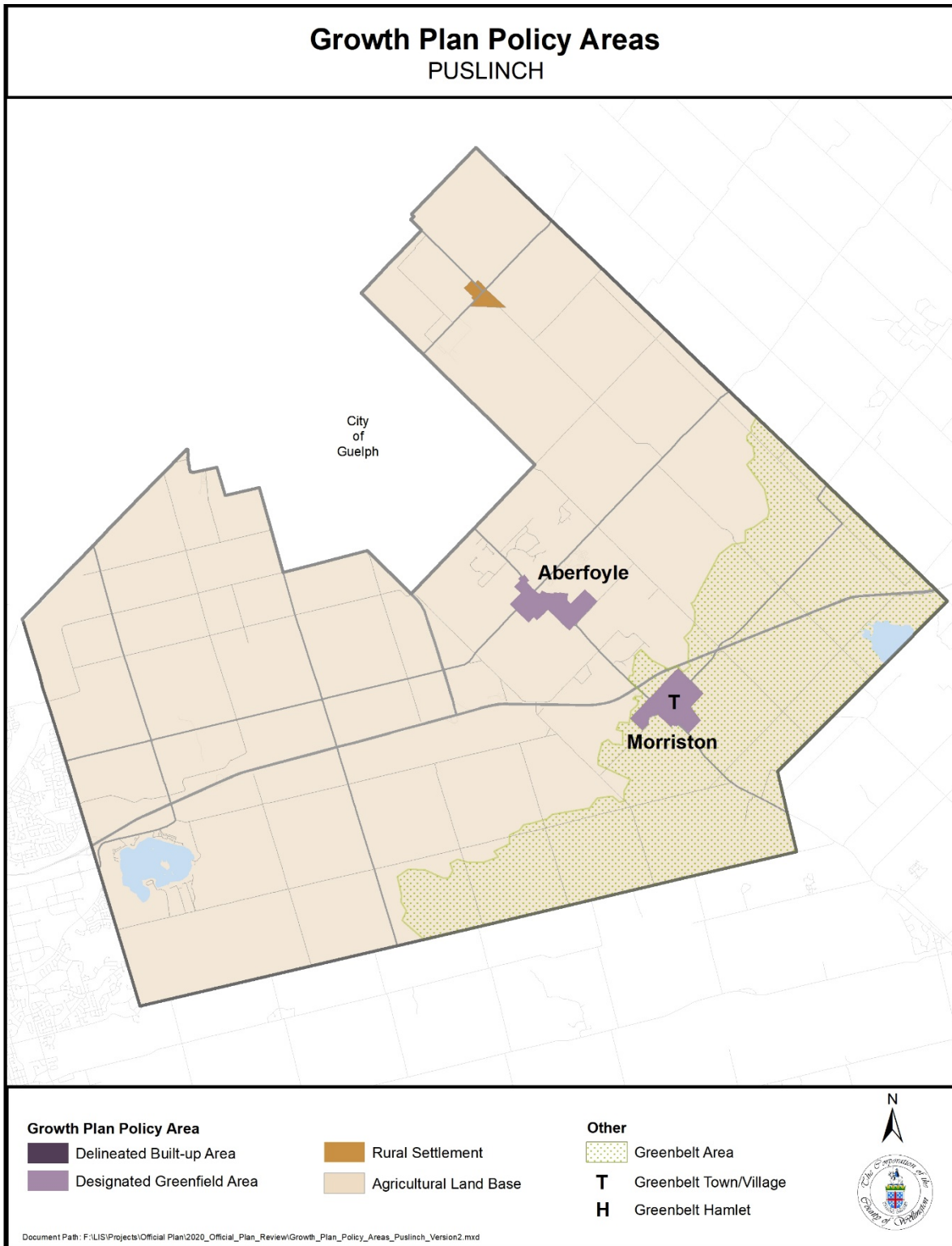
NOTE: Rural Settlements are based on Hamlets identified in January 8, 2021 version of County Official Plan. Community structure will be reviewed during MCR.

Appendix A5



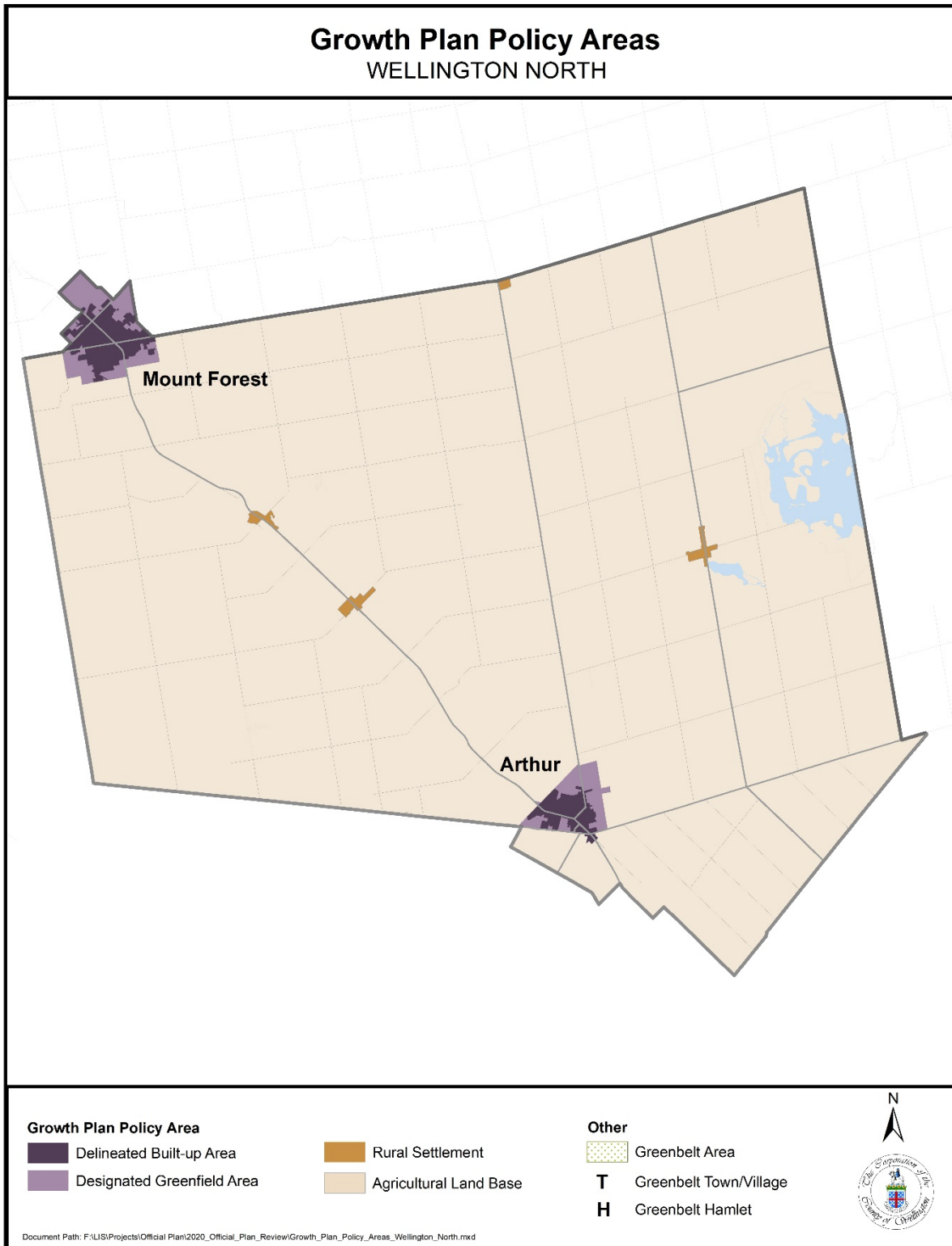
NOTE: Rural Settlements are based on Hamlets identified in January 8, 2021 version of County Official Plan. Community structure will be reviewed during MCR.

Appendix A6



NOTE: Rural Settlements are based on Hamlets identified in January 8, 2021 version of County Official Plan. Community structure will be reviewed during MCR.

Appendix A7



NOTE: Rural Settlements are based on Hamlets identified in January 8, 2021 version of County Official Plan. Community structure will be reviewed during MCR.



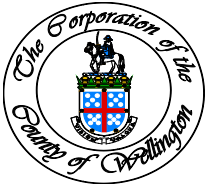
PLANWELL^{OM}

For more information please visit:
www.wellington.ca/planwell

Alternate formats available upon request.

^{OM} Official Mark of The Corporation of the County of Wellington





KIM COURTS
DEPUTY CLERK
T 519.837.2600 x 2930
F 519.837.1909
E kimc@wellington.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

March 11, 2021

Sent via email: aknight@get.on.ca
Lisa.campion@erin.ca
kokane@centrewellington.ca
LWheeler@mapleton.ca
annilene@town.minto.on.ca
kwallace@wellington-north.com
gschwendinger@puslinch.ca

Wellington County
Member Municipality Clerks
Amanda Knight, Township of Guelph/Eramosa
Lisa Campion, Town of Erin
Kerri O'Kane, Township of Centre Wellington
Larry Wheeler, Township of Mapleton
Annilene McRobb, Town of Minto
Karren Wallace, Township of Wellington North
Glenn Schwendinger, Township of Puslinch

Good afternoon,

At its meeting held on March 11, 2021 the Wellington County Planning Committee approved the following recommendation:

That the Comments on Government's Proposal to Grow the Greenbelt Report be forwarded to the Minister of Municipal Affairs and Housing and member municipalities in Wellington County.

Please find enclosed the Comments on Government's Proposal to Grow the Greenbelt Report.

Should you have any questions, please contact Sarah Wilhelm, Manager of Policy Planning, at sarahw@wellington.ca.

Respectfully,

A handwritten signature in cursive script that reads "Kim Courts".

Kim Courts
Deputy Clerk



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Aldo Salis, Director of Planning and Development
Date: Thursday, March 11, 2021
Subject: **Comments the Government's Proposal to Grow the Greenbelt**

1.0 Purpose

This report is in response to the Provincial Government's recent posting of a new proposal to expand the Greenbelt. The study area includes lands in Puslinch, Guelph/Eramosa and Erin. The deadline for comments is April 19, 2021 (see Environmental Registry of Ontario posting ERO 019-3136 for details).

2.0 Background

Since the Province established the Greenbelt Plan Area in 2005, planning staff has reported to Council on a number of Provincial consultations on expanding the Greenbelt and/or protecting the Paris Galt Moraine (which is part of the current Study Area):

Growing the Greenbelt (2008)

- consultation resulted in development of criteria to evaluate municipal requests to expand the Greenbelt Plan

Paris and Galt Moraines Legislative Review (2009)

- Inter-Ministry Committee concluded that "New Provincial policy or legislation is not required to protect the functions of the Paris and Galt Moraines at this time."¹

Protecting Water by Growing the Greenbelt (2018)

- at the time of launching the updated Greenbelt Plan, 2017, the Government committed to undertake a process to expand the Greenbelt on its outer edge
- in Wellington, the study area included Paris/Galt Moraines and Orangeville Moraine and potential Urban River Valleys associated with the Conestogo, Grand, Speed and Eramosa Rivers.
- commenting phase concluded March 7, 2018

Paris Galt Moraine Conservation Act (2019)

- Proposed legislation to establish a "Paris Galt Moraine Conservation Plan" (Bill 71)

In 2015, County Council addressed the question of whether the expansion of the Greenbelt was necessary and concluded that there was "no rationale for extending beyond the current boundary". The basis for that position was that adequate Provincial legislation and regulatory measures are in place to protect the natural heritage features and functions, including moraines, within and beyond the Greenbelt.

¹ Ministry of the Environment, EBR Review Response: Paris and Galt Moraines, April 2009

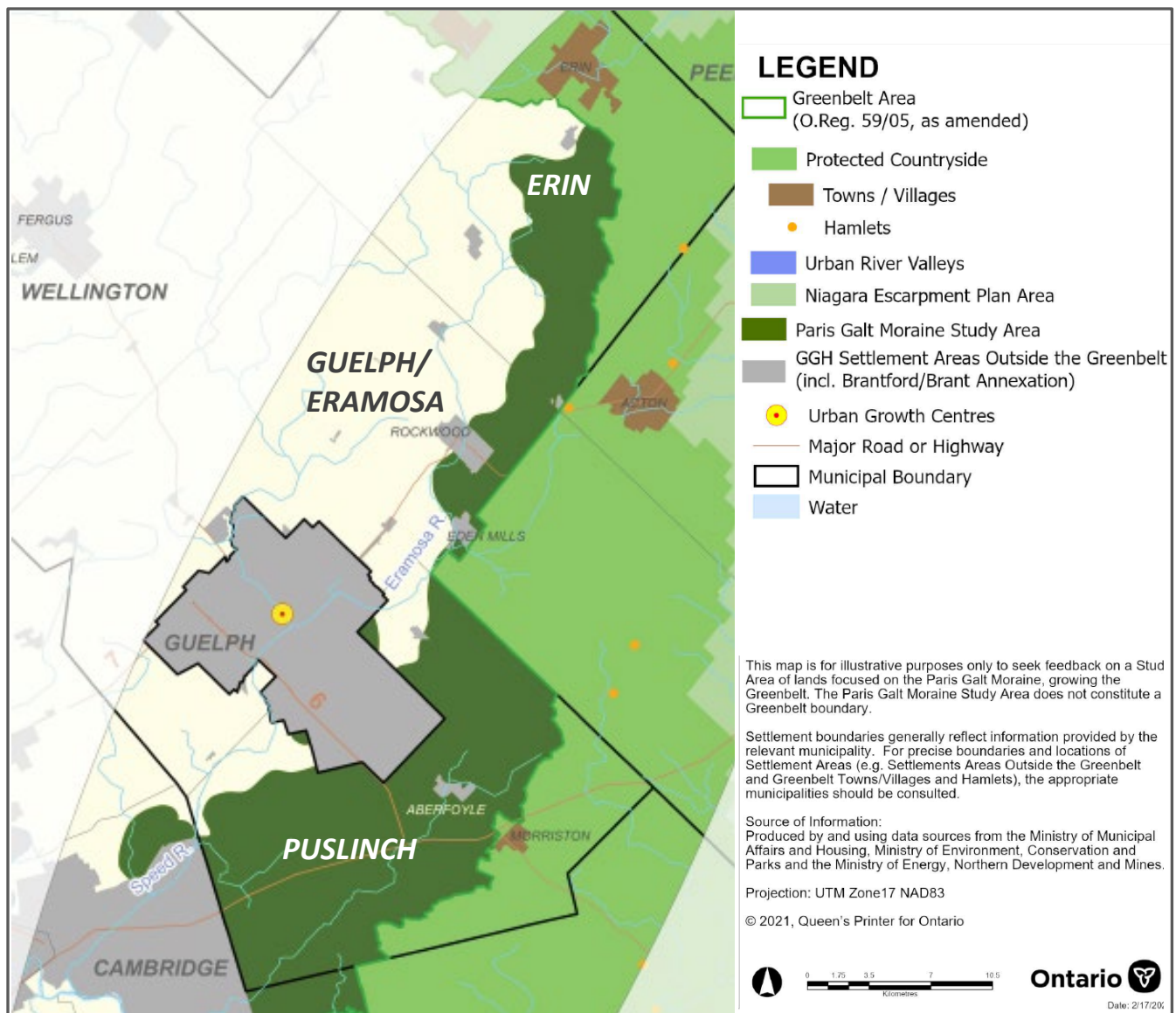
2.1 Details of Current Proposal

The Province states that the priority of the consultation is:

- a study area of lands focused on the Paris Galt Moraine (Appendix A); and
- ideas for adding, expanding and further protecting Urban River Valleys (Appendix B), including consideration of adding connections to the Paris Galt Moraine through the Speed and Eramosa Rivers in the urban areas of Guelph and Cambridge.

An excerpt of the Study Area for growing the Greenbelt in Wellington is shown below.

Figure 1 2021 Growing the Greenbelt Study Area – Paris Galt Moraine (excerpt)



The Province indicates that the maps are for discussion purposes and do not represent a proposed boundary at this time.

The Province has laid out the following principles for Greenbelt expansions:

1. Will not consider removal requests or land exchanges
2. Will not change existing Greenbelt policies
3. Lands to be considered for expansion must:
 - Support the objectives, vision and goals of the Greenbelt Plan
 - Follow the amendment process laid out in the Greenbelt Act, 2005
 - Connect physically and/or functionally to the current Greenbelt
 - Consider impacts on existing Provincial priorities in Provincial Policy Statement and Growth Plan for the Greater Golden Horseshoe

Staff addresses the discussion questions laid out in the proposal in section 6.0 of this report.

3.0 Wellington Context

The Paris Galt Moraine Study Area is approximately 15,000 ha (37,000 ac) in Puslinch, 2,200 ha (5,500 ac) in Guelph/Eramosa and 4,100 ha (10,000 ac) in Erin, for a total area in Wellington County of about 21,400 ha (52,000 ac)². The Study Area is mostly farmland with scattered small villages and hamlets. As a headwaters area, several rivers and their tributaries cross the landscape, which has varying amounts of natural cover. It also contains one of the largest mineral aggregate resource areas in Ontario.

Over half of the Study Area is designated for Agricultural uses and almost 40% is in the protected Greenlands System in the County Official Plan. Within the Urban System, the Study Area contains two designated Urban Centres: Aberfoyle in Puslinch, and part of Rockwood in Guelph/Eramosa. There are also three Hamlets: Crewson's Corners in Erin and Guelph/Eramosa, Eden Mills in Guelph/Eramosa, and Arkell in Puslinch. The Urban Centres and Hamlets only account for approximately 3% of the Study Area.

The City of Guelph and Cambridge are adjacent to Wellington and the Study Area. Under the Growth Plan for the Greater Golden Horseshoe (Growth Plan), Wellington County, Waterloo Region, and the City of Guelph are required to use a standard methodology to assess the quantity of land needed to accommodate forecasted growth. The location of any expansion, if needed, will be determined based on a series of criteria and studies that require the natural heritage system, key hydrological areas and prime agricultural areas to be avoided where possible. This analysis will form part of the larger municipal comprehensive review (MCR) which is subject to approval by the Province. We note that the City of Guelph's growth management strategy indicates that they have enough land to meet population and employment forecasts to 2051³.

The Provincial planning system in the Greater Golden Horseshoe is a complex array of legislation, regulations, policy and plans that often overlap, particularly with respect to water resources where Source Protection Plans and Conservation Authority Regulations also apply. In addition, Appendix C

² Total does not add up due to rounding.

³ Shaping Guelph – Employment Lands Strategy (January 7, 2021 email notice) & Housing Analysis and Strategy (February 22, 2021 email notice)

lists the groundwater measures put in place through decades of work by the Townships of Puslinch and Guelph/Eramosa and the County. In summary, these include the following:

- Groundwater monitoring
- Rural Water Quality Programme
- Groundwater studies
- Groundwater protection measures in Official Plan
- Risk Management Office
- Participation in Guelph / Guelph/Eramosa Tier 3 Study
- Protection of Paris and Galt Moraines in Official Plan
- Source Protection Plans in Official Plan
- Source Protection Plans in Zoning By-laws
- Expert advice on development applications

The strength in the above local protection is in the complementary nature of the various initiatives.

Figure 2 provides an example of existing mapped Official Plan and Growth Plan policy protection for natural heritage resources and areas, water resources and prime agricultural areas. Each map contains a different layer(s):

MAP 1 County Official Plan Greenlands System and Paris and Galt Moraine Policy Area

The County Official Plan Greenlands System identifies and protects areas including wetlands, environmentally sensitive areas, streams and valley lands, ponds, lakes and reservoirs, areas of natural and scientific interest, woodlands, fish and wildlife habitat, flood plains and hazardous lands, and threatened or endangered species.

Also pictured is the Paris and Galt Moraine Policy Area. The policies:

- Protect moraine processes and features in order to maintain and where possible restore and enhance groundwater and surface water resources; and
- Promote stewardship activities on the moraines that maintain, restore or enhance groundwater and surface water resources.

MAP 2 Provincial Natural Heritage System

This map identifies the Provincial Natural Heritage System for the Growth Plan and for the Greenbelt Plan.

MAP 3 Key Water Resources Policies

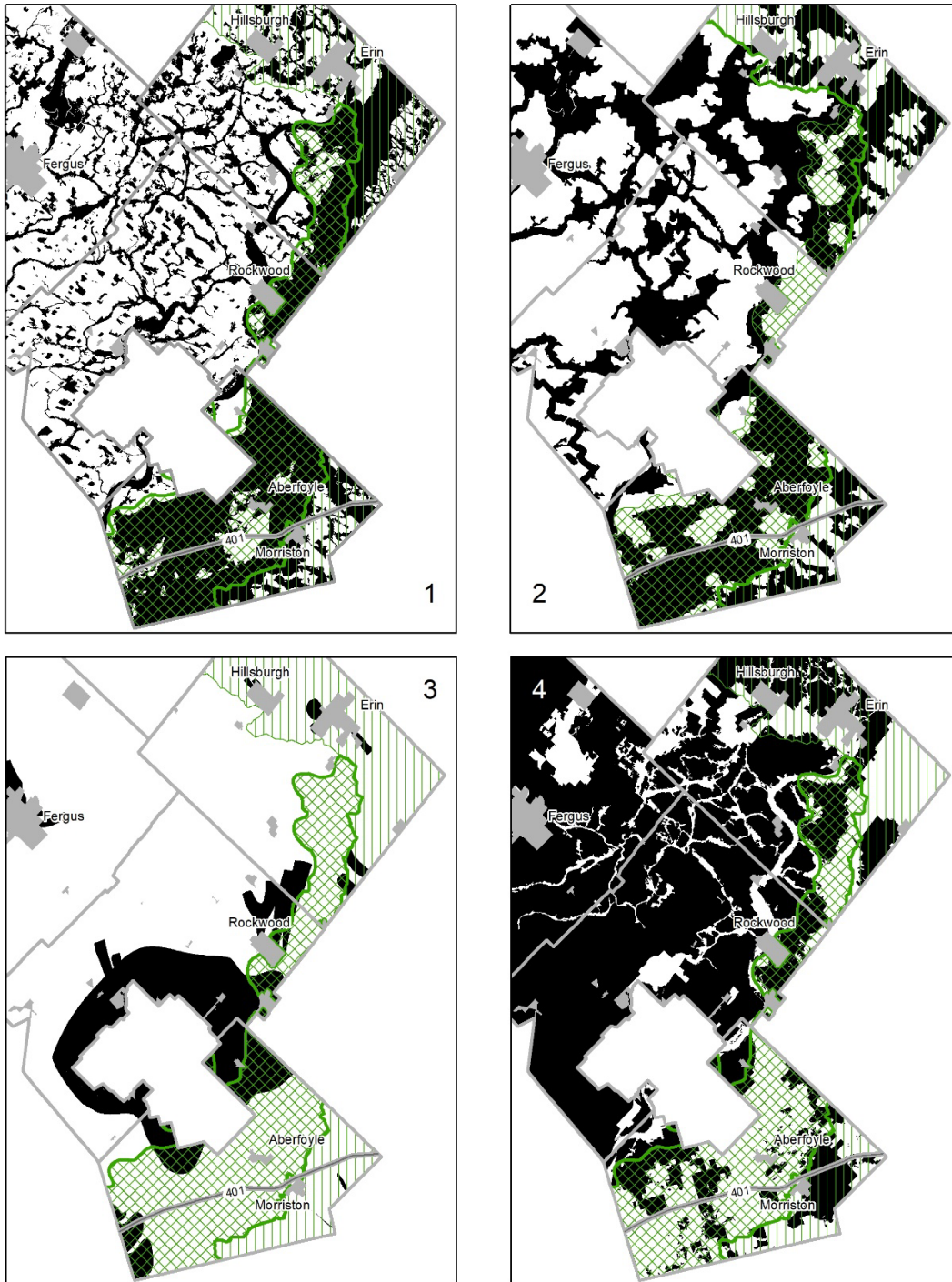
Policies have been added to the County Official Plan to conform with the five Source Protection Plans in Wellington. Map 3 identifies the water quality wellhead protection areas.

MAP 4 Provincial Agricultural Land Base



This map identifies the Prime Agricultural Areas of the Agricultural Land Base issued by the Province. It does not reflect the Candidate Areas.

Figure 2

Sample of Provincial and Local Planning Policy Protections
 Natural Heritage, Water Resource and Prime Agricultural Areas



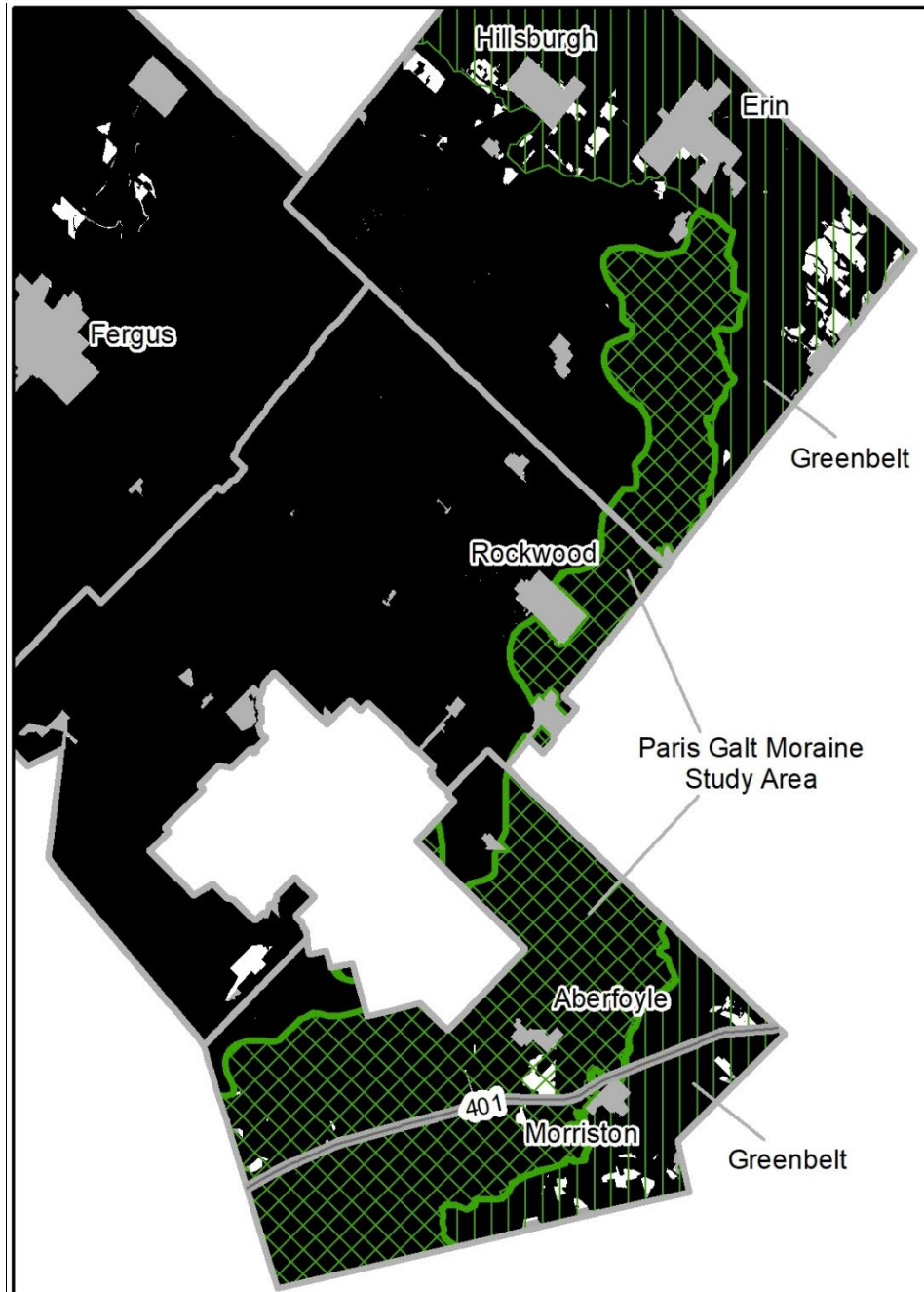
Legend

-  Paris Galt Moraine Study Area
-  Current Greenbelt Plan Area



- 1 County Official Plan Greenlands System and Paris Galt Moraine Policy Area
- 2 Provincial Natural Heritage System
- 3 County Official Plan Wellhead Protection Areas
- 4 Provincial Agricultural Land Base (Candidate Areas not shown)

Figure 3 provides an example of the type of overlap that occurs when we overlay the natural heritage resources and areas, water resources and prime agricultural areas contained in Figure 2.

Figure 3 **Layering Effect of Provincial and Local Planning Policy Protections**
Natural Heritage, Water Resource and Agricultural Areas



Legend

-  Paris Galt Moraine Study Area
-  Current Greenbelt Plan Area

4.0 Implications of Greenbelt Expansion for Wellington County

The policies of the Greenbelt Plan and Growth Plan overlap, particularly with respect to natural heritage and water resources. At the same time, there are specific policy differences that would affect a range of development proposals if the Province expanded the Greenbelt. The summary table below highlights some of the policies that are unique to the Greenbelt.

INSIDE THE GREENBELT	OUTSIDE THE GREENBELT
Farm Split Consents	
<ul style="list-style-type: none"> 40 ha minimum lot size 	<ul style="list-style-type: none"> 35 ha minimum lot size in Official Plan
Surplus Farm Dwelling Consents	
<ul style="list-style-type: none"> Requires that the residence that is surplus to the farm operation existed before December 16, 2004 	<ul style="list-style-type: none"> Official Plan has no date requirement for the existing surplus residence
Second Units (now referred to as Additional Residential Units)	
<ul style="list-style-type: none"> Second units are not permitted in the Greenbelt Natural Heritage System 	<ul style="list-style-type: none"> Second units may be permitted in existing residences and ancillary buildings
Secondary Agricultural Area Consents	
<ul style="list-style-type: none"> Application of Provincial Agricultural Land Base and Natural Heritage System will constrain rural residential lot creation potential in Secondary Agricultural Areas Generally, to date, rural residential consent activity has occurred to a slightly lower degree 	<ul style="list-style-type: none"> Current Secondary Agricultural Areas in Official Plan apply until Provincial mapping is implemented in Official Plan
Official Plan Amendment to Re-designate Prime Agricultural Area for Non-Agricultural Uses (i.e. Official Plan Amendment to expand Rural Employment or Recreational Areas)	
<ul style="list-style-type: none"> This type of Official Plan Amendment is not permitted 	<ul style="list-style-type: none"> May be considered but must meet Provincial Policy Statement, Growth Plan and Official Plan policies
Urban Centre Expansion (if justified as a result of Growth Plan Municipal Comprehensive Review)	
<ul style="list-style-type: none"> Expansion required to be serviced by <i>existing</i> municipal water and wastewater systems Expansion into the Natural Heritage System is prohibited Expansions would also be limited, among other matters, to a 5% increase up to a maximum size of 10 ha, only 50% of which can be residential development 	<ul style="list-style-type: none"> Urban Centres outside the Greenbelt cannot expand into the Greenbelt Also applicable to neighbouring cities of Guelph and Cambridge
Hamlet Expansion	
<ul style="list-style-type: none"> Hamlet expansions are not permitted 	<ul style="list-style-type: none"> Hamlet expansions are limited, but may be considered in the Municipal Comprehensive Review
Mineral Aggregate Extraction	
<ul style="list-style-type: none"> Additional requirements for rehabilitation and maximum disturbed area Requires municipalities to apply Source Protection Plan and Subwatershed Plan policies 	

The permanent protection of Prime Agricultural Areas and prohibition of large urban expansions typically receive the most attention in discussions of Greenbelt expansion. It is worth noting from the above however, that there are policies unique to the Greenbelt Plan that either prohibit or make it more difficult to get approval for small-scale developments.

4.1 Agricultural Land Base

The Province established the Agricultural Land Base for the Greater Golden Horseshoe and Natural Heritage System for the Growth Plan in 2017. In the Growth Plan outside of the Greenbelt, Prime Agricultural Areas in Official Plans as of July 1, 2017 apply until Provincial mapping is implemented in Official Plans. As is required, Wellington will be refining Provincial mapping through the municipal comprehensive review. In the Greenbelt, however, the Provincial mapping of the Agricultural Land Base would be in effect prior to refinements.

4.2 Natural Heritage System

There are currently two Provincial Natural Heritage Systems (NHS): one for the Greenbelt and another for the Growth Plan. Wellington will be refining Provincial mapping outside of the Greenbelt through the municipal comprehensive review. The Greenbelt NHS has been incorporated into the County Official Plan. It is unclear at this time, what the implications of growing the Greenbelt might have for implementing the Growth Plan NHS.

5.0 Criteria for Growing the Greenbelt

As noted earlier in this report, over ten years ago the Province consulted on and published criteria to use to evaluate municipal requests to grow the Greenbelt (*Growing the Greenbelt*, August 2008, Ministry of Municipal Affairs and Housing). In our view, these criteria should apply to the Provincial proposal. In particular, we note criterion #5 requires that the request “complements the Growth Plan for the Greater Golden Horseshoe” including that the proposed area for expansion:

“cannot impede the implementation of the Growth Plan. The municipality must demonstrate how the expansion area supports the goals, objectives and targets of both the Greenbelt Plan and the Growth Plan...”

One of the guiding principles of the Growth Plan is to “Provide for different approaches to manage growth that recognize the diversity of communities in the GGH.” The designated Urban Centres and Hamlets in Wellington vary in size, diversity and intensity of uses. This is evident between the three municipalities impacted by the expansion proposal, but particularly in Puslinch. As proposed, almost the entire Township Puslinch would be covered by the current Greenbelt Area and the expanded Greenbelt Study Area. The settlement hierarchy consists of two small Urban Centres and one Hamlet. The population of Aberfoyle is just over 300 people and Arkell is much smaller. Puslinch is the only Township in Wellington County without a municipal water and/or wastewater system. Adding (or surrounding) the Urban Centre of Aberfoyle and the Hamlet of Arkell would eliminate the potential for limited expansion or minor rounding out (if justified by the MCR land needs assessment).

Puslinch is a small but stable community and the Greenbelt will not support its long-term viability by creating fixed, permanent boundaries for all of its settlement areas.

6.0 Consultation Question Responses

Question	Response
<p>1. What are your thoughts on the initial focus of the Study Area of the Paris Galt Moraine?</p>	<p>The Paris and Galt Moraine Policy Area was added to the County Official Plan through the 5-Year Review Amendment (OPA 81) and approved by the Province in 2014.</p> <p>In 2015, County Council addressed the question of whether the expansion of the Greenbelt was necessary and concluded that there was “no rationale for extending beyond the current boundary”.</p>
<p>2. What are the considerations in moving from a Study Area to a more defined boundary of the Paris Galt Moraine?</p>	<p>It is our view that adequate provincial legislation and regulatory measures are in place in Wellington to protect the natural heritage features and functions, including moraines, within and beyond the Greenbelt.</p>
<p>3. What are your thoughts on the initial focus of adding, expanding and further protecting Urban River Valleys?</p>	<p>We note that the policy would only apply to publicly owned lands and that urban river valleys are already connected to the rural landscape by the existing overlap of the Provincial Policy Statement, Growth Plan, Official Plans, Zoning By-laws and Conservation Authority Regulations.</p>
<p>4. Do you have suggestions for other potential areas to grow the Greenbelt?</p>	<p>It is our view that those water resource matters that are subject to the <i>Planning Act</i> are adequately addressed by the overlap of the Provincial Policy Statement, Growth Plan, Official Plans, Source Protection Plans, and Conservation Authority Regulations.</p>
<p>5. How should we balance or prioritize any potential Greenbelt expansion with the other provincial priorities mentioned?</p>	<p>The Province should defer to the Official Plan as amended through the Growth Plan municipal comprehensive review, which includes completion of land needs assessment using Provincial methodology, urban structure, and refinements to the Natural Heritage System and Agricultural Land Base.</p>
<p>6. Are there other priorities that should be considered?</p>	<p>The Province should consider the potential for Greenbelt expansion to have unintended outcomes related to:</p> <p>The potential to reduce the ability of farmers to get approval for small scale development proposals such as farm splits, surplus farm dwelling consents, or additional residential units; and/or</p> <p>The potential to limit minor rounding out of Hamlets and limited expansions to Urban Centres (if justified through land needs assessment) which will help sustain our stable rural communities.</p>

7.0 Impact on County Official Plan Review

The Government’s proposal states that the Study Area does not represent a proposed boundary at this time, but later indicates that “Greenbelt expansion needs to be considered in the context of these growth management exercises by municipalities.”

The County and its consultants have invested considerable time and effort in the growth management work required as part of the municipal comprehensive review. We have experienced delays to respond to a new Growth Plan (2019) and Amendment 1 (2020), Provincial Policy Statement (2020) and guidance documents. While the Province has shown flexibility by supporting phased approaches to MCR conformity, they have not adjusted a conformity deadline that was set five years ago. We cannot afford further delays.

8.0 Conclusion

The County of Wellington agrees that the Paris Galt Moraines are unique landforms worthy of protection, which is why we used existing *Planning Act* provisions to incorporate special policies in our Official Plan in 2014.

The proposal to expand the Greenbelt does not include any technical rationale to contradict the Ministry of the Environment’s 2009 position that no new Provincial policy or legislation is required to protect the functions of the Paris Galt Moraine.

There is no major growth anticipated in the Study Area that warrants Greenbelt Plan protection and there are undesirable outcomes that would limit options for agricultural areas and impact the stability of rural communities in Wellington.

The County has been, and continues to be, consistent in its position that there is no rationale for expanding the Greenbelt. There are adequate Provincial legislation, regulations, plans and policies; and local plans, policies and measures in place.

Recommendations

That the report “Comments on Government’s Proposal to Grow the Greenbelt” be forwarded to the Minister of Municipal Affairs and Housing and member municipalities in Wellington County.

Respectfully submitted,



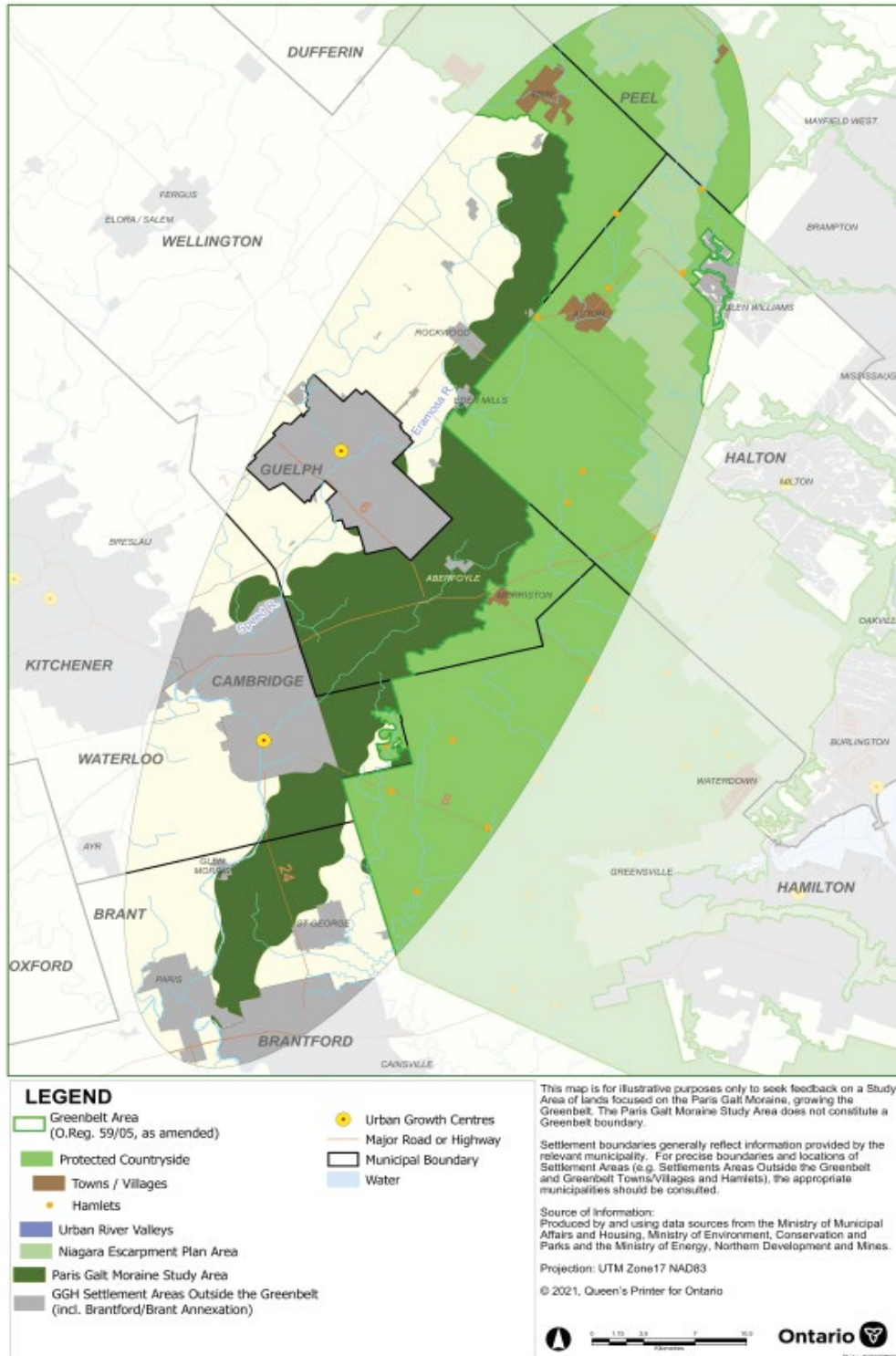
Sarah Wilhelm, MCIP, RPP
Manager of Policy Planning



Aldo L. Salis, MCIP, RPP
Director of Planning and Development

- Appendix A Growing the Greenbelt Study Area – Paris Galt Moraine
- Appendix B Greenbelt Area – Urban River Valleys
- Appendix C Local Groundwater Protection Measures

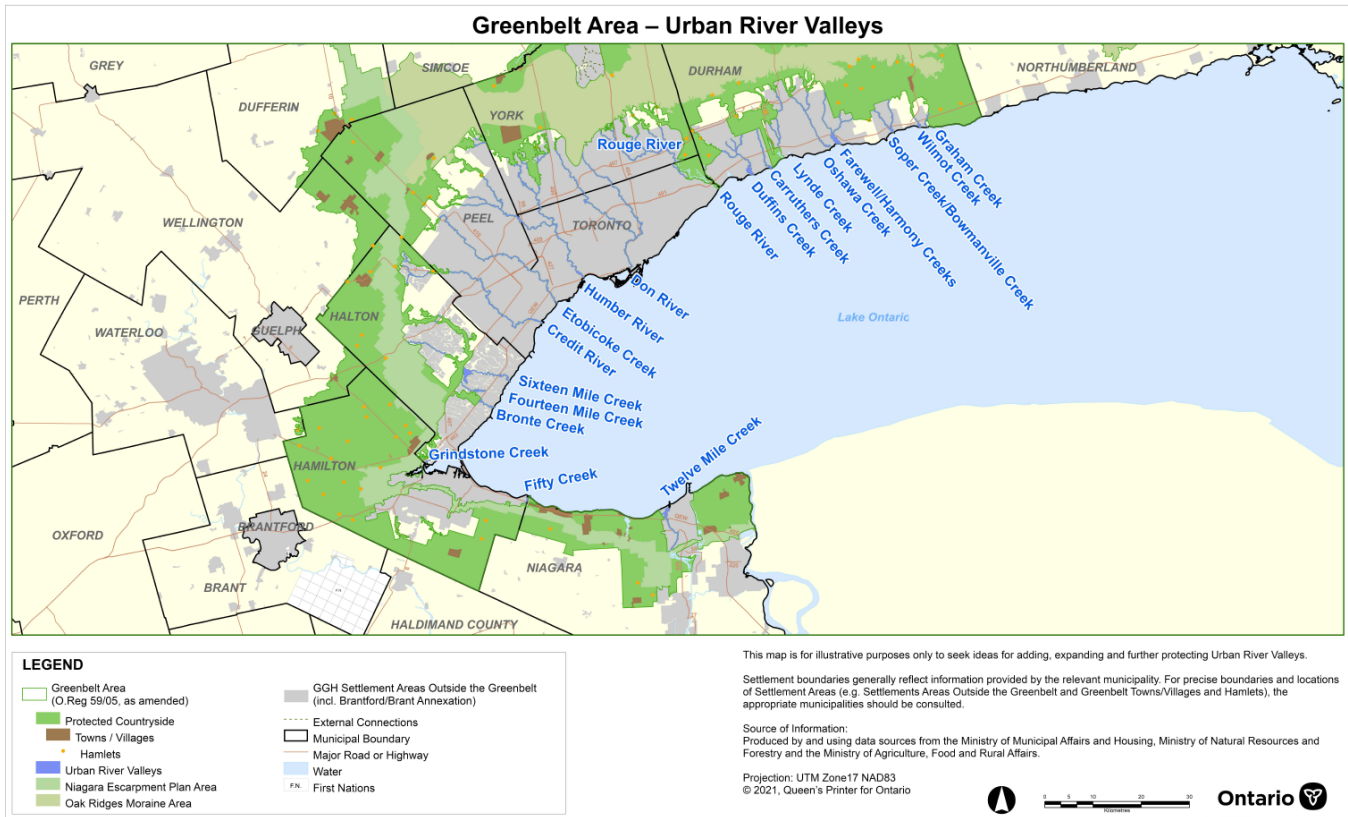
Growing the Greenbelt Study Area – Paris Galt Moraine



APPENDIX B

Greenbelt Area – Urban River Valleys

ERO Posting 019-3136



APPENDIX C

Groundwater Protection Measures

Guelph/Eramosa Township, Township of Puslinch, County of Wellington

The following is a list of groundwater protection measures put in place by Guelph/Eramosa Township, Township of Puslinch and the County of Wellington.

Groundwater Monitoring

Since 1994, the Township of Puslinch operates an ambient groundwater monitoring network to collect data on water quality and quantity. This network of sixteen monitoring wells are installed at various depths including within the Paris and Galt Moraines, Aberfoyle Outwash Deposits, and the Guelph and Gasport Bedrock Formations. This program provides the Township with quarterly groundwater levels and annual groundwater quality and is used to evaluate impacts from major water takings in the Township including those from neighbouring municipal wells for Cambridge and Guelph.

Municipal Supply Systems in Guelph/Eramosa

The Township of Guelph/Eramosa operates two groundwater municipal supply systems: Rockwood and Hamilton Drive. These systems are operated in accordance with their Municipal Drinking Water License and all applicable legislation including the *Safe Drinking Water Act*, *Clean Water Act*, *Environmental Assessment Act* and *Ontario Water Resources Act*. This includes operation, review, groundwater monitoring, sampling and oversight by licensed water operators, Professional Engineers and Professional Geoscientists. The Township's groundwater monitoring program provides water quality and quantity data to ensure compliance with the regulatory requirements including ensuring the protection of the groundwater resource.

Rural Water Quality Programme

Since 1999, the County of Wellington funds the Rural Water Quality Programme that is administered by our local Conservation Authorities on the County's behalf. The Rural Water Quality Programme encourages farmers and rural residents to carry-out various projects that improve groundwater quality and since inception has completed over 1,650 projects including domestic well upgrades, manure, fuel, chemical and fertilizer storage, wash-water treatment and many more projects. The County's funding commitment is approximately \$400,000 per year.

Groundwater Studies

In the early 2000's, both Townships completed groundwater studies as part of a provincial program designed to benchmark the understanding of the groundwater resource and to inform the creation of the source protection program and the *Clean Water Act*. This culminated in 2006 with the County groundwater study that incorporated the results of the Township level studies and proposed a new County of Wellington Official Plan framework for groundwater protection.

APPENDIX C Groundwater Protection Measures (continued)

Groundwater Protection Measures in Official Plan

In 2008, the County of Wellington approved an Official Plan amendment that incorporated the groundwater protection measures recommended in the County groundwater study. These measures provided protection of the groundwater resource seven to eight years ahead of the approval of the Source Protection Plans. The measures include a risk based approach to reviewing development applications and spill response/chemical management plans and other requirements to ensure new developments did not impact the groundwater. Included in this amendment were wellhead protection areas for existing, non-municipal, residential communities in the Township of Puslinch. This protection that exceeds the current source protection or *Clean Water Act* requirements which is only focused on the protection of municipal water supplies.

Risk Management Office

Beginning in 2013, the Townships, the County and the other Townships and Towns within Wellington established a shared Risk Management Office to deliver the source protection program and enforce the *Clean Water Act* for all the municipalities within Wellington County. Wellington Source Water Protection is a shared, municipal program that is funded by the County, Townships and Towns in Wellington. This program protects the 14 drinking water systems of the municipalities of the County as well as municipal drinking water systems for four neighbouring municipalities including protecting, approximately, 50% of the City of Guelph's water supply.

Participation in Guelph / Guelph/Eramosa Tier 3 Study

Since 2014, the Townships and County have participated in the Guelph / Guelph/Eramosa Tier 3 Study. This project is still continuing and will result in the establishment of water quantity policies in the applicable Source Protection Plans to protect Guelph/Eramosa Township's and the City of Guelph's municipal supplies. This project has included technical and scientific studies, policy development and stakeholder consultation as well as collaboration between all the municipalities and agencies involved to protect the shared groundwater resource. Township and County staff are members on this project team along with City of Guelph staff.

Protection of Paris and Galt Moraines in Official Plan

In 2014, the County of Wellington approved an Official Plan amendment to protect the Paris and Galt Moraines through policy area mapping and applicable policies. This is partly in recognition of the important role that the Paris - Galt Moraines in Guelph/Eramosa Township and the Township of Puslinch have on regional groundwater resources.

APPENDIX C Groundwater Protection Measures (continued)

Source Protection Plans in Official Plan

In 2016, the County of Wellington approved an Official Plan amendment to incorporate the five Source Protection Plans within the County Official Plan. The County of Wellington Official Plan is the local Official Plan for both Townships. This conformity exercise is a legal requirement and the County was one of the first municipalities in the Province to complete this amendment. Included in this amendment was the establishment of additional protections that exceed the current source protection or *Clean Water Act* requirements.

Source Protection Plans in Zoning By-laws

In 2017, both Townships approved amendments to their Zoning By-laws to incorporate the Source Protection Plans. These conformity exercises are also legal requirements and the Townships were among the first municipalities in the Province to complete these amendments.

Expert Advice on Development Applications

Additionally, the Townships and the County routinely retain Professional Engineers and Professional Geoscientists to provide expert advice on development applications, proposed provincial approvals such as Permits to Take Water or *Aggregate Resources Act* approvals, Class Environmental Assessments and Water Supply Master Plans.



OFFICE OF THE COUNTY ENGINEER
ADMINISTRATION CENTRE
T 519.837.2601
F 519.837.8138

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

March 3, 2021

Mayor Gregg Davidson
Township of Mapleton
7275 Sideroad 16
Drayton ON, N0G 1P0
PO Box 160

Dear Mayor Davidson,

Through the Solid Waste Services Strategy, a commitment was made in April 2018 to extend an offer to support municipally organized roadside clean-up events, to each of the County of Wellington's member municipalities.

On November 29, 2018 the Province of Ontario released the Made in Ontario Environment Plan, which also committed to taking action on litter, resulting in the initiation of a Provincial Day of Action on Litter which occurs on the second Tuesday of May each year. Due to the COVID-19 pandemic, the first Day of Action on Litter was limited in its scale. This year, the Province is encouraging individuals and organizations to host litter clean-up events on and around May 11, 2021.

The Province has set up a website, <https://www.ontario.ca/page/act-on-litter>, which highlights the negative impact of litter on the environment. The website includes a litter clean-up guide, which can be a benefit to individuals or organizations looking to organize a litter clean-up event, and a litter reporting tool, which will aid the government in better understanding the scope of the issues and will inform future policy decisions.

The County of Wellington's Solid Waste Services (SWS) has supported an annual spring roadside clean-up event in Puslinch Township for a number of years. This event is organized by a local service club in partnership with the Township.

If your municipality is interested in holding your own event this year, SWS is happy to support the event in the following ways:

- waiving tipping fees for collected waste
- providing and emptying large waste containers
- promoting events
- providing informational resources and/or guidance on how to organize an event
- reporting to the Province on behalf of the Township



COUNTY OF WELLINGTON

OFFICE OF THE COUNTY ENGINEER
ADMINISTRATION CENTRE
T 519.837.2601
F 519.837.8138

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

Please let me know if you are interested in holding an event in Mapleton Township, and the County of Wellington's Solid Waste Services will be happy to help out.

Sincerely,

A handwritten signature in black ink, appearing to read "Das Soligo".

Das Soligo
Manager of Solid Waste Services
T 519-837-2601 x 2400
E dass@wellington.ca

CC:

Scott Wilson
Don Kudo
Donna Bryce
Manny Baron
Barb Schellenberger



THE CORPORATION OF THE CITY OF SARNIA
City Clerk's Department

255 Christina Street N. PO Box 3018

Sarnia ON Canada N7T 7N2

519-332-0330 (phone) 519-332-3995 (fax)

519-332-2664 (TTY)

www.sarnia.ca clerks@sarnia.ca

March 4, 2021

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford,

Re: Colour Coded Capacity Limits

At its meeting held on March 1, 2021, Sarnia City Council discussed the challenges local businesses are facing with respect to the colour coded system within the Province's COVID-19 Response Framework. The following motion was adopted:

That Sarnia City Council strongly advocate to the Province of Ontario that they adjust the capacity limits for dining, restaurants, sporting and recreational facilities, places of worship, event centers, and all retail/small businesses as part of the colour coded system.

The following rationale was provided with the introduction of the motion:

- The red zone currently only allows 10 people indoors at a dining or a sporting / recreational facility (regardless of the size), places of worship are capped at 30% or 50 people, and retail / small business is limited to a 50% capacity.
- These businesses and organizations have heavily invested in facility improvements and expensive upgrades to ensure safe social distancing and have all the appropriate safety and protection measures in place.
- Businesses in particular cannot properly plan under the current uncertainty and that means the loss of jobs and income for both workers and owners as well as mental health challenges.

- Indoor capacity limits for restaurants, dining, sporting / recreational facilities, event centers, retail / small business, and places of worship should not involve arbitrary numbers (regardless of size), but instead be changed to the amount of people per facility which ensures that strict and safe social distancing can be maintained.

Sarnia City Council has requested that all municipalities in Ontario join this advocacy effort.

On behalf of Sarnia City Council, I look forward to your reply.

Sincerely,



Amy Burkhart
Acting City Clerk

Cc: All Ontario Municipalities
Ms. Marilyn Gladu, MP Sarnia-Lambton
Mr. Bob Bailey, MPP Sarnia-Lambton

February 26, 2021

The Honourable Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

By email only: ernie.hardeman@pc.ola.org

Dear Mr. Hardeman,

Please be advised that the following resolution was passed at the February 10, 2021 Township of Adjala-Tosorontio Council meeting.

*Moved by: Deputy Mayor Meadows
Seconded by: Councilor Hall-Chancey*

Resolved, THAT the Council of the Township of Adjala-Tosorontio request the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations under the Act that would require tile drainage contractors file farm tile drainage installation plans with the local municipality; and further,

THAT this resolution be forwarded to Minister of Agriculture, Food and Rural Affairs (Minister Ernie Hardeman), Jim Wilson, MPP Simcoe-Grey, Lisa Thompson, MPP Huron Bruce, Randy Pettapiece, MPP Perth Wellington, Rural Ontario Municipal Association, Ontario Federation of Agriculture, Christian Farmers Federation Of Ontario, Land Improvement Contractors of Ontario, Drainage Superintendents of Ontario and all Ontario municipalities.

If you require further information, please do not hesitate to contact our office.

Sincerely,

Alice Byl

Alice Byl
Deputy Clerk
Township of Adjala-Tosorontio



44816 Harriston Road, RR 1, Gorrie On N0G 1X0
Tel: 519-335-3208 ext 2 Fax: 519-335-6208
www.howick.ca

December 3, 2020

The Honourable Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

By email only minister.omafra@ontario.ca

Dear Mr. Hardeman:

Please be advised that the following resolution was passed at the December 1, 2020 Howick Council meeting:

Moved by Councillor Hargrave; Seconded by Councillor Illman:

Be it resolved that Council request the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations under the Act that would require tile drainage contractors file farm tile drainage installation plans with the local municipality; and further, this resolution be forwarded to Minister of Agriculture, Food and Rural Affairs, Huron-Bruce MPP Lisa Thompson, Perth-Wellington MPP Randy Pettapiece, Rural Ontario Municipal Association, Ontario Federation of Agriculture, Christian Farmers Federation Of Ontario, Land Improvement Contractors of Ontario, Drainage Superintendents of Ontario and all Ontario municipalities. Carried. Resolution No. 288/20

If you require any further information, please contact this office, thank you.

Yours truly,

Carol Watson

Carol Watson, Clerk
Township of Howick



Background Information to the Township of Howick Resolution No. 288-20 Requesting Amendments to the Agricultural Tile Drainage Installation Act

Rational for Proposed Amendments

Over the years, Howick Township staff have received many requests for tile drainage information on farmland. Usually these requests come after a change in ownership of the farm. Some of these drainage systems were installed recently but many are 30 to 40 or more years old. Many were installed by contractors who are no longer in business or who have sold the business and records are not available.

Information is generally available if the tile was installed under the Tile Drain Loan Program because a drainage plan is required to be filed with the municipality. If the tile system was installed on a farm without using the Tile Drain Loan Program, there likely are no records on file at the municipal office.

The other benefits to filing tile drainage plans with the municipality are identified in Section 65 of the Drainage Act.

- 65(1) – Subsequent subdivision of land (severance or subdivision)
- 65(3) – Drainage connection into a drain from lands not assessed to the drain
- 65(4) – Drainage disconnection of assessed lands from a drain
- 65(5) – Connecting to a municipal drain without approval from council

Section 14 of the Act states:

(1) “The Lieutenant Governor in Council may make regulations,

(a) providing for the manner of issuing licences and prescribing their duration, the fees payable therefor and the terms and conditions on which they are issued;

(a.1) exempting classes of persons from the requirement under section 2 to hold a licence, in such circumstances as may be prescribed and subject to such restrictions as may be prescribed;

(b) Repealed: 1994, c. 27, s. 8 (5).

(c) establishing classes of machine operators and prescribing the qualifications for each class and the duties that may be performed by each class;



- (d) providing for courses of instruction and examinations and requiring licence holders or applicants for a licence under this Act to attend such courses and pass such examinations;
- (e) prescribing the facilities and equipment to be provided by persons engaged in the business of installing drainage works;
- (f) prescribing standards and procedures for the installation of drainage works;
- (g) prescribing performance standards for machines used in installing drainage works;
- (h) prescribing forms and providing for their use;
- (i) respecting any matter necessary or advisable to carry out effectively the intent and purpose of this Act. R.S.O. 1990, c. A.14, s. 14; 1994, c. 27, s. 8 (4, 5).”

I believe it would be beneficial if a regulation required the installer, of agricultural drainage, to file a plan of the drainage system with the municipality following completion of the work.

While most of Section 14 deals with contractor, machine and installer licences, I think that Section 14(f) or 14(i) may allow a regulation change. This would be a better solution than an amendment to the Act.

Recommendations:

- Request by municipal resolution that the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations, under the Act, that would require tile drainage contractors file all farm tile drainage installation plans in the Municipality where the installation took place
- Send the municipal resolution to:
 - Minister of Agriculture, Food and Rural Affairs
 - Lisa Thompson, MPP Huron Bruce
 - Randy Pettapiece, MPP Perth Wellington
 - Rural Ontario Municipal Association roma@roma.on.ca
 - [OFA](#)
 - [CFFO](#)
 - All Ontario municipalities
 - the Land Improvement Contractors of Ontario (LICO), and
 - the Drainage Superintendents Association of Ontario (DSAO)

Wray Wilson, Drainage Superintendent
Township of Howick
drainage@howick.ca

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-1005

March 4, 2021

Mayor Gregg Davidson
Township of Mapleton
7275 Sideroad 16
Drayton ON N0G 1P0

Dear Mayor Davidson:

Ontario has heard directly from the municipal sector that operating impacts due to the pandemic will continue in 2021. In order to respond to municipal need and to further strengthen our communities, we are now investing an additional \$500 million to help municipalities respond to ongoing and unprecedented 2021 COVID-19 operating pressures. While the actual extent of municipal impacts for 2021 are uncertain at this time, the province expects that this funding will help municipalities continue to deliver the high-quality local services that residents and business rely on, as well as help municipalities proceed with planned capital projects in 2021.

I am pleased to inform you that the Government of Ontario has committed financial support to the **Township of Mapleton** through the 2021 COVID-19 Recovery Funding for Municipalities program in order to support your COVID-19 operating costs and pressures. All municipalities in Ontario are eligible for this program and the level of funding is based on the proportion of COVID-19 cases in the Public Health Unit for your respective municipality during the period of January 1, 2021 to February 18, 2021. I have reviewed the eligibility criteria for provincial assistance under the program and have determined that accordingly, your municipality will receive **\$139,421.00**, subject to your municipality returning a copy of this letter, signed by your municipal treasurer, to the ministry by March 31, 2021. You will receive these funds in two equal instalments – one instalment on or before May 1, 2021 and the other on or before November 1, 2021.

Please note that your municipality is accountable for using this funding for the purpose of addressing your priority COVID-19 operating costs and pressures. If the amount of the funding your municipality receives exceeds your 2021 COVID-19 operating costs and pressures, the province's expectation is that your municipality will place the excess

Page 311 of 316

funding into a reserve fund to be accessed to support any future COVID-19 operating costs and pressures.

The province realizes that municipalities are facing financial impacts due to the COVID-19 pandemic and that in some instances, this provincial funding will not be sufficient to cover all municipal operating impacts due to COVID-19. The province expects municipalities to do their part by continuing to find efficiencies in their operating services and using existing reserves and reserve funds that have been specifically put aside for such unforeseen circumstances.

Your municipality will be expected to provide two report backs on your COVID-19 operating impacts and the use of these funds as follows:

1. An interim report in June 2021, which will include:
 - a) Use of funds provided last year under the Safe Restart Agreement – Operating funding stream; and
 - b) 2021 estimated COVID-19 operating impacts and how your municipality plans to use the funding under the 2021 program.
2. A final report back in Spring 2022.

We had previously indicated that Safe Restart Agreement reporting would be expected in March 2021. However, we have decided to streamline this reporting and the new 2021 COVID-19 Recovery Funding for Municipalities program. The template for this report back will be provided by the ministry with more details to follow in the coming months. While the province expects your municipality to complete this report, your second instalment under the 2021 COVID-19 Recovery Funding for Municipalities program is not contingent on the province receiving your interim report.

At this time, I am requesting that your municipal treasurer sign the acknowledgement below and return the signed copy to the ministry by email to: Municipal.Programs@ontario.ca. If the province has not received your letter on or before March 31, 2021, you will not be eligible for this program and your municipality's allocation will not be paid. In order to allow for processing time, please provide your signed letter to the ministry on or before March 24, 2021.

Our government continues to stand with our municipal partners as we have throughout the pandemic, advocating for funding for communities from the federal government to support local economic recovery. Communities may need more COVID-19 related operating funding in the coming year, and we will continue to advocate on your behalf to the federal government. I encourage you to contact your local Member of Parliament to seek further federal support in order to help municipalities deal with their operating impacts due to COVID-19.

The government thanks all 444 Ontario municipal heads of council for their support throughout the pandemic and our ongoing partnership in Ontario's economic recovery.

Sincerely,



Steve Clark
Minister of Municipal Affairs and Housing

c. Municipal Treasurer and Municipal CAO

By signing below, I acknowledge that the allocation of **\$139,421.00** is provided to the **Township of Mapleton** for the expected purpose of assisting with COVID-19 costs and pressures and that the province expects any funds not required for this purpose in 2021 will be put into a reserve fund to support potential COVID-19 costs and pressures in 2022. I further acknowledge that the **Township of Mapleton** is expected to report back to the province on 2021 COVID-19 costs and pressures and the use of this funding.

Name:

Title:

Signature:

Date:

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Lyle WARDEN RESOLUTION NO 75-2021

SECONDED BY SAM McDONELL DATE March 1, 2021

WHEREAS COVID-19, a disease caused by the 2019 novel coronavirus, has resulted in the deaths of almost 7,000 Ontarians;

AND WHEREAS Canada currently lags behind dozens of nations in terms of the proportion of the population that has received doses of COVID-19 vaccines;

AND WHEREAS the federal government has moved too slowly and is failing to foster domestic vaccine-production capacity;

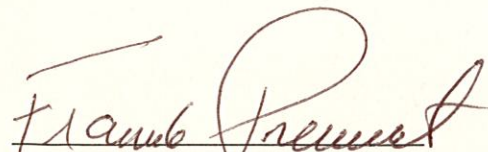
AND WHEREAS the number of administered vaccines in Ontario is not keeping pace with the number of doses that have been received by the provincial government;

AND WHEREAS the provincial COVID-19 vaccine booking system is not yet operational;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry urges Premier Doug Ford and the Province of Ontario to procure approved COVID-19 vaccines to be distributed to the residents of the Province of Ontario, increase the Province's vaccination rate to keep pace with the doses that have been received and accelerate the launch of its COVID-19 vaccine booking system;

AND FURTHERMORE that this resolution be forwarded to Premier Doug Ford, MPP Jim McDonell, Hon. Christine Elliot, Minister of Health, Hon. Peter Bethlenfalvy, Minister of Finance and all Ontario municipalities.

CARRIED DEFEATED POSTPONED


Mayor Frank Prevost



SPECIAL MEETING OF COUNCIL

Township of Mapleton Council Chamber

TAKE NOTICE of the upcoming Township of Mapleton Special Council Meeting:

- **Wednesday, March 24, 2021 @ 5:30 p.m.**

For the purpose of convening an **Education Session** regarding the:

- ✓ Municipal Comprehensive Review (MCR)

To view the agenda, please visit: www.mapleton.ca

For updated information, please contact the Clerk at:

Larry Wheeler
Municipal Clerk
lwheeler@mapleton.ca
519 638 3313 Ext. 045

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2021-027

Being a by-law to confirm all actions and proceedings of the Council of the Corporation of the Township of Mapleton.

WHEREAS Section 5 of the Municipal Act, S.O. 2001 c. 25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council:

AND WHEREAS Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers, and privileges under section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise:

NOW THEREFORE the Council of the Corporation of the Township of Mapleton enacts as follows:

1. All actions and proceedings of the Council of the Corporation of the Township of Mapleton taken at its Meeting convened on Tuesday, March 23, 2021, except those taken specifically by By-law and those required by law to be done by Resolution only are hereby sanctioned, confirmed and adopted as though they were set out herein.
2. The Mayor, or in his absence the Presiding Officer, and the Clerk, or in his absence the Deputy Clerk, are hereby authorized and directed to do all things necessary to give effect to the foregoing.
3. The Mayor, or in his absence the Presiding Officer, and the Clerk, or in his absence the Deputy Clerk, are hereby authorized and directed to execute all documents required by law to be executed by them as may be necessary in order to implement the foregoing and the Clerk, or in his absence the Deputy Clerk, is hereby authorized and directed to affix the seal of the Corporation to any such documents.

READ a first, second, and third time on Tuesday, March 23, 2021.

Mayor Gregg Davidson

Clerk Larry Wheeler