

**To: Warden and Members of County Council**

**From: Director of Corporate Services**

## **Oxford County McKeand Street Sanitary Sewer Extension Project**

### **RECOMMENDATION**

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1. **That By-law No. 6350-2021, being a by-law to authorize the funding sources and mandatory connection for the Oxford County McKeand Street Sanitary Sewer Extension Project, be presented to Council for enactment.**

### **REPORT HIGHLIGHTS**

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- The purpose of this report is to authorize funding sources for the extension of sanitary sewer services on McKeand Street in Ingersoll completed in 2019.
- Total cost for the sanitary sewer extension project on Dufferin Street is \$48,611 – funded by
  - \$12,151 from the Community Servicing Assistance Program (CSAP) Reserve
  - \$36,460 attributed to the existing developed properties (net of CSAP)

### **Implementation Points**

Upon County Council's approval of this report and passing of the authorizing by-law, staff will proceed to bill the benefitting property owners as set out in Schedule "A" of the by-law. Property owners will be presented options to pay a lump sum payment without interest or through a debenture (with interest) which will be collected with their taxes.

### **Financial Impact**







The sanitary sewer extension project was completed in 2019 for a total cost of \$48,611. At the time, the project was funded from the Ingersoll Wastewater Reserve. The CSAP funds and, amounts attributed to the benefitting property owners will be contributed to the Ingersoll Wastewater Reserve. As each of the four developed properties are single lots, each property will be billed \$9,115.

## Communications

As required by procedures under the County Water and Sewer Services Financing Policy, a public meeting was held with the property owners on Tuesday, February 4, 2020. On February 13, 2020, a letter was sent to each landowner to further inform them of the billing process. Subsequently, on May 15, 2020 a letter was sent to each landowner to inform that the billing process had been delayed due to the economic impacts created by COVID-19. On May 14, 2021 a letter was sent to each landowner informing them that a by-law to bill this project to benefitting property owners would be passed in the near future.

Upon enactment of By-law No. 6350-2021 a letter will be sent to each landowner providing them with payment options for the charges related to their property.

## Strategic Plan (2020-2022)

					
<i>WORKS WELL TOGETHER</i>	<i>WELL CONNECTED</i>	<i>SHAPES THE FUTURE</i>	<i>INFORMS &amp; ENGAGES</i>	<i>PERFORMS &amp; DELIVERS</i>	<i>POSITIVE IMPACT</i>
		3.iii.			

## DISCUSSION

### Background

In 2019, the County of Oxford installed a new low pressure sanitary sewer along McKeand Street in Ingersoll. This included sanitary services installed to the property line of unserved properties in the construction area. This work was done in accordance with the County of Oxford water and wastewater strategy, as outlined in the Official Plan.

The County's current practice is to require properties with access to a municipal sanitary and/or water system to connect to it. Through the capital billing project process a mandatory connection date is determined allowing for a minimum of one full construction season before the deadline. This date may be extended depending on certain circumstances. Banked properties and vacant lots are not subject to the mandatory connection date until they are developed.

Connecting to a municipal sanitary and water system offers a number of benefits:

- Decommissioning private septic systems and sewage holding tanks provides environmental protection
- Adequate sewage flow decreases holding times that lead to odour
- Reduces the overall economic impact of the household. All routine maintenance costs currently on the homeowner would be included in the monthly fees
- Frees up valuable property from the existing septic bed footprint
- Reduces the risk of cross contamination with private water systems
- May increase property values within urban serviced boundaries

The *Municipal Act, 2001*, as amended, gives Council the authority to defer or alter tax payments in certain situations. County of Oxford By-law No. 5912-2017 also provides tax relief for eligible landowners with disabilities and/or low income. Property owners that feel the fees associated with this billout would result in financial hardship are encouraged to contact County staff upon receiving the billing notice to discuss the process and their eligibility for a deferral.

## **Comments**

With County Council approval of this report and adoption of the by-law, County staff will proceed to bill the benefitting property owners the amount noted within the by-law. Property owners will have the option to pay a lump sum payment without interest or through a debenture payment plan with their annual property tax bill. The debenture payment plan options offer either a 5 or 10 year repayment term including interest with no option for early payout. Under the lump sum payment option, the County is paid up front. Alternatively, property owners may choose to arrange private financing with more personalized terms.

Schedule "A" of the authorizing by-law provides a list of benefitting properties by roll number having existing buildings that will be required to connect to the water services by October 31, 2022 – the mandatory connection date as set out in the by-law.

Also forming part of the by-law is a map of the area serviced by the project - see Attachment 1 to this report.

## **Conclusions**

The proposed funding model, as described within this report is in accordance with County policies and procedures. As such, staff recommends that Council authorize the funding sources to recover costs for this project.

## **SIGNATURES**

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### **Report Author:**

Original signed by

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Jennifer Lavallee, CPA, CGA  
Coordinator of Asset Management

### **Departmental Approval:**

Original signed by

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Lynn S. Buchner, CPA, CGA  
Director of Corporate Services

**Approved for submission:**

Original signed by

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Michael Duben, B.A., LL.B.  
Chief Administrative Officer

**ATTACHMENT**

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Attachment 1 – Oxford County McKeand St Sanitary Sewer Extension Project Area Map