

To: Warden and Members of County Council

From: Director of Corporate Services

Oxford County Lowrie Crescent Sanitary Sewer Extension Project

RECOMMENDATION

1. That By-law No. 6419-2022, being a by-law to authorize the funding sources and mandatory connection for the Oxford County Lowrie Crescent Sanitary Sewer Extension Project, be presented to Council for enactment.

REPORT HIGHLIGHTS

- The purpose of this report is to authorize funding sources for the extension of sanitary sewer services on Lowrie Crescent in Tillsonburg completed from 2018 to 2019
- Total cost for the sanitary sewer extension project on Lowrie Crescent is \$30,450 – funded by
 - \$7,615 funded from the Community Servicing Assistance Program (CSAP) Reserve
 - \$22,835 is attributed to 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 "B" 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 2018 and 2019. At the time, the project was funded from the Tillsonburg Wastewater Reserve. The Community Servicing Assistance Program (CSAP) funds and, amounts attributed to the benefitting property owners will be contributed to the Tillsonburg Wastewater Reserve upon completion of the billing for this project.

Table 1 – Sanitary Sewer Funding

Description	Project Cost	Attributed to Benefitting Properties	CSAP
Sanitary Sewer	\$30,450	\$22,835	\$7,615

Note: 2019 CSAP Maximum Threshold (cost to single family residence) is \$14,779 for Sanitary Sewer.

Communications







A Public Consultation Centre (PCC), led by the Town of Tillsonburg, was held on November 8, 2018 regarding the reconstruction of Lowrie Crescent, Reid Street, and Jane Street to provide background information, present the recommended design and inform affected existing homeowners of cost implications as a result of the sanitary sewer extension on Lowrie Crescent.

In accordance with procedures under the County Water and Sewer Services Financing Policy, public consultation was offered virtually to affected property owners on Wednesday, November 10 and Tuesday, November 23, 2021.

On February 4, 2022, 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. 6419-2022 a letter will be sent to each property owner 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 & ENGAGES</i>	<i>PERFORMS & DELIVERS</i>	<i>POSITIVE IMPACT</i>
		3.iii.			

DISCUSSION

Background

Between 2018 and 2019, the Town of Tillsonburg, on behalf of the County of Oxford, installed sanitary sewers to serve properties in the Andrews Crossing subdivision on Lowrie Crescent in Tillsonburg. 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 established to allow 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. 4825-2003 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, paid through their annual property tax bill. The debenture payment plan options offer either a 5 or 10 year repayment terms 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.

There are five residential properties serviced by this project with each sharing \$6,090 of the total costs less \$1,523 in CSAP funding, for a net cost of \$4,567 per property.

Schedule "B" 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 sanitary sewer services by October 31, 2023 – 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

Report Author:

Original signed by

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Departmental Approval:

Original signed by

Lynn S. Buchner, CPA, CGA
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Approved for submission:

Original signed by

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

ATTACHMENT

Attachment No. 1 – Oxford County Lowrie Crescent Sanitary Extension Project Area Map