

**STAFF REPORT:      ENGINEERING AND PUBLIC WORKS DEPARTMENT**



**REPORT TO:** Council  
**MEETING DATE:** February 11, 2008  
**REPORT NO.:** EPW.08.21  
**SUBJECT:** Lake Drive Servicing Extension Status and Options for 2008  
**PREPARED BY:** Reg Russwurm, Director of Engineering and Public Works

**A. Recommendations**

THAT Council endorse Staff continuing with the Lake Drive Servicing Extension Project as outlined in the Draft 2008 Capital Budget with design in 2008 and construction starting in the spring of 2009.

**B. Background**

Background

The residents along Lake Drive have for many years asked to have municipal water and wastewater servicing extended to their properties. Currently, water servicing is available at the intersection of Lake Drive, Cameron Street and the 10<sup>th</sup> Line while sanitary servicing is available along the 10<sup>th</sup> Line. The Town took the opportunity of the development of the adjacent golf course and residences by the Lora Bay Development Corporation to facilitate the servicing extension along Lake Drive. As part of the Comprehensive Environmental Assessment, numerous Public Information Centres (PIC's) and individual meetings with residents were held to discuss the project.

In May 2005, a PIC was held with the residents to discuss the costs of road reconstruction to municipal standards along with water and sanitary servicing. Since the preliminary costs were considered exorbitant, the Consultant was requested to pare back the work to include the servicing along with minimal drainage and road improvements. In December 2006, a revised servicing scheme was presented to the Town that significantly reduced the costs to the residents. A PIC was held with the residents on April 14, 2007 to present financing options (see Report FS.07.13 attached). During this period, the Consultant who was also retained to work on several projects for the Town was occupied with completing the construction and commissioning of the 10<sup>th</sup> Line Water Booster Station and did not further the Lake Drive Project.

The last contact that the Town has had with the residents along Lake Drive was a letter sent to the residents by Mr. John Caswell on June 26, 2007 stating that the Town would be finalising the engineering design in 2007 with the construction to occur in 2008.

Subsequent to the June letter, the Town experienced contractual difficulties with the Consultant related to fees. Over the late summer and fall of 2007, it began clear that the

contractual issues would not be resolved. The Consultant and the Town entered negotiations to agree to terminate the contract with the Town paying for work completed and the Consultant providing all outstanding deliverables related to all Town projects undertaken by the Consultant including providing the base survey, design calculations and digital drawings prepared for the Lake Drive Servicing Extension Project. During the preparation of the Draft 2008 Capital Budget, the negotiations were not at a point that Staff had the confidence that the drawings and the other deliverables could be obtained from the Consultant in time to permit 2008 construction. In addition, the Town had committed to several large capital projects, namely the expansion of the Thornbury Water Treatment Plant and the Thornbury Wastewater Treatment Plant, and other priority projects that would be a significant workload for Staff to manage let alone also managing a project that would be subject to very restrictive timelines. Therefore, Staff committed to undertake the design work in 2008 with construction in 2009.

### Resident Concerns

During the past month, several residents have expressed concern with deferring the work yet another year. The reasons given include low water well levels, the impact of failing septic systems on the adjacent wells and the natural environment, and the escalation in construction costs. Staff do not disagree that these are important concerns to be weighed in the decision of how to proceed with the project.

### Outstanding Work

As for moving the project forward, the Town received the design drawings for Lake Drive in mid January 2008 but has not yet received the base survey information and other requested design information. The following key steps will need to be accomplished prior to the commencement of construction activities.

1. Obtain base survey and all design information already prepared by the Consultant. The timing is dependent on the cooperation of the previous Consultant.
2. Retain a new Consultant to review previous work, complete the design and undertake Contract Administration. A new Consultant will need to do enough background work to confidently sign and seal the design and drawings.
3. Prepare and conduct a PIC to refresh the residents on the design and expected costs.
4. Obtain a Ministry of Environment Certificate of Approval (C of A). Construction cannot proceed until a C of A is obtained. Currently, timing on getting C of A's is unpredictable and ranges from 2 to 4 months. Opportunities exist to request the Ministry to expedite approvals however the Town has experienced varying results in response to these requests. The Town has generally adopted the practice of not issuing a Tender until the C of A has been received or verification has been received that approval is imminent.
5. Several hydro poles need to be relocated. It is best to do any utility relocates, especially pole work, prior to the Town's Contractor starting work. The two primary reasons are to: i) avoid constructor implications under the Occupational Health and Safety Act, and ii) avoid Contractor mark-up costs (typically 15%) to retain the utility's contractor within the Town's Contract. It is at the discretion of the hydro utility whether the utility will entertain the Town moving their poles within a Town contract.
6. Prepare Contract Documents

7. Issue Tender
8. Award Contract and Execute Contract Documents

Currently the Town within the Draft 2008 Capital Budget is proposing to undertake design work and utility relocation work in 2008 with servicing to take place in 2009. A graphical construction schedule for this plan is provided as Attachment #3 and represents a normal timeline that Staff feel is achievable and follows the Town's procurement policies and practices. Construction will start in May of 2009 with work completed in August.

### Fast Tracking

The other option available to the Town is to fast track the project at all steps for fall 2008 construction. The construction should begin by September 1, 2008 to have any expectation of completion in 2008. The steps necessary to fast track the project involve:

1. Retaining a local consultant to start the project on a time and material basis until sufficient information is available to negotiate an upset fee estimate. The Town will need to waive the requirements of the Purchasing By-Law. The fees can be anticipated to be higher than that which would be procured through a competitive process.
2. Submit C of A application with minimal information and provide additional information as available. This method can delay an application if the reviewer feels the submission is not complete.
3. Issue tender during the C of A application period. The risk is that the execution time for the contract will expire prior to the receipt of the C of A however options exist to increase the acceptance date of the tender from the typical 60 days to 90 days or more. Any such extension will come at a cost that is difficult to estimate because it is very dependent on the Contractor's opportunity cost of keeping their forces available to start on short notice.
4. Shorten the tender period. The Contractors will have a shorter time to cost the works tightly and may add an allowance to cover any possible oversights on their part.
5. Conduct public process at the same time as tendering and C of A application. The consequence is there will be little opportunity to reflect any input from the public process in the design.
6. Include the hydro pole relocation within the Town's Contract if the utility is agreeable. The general mark-up is 15%. Options can be explored to have the utility do the work directly while the Contractor is on site. Precautions can be made to have time and space separation on the site to avoid the Town becoming the constructor. Any delays on behalf of the utility in relocating their plant may result in added costs by the Contractor to the Town for delay of work.
7. Undertake fall construction with the deferral of surfacing and cleanup work until the spring of 2009. Although hard to quantify, there is a cost premium associated with rushed fall construction as a result of wet weather, scheduling busy sub-contractors and crews, and the pressure to finish other contracts taken on earlier in the year. Generally, a 10 to 15% cost premium can be anticipated over spring work when contractors are typically attempting to fill their construction season.

A graphical fast tracked schedule is provided as Attachment 4. Staff will commit to work to this timeline but are not in a position to guarantee that it will be achieved. The restrictive timeline does not provide for "slack" time to enable Staff to adapt the schedule to unexpected events and delays outside of the control of the Town.

## Recommendation

Staff concur with the residents along Lake Drive that there have been significant delays on this project that are owing to reasons both inside and outside of the control of the Town. Staff however feel that the Town owes a responsibility to the Lora Bay Development Corporation and the Lake Drive residents as a whole to undertake the work in a cost responsible manner. Since there are many cost inflationary factors with the undertaking of a fast track solution with a significant chance that construction may not even occur in the fall of 2008, Staff recommend that the Town undertake the design in 2008 with construction in the spring of 2009 as currently outlined in the Draft 2008 Draft Capital Plan.

### **C. The Blue Mountains' Strategic Plan**

The completion of the Lake Drive Servicing Extension Project furthers the Town's Strategic Goal #2, "Addressing the Town's municipal infrastructure needs".

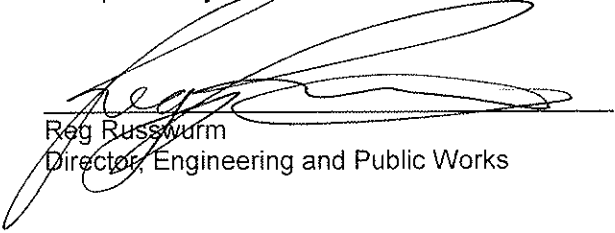
### **D. Budget Impact**

\$131,000 is provided in the Draft 2008 Capital Budget for engineering in 2008 and \$705,000 is anticipated in 2009 for construction works for a total project cost of \$836,000.

### **E. Attached**

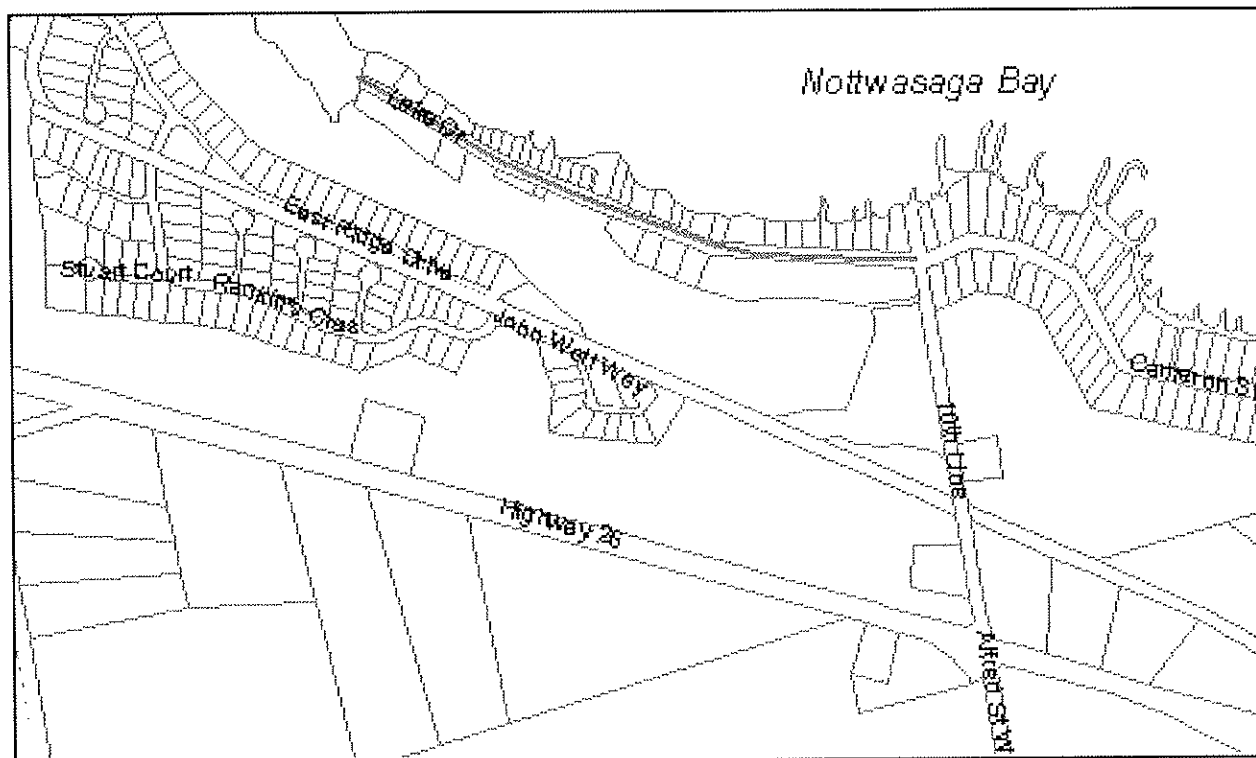
1. Lake Drive Servicing Extension Location Map
2. Report FS.07.03 – Environment Services Extensions – Lake Drive
3. Normal Lake Drive Servicing Extension Project Schedule
4. Fast Tracked Lake Drive Servicing Extension Project Schedule

Respectfully submitted,



Reg Russwurm  
Director, Engineering and Public Works

### Lake Drive Servicing Extension Project Location Map



**STAFF REPORT:      Engineering and Public Works; Financial Services**



**REPORT TO:            Engineering and Public Works  
                                 Committee**

**MEETING DATE:      April 10, 2007**

**REPORT NO.:          FS.07.13**

**SUBJECT:              Environment Services  
                                 Extensions - Lake Drive**

**PREPARED BY:        John Caswell, Manager of  
                                 Environment Services  
                                 Teresa Oakley, Manager of  
                                 Revenue**

#### **A. Recommendations**

THAT Council receive Staff Report FS.07.13 Environment Services Extensions – Lake Drive; and

THAT Council authorize in principle the recovery of costs related to a portion of the Lora Bay Phase 2 Water and Sewer Servicing Works project (being the Lake Drive & 10<sup>th</sup> Line works) from benefiting property owners on an equivalent unit basis, and with payment options, as follows:

	<u>Per Unit</u>	<u>Pay't per Unit per year if Financed</u>
<b>Lake Drive</b> benefiting properties - <u>water</u> If financed over 20 years	\$ 10,912	\$ 704
<b>Lake Drive</b> benefiting properties – <u>sewer</u> If financed over 20 years	\$17,215	\$ 1,150
<b>Total</b>	<u>\$28,127</u>	<u>\$ 1,854</u>

AND THAT payment options to be offered to the property owners include:

- (a) full payment up front; or
- (b) payment over time based on a 20 year term and at 0.0% and 7.5% interest per annum (depending on the financing terms of the particular works, subject to change); payments over time are to be added to the tax bill; the balance owing on the loan may be repaid at any time, including interest to that date, with no penalty applied; at the time a property is sold, the balance of the loan becomes due and payable;

AND THAT Council authorize staff to hold a public information session with affected Lake Drive property owners regarding the project status and repayment

options to recover costs related to the extension of the municipal water and sewer systems, based on current estimates. Subsequent to written communications and a public information session with the property owners, Council will review, revise where necessary, and approve these recommendations.

## **B. Background**

### Rationale for Project

The proposed project to provide Lake Drive with potable water and sanitary sewer services will proceed pursuant to the Lora Bay Minutes of Settlement. This area is recognized as a full service area under the Town's Official Plan. Some residents have previously requested installation of potable water service.

### Funding

The proposed Lake Drive water distribution and sanitary sewer service project is estimated to cost approximately \$608,985. Approximately two thirds of the water and sewer servicing that benefits the property owners will be financed by the developer (The Lora Bay Corporation) with no financing interest to be charged (agreement in principle). The Town must provide interim financing of the balance of the Development Charges-related components.

The **estimated** water servicing costs (excluding lateral services to property lines) have previously been included in development charges calculations. The costs for the development charges-eligible portion of the project (\$138,000) are recoverable through development charge rates (subject to indexing) and equivalent capital charges. The costs for water lateral services and sanitary sewer servicing costs that are not development-charges recoverable (\$471,000) may be recovered by way of a by-law under the Municipal Act that will levy a charge on each landowner that benefits from the works.

### Project Status

In 2005 preliminary engineering was undertaken by Hatch Mott Macdonald to determine water and sewer installation and road reconstruction cost estimates for Lake Drive residents as well as The Town of The Blue Mountains. The cost estimates received were prohibitive. In 2006 and early 2007 revisions were made to the preliminary engineering, essentially to eliminate the largest part of the road and storm works and a cost analysis was completed in this report which determines affected property owners costs. Subject to a public meeting on Saturday, April 14, 2007 and after receiving public comments this report will be presented to The Town of The Blue Mountains Council for consideration to proceed with tendering the project. Should Council approve moving forward with tendering then final construction drawings need to be finalized prior to tendering this project. The final design, approval and tendering process would take approximately three months after which Council would review the updated costs and consider awarding this tender to a contractor for construction.

## Cost of Project

Pre-design estimated project costs are as follows:

Construction (including road reinstatement)		
Water	\$ 252,772	
Sewer	\$ 276,780	\$529,552
Engineering & Site Supervision		\$ 79,433
TOTAL		<u>\$608,985</u>

**These are pre-design cost estimates only.** Tender results will be compared to these pre-design estimates prior to making a recommendation to award the tender.

Individual sewage grinder pumps will be required for individual properties in addition to the construction of the works. It is estimated that the pumps will cost approximately \$3,500 each.

Cost estimates were considered in 2005 for total road reconstruction including widening the road, putting in full granulars, addressing storm water concerns and installing gabion baskets for erosion control where required. The previous proposal also included a turning circle at the end of the road to facilitate garbage pickup. The costs at that time, approximately \$68,000 per unit, were considered prohibitive and limiting; unacceptable to both the residents and the municipality. Further discussion resulted in reducing the roads works to minor stormwater management and road reinstatement. Essentially the road will remain similar to its current state.

## Capital Charges, Funding, Financing and Payment Options

The charges per unit for watermain extensions that have been calculated for the existing units will be amended (increased) in conjunction with an amendment to By-Law No. 2005-29 (Service Area 6 – Lora Bay Development Charges) based on tender results or actual project costs. The existing units would be subject to the amended charges in effect at the time waterworks rates and sewer rates are imposed by By-law.

The number of existing and future development units that benefit from the works was estimated in the Development Charges Background Study, March 2005. These numbers will be reviewed and if necessary amended, in any re-calculation of the charges per unit.

Charges that are financed by The Lora Bay Corporation are based on a repayment term of 20 years and an interest rate of 0% per annum.

Charges that are financed by the Town are based on a repayment term of 20 years and an estimated interest rate of 7.5% per annum. This interest rate may change before a by-law is passed to authorize the payment of charges over time;

a change in interest rate will result in a recalculation of the annual payment amounts.

Charges, including development charges equivalent rates and local service contribution rates, are as follows.

	<u>Per Unit</u>	<u>Pay't per Unit per year if Financed</u>
<b>Lake Drive</b> benefiting properties - <u>water</u> If financed over 20 years	\$ 10,912	\$ 704
<b>Lake Drive</b> benefiting properties – <u>sewer</u> If financed over 20 years	\$17,215	<u>\$ 1,150</u>
<b>Total</b>	<u>\$28,127</u>	<u>\$ 1,854</u>

NOTE: all properties require an individual sewage grinder pump at an additional estimated cost of \$3,500 each. Each property is responsible for its own servicing costs from their property line.

The Town will offer payment options to the property owners. It is estimated that the rate of interest to be charged on those components of the works financed by the Town will be in the area of 7.5% per annum. This is an estimated rate only, and may change by the time that the interest rate is set by by-law for the long term loan. The rate of interest to be charged on those components of the works financed by The Lora Bay Corporation will be 0% per annum.

Those property owners that choose to pay over time may pay off the balance owing at any time, including interest to that date, with no penalty applied; at the time a property is sold, the balance of the loan will become due and payable.

### Communications

October 20, 2001, February 16, 2002, March 23, 2002 - The Town of The Blue Mountains held Public Open House sessions pursuant to the Comprehensive Environmental Study Report for Lora Bay, Clarksburg, Thornbury and Camperdown Service Areas. It was explained that the study was being conducted to determine the water supply and sanitary sewage conveyance/treatment requirements for both existing, unserviced development and future development areas.

December 27, 2003 - Lake Drive Property Owners Association representative Jim Miller wrote to the new Council about issues relating to the Lora Bay golf and residential development and municipal services. The association's primary concern related to the proposed development was safety of their drinking water. Mr. Miller stated that it was imperative that municipal water services be provided to all Lake Drive properties. He further requested consideration for keeping the roadway upgrades to an absolute minimum and preserving the rural/country lane atmosphere.

September 11, 2004 – a public information meeting was held to discuss proposed water and sewer servicing and road upgrades on Lake Drive and receive input from property owners.

May 28, 2005 – a public information meeting was held to provide information on the proposed construction of water and sewer servicing on Lake Drive and to provide a general overview of the project. Eugene Chajka of American Water Services summarized the previous public information meeting and the different servicing options presented: leave road as is (not supportable); upgrade to municipal standards (not welcome); and upgrade to a minimum level, alignment sensitive to existing area. The watermain is proposed to be a 6" main, together with fire protection and looping. The sanitary sewer is the largest challenge - two options were presented at the May meeting. Neither total cost estimates nor cost estimates per unit were presented at the meeting.

April 14, 2007 – proposed public information meeting

Communications plans will follow the same process as other services extensions projects in the Town. Staff will hold a public information session with affected Lake Drive property owners regarding the project status and repayment options to recover costs related to the extension of the municipal water and sewer systems. Subsequent to written communications and a public information session with the property owners, Council will review, revise where necessary, and consider approval of these recommendations.

**C. Budget Impact** (cc: Treasury if required)

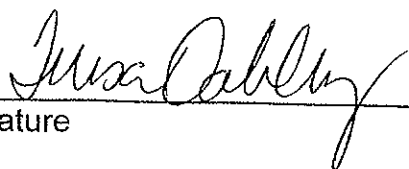
1. The estimated cost of the water and sanitary sewer extensions project is \$609,000. Maximum financing required by the Town, if all property owners chose to repay the debt over time, is \$354,000. The addition of the resulting annual debt repayment will not cause the Town to exceed the annual repayment limit as determined by Ontario Regulation 403/02.
2. The proposed funding of this project will have no impact on the property tax rate.

**D. Attached** (Relevant documentation not personal information about an identifiable person)

1. Lake Drive water and sewer servicing estimate of revenues and expenditures, capital charges, and related repayment options
2. Capital charges schedule
3. Map of Lake Drive Service Area
4. Guidelines for Municipal Sewer & Water Extension Projects

Respectfully submitted,

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Signature

**Lake Drive**

- Water transmission
- Sanitary sewer servicing
- Road reinstatement (no upgrades)

April 10 2007

**Estimated Expenditures**

Roadworks		
Surface Water Drainage	\$	84,380
Sanitary Sewers	\$	19,800
Watermains - required for "looping", funded from Development Charges	\$	181,000
Watermains - local benefit only	\$	78,565
Water Services	\$	32,735
Provisional Items	\$	54,000
Contingency (15%)	\$	10,000
Sub Total Cost of Works estimate	\$	69,072
Engineering (15%)	\$	529,552
<b>Total estimated expenditures</b>	\$	<b>79,433</b>
(Total estimated expenditures per unit)	\$	<b>608,985</b>
	\$	16,026

**Estimated Revenues**

Contribution from Town - Development Charge Fund (water main loop)	\$	138,160
Deferred Benefit Contribution - Cameron St W, Trailwoods (sewer main)		?
<b>Total estimated revenues</b>		<b>138,160</b>
(Total estimated revenues per unit)	\$	3,636

**Estimated expenditures less estimated revenues**

(Total estimated expenditures less estimated revenues per unit)		<b>470,825</b>
<b>Total number of units</b>	\$	12,390
	\$	<b>38</b>

Total net contract cost per unit	\$	12,390
Capital charge per unit - existing water infrastructure WTP & related	\$	3,292
Capital charge per unit - water infrastructure Lora Bay - reserv, distr	\$	3,606
Capital charge per unit - existing sewer infrastructure STP & related	\$	6,019
Capital charge per unit - sanitary sewer infrastructure Lora Bay	\$	2,820
<b>Total Capital Cost per unit (water + sanitary sewer)</b>	\$	<b>28,127</b>

**Note: All properties require a sewage grinder pump at an additional estimated cost of \$3,500**

		Total Repaid	Total Int Paid	Int as a % of Princ	
Impact on Benefiting Owner	\$	28,127	0	0.0%	
Impact on Benefiting Owner per year - Town financed for					
5 years at - a portion being interest free, a portion @ 7.5% per annum	\$	6,065 per year	30,323	2,196	7.8%
10 years at - a portion being interest free, a portion @ 7.5% per annum	\$	3,238 per year	32,381	4,254	15.1%
15 years at - a portion being interest free, a portion @ 7.5% per annum	\$	2,309 per year	34,638	6,511	23.1%
20 years at - a portion being interest free, a portion @ 7.5% per annum	\$	1,854 per year	37,083	8,956	31.8%
Maximum financing cash required		1,068,831			
Less Max Lora Bay financing (est)		715,013			
Max Town financing required		<u>353,818</u>			



**LAKE DRIVE COST ESTIMATE COMPARISON  
HATCH MOTT MACDONALD**

2005 ESTIMATE	2006 ESTIMATE	Differences in Estimates
<b>Road Works</b>		
Roadway/Boulevard excavation	\$56,928.00	\$12,600.00
Clearing & Grubbing	\$40,000.00	\$7,500.00
Supply and place granular	Granular A \$72,240.00 Crushed Limestone \$39,732.00	Earth Excavation \$25,000.00 Granular A Roadway \$16,800.00 Driveway \$7,000.00
Supply & place Hot Mix asphalt	\$171,000.00	
Driveway Resotation	\$19,800.00	
100mm topsoil, seed & mulch	\$3,016.00	Topsoil Placement \$1,680.00
Hydro Seeding & Mulch	\$60,436.00	Hydro Seeding & Mulching \$1,800.00
Gabion Structures	\$74,250.00	Gabion Structures \$7,000.00
Geotextile under road granular	\$10,944.00	Erosion Protection \$5,000.00
<b>Sub-Total of Road Works</b>	<b>\$548,346.00</b>	<b>\$84,380.00</b>
		\$463,966.00
<b>Surface Water Drainage</b>		
CSP Culverts	\$38,780.00	\$19,800.00
Precast concrete manholes	\$11,025.00	
Hand laid Riprap	\$1,155.00	
<b>Sub-Total of Surface Water Drainage</b>	<b>\$50,960.00</b>	<b>\$19,800.00</b>
		\$31,160.00
<b>Sanitary Sewer</b>		
50mm dia SAN	\$55,200.00	\$121,000.00
75mm dia SAN	\$36,750.00	\$60,000.00
100mm dia SAN	\$206,250.00	
30mm PDC SAN by Dir. Drilling	\$102,610.00	
E-One Grinder Pumps(31)	\$162,750.00	
<b>Sub-Total of Sanitary Sewer</b>	<b>\$563,560.00</b>	<b>\$181,000.00</b>
		\$382,560.00
<b>Water Works</b>		
150 Diameter DR18PVC	\$279,500.00	\$89,000.00
Cement lined Ductile Iron fittings	\$1,800.00	\$54,000.00
150mm dia. Gate valve & box	\$1,700.00	\$1,500.00
Hydrant set	\$36,750.00	\$17,500.00
25mm Water Services	\$102,610.00	\$3,300.00
<b>Sub-Total of Water Works</b>	<b>\$422,360.00</b>	<b>\$165,300.00</b>
		\$257,060.00
<b>Provisional Items</b>		
Excavation	\$4,500.00	\$10,000.00
Crushed limestone	\$5,500.00	
Cold Patch	\$15,000.00	
<b>Sub-Total of Provisional Items</b>	<b>\$25,000.00</b>	<b>\$10,000.00</b>
		\$15,000.00
<b>Miscellaneous</b>		
Bonds & Insurance	\$20,000.00	
Construction Layout	\$15,000.00	
Install, maintain & remove silt devices	\$20,420.00	
Hydro Relocation	\$52,500.00	
Gas main relocation	\$5,250.00	
<b>Sub-Total of Miscellaneous</b>	<b>\$113,170.00</b>	<b>\$0.00</b>
		\$113,170.00
<b>Sub-Total</b>	<b>\$1,723,396.00</b>	<b>\$460,480.00</b>
<b>Contingency Allowance (15%)</b>	<b>258,509.40</b>	<b>\$69,072.00</b>
<b>GRAND TOTAL</b>	<b>\$1,981,905.40</b>	<b>\$529,552.00</b>
		<b>\$1,262,916.00</b>
		<b>\$189,437.40</b>
		<b>\$1,452,353.40</b>

This estimate does not include services on private property.

- a) E-one pump and chamber kit \$7,500.00
- b) Sanitary laterals \$700.00 to \$2000.00
- c) Water service \$700.00 to \$2000.00

Total cost on private property \$8900.00 to \$11,500.00

# Lake Drive - Lora Bay Service Area

Sanitary Sewer, Water Main,  
Storm Drainage and  
Road Reconstruction

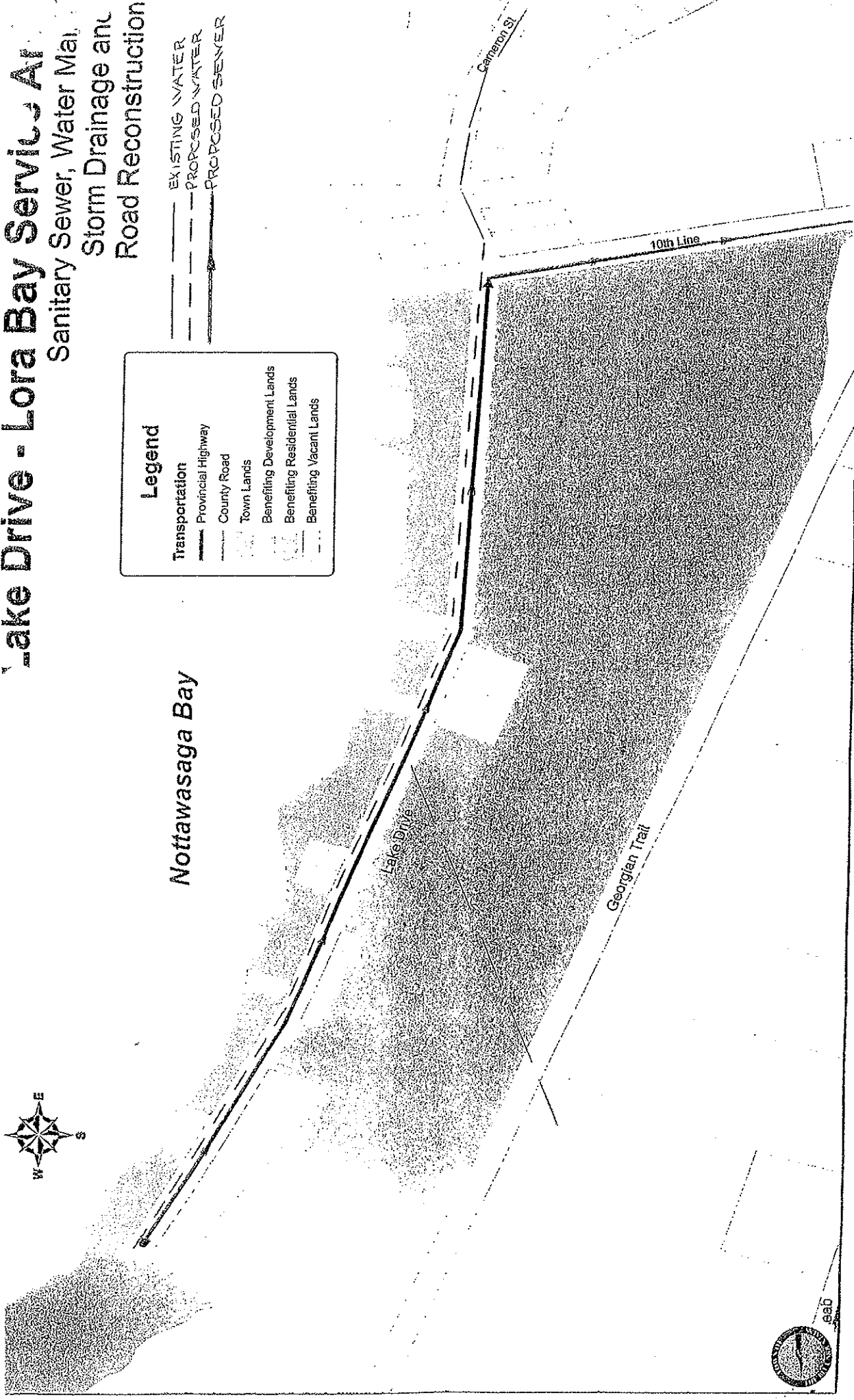


Nottawasaga Bay

**Legend**

	Transportation
	Provincial Highway
	County Road
	Town Lands
	Benefiting Development Lands
	Benefiting Residential Lands
	Benefiting Vacant Lands

	EXISTING WATER
	PROPOSED WATER
	PROPOSED SEWER



**Policy Statements**  
**Guidelines for Municipal Sewer & Water Extension Projects**  
**January 19, 2006**

The Town's Official Plan provides "that municipal servicing capacity will ultimately be made available for all existing development within the applicable Service Districts". "Municipal water and sewage services are to be provided by centralized treatment plant facilities with an extensive service line infrastructure designed to service existing development".

The following Policy Statements shall be considered when reviewing sewer and water extensions.

**GENERAL:**

- Council will establish a priority list, which will be reviewed from time to time, establishing the order that various areas may be serviced.
- Sewer & Water budgets will include all necessary work to restore the road to its pre-existing condition.
- Required road costs may include road and drainage improvements over and above pre-construction conditions.

**STANDARDS:**

- All infrastructure will be constructed to approved Town Engineering Standards
- Any special technical factors which affect the costs will be identified and considered in the analysis.

**FINANCING / FUNDING:**

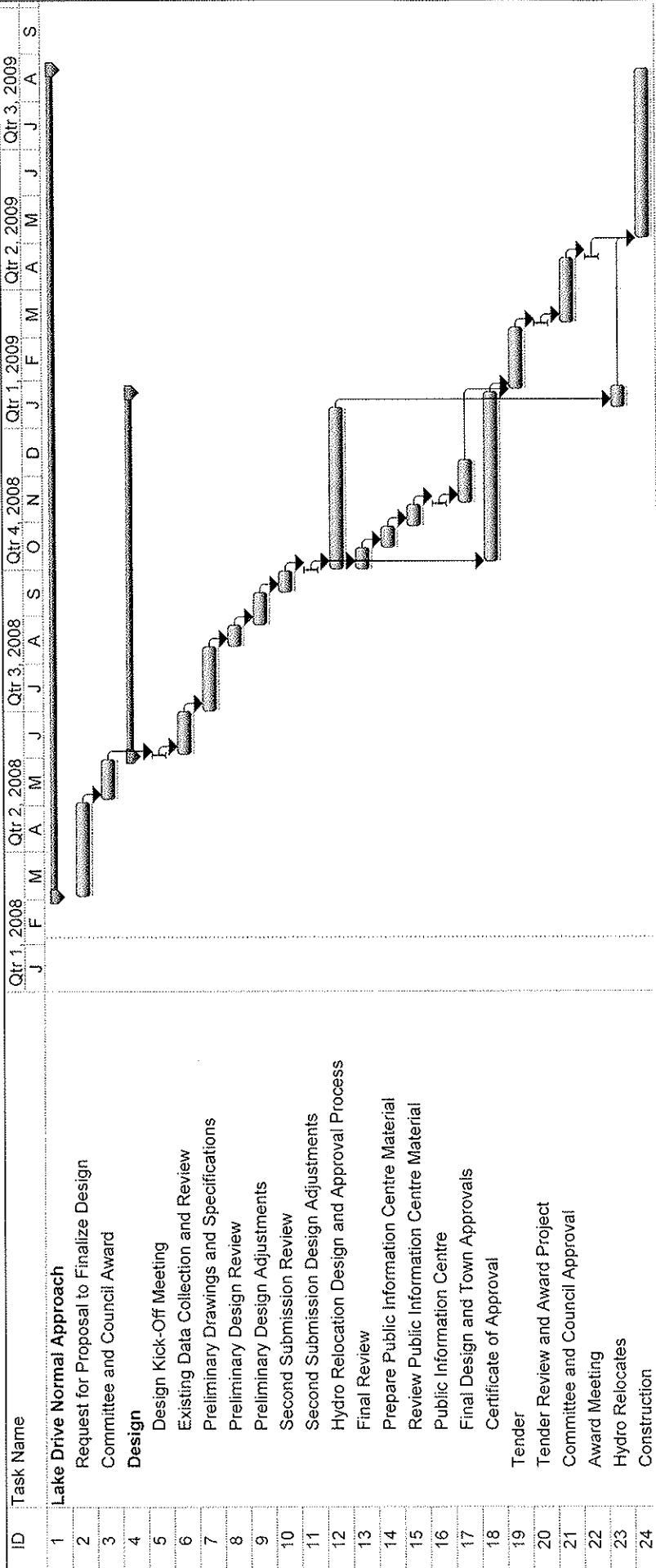
- All projects should be deemed to be affordable for both the Town and the property owners.
- The combination of all Town wide capital projects will not cause the Town to exceed an appropriate debt level (i.e. – 80% of its debt limit).
- Projects will proceed into detailed design only after a review of the costs, funding and financing options by Council
- A full range of funding and financing tools will be reviewed for each project including combinations of government grants, user fees, property owner payments, reserves, long term debt financing, developer funding/financing, taxation, etc.

- If there are provincial/federal grants benefiting a project, then Town reserve funds will not be used to further reduce the costs to benefiting property owners, unless necessary to meet the affordability criteria.
- All Capital Charges imposed are to have priority lien status, if possible.
- All benefiting property owners on each project will contribute equally to the cost on an equivalent unit basis.
- For non-residential uses, the Town's "Basis for Equivalent Units" should be reviewed and updated.
- All benefiting property owners on each project will also contribute towards plants and related infrastructure costs as well as project costs.
- Any previous contributions by benefiting property owners will be identified and considered in the analysis.
- The financing options should encourage benefiting owners to maximize their payments early in the payment schedule.
- Benefiting owners will be given payment options. At least one option will allow the property owner to pay not more than an affordable threshold amount annually based on current costs (i.e., approximately \$1,500) over an extended term.
- In the event that effected properties are sold, the balance of the remaining assessment shall be paid to the Town as part of the sale closing process.

### **COMMUNICATIONS:**

- All affected property owners will be consulted prior to establishing any specific charges.

**NORMAL LAKE LAKE DRIVE SERVICING EXTENSION SCHEDULE**



Project: Lake Drive Gantt Chart Norm:  
Date: Tue 05/02/08

Task

Milestone

Summary

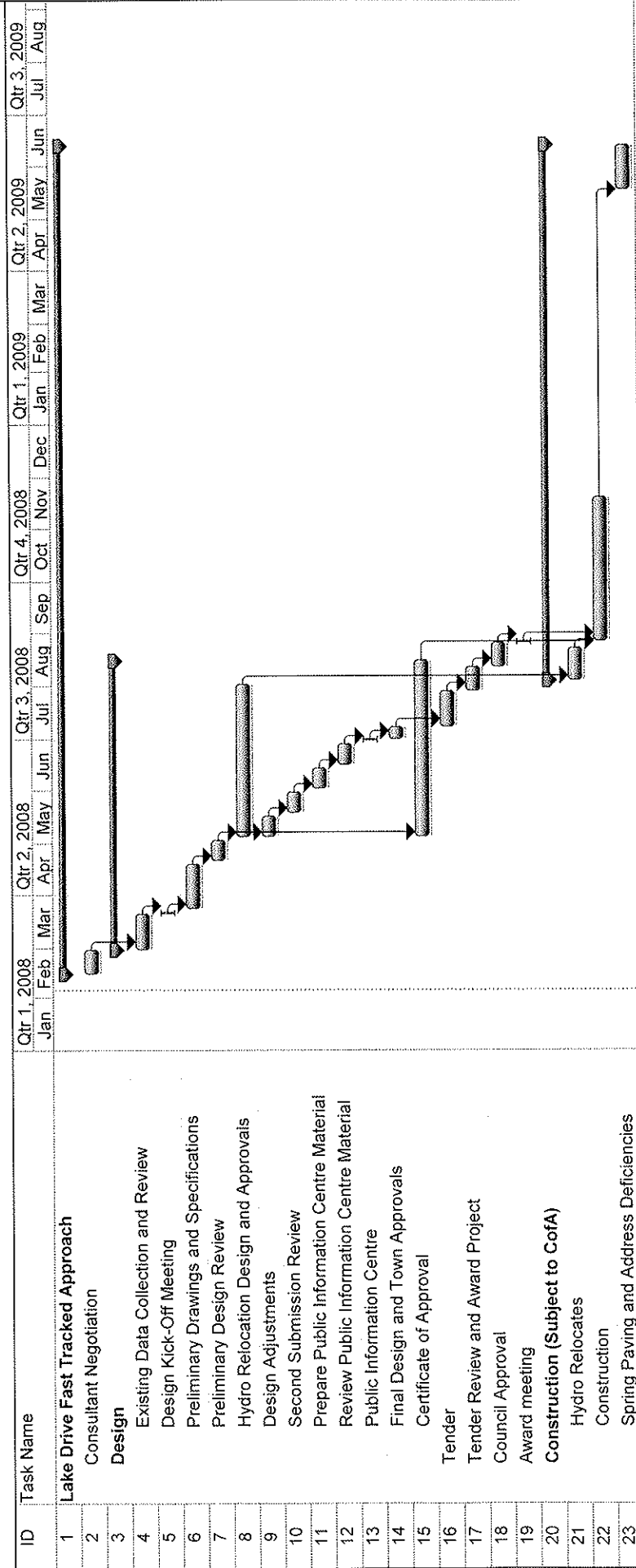
Project Summary

External Tasks

External Milestone

Deadline

**FAST TRACKED LAKE DRIVE SERVICING SCHEDULE**



Task

Split

Progress

Milestone

Summary

Project Summary

External Tasks

External Milestone

Deadline

Project: Lake Drive Gantt Chart Fast 1  
 Date: Tue 05/02/08