



Working together with our community

Information Memo

To: Council-In-Committee Meeting
Date: November 15, 2023
Division: Environmental and Infrastructure Services
Department: Engineering - Drainage
Ward: All Wards
Subject: Elliott-Kitchen Drain – Report for Consideration

Recommendation(s):

That the Information Memo regarding the Elliott-Kitchen Drain – Report for Consideration be received as information.

Background

Council is in receipt of the Elliott-Kitchen Drain report, dated October 12, 2023 prepared by Brandon Widner, P.Eng. of Spriet Associates Ltd.

The Elliott-Kitchen Drain Engineer's Report will be presented to Council at the November 21, 2023 Council Meeting.

Discussion:

Council appointed the firm of Spriet Associates Ltd. under the *Drainage Act* through staff report PW 21-24. The Elliott-Kitchen Drain is located in Lots 19 to 22, Concession 11 and 12, geographic Township of Windham.

As a result, the attached Elliott-Kitchen Drain report dated October 12, 2023 prepared by Brandon Widner, P.Eng. has been filed with Norfolk County. (Refer to Attachment 1 – Elliott-Kitchen Drain Report)

Staff and the engineer have held meetings with the affected owners in accordance with the *Drainage Act* along with additional owner information meetings with all affected owners being invited to review the draft design, costs and assessments.

The total estimated cost in the report is \$317,000. Norfolk County is assessed \$57,747 for the cost of a new road crossing and outlet assessments relating to Norfolk County lands and Roads. Norfolk County has the same right to appeal assessments as all affected owners.

The engineer will be present at the Council meeting to present his report. Council must consider any concerns brought forward by affected owners regarding design or location of the proposed drainage works and determine whether to adopt the report under by-law.

Affected owners, if dissatisfied with the report will have an opportunity to appeal through the various *Drainage Act* appeal bodies.

By adopting the by-law the report shall proceed through the regulated *Drainage Act* appeals. Upon completion of the appeals, the Drainage Superintendents, being appointed under by-law to carry out the duties of Council under the *Drainage Act* are responsible for bringing the project to completion.

Financial Services Comments:

The Approved 2023-2032 Capital Plan includes a direct allocation related to the construction of Elliott-Kitchen Drain at \$500,000.

The total estimated project costs for construction of the Elliott-Kitchen Drain are \$317,000 (excluding HST). Norfolk County's assessment is to be funded by the issuance of debentures and is estimated at \$57,747. The remaining \$259,253 will be recovered through external recoveries and affected landowners. Current costs spent to date are \$68,844 which primarily pertain to engineering, surveying, and administration.

In addition to the construction costs outlined in the report, Norfolk County will be responsible for a portion of the future maintenance costs of this drain. These costs will be assessed by using the maintenance assessment schedule included in the engineer's report.

Attachment(s):

- Attachment 1: Elliott-Kitchen Drain Report

Conclusion:

Staff recommend Council adopt the report under by-law and the project proceed through the Drainage Act.

Approval:

Approved By:
Al Meneses, CAO

Reviewed By:
Andrew Grice, General Manager Environmental and Infrastructure Services

Prepared By:
Bill Mayes, Drainage Superintendent