



TOWN OF INNISFIL STAFF REPORT

Staff Report No.: DSR-074-18
Date: August 8, 2018
To: Mayor, Deputy Mayor and Members of Council
From: Jason Inwood, Strategic Leader - Operations
Subject: South Innisfil Creek Drain – 2018 Improvement Presentation and Draft Engineers Report

RECOMMENDATION:

That Council receive the presentation and Draft Engineers Report on the South Innisfil Creek Drain – 2018 Improvement as presented by Burnside on August 8, 2018.

BACKGROUND:

On April 20, 2016 Council passed resolution CR 083-05.16 appointing R.J. Burnside & Associated Limited (Burnside) as the Town's Drainage Engineer to prepare a Drainage Improvement Report on the South Innisfil Creek Drain in accordance with Section 78 of *the Drainage Act*.

Since their appointment, Burnside has worked with the affected landowners, agencies and Town staff in developing a design for the improvements to the existing municipal drain. In February 2018 a Public Information Centre (PIC) was held by Burnside to update the affected landowners on the status of the report, drain design and be available for any questions the public may have.

Subsequent to the PIC, Burnside have completed the following:

- A detailed design for the drainage works.
- The Hydrology Report which was submitted to Nottawasaga Valley Conservation Authority (NVCA) and Ministry of Transportation (MTO).
- The Aquatic Assessment and submitted that along with a detailed design to the Department of Fisheries and Oceans Canada (DFO) Requesting a Project Review.
- A Draft Engineers Report for information for Council, landowners and agencies.

Included in this Draft Engineers Report is a watershed plan, profiles, cross sections, general specifications, estimate for the total cost of the work and allowances.

ANALYSIS/CONSIDERATION:

Draft Engineers Report vs. Final Engineers Report

As outlined above, Burnside have completed the detailed design and Draft Engineers Report for the drain improvement project for information purposes. The proposed design has been submitted to the Department of Fisheries and Oceans Canada (DFO), Ministry of Natural Resources and Forestry (MNR) and the Nottawasaga Valley Conservation Authority (NVCA) for comment and approvals. These approvals are known to take time and sometimes require edits (additions and/or deletions) to the detailed design of the drain.

Once Burnside submits a Final Engineers Report to Council it starts procedures under *the Drainage Act* which include set timelines. These procedures are listed below:

- Final Report is mailed out to all landowners & Municipalities involved, Conservation Authority, Ministry of Natural Resources and the Director of OMAFRA. (S. 41)
- Meeting to Consider Final Report (S. 42)
- Council provisionally adopts the Final Report (S. 45)
- Court of Revision – Appeals on Assessment (S.46)
- Tribunal – Appeals from decision of Court of Revision on Assessments (S. 54)
- Tribunal – Appeals on technical aspects of the work (S. 48, 49 and 50)
- Referee – Appeals on legal aspects of the work (S. 47)

Note: More detail regarding process and timelines can be found in the attached Drain Improvement Procedure under the Drainage Act (Section 78) handout provided by OMAFRA.

If Burnside submitted a Final Engineers Report without the approvals of these agencies and the approvals came with edits to the design, Council would be required to defer the Engineers Report back to Burnside to complete the changes and resubmit the updated Final Engineers Report and start the process all over again. This would result in extra time and costs towards the project.

Upon receiving the appropriate approvals and completion of the approved detailed design, a Final Engineers Report will be prepared and submitted to Council. The Final Engineers Report will provide the necessary documentation to advance the project to the final stages before construction. The final report will present the following:

- Watershed Plan, Profiles and Specifications of Drainage Works;
- Estimated Cost of the Total Work;
- Allowances payable to owners directly affected by the works;
- Estimates of the additional costs to be included from the previous procedure;
- Construction Assessment Schedule; and
- Maintenance Assessment Schedules.

OPTIONS/ALTERNATIVES:

This presentation and Draft Engineers Report are being presented to Council for information purposes only. Once the approvals from all agencies have been obtained, a Final Engineers Report will be submitted to the Council of the Town of Innisfil under Section 78 of *the Drainage Act*.

FINANCIAL CONSIDERATION:

There are no direct financial implications to this Draft Engineers Report. It should be noted that when the Final Engineers Report on the South Innisfil Creek Drain Improvement is presented to Council there will be an accompanying staff report that will layout in detail all the financial implications of this work.

Future Considerations:

The replacement of both the Highway 400 and Reive Boulevard crossings will be required to facilitate the improvements to the South Innisfil Creek Drain. The substantial costs to design, stage and construct these crossings will not be included in the Final Engineers Report. However, it will be the responsibility of the road authority to cover the cost to complete this work. Burnside and Town staff are continuing to discuss the opportunity for collaboration between the MTO and Town on these projects because of the close proximity of these structures.

CONCLUSION:

In conclusion, staff recommend that Council receive the presentation and Draft Engineers Report on the South Innisfil Creek Drain – 2018 Improvements presented by Burnside for information purposes until approvals from all agencies have been obtained and a Final Engineers Report will be submitted to the Council of the Town of Innisfil under Section 78 of *the Drainage Act*.

PREPARED BY:

Jeremy Nyenhuis, Drainage Superintendent

APPROVED BY:

Jason Inwood, Strategic Leader, Operations

ATTACHMENTS:

- Draft Engineers Report for South Innisfil Creek Drain – 2018 Improvement
- Preliminary Cost of Proposed Improvements Handout
- Drain Improvement Procedure Under The Drainage Act (Section 78)