



## memorandum

**DATE:** November 19, 2013  
**TO:** Mayor and Members of Council  
**RE:** **FINANCE AND ADMINISTRATION MEETING – NOVEMBER 25, 2013**  
**REPORT 16, ITEM 5**  
**REQUEST FOR MUNICIPAL SERVICING - MILLWOOD ESTATES COMMUNITY**  
**WARD 3**

<b>C</b>	<b>7</b>
<b>COMMUNICATION</b>	
<b>F&amp;A -</b>	<b>Nov. 25/13</b>
<b>ITEM -</b>	<b>5</b>

### Recommendation

The Commissioner of Engineering and Public Works and the Director of Engineering Services recommends:

1. That this report be received for information.

### Economic Impact

There is no direct economic impact as a result of this report.

The estimated cost to initiate design for watermains or sanitary sewer servicing are approximately \$150,000 and \$280,000, respectively. Preliminary costs of construction have been estimated at approximately \$1.35M for the water system and \$2.52M for the sanitary system. A project to initiate servicing in Millwood Estates has not been previously identified by staff through a Capital Budget submission.

### Background - Analysis and Options

The Finance and Administration Committee, at its meeting of November 12, 2013, deferred Item 1 of Finance and Administration Committee Report No.14 – Draft 2014 Budget and 2015-2017 Plan, to continue deliberations and requested additional information on the following:

**“An assessment of the financial and other implications of addressing the requests for municipal servicing in the Millwood Estates community”.**

**The Millwood Estates subdivision was first developed in 1972 with limited municipal services.**

The Millwood Estates community is located north of Major Mackenzie Drive, east of Pine Valley Drive and is comprised of Millwood Parkway, Millwood Court and Petermar Drive.

The subdivision was first developed in 1972 and is presently comprised of 37 residential properties. At the time that the community was being developed, servicing was not readily available. Millwood Estates is not currently serviced by municipal water, storm or sanitary sewers. As a result, storm water is managed through roadside ditches. Potable water and sanitary services are the responsibility of the individual homeowners, and are accomplished using private wells and septic systems.

Further to the deputation made by Mr. Tim Sorochinsky of the Millwood-Woodend Ratepayers Association, at the November 12, 2013 meeting of the Finance and Administration Committee, staff has reviewed the feasibility for servicing the community.

**Capacity exists within the local water supply network and the sanitary sewer collection system to service the Millwood Estates subdivision.**

#### *Municipal Water Servicing*

A potable municipal water supply can be provided from the existing watermain located on Via Campanile, south of Major Mackenzie Drive. Extension of the existing water system to service the Millwood Estates subdivision would require:

- watermain pipe - 300mm and 150mm diameter PVC pipe
- fire hydrants - at proper spacing for fire protection
- main line water valves and chambers - as per the City's Design Criteria, and
- water services – 25mm diameter copper pipe, for each property (installed up to the municipal property line)

Based on the above mentioned requirements, the estimated cost for the design and construction of the proposed municipal water system for Millwood Estates is approximately \$1.5M.

#### *Municipal Sanitary Servicing*

Sanitary sewage collection can be provided to the community by connecting to the existing sanitary sewer located on Pine Valley Drive, approximately 400m south of Major Mackenzie Drive. The proposed sanitary system would require:

- sanitary sewers – 300mm and 250mm diameter PVC pipe (appropriate sizing to be determined through detailed design)
- sewer maintenance holes - as per the City's Design Criteria
- sanitary services – 125mm diameter PVC pipe, for each property (installed up to the municipal property line)
- a forcemain and pumping station will be required to connect to the nearest sanitary sewer on Pine Valley Drive (appropriate sizing to be determined through detailed design)

Based on the above mentioned requirements, the estimated cost for the design and construction of the proposed municipal sanitary system for Millwood Estates is approximately \$2.8M.

#### **Cost benefits and reduced impact could be achieved by constructing both municipal water distribution and sanitary sewer systems**

The Millwood Estates community has requested the City to only install municipal water services at this time. While a review of current regulations was carried out and no requirements were identified for both water and sanitary servicing, staff experience has demonstrated that there are benefits to bundling servicing within a community. The construction of a water distribution system and a sanitary sewer system combined into one contract would reduce overall costs and minimize impact to residents.

#### **The cost of providing municipal water and sanitary servicing shall be borne by the property owners of the Millwood Estates subdivision**

The introduction of new water and sanitary sewer services will enhance the level of service, provided by the City, for residents of Millwood Estates. As a result, the cost of the new municipal infrastructure would normally be funded solely by the community, through a special area charge. Costs to property owners would be individually determined and apportioned based on the assessed property value.

The following provides an overview of the implementation process for new municipal infrastructure requests, carried out through a special area charge:

1. Petition from the community requesting infrastructure to be submitted to the City
2. City will review and assess the technical feasibility of the request and prepare a preliminary cost estimate
3. The City will host a Public Meeting/Open House(s) to provide information and answer questions with respect to the undertaking
4. The City will circulate a survey to the community, outlining the scope of the new municipal infrastructure request.
5. The survey will require at least two-thirds, in number of the owners, representing at least one-half of the value of the lots liable to be specially assessed.
6. The City of will put forward a budget request to undertake the detailed design of the project and secure funding for construction
7. Once the detailed design has been completed, the City will provide the community with the estimated cost of work.
8. A second survey for work shall be signed by at least two-thirds in number of the owners representing at least one-half of the value of the lots liable to be specially assessed.
9. Council will enact the necessary By-law to commence construction
10. Construction will be carried out
11. Following construction completion, final costs are calculated
12. Updated cost apportionment will be determined
13. Follow-up By-Law, to recover costs, will be brought forward to Council

A project to provide servicing to Millwood Estates has not been previously identified nor submitted as part of a Capital Budget plan. Should such a project, to only initiate design, be considered as part of the 2014 Budget Deliberations, this project would be considered a low priority in relation to the other projects submitted. Furthermore, given the complexities associated with special area charge projects, staff anticipate a minimum of 2 years would be needed before the project would advance to construction.

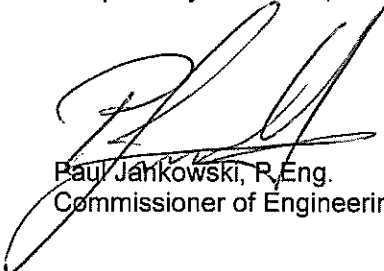
#### **Attachments**

1. Location Map – Millwood Estates Community


#### **Report prepared by:**

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Respectfully submitted,



Paul Jankowski, P.Eng.  
Commissioner of Engineering and Public Works



Jack Graziosi, P.Eng  
Director of Engineering Services

# ATTACHMENT No. 1



## MILLWOOD ESTATES Municipal Services for Millwood Community

### LEGEND

 SUBJECT LANDS

Note: Aerial photography acquired in spring 2012



NOT TO SCALE