

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: January 9, 2025

RE: **Vintage Views and Lakeshore Waterworks Service Establishment Bylaws**

Administrative Recommendation:

THAT third reading of Vintage Views Waste Water System Service Establishment Bylaw No. 3068, 2024, be rescinded and the bylaw re-read a third time as amended; and,

THAT third reading of Lakeshore Waterworks System Service Establishment Bylaw No. 3071, 2024, be rescinded and the bylaw re-read a third time as amended.

Purpose:

To ensure the requisition limit in the service establishment bylaws for the Vintage Views and Lakeshore Waterworks utilities accurately reflects the debt servicing and operational costs of providing each service.

Reference:

November 7, 2024, Administrative Report

Business Plan Objective:

Key Success Driver 2.2: To meet public needs through the continuous improvement of key services
Key Success Driver 3.3: To develop an environmentally sustainable region

Background:

At the November 7, 2024, Board meeting, the service establishment bylaws for the two utilities, along with the corresponding loan authorization bylaws, were given three readings. The bylaws were subsequently forwarded to the Inspector of Municipalities for approval.

Analysis:

Through correspondence with Ministry of Housing and Municipal Affairs, administration has identified that the requisition limits of Vintage Views Waste Water System Service Establishment Bylaw No. 3068 and Lakeshore Waterworks System Service Establishment Bylaw No. 3071 did not adequately account for both the debt servicing costs and the operating costs that will be covered by fees and charges as user fees. Although parcel tax bylaws will provide for the debt servicing costs and the Fees and Charges bylaw will contain the user fees for each utility, it is necessary that the

requisition limit in each service establishment bylaw be sufficient to provide the service as if requisitioning the full amount based on land and improvements.

Consequently, the two service establishment bylaws for the Vintage Views Waste Water utility and the Lakeshore Waterworks utility have been amended to increase the requisition limit and are before the Board to be re-read a third time as amended.

Financial Implications:

It is important to note that the estimated cost of the capital upgrades has not changed and the figures provided to citizens at recent open houses have not changed. As the debt servicing costs for capital upgrades for each utility are expected to be covered by a parcel tax, the increase of the requisition limit will not adversely affect property owners. Property owners within each service area will receive a quarterly utility bill for user fees and ongoing operational maintenance of the system.

As noted in the November 7, 2024, administrative report to the Board of Directors, the parcel tax for the Vintage Views Wastewater utility will be approximately \$4,308.30 annually over 30 years, and \$2,869.17 annually over 30 years for the Lakeshore Waterworks utility. Adjusting the requisition limit in each service establishment bylaw does not affect the debt servicing costs.

Alternatives:

THAT the requisition limit in Bylaw Nos. 3068 and 3071 not be amended.

Communication Strategy:

The corrected bylaws will be posted to Regional Connections.

Staff will be available at the community meeting scheduled for January 15, 2025, regarding the assent voting for these utilities.

Respectfully submitted:

"Gillian Cramm"

G. Cramm, Deputy Corporate Officer

Endorsed by:

"Christy Malden"

C. Malden, Corporate Officer/Deputy CAO